

Risk Assessment

A	Date: 20/07/20	School: Everton Nursery School and Family Centre	Team: Education	Location: Spencer Street
	Review Date: Every two weeks from the 1 st September 2020.	Ref: EV/RA55a	Assessor: Paul Ashton (Site Manager)	Headteacher: Dr. Lesley Curtis OBE

B	Assessment of Risk for: Protection from transmission of Covid-19 from the 1 st September 2020.
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C	List Hazards Here	List Groups of People at Risk	List Existing Controls	Risk Level
Ser N°				
1	Covid-19 virus: General	<p>Staff</p> <p>Children</p> <p>Visitors</p> <p>Contractors</p>	<p>All staff are competent and instructed with regard to the procedures in place for the protection against infection from the virus.</p> <p>There is adequate supervision, where required, to ensure procedures are correctly adhered to.</p> <p>Liverpool City Council COVID-19: Personal Protective Equipment (PPE) Policy</p> <p>Reference School infection control risk assessment, as required: EV/RA55</p> <p>Children who are symptomatic must not be allowed to attend school.</p> <p>Children with parents exhibiting symptoms must not be allowed to attend school and will be requested to isolate as per national guidance.</p> <p>Senior Leaders will review all of the following applicable individual risk assessments and policies where relevant:</p> <ul style="list-style-type: none"> • Extended duty of care with regards shielding and well-being. • New and expectant mothers. • Well-Being Policy. <p>Covid-19 specific extended duty of care risk assessment considered where relevant for all staff meeting the following criteria:</p>	<p>L</p> <p>L</p> <p>L-M</p> <p>L-M</p>

			<ul style="list-style-type: none"> • Vulnerable member of staff who have previously received a Government shielded letter. • Staff who have an extremely vulnerable household member. <p>Formal process in place for Senior Leaders/colleagues to contact the worker if required, as detailed within applicable risk assessment above.</p> <p>Senior Leaders to regularly update and inform staff re government guidance regarding covid-19 controls required:</p> <ul style="list-style-type: none"> • Gov.uk https://www.gov.uk/ • Public Health England https://www.gov.uk/government/organisations/public-health-england • Department for Education https://www.gov.uk/government/organisations/department-for-education • Health and Safety Executive https://www.hse.gov.uk/ <p>Referring to the following guidance and publications, as applicable:</p> <ul style="list-style-type: none"> • HSE COVID19 latest information and advice • HSE Working safely during the coronavirus guide • Government guidance COVID-19: guidance for schools and other educational settings • Government guidance COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable • Government guidance COVID-19: guidance on shielding and protecting people who are clinically extremely vulnerable • Government publication COVID-19: cleaning in non-healthcare settings • Government publication Best Practice: how to hand wash <p>Due to the rapidly changing advice on Covid-19, Senior Leaders should ensure they review safe working procedures and protocols daily, until such time when it is deemed unnecessary.</p> <p>There is an adequate supply of disposable PPE, as per specific task requirements, and all staff provided with instruction in the correct use and fitment:</p> <ul style="list-style-type: none"> • Public Health England and NHS YouTube video, Covid-19: putting on and removing personal protective equipment (PPE) – a guide for care homes 	<p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L-M</p>
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3	Covid-19 virus; School day	<p>Staff</p> <p>Children</p> <p>Visitors</p> <p>Contractors</p>	<p>School start times for different classes are staggered to reduce the numbers attending the site at the start and finish of the day.</p> <p>Parents are requested to drop their children off alone i.e. not both parents attending at once.</p> <p>Parents are requested not to gather at entrance gates or doors, or enter the site (unless they have a pre-arranged appointment) once their children have entered the school.</p> <p>Parents requested not to gather on the school car park area and to maintain social distancing at all times.</p> <p>Classes must be kept together thereby minimising mixing with other classes as much as possible.</p> <p>Break times (including lunch) will be staggered for classes to minimise mixing and dilute numbers using common areas such as walkways and toilets.</p> <p>Where possible the numbers using toilets will be managed in line with social distancing guidelines.</p>	<p>L</p> <p>L</p> <p>L</p> <p>L-M</p> <p>L</p> <p>L</p> <p>L-M</p>
4	Covid-19 virus; Working and teaching within the school environment	<p>Staff</p> <p>Children</p> <p>Visitors</p> <p>Contractors</p>	<p>Staff instructed in the following working practices:</p> <ul style="list-style-type: none"> • Aim to maintain the recommended 2m social distancing rule at all times, where practicable. • Limit number of surfaces touched, where possible. • Keep hands away from face as much as possible. • Regularly perform appropriate hand washing. <p>Activities planned to make best use of school resources (staff) whilst maintaining social distancing.</p> <p>Classroom activities planned and structured with social distancing in mind; where possible classes will be held outdoors.</p>	<p>L-M</p> <p>L-M</p> <p>L-M</p> <p>L-M</p> <p>L-M</p> <p>L-M</p>

			Changing of classrooms for different activities is minimised as far as is reasonably practicable.	L-M
			Children regularly reminded to maintain social distancing.	L-M
5	Covid-19 virus; Cleaning	Staff	All cleaning staff are experienced and have received appropriate training.	L
		Children	Reference existing school COSHH risk assessments: provided by L.C.C. cleaning services	L-M
		Visitors	Cleaners have appropriate PPE in line with current (and any new) COSHH risk assessments	L-M
		Contractors	Any new cleaning products brought on site in response to the current Covid-19 pandemic will have a COSHH risk assessment undertaken prior to use.	L-M
			Playground equipment and classroom play equipment must be wiped down and cleansed at the end of the school day and between activities where possible.	L-M
			Cleaning undertaken in line with Government publication COVID-19: cleaning in non-healthcare settings.	L-M
			School will be fully cleaned at the start/finish of each school day.	L-M
			Staff on site throughout the school day and regularly touched items such as door handles, handrails etc. must be regularly wiped down and cleaned.	L-M
			Classrooms where a child or staff member has become symptomatic during the school day must be deep cleaned along with areas the person may have been.	L-M
6	Covid-19 virus; Children and staff who become symptomatic during the school day	Staff	Children (and staff) who become symptomatic during the school day must be isolated into the In Harmony/Family Learning Room from the rest of the class group and their parents (children) will be called to come and collect them. Staff must be sent home to self-isolate.	L-M
		Children		
		Visitors		
		Contractors	If staff are unable to maintain social distancing from isolated child appropriate PPE must be worn e.g. gloves.	L-M

			Any areas, items and surfaces the child has come into contact with must be thoroughly cleaned as soon as possible.	L-M
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Risk Level: High: Accident likely with possibility of serious injury or loss
Medium: Possibility of accident occurring causing minor injury or loss
Low: Accident unlikely with control measures in place

D	Controls (Ser N° to correspond with Hazard Ser N°)	E To be completed by the Manager			
Ser N°	Additional Controls Required	Action to be Taken	By Whom	Target Completion Date	Task Completed (Signed & Dated)
1					

F	<p>Once additional controls are implemented, what will the overall risk level be:</p> <p style="text-align: center;"> High Medium Low </p>	<p>Risk assessment signed off by:</p> <p>Signature: L. Curtis / P. Ashton</p> <p>Date: 20/07/2020</p>
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