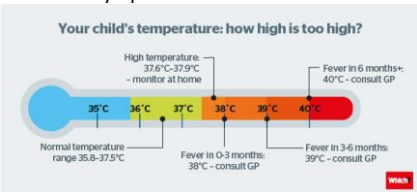


Risk assessment to open in September 2020 for all spaces both within the school and using the outside grounds. School name: Lilliput C.E Infant School Completed by Mrs Chambers and checked by SLT 7.7.2020 Review date: 27.11.2020 and updated 1.3.2021 If at any point the risk assessment needs to change, then it will be updated accordingly and re sent, highlighting the changes.				
Measure	How it is applied at this school – commentary of arrangements in place etc	Confirm measure addressed	Please tick and highlight when revisions have been made.	Residual RAG rating; Red, Amber or Green?
Planning and organising				
Ensure that all health and safety compliance checks have been undertaken before opening	Deep clean in every classroom before re starting. Deep clean at the end of every day. Cleaning company have been spoken to. Bags in bins / no lids.	Yes		
Organise small class groups	No class bigger than 30 children. There will be Year group bubbles with the mixing of the population between bubbles being avoided as much as possible. No Changing the reading books altogether even when in the same Year bubble.	Yes		
General first aid	Every class to have a basic first aid kit. All staff have basic first aid training. Staff to wear gloves when treating minor first aid. Those with more serious injuries will come down to the first aid room. Teacher of that class is to ring ahead and to describe the medical issue and to make sure the child can be received. The child is to sit outside the first aid room and first aider to wear a minimum of gloves, depending on medical issue described. Aprons and face masks will also be available. Full PPE must be worn with any child displaying symptoms of COVID 19 or intimate care needed by a child. Each child to bring in their own named box of tissues. Temperature chart – We now have two infrared digital thermometers in the first aid room. 38 degrees and above is one of the symptoms of Covid 19. 	Yes		
COVID	If any pupil or adult is displaying COVID systems we will have active engagement with the NHS Test and Trace. Any child with symptoms awaiting collection will be moved to a room where they can be isolated, with appropriate adult in PPE supervision. The adult will not need to go home unless they develop symptoms. The child needs to use a separate toilet to the other children which would need to be thoroughly deep cleaned before it could be used by anyone else. Out of Action due to 'possible Covid' sign will need to be placed on the door. We will engage with the local health protection team advice. Staff members will need to be ready and willing to: Book a test if displaying symptoms : https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested or order by	Yes		

	telephone via NHS 119 Provide details of anyone they have been in close contact with if they test positive- NHS Test and Trace Self-isolate As per Public Health England guidance, if we have two or more cases within 14 days of either staff or pupils or an overall rise in sickness where COVID 19 is suspected, we may have a potential outbreak. In this case we would work very closely with the local health protection team. A mobile testing unit may be dispatched to test others			
System of controls introduced – A set of actions a school must take grouped into prevention and response to any infection.	Prevention - All staff will now administer lateral flow tests twice a week and report to school with the test results on the form provided. If the outcome is a positive result, the member of staff with symptoms will self-isolate and will also be expected to order a test online or visit a test site to take a lab-based polymerase chain reaction (PCR) test to check if they have the virus. Those with coronavirus symptoms or someone in their household, do not attend school. Clean hands more thoroughly than usual Good respiratory hygiene – Catch it, bin it, kill it Enhanced cleaning, including frequently touched surfaces Maintain social distancing wherever possible Where necessary wear PPE e.g. a child displaying Covid symptoms, intimate care. Adults will be given a test kit for their child from school if appropriate - see separate protocol Response Engage with the NHS test and Trace process Manage confirmed cases Contain any outbreak by following local health protection team advice	Yes		
Wearing face masks	Safe wearing of face coverings requires the: cleaning of hands before and after touching – including to remove or put them on safe storage of them in individual, sealable plastic bags between use. Where a face covering becomes damp, it should not be worn, and the face covering should be replaced carefully. Staff and pupils may consider bringing a spare face covering to wear if their face covering becomes damp during the day.	Yes		
Fire Drills	Carry out emergency drills as normal (following social distancing as appropriate). You should make adjustments to your fire drill to allow for social distancing as appropriate. Refer to advice on fire safety in new and existing school buildings.			
Organise classrooms and other learning environments, maintaining space between seats and desks where possible	All desks to be split up where possible with two children at each desk facing forward within Year 2. We may need to make use of the computer work benches. Additional tables if needed to be sourced from corridors and covered areas. In Reception and Year 1, if not every child is sitting at a desk, then greater emphasis must be placed on the other control measures such as hand washing and cleaning.	Yes		
Refresh the timetable: - decide which lessons or activities will be delivered - consider which lessons or classroom activities could take place outdoors - use the timetable / or other learning environment to reduce movement around the school or building	Forest skills and outside learning can take place. For P.E see later guidance Singing lessons – Only 15 children at a time can take part in singing. No playing the instruments.	Yes		
Stagger assembly groups	Worships in the hall can only be in Year groups. Whole school worship on Friday to be via Zoom. There will also be other worships via Zoom.	Yes		
Stagger break times (including lunch), so that all children are not moving around the school at the same time	Outside areas: There will need to be 3 staggered play times for the different year groups. Reception 10.00- 10.20 Year 10.40 – 11.00, Y2 10.20 – 10.40am Year 1 and Year 2 together. Reception separate play time. Break times – Fruit and milk will be re starting. We have now reinstated hot school lunches permanently for all children, see separate timetable.	Yes		

	Play times will be timetabled. The play equipment e.g. climbing frames, etc. will be for class of the week and then will be left for 72 hours so that the class of the week can then use the equipment. New playground rota sent due to reinstatement of hot school lunches.			
Stagger drop-off and collection times	Reception start 8.30am - 2.55pm Otters and Hedgehogs 8.20am - 2.45pm Owls and Squirrels 8.25am - 2.50pm Year 1 8.35am - 3.00 pm Any member of staff greeting children as they come in through the door will either need to wear provided visor or a face mask. Each class will need to notified of their time slots. If a parent has children in different year groups, they will have to be encouraged to drop the first child off and then walk to their second drop off straight away. Only one parent to bring their child to school	Yes		
Plan parents' drop-off and pick-up protocols that minimise adult to adult contact	Staggered entry and exit times. Parents to leave the school grounds as soon as child has gone into school. Only one parent to bring their child to school. Reception to access via the reception path. 2M apart. Each year group will be given their own pathway into the class.	Yes		
Consider how play equipment is used ensuring it is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously	Use of the static play equipment is only for class of the week . A selection of play equipment will be provided for each class as long as it can be washed and wiped down afterwards e.g. hoola hoops but not skipping ropes. Still no items that are contact sport. At the end of each play, equipment to be washed down by the class teaching assistants.	Yes		
Remove unnecessary items from classrooms and other learning environments where there is space to store it elsewhere	Classroom furniture to be moved so easy access around the room and children distanced. Red and white safety tape if needed at a sensible height (nowhere near neck height) to be used as barriers so that children do not go into other Year groups. Each child to have their own pencils and water bottle,	Yes		
Remove soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts)	All soft toys, cushions to go into the cupboards. No dressing up clothes in role play area. Only items that can be washed and wiped down can go into these areas.	Yes		
Communications				
Tell children, young people, parents, carers or any visitors not to enter if they are displaying any symptoms of coronavirus	This will be put in a letter to parents and sent regular reminders.	Yes		
Tell parents that if their child needs to be accompanied to school, only one parent should attend	This will be put in a letter to parents and sent regular reminders.	Yes		
Tell parents and young people their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact.	This will be put in a letter to parents and sent regular reminders.	Yes		
Make clear to parents that they cannot gather at entrance gates or doors, or enter the site (unless they have a pre-arranged appointment, which should be conducted safely)	Any appointment to be made in advance with the office who will give directions of where and when the meeting will take place. It would be preferable to have an e-mail / phone conversation instead. Office to have a plastic shield put in place.	Yes		
Talk to staff about the plans (for example, safety measures, timetable changes and staggered arrival and departure times), including discussing whether training would be helpful	All staff will be given a copy of this risk assessment to read. Staff to maintain social distancing when they are not in their year group bubble. New guidance – If at a 1M distance, for less than a minute. In class, Teacher and T/A need to keep at least a 2M distance from each other. At less than 2M distance for no longer than 15 minutes. Staff to wear face masks/ visors in the corridors and accessing different areas of the school other than their bubble, unless unable due to medical reasons. Staff not to stop and chat in the corridors unless for less than 1 minute, especially when in different Year group bubbles All staff to have own coffee, tea and milk labelled. Coffee/ tea to be brought down to the staff room at break times. Seating in the staffroom is now more than 2M apart. Please wipe down your chair when you leave. Bring in own water	May need frequent reminders		

	bottle and use own mug. Staff to load their own washing up into the dishwasher. If the dishwasher is running, any dirty cups etc should not be left on the side but hand washed and put away. Please wash hands before opening the fridge. If you forget, some antiseptic wet wipes will be put by the side so that you can wipe the fridge handle. Please wear a face covering when making your drinks as it is not possible to keep 2M apart. There will be tape across some chairs to prevent usage. All staff to be given own stylus touch pens for signing in and for using on I pads. During PPA, staff can work in the community room or Computer suite at a minimum of 2M distance apart. There needs to be good air flow at all times. Only 2 people allowed in the PPA room at either end at any time. You MUST wipe down any equipment and chair used afterwards. Toilets now allocated to different year groups. Reception staff use disabled toilet in the Reception base corridor. Year 1 use the disabled toilet outside Butterflies class. Year 2 use the staff toilets closest to the staffroom. Office staff, Operations Manager and Head – Use disabled toilet in the entrance corridor.			
Communicate early with contractors and suppliers that will need to prepare to support your plans for opening for example, cleaning, catering, food supplies, hygiene suppliers	All suppliers are being talked to at the moment. Star Cuisine now drop off at our front entrance.	Partly		
Discuss with cleaning contractors or the additional cleaning requirements and agree additional hours to allow for this	This has been discussed with the cleaning company.	Yes		
When open				
Ensure that children and young people are in the same groups wherever possible at all times each day, and different year groups are not mixed during the day, or on subsequent days	This will be covered by the staggered breaks and how the children come into the school. They will remain in their area apart from break and lunch times play. Each year group will have an allocated time. You may keep pupils in their class groups for most of the classroom time, but also allow mixing in wider groups for: specialist teaching wraparound care	Yes		
Ensure that the same teacher(s) and other staff are assigned to each group and, as far as possible, these stay the same during the day and on subsequent days	The teachers/ T/As will remain the same in each year group unless there is an illness that is not covid related. In which case we may have to introduce a new teacher / teaching assistant to that class. All teachers and other staff can operate across different classes and year groups to facilitate the delivery of the timetable and specialist provision. Where staff need to move between groups, they should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. Try to minimise the number of interactions or changes wherever possible.	Yes		
Ensure that wherever possible children use the same classroom or area throughout the day, with a thorough cleaning of the rooms at the end of the day.	This has been covered. All children will have an identified desk that they share with another child on any one day. They will have their own individual pencils and other writing/ drawing equipment.	Yes		
Follow the COVID-19: cleaning of non-healthcare settings guidance	https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings These will be followed and staff asked to read the document.	Yes		
Ensure that sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitiser in classrooms and other learning environments	Every classroom will have hand sanitizer as additional to soap and water and each class teacher will have an individual hand sanitiser. If there is a child with suspected Covid, then PPE will be provided and MUST be worn until the child has been picked up by the parent. PPE includes apron, gloves and face screen. There will be at least one set in every	Yes		

	teacher's cupboard, clearly identified. The 'holding' area for the child with suspected Covid will be the Sunshine room. Pupils who use saliva as a sensory stimulant or who struggle with 'catch it, bin it, kill it' may also need more opportunities to wash their hands.			
Clean surfaces that children and young people are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, more regularly than normal	This has been discussed with the cleaning company.	Yes		
Ensure that all adults and children: - Frequently wash their hands with soap and water for 20 seconds and dry thoroughly. - Clean their hands-on arrival at the setting, before and after eating, and after sneezing or coughing - Encouraged not to touch their mouth, eyes and nose - Use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it') - Ensure that help is available for children and young people who have trouble cleaning their hands independently - Consider how to encourage young children to learn and practise these habits through games, songs and repetition	Teachers will be asked to remind the children regularly – use of NHS washing hands video. Poster of catch it, bin it, kill it, to be displayed in every classroom. Review the guidance on hand cleaning https://www.england.nhs.uk/south/wpcontent/uploads/sites/6/2017/09/catch-bin-kill.pdf https://www.youtube.com/watch?v=S9VjelWLnEg https://www.youtube.com/watch?v=0Tao33mBRVg Parents asked to provide their child with their own box of named tissues. Use of NHS you tube video song on how to wash hands.	Yes		
Where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units	All windows will be opened before the beginning of each day by the caretaker. Increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused)	Yes		
Visitors in school	Regular visitors to school e.g. Dorset reading partners will need to have read the risk assessment and adhere to social distancing wherever possible and heightened hygiene as described. All visitors will be logged with our InVentry system. Volunteers may be used to support the work of the school, as would usually be the case. It is important that they are properly supported and given appropriate roles. Where you are using volunteers, continue to follow the checking and risk assessment process in the volunteer section of keeping children safe in education. Under no circumstances should a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity. Mixing of volunteers across groups should be kept to a minimum, and they should adhere to the system of controls in place.			
Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation	Doors will be propped open, wherever possible only using the Fire guard stops and hazard tape will be put in place so it is clear where there is to be no entry into a different year group.	Yes		
Get in touch with public sector buying organisation partners (for example ESPO, YPO, NEPO) about proportionate supplies of soap, anti-bacterial gel and cleaning products if needed	All hand sanitizer has been purchased for every class, as well as an individual one for the teachers. We already have aprons and gloves in school. We have PPE face masks for adults who may have to deal with a child with Covid 19 symptoms.	Yes		
There is no need for anything other than normal personal hygiene and washing of clothes following a day in an educational or childcare setting	The children will be asked to come in normal school uniform.	Yes		
Reduce mixing within education or childcare setting by:	Each Year group will have their own access / entry points.	Yes		

• Accessing rooms directly from outside where possible • Staggering breaks to ensure that any corridors or circulation routes used have a limited number of pupils using them at any time • Staggering lunch breaks - children and young people should clean their hands beforehand and enter in the groups they are already in, groups should be kept apart as much as possible and tables should be cleaned between each group. If such measures are not possible, children should be brought their lunch in their classrooms • Ensuring that toilets do not become crowded by limiting the number of children or young people who use the toilet facilities at one time • Noting that some children and young people will need additional support to follow these measures	As we will be using the outside doors, it will only be the Y2 corridor that may be used for accessing the toilets. On these occasions they will be accompanied by an adult. All breaks will be staggered. Zones identified for each class. Each child will possibly be sharing a table with one other child, facing forward, if that is how the classroom has been organised. The children will be using our toilet routine of 'only 1' child out at a time from an individual classroom and identifying themselves on a Velcro grid that they are out. The only exception is the children who will be using the toilets in the Year 2 corridor, they will be supervised. Children that need intimate care will use the disabled toilets.	Yes		
Use outside space: • For exercise and breaks • For outdoor education, where possible, as this can limit transmission and more easily allow for distance between children and staff • Although outdoor equipment should not be used unless the setting is able to ensure that it is appropriately cleaned between groups of children, and that multiple groups do not use it simultaneously. Read COVID-19: cleaning of non-healthcare settings • P.E Trips	Outside breaks are timetabled. All groups of children will have their own equipment that can be easily wiped down. During Forest school sessions Clare Greeno to give the input and supervise but Teacher/ Teaching assistant be responsible for the group so that Clare is not touching any of the children's equipment. Please read the latest guidance from A.P.E https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf All trips proceed on the basis of a written risk assessment and such risk assessments now need to include COVID measures. We will not visit areas known to be high with infection rates. We would also need sight of the venues COVID risk assessment e.g. how they are avoiding overcrowding.	Yes		
For shared rooms: • Use halls, dining areas and internal and external sports facilities for lunch and exercise at half capacity. If class groups take staggered breaks between lessons, these areas can be shared as long as different groups do not mix (and especially do not play sports or games together) and adequate cleaning between groups between groups is in place, following the COVID-19: cleaning of non-healthcare settings guidance • Stagger the use of staff rooms and offices to limit occupancy	The hall will only be used for Year group worships or P.E. If using any P.E equipment, it needs to be able to be wiped down before another year group can use. The use of the staff room will be staggered and some chairs all chairs at less than 2M will be taped off to prevent usage. Extra space available -Up to 6 members of staff in the BBQ hut. Timetable sent out and identified which Year group each week. In the Sunshine room, the table is 2m 30cm. Therefore, only 2 people to sit in there at any one time for lunch.	Yes		

Reduce the use of shared resources: • By limiting the amount of shared resources that are taken home and limit exchange of take-home resources between children, young people and staff • By seeking to prevent the sharing of stationery and other equipment where possible. Shared materials and surfaces should be cleaned and disinfected more frequently • Although practical lessons can go ahead if equipment can be cleaned thoroughly and the classroom or other learning environment is occupied by the same children or young people in one day, or properly cleaned between cohorts	Each child to have own resources. Classroom based resources, such as books and games, can be used and shared within the bubble. These should be cleaned regularly, along with all frequently touched surfaces.	Yes		
Provision in case of a future partial or full lockdown.	The children would need to be able to immediately access remote education. We have now bought a new domain name have set up Google classroom. Their engagement needs to be closely monitored. We are required to provide remote education to pupils who are unable to attend school because they are complying with government guidance or legislation around coronavirus (COVID-19), in the circumstances provided for in the Remote Education Temporary Continuity Direction. You should keep a record of this activity but do not need to record it in the attendance register. You should offer pastoral support to pupils who are: self-isolating • shielding, vulnerable The remote education provided should be equivalent in length to the core teaching pupils would receive in school and should include recorded or live direct teaching time, as well as time for pupils to complete tasks and assignments independently. As a minimum you should provide: Key Stage 1: 3 hours a day on average across the cohort, with less for younger children	Yes		