

## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

<b>School/ Setting</b>	Armitage C of E Primary School and All Saints Primary School	<b>Date of Assessment</b>	09/07/2020
<b>Assessment Completed By</b>	Senior Leadership Team		

### Staying COVID Secure – Our Commitment

- ✓ We recognise the risk posed by Coronavirus (COVID-19) to our staff, pupils and their families. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.
- ✓ We will ensure, as far as is reasonably practicable, the Health, Safety and Wellbeing of our staff and pupils.
- ✓ We will share this Risk Assessment and its findings with employees and consult on its contents.
- ✓ We will continue to comply with all relevant Health and Safety Legislation.

### Our Employees

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	Any employee or persons within their household that has <a href="#">coronavirus (COVID-19) symptoms</a> , should not attend school/ setting. They should self-isolate immediately and <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
02	Any employee who has tested positive for COVID 19 should not attend school/ setting for 7 days from the onset of symptoms. If the test is positive but the employee has not had symptoms, they should self-isolate for 7 days from the date of the test.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
03	Any employee who develops COVID-19 symptoms during the school day should be sent home as soon as possible and should <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

04	An individual risk assessment will be completed for all staff that have characteristics that increase their potential risk from coronavirus (COVID-19), as set out in the <a href="#">COVID-19: review of disparities in risks and outcomes report</a> . Sample assessment template provided by Directorate for Children and Education Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All staff who have characteristics that increase their potential risk from coronavirus have been guided through the risk assessment as well as receiving individual copies. Employees/Employer have completed a written copy for any member of staff who has requested this.
05	We regularly contact / keep in touch with colleagues who are self- isolating/ working from home and monitor / support both their Physical and Mental Health & Wellbeing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Via email and/or telephone.
06	We provide suitable information and equipment to work at home safely and effectively including those staff who require additional aids and adaptations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A number of staff have been provided with a laptop so they can work from home. All information has been provided in a timely manner.

### Our Pupils

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
07	If a pupil has anyone within their household that has <a href="#">coronavirus (COVID-19) symptoms</a> , should not attend school/ setting. They should self-isolate immediately and <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
08	Any pupil who has tested positive for COVID 19 should not attend school/ setting for 7 days from the onset of symptoms. If the test is positive but the pupil has not had symptoms, they should self-isolate for 7 days from the date of the test.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
09	Any pupil who develops COVID-19 symptoms during the school day should be sent home as soon as possible and should <a href="#">arrange to have a test</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Remote/distance learning contingency arrangements for all pupils should be maintained in case of school/ year group closure during any local COVID 19 outbreak.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Year group Padlet/class pages will be updated if needed.



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

11	Pupil groups should be arranged to enable the school to deliver the full range of curriculum subjects and students to receive specialist teaching. At primary school, and in the younger years at secondary (key stage 3), schools may be able to implement smaller groups the size of a full class. If that can be achieved, it is recommended. In secondary schools, and key stage 5, the groups are likely to need to be the size of a year group. Children are kept in their groups for the majority of the classroom time, but mixing into wider groups is allowed for specialist teaching, wraparound care and transport.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Year group bubbles will be in place. Specialist/streamed teaching will take place within year group bubbles only. Space dictates that groups smaller than the full class size are unachievable.  Extended school provision to be provided within the school hall for mixed groups.
12	School Behaviour Policy and expectations should be updated to reflect COVID measures and communicated to all staff, pupils and parents.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Our School

Capacity, Access and Egress					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
13	Designated Entrance and Exit Points to the Building (for each year group of pupils where possible or where not possible for certain year groups to avoid all pupils using the same entrance/ exit).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Designated entrances/exits for all classes/year groups, staggered starts/ends to the day. The vast majority of classes have their own external door.
14	Increased number of Entrance and Exit Points to the Building (external class room doors should be used where possible).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Each class will enter/leave the school building through their designated external entry/exit door.
15	Develop, share and display drop off/ collection protocols e.g. one way system and one parent/carer only to drop off/ collect child. (Ensure children are dropped off at school gates rather than coming into school playground, older	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Signage displayed on site. Information communicated to parents/carers on the school Facebook page and through Parentmail/Parent App. SMT monitoring entrances/exits to ensure protocols are adhered to.



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

	KS2 children are encouraged to walk to school by themselves).				
16	Restrictions on access to school/setting by third parties (parents, members of the public, visitors etc). Appointments for school visits, reduced numbers in school reception area (one in/ one out) etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Information communicated to parents/carers on the school Facebook page and through Parentmail/Parent App. Office closed – telephone appointments only. Contractors informed.
17	Stagger drop off and finish times, lunch and break times for each cohort/group where possible. If not possible for each year group, consider; for <b>Primary</b> EYFS & KS1/ KS2, for <b>Secondary</b> KS3/ KS4/ 6 <sup>th</sup> Form. This could include condensing / staggering free periods or break time but retaining the same amount of teaching time, or keeping the length of the day the same but starting and finishing later to avoid rush hour.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staggered start/finish times for Key Stages. Staggered breaktimes and lunchtimes for each year group, using a designated area.
<b>Travel to and from School (including Public Transport and School Buses)</b>					
18	All staff/ pupils should be advised to walk/ cycle to school and avoid wider public transport where possible. (School buses are not classed as wider public transport- see below).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19	Pupils on dedicated school buses should wherever possible: <ul style="list-style-type: none"> <li>- Sit together in their year groups,</li> <li>- Ensure hands are sanitised on boarding/ disembarking</li> <li>- Use face coverings where appropriate, for children over the age of 11. E.g. if likely to be in close contact with people outside of their group.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
20	Assurance should be sought from school bus providers of additional cleaning regimes and that a COVID secure risk assessment has been completed.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

21	Close liaison is in place for statutory 'Home to School Transport' with the Local Authority, school and private providers. Assurance should be sought that additional cleaning regimes are in place and a COVID secure risk assessment has been completed.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
22	Parent survey to be completed to confirm mode of transport used by pupils, route to school and any potential alternatives. Where there is heavy use of 'wider public transport' on specific routes, consideration should be given, in conjunction with TfGM and the Local Authority to the commissioning of school buses. E.g. a large proportion of pupils attend a school in North Manchester but live in East Manchester and currently use public transport.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Through Travel Plan information, no heavy usage of wider public transport has been identified. Although Extended School provision will be available from 8am as usual, the start of the school day for children not attending this provision has been moved to a later time to try and accommodate those using public transport at potentially less busy times. This is also reflected in the end of day finishing times.
23	Families and pupils that have no alternative to use wider public transport are referred to the <a href="#">safer travel guidance for passengers</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Signposted through Parentmail/Parent App and Facebook.
24	There should be a process in place for removing face coverings when pupils and staff who use them arrive at school: Pupils/staff instructed not to touch the front of their face covering during use or when removing them, wash hands immediately on arrival, dispose of temporary face coverings in a covered bin or, place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before going to their classroom.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Physical / Social Distancing in the Building</b>					
<b>Ref</b>	<b>Control Measure</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Actions Taken Details / Further Information</b>
25	Classrooms are organised maintaining space between pupils/ children/ adults where possible: small adaptations are made to the classroom to support distancing. Including	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All pupils will be seated forward facing in a horseshoe shape.



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

	seating pupils side by side and facing forwards, rather than face to face or side on, In secondary schools, teachers should stay at the front and maintain 2m distance.				
26	Reduced movement around school- - Timetabling ensures that groups are kept apart and movement around the school is kept to a minimum. Consideration has been given to the avoidance of creating busy corridors, entrances and exits. Staggered start and finish times, break and lunch times have been considered, together with ensuring appropriate time for cleaning surfaces and equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staggered start/finish times for Key Stages. Staggered breaktimes and lunchtimes for each year group, using a designated area. Each class will have their own outdoor equipment used only by them. Fixed outdoor equipment e.g. climbing frames, will be used by one year group per week on a rota basis. Additional cleaning will take place on a Friday when it is not being used.
27	Older pupils are regularly reminded of the need to socially distance. E.g. Posters are located throughout school.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28	Communal gatherings of more than one year group should be avoided. E.g. Collective worship, if applicable, should be contained to one bubble/ year group. Dining Hall should be kept to one year group/ class where possible. If not possible for each year group, consider; for <b>Primary</b> EYFS & KS1/ KS2 , for <b>Secondary</b> KS3/ KS4/ 6 <sup>th</sup> Form. Determine if pupils will be having a school meal, if pupils bring a 'packed lunch' this should be eaten in their class room/ zone reducing numbers in the dining hall.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Remote communal gatherings only e.g. via Zoom.  All lunches to be eaten in classrooms within the bubbles. Any use of communal dining areas will be on a weekly rota and will be limited to year groups. This will not take place for the first 2 weeks back at least.
29	Due to the increased risk of infection in music lessons (singing, playing wind or brass instruments), these lessons should be outside wherever possible, in groups of no more than 15, instruments should not be shared and pupils should stand back to back or side by side.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No woodwind or brass lessons to take place. Use of stringed/percussion instruments only.
30	Pupils should be kept in consistent groups for PE. Outdoor sports should be prioritised and large indoor spaces should be used where it is not.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gym equipment will not be used for the first half term and will then be reviewed based on the current evidence/guidelines.



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

31	Stagger the use and limit the occupancy of staff room and offices by employees and ensure staff maintain social distancing of 2m. If not possible 1m plus additional controls.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staggered lunch times for staff.
32	Kitchen staff maintain social distancing of 2m in the kitchen. If not possible 1m plus additional controls. Kitchens must comply with the <a href="#">guidance for food businesses on coronavirus (COVID-19)</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Manchester Fayre to ensure advice/PPE, etc. is provided as appropriate.
33	Use of Small Meeting Rooms and Confined Areas (including Photocopier / Printer/ Storage areas) by more than one person prohibited.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34	Non Essential repair / contracted works in buildings to be carried outside school hours.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35	Reduction in lift use with priority given to employees or children with disabilities, relevant existing health conditions or those who are pregnant. Staff encouraged to use stairs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
36	Staff that assist pupils with AGP (aerosol generating procedures) have appropriate AGP PPE. Any procedures are done in a separate, ventilated room where possible. (Refer to health colleagues if this is applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**Additional Physical / Social Distancing Measures applied (Please detail below)**

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## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

Infection Control, Cleaning and Hygiene Arrangements					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
37	Staff and/or pupils who are experiencing <a href="#">coronavirus (COVID-19) symptoms</a> , should not attend school/ setting. They should <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38	Staff who experience symptoms as above whilst at work should go home as soon as possible and should <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
39	Pupils who experience COVID-19 symptoms should be collected from school/ setting as soon as possible. They should be kept 2m apart from all other pupils and staff whilst on site, where possible. If pupil needs direct personal care until they can return home, staff should wear gloves, an apron and a face mask. Eye protection should also be worn if deemed risk from coughing/spitting/ vomiting. Anyone who come into close contact with someone with COVID symptoms must wash their hands. They do not need to isolate or get a test unless they develop symptoms themselves.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40	Parents of pupils with COVID 19 symptoms should be instructed to get their child tested. Schools will have a small number of testing kits to be provided to parents where it is uncertain they will get a test for their child or may struggle to get a test.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
41	Staff/ pupils who test positive for COVID 19 should self-isolate for 7 days. Other members of their household (including siblings) should self -isolate for 14 days from when the symptomatic person first has symptoms.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	





## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

42	Provision of hand-washing / hand-hygiene facilities at entrances and throughout school/setting. (Regularly monitored & maintained).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Additional hand-hygiene facilities in every room that is being used by a group, including the staffroom and main office.
43	All staff and pupils are encouraged to regularly wash their hands with soap and water, especially upon arrival at school/setting, prior to eating, following break/lunch time and any other time deemed necessary (after coughs/sneezes). Small children and children with complex needs should continue to be helped to wash their hands properly.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Information relayed regularly throughout the day as well as on signage.
44	Different pupil groups do not need to be allocated their own toilet blocks or hand washing facilities.  Toilets and facilities will be cleaned regularly in line with the school's enhanced cleaning regime.  Pupils will be encouraged to clean their hands thoroughly throughout the day	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
45	Educational Resources;  <ul style="list-style-type: none"> <li>- For frequently used resources such as pens and pencils, staff and pupils should have their own items</li> <li>- Classroom based resources, such as books and games, can be used and shared within the group. They should be cleaned regularly as part of school's enhanced cleaning regime.</li> <li>- Resources that are shared between groups, such as sports, art, and science equipment should be cleaned frequently and meticulously and always between groups, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</li> <li>- Outdoor play equipment should be frequently cleaned following use by each group.</li> <li>- Pupils and teachers can take books and shared resources home, although unnecessary sharing</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Each class will have their own outdoor equipment used only by them. Fixed outdoor equipment e.g. climbing frames, will be used by one year group per week on a rota basis.</p> <p>Subject Leaders to inform staff of guidelines for safe sharing of equipment.</p> <p>Laptops will only be used across year groups for the teaching of Coding. They will then be left for 72 hours and cleaned before being used by the next year group for the teaching of Coding.</p>



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

	should be avoided and rules on hand cleaning and cleaning of the resources should apply.				
<b>46</b>	Pupils should limit the amount of equipment they bring into school each day. This should be limited to lunch boxes, coats, bags, books, stationery and mobile phones (where applicable).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Specific information to be obtained through letter to parents/carers. Based on this, only children who need a phone (as evidenced by parents/carers) will be allowed to bring one in. Storage arrangements in place.
<b>47</b>	All staff and pupils are encouraged to cough / sneeze into tissues and dispose of these in appropriate waste disposal bins. (Catch it, Kill it, Bin it)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>48</b>	Additional lidded bins and increased emptying / replacement are provided / in-place.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>49</b>	All working areas within the building should be well-ventilated (Windows and Doors open) where safe and appropriate to do so.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>50</b>	Increased frequency of cleaning of communal areas and locations / high contact points (using detergent and hot water followed by a chlorine based disinfectant solution) including: <ul style="list-style-type: none"> <li>• Toilets</li> <li>• Door Handles/ Access Buttons</li> <li>• Kitchen areas and associated equipment</li> <li>• Water dispensers/ coolers</li> <li>• Printers/ Photocopiers</li> <li>• White Boards</li> <li>• Play Equipment</li> <li>• Shared resources</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	School/Premier Support to ensure advice/PPE, etc. is provided as appropriate.
<b>51</b>	Staff should ensure shared facilities such as staff room kitchens are cleaned thoroughly after use. E.g. following lunch or hot drink preparation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All crockery and cutlery to be washed in the dishwasher.



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

	Staff should ensure any communal crockery, cutlery used is thoroughly washed and where possible use their own.				
52	Staff should consider the storage of their personal items to ensure they are Covid secure.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
53	Staff and pupils are provided with instructions on how to achieve effective hand-washing; for example in the form of posters, written guidance and videos clips etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Hand-Washing Guidance</a> <a href="#">Hand-Washing Video</a>
54	Office staff who receive deliveries, post etc. are encouraged to wash their hands more frequently and are provided with sanitiser.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
55	Increased frequency of toilet inspections and checks to ensure sufficient supplies of liquid soap and paper towels are maintained. Staff to report shortages to site staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
56	Suppliers and Contractors advised if attending premises of infection control arrangements, no-access areas and expectations around personal hygiene.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Additional Infection Control, Cleaning and Hygiene Measures applied (Please detail below)

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Response to an Infection					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
57	Sufficient understanding and processes are in place to respond to a confirmed case of COVID 19 in school:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

	<ul style="list-style-type: none"> <li>- Those with symptoms book a test (as above schools will be provided with a limited number of tests)</li> <li>- Contact Public Health when become aware of a confirmed case (Public Health will also contact schools when they become aware of a confirmed case).</li> <li>- Public Health will then work with school to determine actions to be taken.</li> <li>- School should keep a record of pupils/staff in each year group and any close contact between staff and children in different groups.</li> <li>- School should keep a record of all visitors to the school including contact details. Records to be kept for 21 days.</li> </ul>				
<b>58</b>	<p>If an outbreak is confirmed (2 or more cases within a 14 day period) health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure.</p> <p>Remote/distance learning contingency arrangements for all pupils should be maintained in case of school/ year group closure during any local COVID 19 outbreak.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Key Roles and Responsibilities</b>					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
<b>59</b>	Sufficient staffing / resources are in place to maintain the security of the building and its occupants.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>60</b>	Sufficient staffing / resources are in place to maintain the cleanliness of the building and to carry out necessary inspections of consumables needed to maintain hygiene (including their replenishment).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>61</b>	Sufficient numbers of trained staff are in place to provide First Aid and First Aiders are aware of updated HSE guidance.(See link).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<a href="https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm">https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm</a> .



## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

<b>62</b>	Sufficient numbers of staff are in place to enable safe evacuation of the building in the event of an emergency.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Statutory Premises Compliance and Maintenance</b>					
<b>Ref</b>	<b>Control Measure</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Actions Taken Details / Further Information</b>
<b>63</b>	PPM (Planned Preventative Maintenance) work continues to be delivered for critical building systems (Life-Safety) including: <ul style="list-style-type: none"> <li>• Fire Alarm and Detection</li> <li>• Powered Doors / Gates</li> <li>• Legionella and Water Testing</li> <li>• Electrical Safety</li> <li>• Gas Safety</li> <li>• PAT Testing</li> <li>• Asbestos Management</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>64</b>	Defect Reporting arrangements are in place.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Additional Response to an Infection /Statutory Compliance and Maintenance measures.**

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# Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

Additional Measures/ Considerations for Special Schools					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
65	Pupil risk assessment completed/ updated to determine additional support for children with EHC plans to support a successful return. Parents contacted to involve them in planning for children's return in September- e.g. social stories/ visits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inclusion Manager/SENCo have led on this and have detailed information that is pertinent to each child.
66	Bubbles/ groups are of an 'appropriate' class size. Numbers are lower in special schools than mainstream which will help to limit contacts. Children with complex needs unable to social distance so acceptable in smaller groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
67	Pupils, although no longer shielding, but remain under the care of a specialist health professional, school should discuss school return with their health professional. Where a pupil is unable to attend their setting because they are complying with clinical or public health advice distance/ remote education is provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parents/Carers have been advised to seek specialist support in order to support appropriate transition arrangements for their return to school. Medical evidence to be provided to school.

Further Information via: Health and Safety Team  
Internal Audit & Risk Management  
6<sup>th</sup> Floor  
Town Hall Extension

[Health.and.safety@manchester.gov.uk](mailto:Health.and.safety@manchester.gov.uk)

## Schools/Settings COVID 19- Health and Safety Risk Assessment for September 2020 Return.

**School Leadership (please ensure completed prior to return to Local Authority).**

<b>Completed by Head Teacher &amp; Approved by Chair of Governors</b>	<i>G.A. Stubbs</i>	<b>Date of Approval</b>	20/07/2020
<b>Date shared with all staff included the H&amp;S representative</b>	20/07/2020	<b>Date when school will be open and operating for ALL pupils.</b>	03/09/2020