

Assessor's Name	Kathryn Pipe	Assessment Date	5 Sep 21	Escalate to Dobwalls Risk Register	Y	
Reviewed Date	21.10.2021	17.11.2021	10.12.2021	02.01.2022	21.01.2022	27.02.2022 03.04.2022

Background	
Describe the current circumstances	<p>Viral pathogens are the most common cause of respiratory infection Coronavirus COVID-19 and its variants remain in circulation in the UK In addition, the influenza virus is also expected to be prevalent in the UK during the autumn/winter Contracting COVID-19 and influenza at the same time can lead to serious illness Other viral pathogens will be mitigated by the control measures Cornwall is currently designated an Enhanced Response Area - this provides for the director of public health to publish alternative or additional measures to those within the central guidance - in addition, the School may choose to apply more stringent control measures after assessing the local situation, though will always be mindful of their potential impact on the children's educational experience and/or mental health and wider wellbeing. The second half of the spring term provides the additional challenges associated with operating the Academy under the Government's newly published 'Living with COVID-19' strategy</p>
Description of process, activity or task to be risk assessed	
Describe the location where the activities are taking place	Dobwalls Primary School is a school for children of mixed ability and part of the SMART School Trust. It currently educates 185 pupils aged 4-11, with up to 25 staff plus visitors that come and go throughout the school day. The site comprises an original and extended main building. There are extensive playing fields and green space.
Describe the activities being performed	<ul style="list-style-type: none"> • place of work • education and learning • dining • emergency response • safeguarding of vulnerable groups • travel to and from school
Describe the equipment and/or substances being used	<p>Equipment: PPE, face coverings, educational resources, IT and comms, machinery, kitchen appliances, hand tools, water fountains, vehicles, cutlery and utensils Substances: Viral pathogens that cause respiratory illness, including coronaviruses and influenza viruses</p>
Describe the people involved in these activities (and others who might be affected)	<p>Adults (A), including: directly employed staff; contracted staff; volunteers; visiting adults Young people and children (YPC), including: School children (aged 11-16); visiting children (aged 5-18); visiting children and young people (aged 0-18); unborn child Pregnant woman (PW) - pregnant A or YPC with no known underlying health conditions Clinically vulnerable, with a pre-existing medical condition (CVA or CVYPC), including: A or YPC with a pre-existing condition that would potentially put them at elevated impact having contracted COVID-19 Adult 60 or over (A60+) – those aged 60 or over have been identified as being at higher risk of severe illness from coronavirus A or YPC from a black, Asian or minority ethnic (BAME) ethnicity group (BAMEA or BAMEYPC)</p>

	<p>Clinically extremely vulnerable, with chronic pre-existing medical condition (CEVA or CEVYPC), including: A or YPC, including a pregnant A or YPC with a chronic pre-existing condition that would potentially put them at critical impact having contracted COVID-19 – CEV status applies to those people on the shielded patient list</p> <p>Living with adult 60 or over (LWA60+), including: A or YPC who shares a household with a person that is aged 60 or over that would potentially put them at elevated impact having contracted COVID-19, should the A or YPC contract the virus in school</p> <p>Living with someone from a BAME ethnicity group (LWBAME), including: A or YPC who shares a household with someone from a BAME ethnicity group that would potentially put them at elevated impact having contracted COVID-19, should the A or YPC contract the virus in school</p> <p>Living with a clinically vulnerable person (LWCV), including: A or YPC who shares a household with a person that has a pre-existing condition that would potentially put them at elevated impact having contracted COVID-19, should the A or YPC contract the virus in school</p> <p>Living with a clinically extremely vulnerable person (LWCEV), including: A or YPC who shares a household with a person that has a chronic pre-existing condition that would potentially put them at critical impact having contracted COVID-19, should the A or YPC contract the virus in school</p> <p>(Notes:</p> <p>a. these categories apply to both vaccinated and unvaccinated individuals in those groups - this is because vaccines are not 100% effective against the known variants of COVID-19 and/or influenza, so a small proportion of fully vaccinated individuals remain at risk, because protection wanes over time and because there is the additional risk of a new variant emerging that reduces the efficacy of the existing vaccines. In addition, while the age and health eligibility of the COVID-19 vaccine is very broad, this is not matched in respect of the influenza vaccine.</p> <p>b. vaccination is a personal choice for those that are eligible, and evidence shows that there is a far lower risk of infection, transmission, hospitalisation or death from COVID-19 amongst the vaccinated population, with protection increasing after 2 doses and being sustained via a booster dose</p> <p>c. influenza vaccination will be available free of charge from the NHS for certain groups, but can be purchased from a chemist for those who do not qualify)</p>
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Description of hazard and hazardous event		Who might be harmed?	What risk controls are currently in place?	Current risk rating*			Are further controls needed?	Date to be completed by	Residual risk rating*		
				L	C	R			L	C	R
Location	Contraction of COVID-19 - transmission of COVID-19 through contact with surfaces (indirect transmission)	PW	Vaccination including boosters (COVID-19 and influenza)	1	5	5			1	5	5
			Undertake personalised risk assessment with line manager, following guidance by Royal College of Obstetrics and Gynaecology	1	5	5	PW and line manager to read the guidance by Royal College of Obstetrics and Gynaecology (and sign up for updates), noting that vulnerability		1	5	5

						increases from 28 weeks' gestation					
	CEVYPC	Vaccination including boosters (COVID-19 and influenza)	1	5	5				1	5	5
		Children under paediatric or NHS care that have been advised specifically by their GP or clinician not to attend school must learn from home	1	5	5				1	5	5
	CEVA	Vaccination including boosters (COVID-19 and influenza)	1	5	5				1	5	5
		Attend work and follow all mitigation measures at all times - discuss working arrangements with line manager	1	5	5				1	5	5
	A YPC PW	Vaccination including boosters (COVID-19 and influenza) for those that are eligible	1	5	5				1	5	5
	CVA CVYPC CEVYPC CEVA A60+ BAMEA BAMEYPC LWCV LWCEV LWBAME LWA60+	Enforcement of strict cleaning protocols in line with government guidance for daily cleaning of internal surfaces with general cleaning products, including at increased frequency during the school day, with a particular focus on communal touch-points and after each use of communal areas	1	5	5	Implement any changes in advice from DfE, Public Health England, NHS, or other authoritative source (current advice, including for a confirmed case, is here)			1	5	5
		Use electrostatic deep cleaning process to disinfect whole rooms/spaces	1	5	5				1	5	5

			Periodic (termly) deep cleaning of internal surfaces that are outside of daily cleaning regime with general cleaning products in line with government guidance	1	5	5			1	5	5
			Periodic (termly) cleaning of external glass surfaces with general cleaning products	1	5	5			1	5	5
			Cleaning wipes available to children and staff.	1	5	5			1	5	5
			School uniform/PE kit (and work clothing) should be worn to and from school, but removed immediately on return home. All items should be washed at least once a week	1	1	5			1	1	5
Activities	Contraction of COVID-19 - transmission of COVID-19 through contact with people (direct transmission)	PW	Vaccination including boosters (COVID-19 and influenza)	1	5	5			1	5	5
			Undertake personalised risk assessment with line manager, following guidance by Royal College of Obstetrics and Gynaecology	1	5	5	PW and line manager to read the guidance by Royal College of Obstetrics and Gynaecology (and sign up for updates), noting that vulnerability increases from 28 weeks' gestation		1	5	5
		CEVYPC	Vaccination including boosters (COVID-19 and influenza)	1	5	5			1	5	5
			Children under paediatric or NHS care that have been advised specifically by their GP or clinician not to attend school must learn from home	1	5	5			1	5	5
		CEVA	Vaccination including boosters (COVID-19 and influenza)	1	5	5			1	5	5

			Attend work and follow all mitigation measures at all times - discuss working arrangements with line manager								
	A YPC		Vaccination (COVID-19 and influenza)	1	5	5			1	5	5
	PW CVA CVYPC CEVYPC		Maintain a culture of alertness and a mindset through our safeguarding mantra of “ it could happen here ”	2	5	10	Promote the mantra via letters to parents/carers, emails to staff, induction, virtual assemblies, PSHE		2	5	10
	CEVA A60+ BAMEA BAMEYPC LWCV LWCEV LWBAME LWA60+		Maintain campaign to provide advice on hygiene, following the guidance issued by the National Institute of Clinical Excellence - e-Bug resources - wash or sanitise hands more regularly throughout the day (as a minimum: boarding/alighting transport, putting on/taking off face coverings, on arrival/departure, after using the toilet, before/after eating) Children and staff should avoid touching their mouth, eyes and nose Should children or staff feel the need to cough or sneeze, they must ensure they cover their mouth and nose, preferably using a tissue, but in an emergency they should use the bend of their elbow or cover with clothing, washing or sanitising their hands immediately after and disposing of tissues appropriately.	2	5	10			1	5	5

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			Hand sanitiser dispensers around the site in each corridor/foyer, classroom, canteen and portable units for outdoor activities - monitor to ensure they are filled and functioning	2	5	10			2	5	10
			Monitor all soap dispensers in toilet and sink areas to ensure they are filled and functioning	2	5	10			2	5	10

			<p>Any staff, student or visitor presenting with any of the COVID-19 symptoms or testing positive from a home test must stay away from the school immediately, following prevailing published guidance – (isolation starts immediately and the 10 full days start on the day after the start of symptoms or a positive PCR or lateral flow test if asymptomatic) – the isolation period can be reduced if a negative lateral flow test result is returned no earlier than day 5 and again the following day. If the day 5 LFD test result is positive, you can continue taking LFD tests until you receive 2 consecutive negative test results. The person can stop isolating immediately from the time of the second negative result.</p> <p>If you have symptoms of a respiratory infection, such as flu or COVID-19, and you have a high temperature or you do not feel well enough to attend the Academy, you are advised to try to stay at home and avoid contact with other people, in line with government guidance</p> <p>As an <i>additional protective precaution</i>, anybody (staff, student or visitor) with any sign of any new, undiagnosed illness</p>	1	5	5	<p>For those that display symptoms or receive a positive home test result, arrange for PCR testing if needed in line with government guidance – if PCR was taken within 2 days of a lateral flow test and negative then return and cease self-isolation – if PCR is positive (or if negative, but taken more than 2 days after a lateral flow test), continue with self-isolation in line with published guidance If person testing positive (home test or PCR) has accessed our site recently, inform the School</p>	Ongoing	1	5	5
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			must not attend the School and must stay away from the School while their new symptoms persist.								
				1	5	5			1	5	5
			Any students or staff that travel abroad must ensure they follow the government guidance on testing and quarantine before returning to the school.	1	5	5			1	5	5

		<p>All staff and students must follow the advice of the NHS Test and Trace service or local health protection team – if contacted and advised to self isolate they must stay away from school for 10 full days the recommended duration.</p> <p>If they develop symptoms during that period, they must <u>stay away</u> – the isolation period starts immediately and the 10 full days commence on the day after exposure, the start of symptoms (or a positive PCR or lateral flow test if asymptomatic) – the isolation period can be reduced if a negative lateral flow test result is returned no earlier than day 5 and again the following day. If the day 5 LFD test result is positive, you can continue taking LFD tests until you receive 2 consecutive negative test results. The person can stop isolating immediately from the time of the second negative result.</p>	1	5	5			1	5	5
		<p>Staff arranging visits are to request, in advance, that visitors read our risk assessment. and undertake a home lateral flow test prior to attending site.</p>	1	5	5	<p>Retain contact details of all visitors, in case we need to inform local health team. PHE/NHS Test and Trace in the event of an outbreak</p>		1	5	5

		<p>Undertake checks of all essential visitors and ask questions relating to:</p> <ul style="list-style-type: none"> • Confirmation of a negative LFT result that day • their health (any sign of any illness) • whether they or anyone in their household is presenting with any symptoms of COVID-19 • whether they have been asked in the last 10 days to isolate by the national Test and Trace service or local health protection team • whether they have been a close contact of a confirmed positive case in the last 10 days • whether in the last 10 days they have returned from a country that requires quarantine <p>Inform SLT, who will decline entry where appropriate.</p>							
		<p>Inform all staff and children that they must adhere to the latest government advice and guidance when not in school (social responsibility), and that any reported breaches will be investigated and could result in action being taken to restrict their access to the School</p>	2	5	10	<p>Restrict access to the School for those people that deliberately or consistently breach the government guidance while out of school, thus increasing the risk to others in the learning community - stay away for 10 days</p>		1	5

			Encourage all staff to download the NHS tracking app. When in pigeon holes, contact tracing turned off.	1	5	5			1	5	5
			Segregate anyone that develops symptoms during the school day or otherwise feels unwell, until such time that they can be collected (to designated area in Gallery, and allocate visitor toilet near stationery store for their exclusive use until cleaned) Unwell person to be offered a face mask to reduce the risk of transmission to others	2	5	10	Staff to remain 2 metres away and where that is not achievable, to use appropriate PPE, including face mask for mouth and nose, eye protection, gloves and apron, particularly if coughing or sneezing or vomiting Staff to follow DfE guidance on safe use of PPE to reduce self-contamination Clean affected areas in line with guidance (adhere to COSHH and risk assessment procedure if using bleach) or use electrostatic disinfectant		1	5	5

			In an emergency situation, such as first aid or intervention to prevent self-harm or harm to others, staff may need to breach the advisory 2 metre separation	1	5	5	Staff to remain 2 metres away (e.g. use verbal commands) and where that is not achievable and the person is not presenting with COVID-19 or other symptoms, proceed with treatment without PPE and undertake sanitation measures on completion If the person is presenting with COVID-19 symptoms or others , and where the situation allows, use appropriate PPE , including face mask for mouth and nose, eye protection, gloves and apron, particularly if coughing or sneezing and undertake sanitation measures on completion		1	5	5
			Children and staff using school and public transport will follow the guidance issued by Cornwall Council , which is informed by the government guidance for passengers - this means that passengers are expected and recommended to wear "face coverings" (accepting that some will have a valid exemption, for which it is not lawful to request evidence)	2	5	10			2	5	10
			Implement whole-school <u>precautionary measures</u> : <ul style="list-style-type: none"> • Aim to maintain your personal space wherever possible • Avoid close face to face contact and minimise the 	2	5	10	Provide induction as staff and children join the School	Ongoing	2	5	10

		<p>time spent in close proximity to others</p> <ul style="list-style-type: none"> • Face coverings will be implemented based on the local Covid situation, local Covid rates and advice from local PHE <p>- School events can be held with the express permission of the Headteacher and subject to full risk assessment</p> <p>- socially distanced CPD events where necessary, but examine alternatives</p> <p>- socially distanced staff meetings</p> <p>- use phone or Teams wherever possible, in lieu of in-person meetings</p> <p>- carefully manage use of agency supply staff and induct temporary staff in our COVID procedures and where possible send all information in advance</p> <p>- lettings to community groups subject to the express permission of the Headteacher</p> <p>- induct external visitors/contractors in our COVID procedures and where possible send all information in advance</p> <p>- publish notice (via letter to parents/carers, website, FB and via Town Council) that school site remains off limits to the wider community</p>		<p>Restrict access to the School for those people that, after investigation, are found to be deliberately or consistently breaching the School's operating procedures and/or expectations while in school, thus increasing the risk to others in the learning community – remove from site and stay away for 10 days</p>	<p>Ongoing</p>	<p>2</p>	<p>5</p>	<p>10</p>
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			Utilise clear acrylic/glass screens to segregate office spaces.	1	5	5			1	5	5
			Classrooms and other spaces to be well ventilated.	1	5	5	<p>Ventilation is a key measure and can affect room temperatures, so staff and children should dress accordingly to maintain thermal comfort. Use CO2 detectors to support good ventilation.</p> <p>If any room is persistently below 13°C, staff must inform SLT so that additional heating or air purification can be considered rather than closing the final window/external door</p> <p>Further windows or doors should be opened if it can be done without reducing the temperature of the room to below 16°C (13°C if pupils are engaged in physical activity)</p>		1	5	5
			<p>This needs to be balanced against the operating temperature within that space, so during the school day, shared spaces must have at least one window or external door open at all times</p> <p>When a room is vacated, i.e. break, lunch, as many windows as practical should be opened to ensure the room is fully ventilated in preparation for the next use.</p> <p>Class teachers to close windows and doors at the end of the school day for fire and security purposes.</p> <p>Children must not be asked to stand on desks, chairs or windowsills to open or close windows.</p>								

		<p>YPC CVYPC CEVYPC BAMEYPC LWCV LWCEV LWBAME LWA60+</p>	<p>Implement children-specific prevention measures:</p> <ul style="list-style-type: none"> - use consistent seating arrangements across the week and record seating plans - encourage outdoor activity at lunch and break times (outside interaction carries a much reduced risk of transmission) - lay out classrooms and learning spaces with desks facing forward where possible but group tables are permitted to ensure maximising educational potential - undertake team sports only where national sporting governing bodies have developed approved guidance (such as grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events) - indoor and outdoor inter-school sports fixtures can be arranged with the express permission of the Headteacher - School events can be held with the express permission of the Headteacher and subject to full risk assessment - day and residential trips can be arranged with the express permission of the Headteacher and subject to full risk assessment and confirmation of appropriate insurance provision 	2	5	10	<p>Restrict access to the School for those children that, after investigation, are found to be deliberately or consistently breaching the School's operating procedures and/or expectations while in school, thus increasing the risk to others in the learning community – remove from site and stay away for 10 days</p> <p>Educate children via class discussions and assemblies</p>		2	5	10
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			If risk mitigation protocols and measures cannot be consistently maintained due to poor behaviours or an inability to comprehend or follow instructions, then consider risks to individual and the wider learning community	2	5	10	Assess specific or additional risks and develop specific or additional mitigating actions (additional to this risk assessment), including study in separate location. If risks cannot be suitably mitigated in the school environment, then student will have to study at home if individual or others are put at an unacceptable level of risk		1	5	5
Equipment and substances	Contraction of COVID-19 - transmission of COVID-19 through contact with shared equipment	A YPC PW CVA CVYPC CEVYPC CEVA A60+ BAMEA BAMEYPC	Clean equipment regularly and provide self-clean facility for all users of: shared personal protective equipment (PPE) such as goggles and masks; shared IT; workstations and other shared equipment such as screens/keyboards/mice; shared musical instruments; whiteboards;	2	5	10	Use of electrostatic cleaning when numbers of illness are high. Ongoing daily enhanced cleaning		1	5	5
		LWCV LWCEV LWBAME LWA60+	Clean communal water taps frequently	2	5	10	If unable to access (e.g. forgotten own drinking vessel), provide a vessel to all children		1	5	5
		A CVA CEVA A60+ PW BAMEA LWCV LWCEV LWBAME LWA60+	Staff room sink and dishwasher must be free of personal cutlery and utensils	2	5	10	Staff to undertake dishwashing of their personal items and must remove cleaned items from the Staff Room to prevent cross contamination		1	5	5

*Likelihood x Consequence = Risk (see Annex A)

Risk Rating Calculator

Likelihood that hazardous event will occur	
1	very unlikely
2	unlikely
3	fairly likely
4	likely
5	very likely

Consequence of hazardous event	
1	insignificant – no injury
2	minor – minor injuries needing first aid
3	moderate – up to seven days’ absence
4	major – more than seven days’ absence
5	catastrophic – death

Action Level Table

Risk rating	Action
20–25	Stop – stop activity and take immediate action
15–16	Urgent action – take immediate action and stop activity if necessary, maintain existing controls rigorously
8–12	Action – improve within specified timescale
3–6	Monitor – look to improve at next review or if there is a significant change
1–2	No action – no further action but ensure controls are maintained and reviewed

Risk Scoring Grid

Likelihood	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		Consequence				

Hazards in the workplace

Aggression and violence	Drugs and alcohol	Lighting	Stress
Asbestos	Electricity	Manual handling	Temperature
Bullying	Fire	Noise	Vehicles/transport
Chemicals and harmful substances	Getting in and out	Plant and machinery	Vibration
Computer workstations	Heights	Radiation	Viruses, diseases and infections
Confined spaces	Housekeeping	Slips and trips	Moulds and fungi

Hazard categories: Mechanical; Physical; Chemical; Biological; Environmental; Organisational

Machinery or process

² Substances or conditions, including slips, trips and falls

³ Harm to humans, property or environment

⁴ Organic substances

⁵ Temperature, dust

⁶ Behaviour, workload, time constraints, deadlines

COVID-19 - Sources of information used to inform this Risk Assessment:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

[Cornwall Enhanced Response Area status](#)

<https://coronavirus.data.gov.uk/details/interactive-map>

[guidance for safe provision including team sport, contact combat sport and organised sport events](#)

[Coronavirus \(COVID-19\): advice for pregnant employees - GOV.UK \(www.gov.uk\)](#) [Pregnancy](#)

[eBug website](#)

[staying at home guidance](#)

[guidance on cleaning in non-healthcare settings](#)

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

<https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff#members-of-households-childcare-or-support-bubbles-of-pupils-children-and-staff-of-schools-nurseries-and-colleges>

[Undertaking first aid without PPE](#)

[DfE guidance on safe use of PPE](#)

[Association for Physical Education](#)

<https://www.gov.uk/guidance/travel-advice-novel-coronavirus> [government guidance for passengers](#)

[Ventilation – NHS](#) [Ventilation - WHO](#)

[BAME](#)

[Imperial College London - REACT study](#)

Superseded:

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

[Restricting attendance during the national lockdown: schools \(publishing.service.gov.uk\)](#)

[https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-](https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020?utm_source=4%20November%202020%20C19&utm_medium=Daily%20Email%20C19&utm_campaign=DfE%20C19)

[2020?utm_source=4%20November%202020%20C19&utm_medium=Daily%20Email%20C19&utm_campaign=DfE%20C19](https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020?utm_source=4%20November%202020%20C19&utm_medium=Daily%20Email%20C19&utm_campaign=DfE%20C19)

<https://www.gov.uk/guidance/local-restriction-tiers-what-you-need-to-know>

<https://www.gov.uk/guidance/tier-3-very-high-alert>

<https://www.gov.uk/guidance/national-lockdown-stay-at-home>

<https://www.gov.uk/government/news/uk-chief-medical-officers-statement-on-the-self-isolation-period-11-december-2020>

www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>

<https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors#countries-territories-and-regions-on-the-travel-corridorlist>

[preliminary scientific study](#) [National guidance on singing](#) [Flushing](#) [Air-jet hand dryers](#)