

## 2021 Spring Term Lockdown COVID 19 Risk Assessment

<b>Location / Site</b>	Lessness Heath Primary School
<b>Activity / Procedure</b>	Lockdown & school opening to children of critical workers and vulnerable children only. All other children remote learning.
<b>Assessment date</b>	Updated 4.1.21

In line with the Department for Education’s instruction, it is our plan that vulnerable children and those of critical key workers (where both parents are critical workers) will be admitted into school, allowing for vital infrastructure to continue running.

Our planning is underpinned by the Department for Education’s advice on effective infection protection and control which states the following:

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their health and safety risk assessments and draw up plans for the autumn term that address the risks identified using the system of controls set out below. These are an adapted form of the system of protective measures that will be familiar from the summer term. Essential measures include:

### **System of controls**

This is the set of actions schools must take. They are grouped into ‘prevention’ and ‘response to any infection’ and are outlined in more detail in the sections below.

#### **Prevention:**

- 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) minimise contact between individuals and maintain social distancing wherever possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 6 applies in specific circumstances.

**Response to any infection:**

7) engage with the NHS Test and Trace process

8) manage confirmed cases of coronavirus (COVID-19) amongst the school community

9) contain any outbreak by following local health protection team advice

Numbers 7 to 9 must be followed in every case where they are relevant.

All protocols and procedures that were implemented during the autumn term will remain the same in the spring term.

All protocol and procedures are aligned to the Risk Assessment that has been produced following 'Guidance for full opening: schools' (<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#introduction>). It is a legal requirement to review and update the previous risk assessment.

The following risk assessment outlines relevant detail from the government's guidance with further detail about how Lessness Heath Primary School will adopt measures and ensure compliance to the statutory elements within. The aim of this plan is to minimise the risks, whilst acknowledging that we can't negate them entirely.

*All elements of the system of controls are essential. All schools must cover them all, but the way different schools implement some of the requirements will differ based on their individual circumstances...The system of controls provides a set of principles to help them do this and, if schools follow this advice, they will effectively minimise risks.*

Within the government guidance, the systems of control that schools should adopt are clearly listed. This document will outline those systems of control and how Lessness Heath Primary School has made them appropriate to our specific context and circumstance.

**"System of controls**

This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail in the sections below.

**Prevention:**

**1)** minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, **do not attend school**

**2)** clean hands thoroughly more often than usual

**3)** ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach

**4)** introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach

5) minimise contact between individuals and maintain social distancing wherever possible

6) where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 6 applies in specific circumstances.

***Response to any infection:***

7) engage with the NHS Test and Trace process

8) manage confirmed cases of coronavirus (COVID-19) amongst the school community

9) contain any outbreak by following local health protection team advice

Numbers 7 to 9 must be followed in every case where they are relevant.”

Numbers 7-9 above may require school to share pupil/parent contact information with public health officials. This sharing of information is permissible under current law and is in line with data protection guidance covering schools.

**Lessness Heath Primary School**

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing in the classroom</b> resulting in direct transmission of the virus Years 1-6			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Handwashing available in classroom where sinks are available (site manager has completed audit and ensured all taps are in full working order). Children to wash hands on entry to classroom in morning, break time, lunchtime before and after eating and on exit to lunch and break</li> <li>2. Groups/ bubbles kept to numbers allowing for minimum 2 metre distancing – new classrooms opened as needed to maintain this</li> <li>3. Children to be sat on separate desks maintaining social distancing at all times. Desks facing forwards and spaced appropriately</li> <li>4. Learning to be conducted from individual iPad – meaning that there is no need for paired work and social distancing can be maintained.</li> <li>5. Staff to maintain distance from children wherever possible</li> <li>6. Conversation in the classroom from adult height, where appropriate</li> <li>7. If close feedback or communication needed – side to side not facing child</li> <li>8. Set seating plan so children have their desk which is the same every day</li> <li>9. Coats kept on pegs – children sent in small groups to hang up and collect coats – supervised when not in the classroom.</li> <li>10. Children stay in their class for the majority of the time.</li> <li>11. Playtimes – in phase bubbles</li> <li>12. When moving around – children move in small groups and managed by teacher to carpet and to tables etc.</li> <li>13. Children to maintain social distancing when sat on carpet</li> <li>14. Each child’s water bottle on desks or under desk to remove need of children moving around classrooms</li> <li>15. Ensure good ventilation in each classroom all day (windows or doors open)</li> <li>16. PE (If being taught) - Outdoor sports should be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene.</li> <li>17. No contact sports to be played</li> <li>18. No singing/chanting</li> <li>19. BUBBLES: Children - Majority of the school day will be in phase bubbles and Break time and lunchtime – phase group bubbles (Staff – to stick to phase bubbles at all times – staff on a rota to minimise numbers of adult in school)</li> <li>20. Teaching staff to stay at home, keeping numbers of adults in schools to a minimum</li> <li>21. If children can be at home and will be safe at home they will not be permitted to attend school – i.e. if there is someone who is not a key worker at home who can look after the child/ children</li> <li>20. Air conditioning units are not to be used if they do not feed directly from outside and recycle air</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

**Lessness Heath Primary School**

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing in the classroom</b> resulting in direct transmission of the virus – EYFS			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Children organised into Phase Bubbles</li> <li>2. Handwashing available in classroom and built into daily plan but always on entry and exit of classroom</li> <li>3. Remove excess furniture and resources to increase space if necessary</li> <li>4. Wider provision closed and wherever possible children learning from iPads</li> <li>5. All resources used by children cleaned at end of the day</li> <li>6. Visual signs up of numbers allowed to play visible for children and staff</li> <li>7. Children taught routines of washing up equipment and putting it away when used</li> <li>8. Equipment used that can be washed easily.</li> <li>9. Provide enough equipment so all children can have their own e.g. paintbrushes and wash after use if being used</li> <li>10. Use of outdoor space – used if safe to do so – all outdoor surfaces cleaned regularly</li> <li>11. Staff can stay at adult height – no requirement for getting to child level for interactions</li> <li>12. Interactions carried out where possible from a distance</li> <li>13. Reception children go to the toilet one at a time / go to cloak room one at a time</li> <li>14. Bags and coats on pegs.</li> <li>15. Children spread out if on carpet. Provide markers for children who find it difficult to stay still</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing using toilets and poor hygiene</b> resulting in direct and indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Phase bubble toilets across the school – cleaned during the day – site manager</li> <li>2. Children encouraged to use toilet at breaktimes but if necessary to go to toilet, only one child to go at a time and no other children permitted to go until they return.</li> <li>3. Children instructed – if cubicles are in use – wait outside</li> <li>4. Any sinks etc not working to be reported to site manager immediately</li> <li>5. Extra Signs in toilet re washing hands</li> <li>6. Extra soap ordered to ensure we do not run out</li> <li>7. Adults to check handwashing when children return to class where possible</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing when lining up</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Staff to minimise use of lining up where possible.</li> <li>2. When lining up class, children to stand a metre back using their arms to gauge distance and children must face forwards</li> <li>3. Adults to supervise children in corridors and remind of expectations continually.</li> <li>4. Children to come straight into LKS2 and UKS2 bubbles at start of the day</li> <li>5. Adults to meet KS1 and EYFS children on playground to ensure children line up socially distantly and move to rooms in same fashion</li> <li>6. All parents dropping off children must use social distancing marking and keep children close to them when dropping off in the morning.</li> <li>7. Parents admitted slowly on site at the end of the day, using social distance markings at all times</li> <li>8. When waiting to be collected bubbles use full width of playground , ensuring children maintain social distancing.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing in the corridors</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Children staying in their classroom and accessing outside from classroom door where possible</li> <li>2. When moving around the school – 1 metre minimum between children – one adult at back/front insisting the distance is maintained</li> <li>3. Use of school phones/ ipads and teams for messages between classes and other staff – no moving between rooms</li> <li>4. Teachers to minimise times children leave the classroom – no children to leave classrooms unattended unless using toilet.</li> <li>5. Children / staff not to enter the main school office</li> <li>6. Registers taken by SLT on gate in morning and shared with classrooms.</li> <li>7. Teaching staff to use photocopier before children arrive in school. SLT, Inclusion team and office staff to use the photocopier when children are in classrooms.</li> <li>8. All adults across the school to wear face coverings when in communal areas / not in the classroom at all times</li> <li>9. Children to eat in class room, minimising need to move around school – All children to bring in packed lunches</li> </ol>			

**Lessness Heath Primary School**

and no school meals.			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Contact of shared resources</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Resources are not shared outside each bubble</li> <li>2. Tables, door handles and other surfaces cleaned each morning/midday and afternoon</li> <li>3. iPads used by each bubble for learning to stay in that bubble</li> <li>4. Resources on tables ready for lessons and not distributed within the lesson</li> <li>5. Children encouraged to wash hands / use hand gel on entering classroom and before lunch</li> <li>6. Outdoor playground equipment allocated to each bubble and cleaned each day at the end of the day</li> <li>7. All surfaces left clear at end of the day</li> <li>8. Water fountains out of use. Children must have water bottle kept on floor by their feet / on table</li> <li>9. iPads cleaned thoroughly at end of each use. Trolley not used between bubbles.</li> <li>10. Reading Cafe library not to be accessed to borrow books.</li> <li>11. PE equipment to be allocated to a Bubble for term and to be kept separately for term and cleaned after use if needed</li> <li>12. Risk assessments from specialist teachers to identify cleaning routines of resources.</li> <li>13. Cleaning equipment available in all teaching spaces</li> <li>14. Reading books - all return books from home to the return box in class. Books to be left in box for 72 hours before being returned to shelves (use of book monitors in each class)</li> <li>15. If borrowing resources from central resource, do not return to storage until left for 72 hours</li> <li>16. Microphone to be worn by adult leading the class for a child with hearing impairment – this is to be wiped down and cleaned before being handed to the next member of staff leading the class.</li> <li>17. All staff to be aware of hearing impaired children and ensuring that they are communicated with in an effective way i.e. fire alarms, visual signage if lip reading is hindered due to adult wearing a mask.</li> <li>18. Staff to be aware that hearing impaired children may not have a hearing aid in school due to delays in hospital appointments.</li> <li>19. Before using the Photocopier members should use hand sanitiser to clean their hands. After use it should be wiped by every user. Wipes to be placed next to the photocopier.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Emotional distress of the children</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail	

**Lessness Heath Primary School**

		about the type and location of controls	
<ol style="list-style-type: none"> <li>Children who are particularly vulnerable during lockdown to receive check ins from inclusion team every week</li> <li>Zoom meetings scheduled for classes every week to support wellbeing with class teacher –(See separate RA)</li> <li>Engagement with learning monitored and concerns raised with SLT / inclusion team – all concerns followed up and addressed.</li> <li>Individual risk assessments for children with special educational and behavioural needs who are in school</li> <li>Lessness CAN support to continue where possible with expectation that all families requiring support come to school to collect if they can.</li> <li>Children with Social Care involvement encouraged to take up places in school – those who refuse monitored closely with support of social workers</li> <li>Class teachers available for contact with families during normal school hours to support with learning and to offer encouragement support to adults</li> <li>Technology given to families where needed to make learning accessible and less stressful</li> <li>Lessons to be recorded featuring children’s class teachers modelling, meaning they can hear their voice</li> <li>Families provided with weekly P.E. resources to help children stay active whole at home</li> <li>EWO used to conduct home visits for families who have no contact with school</li> </ol>			
		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of spreading virus due to lack of handwashing</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>Hand gel dispenser in all classrooms for adult use</li> <li>Hand gel order in large quantities</li> <li>Handwashing PHSE lessons and reminders to continue during lockdown</li> <li>Extra soap dispensers and re-fills in each classroom</li> <li>Children handwash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze</li> <li>Washing hands posters replaced in all washing areas</li> <li>Reminders how to wash hands properly – videos and posters</li> <li>Soap and handwashing reminders for adults in all toilets and staff room</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of illness of vulnerable staff and family members</b> through direct and indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	

**Lessness Heath Primary School**

<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>Those who are clinically extremely vulnerable to complete personal risk assessment – based on staff risk assessment. These staff to keep strict social distancing and wash hands regularly</li> <li>Discuss when staff are allowed to wear PPE when in school.</li> <li>Masks/Visors are to be worn in all communal areas around the school at all times. (Staffroom, toilets and corridors)</li> <li>Staff to choose if they wish to wear a mask or shield in the classroom.</li> <li>The staffroom is to be used to make hot and cold drinks and store lunch. Staff to eat in classrooms while children outside when possible, keeping to own bubbles at all times and not mixing with adults from other bubbles.</li> <li>Members of SLT will wear masks if they have the need to move between classrooms and the around the school</li> <li>Issuing of Covid 19 risk assessments to all staff concerning returning to work and allow time for consultation and be involved in reviewing regularly.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of illness of vulnerable children and family members</b> through direct and indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
Children who are extremely clinically vulnerable or are living with anyone who is extremely clinically vulnerable if have concerns to have discussion with HT and individual risk assessment completed if necessary.			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing in offices</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>Main school office only open to office staff and SLT – one member of office team in daily only.</li> <li>Electronic, contactless sign in / out system used</li> <li>Antibacterial spray available in main office to wipe surfaces</li> <li>Deliveries to be left outside</li> </ol>			

**Lessness Heath Primary School**

5. No parents to come into office/ main school building and contact school through email and phone only.
6. Staff to communicate with office through phone whenever possible.
7. No late children permitted into school – children must be on time
8. Signage to be displayed reminding all about limited access to the office.
9. Any messages for teachers from parents must be telephoned / emailed across.
10. Staff to wear a mask or visor when entering any offices in the school building.

<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of transmission of virus through Assemblies</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. All assemblies to be virtual if taking place</li> <li>2. Children to stay in current bubble classrooms to view</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing at dropping off / picking up times</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. All families to line up using social distance markers at front gate for drop off.</li> <li>2. Parents must keep children with them and adhere to social distancing at all times</li> <li>3. Drop off window 8.50-9.00 – No late/early drops offs permitted</li> <li>4. Children dropped at gate and registered by SLT – KS2 children walk to class and wash hands – EYFS and KS1 children meet staff on playground to ensure social distancing maintained</li> <li>5. SLT to control flow of children onto site, ensuring spacing can be kept.</li> <li>6. Parents may only come from one direction – down the drive and must then leave via the alley in a one way system.</li> <li>7. For collection, front playground will operate a two gate policy. Parents will walk in through the pedestrian gate, and then leave via the green vehicle gates.</li> <li>8. Children spaced as far as possible on playground and released to parents at collection time</li> <li>9. Parents not permitted to stop moving to talk to teachers or other parents</li> <li>10. SLT to limit number of parents on site for collection by controlling flow through gates.</li> <li>11. All children to be collected at 3.00pm – no early/ late pick ups permitted.</li> <li>12. All parents/carers to wear a mask unless exempt when lining up and entering the school grounds.</li> <li>13. All staff will wear a mask or visor during school drop off and collection.</li> <li>14. SLT will refuse entrance to the school site for any adult not wearing a mask who has not shown proof of exemption</li> </ol>			

**Lessness Heath Primary School**

15. Under no circumstances will parents be allowed on site other than to collect their children. Once children have been collected parents must leave the site immediately.
16. Only one member from each household will be able to drop off / collect each child.
17. 2m markers on the ground outside the school to be used before the gate is open and during entry
18. SLT on playground / gates during all drop off and pick ups.
19. All staff to stick to timings
20. Parents reminding through weekly communications on social media to adhere to social distancing whilst waiting for gates to open in the morning/ waiting for collection.
21. If children wear masks up to the school gates, the adult accompanying them must take the mask home.
22. All children must be dropped off and collected by an adult unless agreed by the headteacher for Year 6 children only.

<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Close working during intervention groups</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
1. No intervention groups happening during lockdown			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of transmission from non-teaching visitors onsite</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. No non-essential onsite visits.</li> <li>2. Where possible, meeting with outside agencies are done telephonically or online.</li> <li>3. Essential service visits arranged at the beginning or the end of the day, where possible and in advance</li> <li>4. Contractors to provide Covid-19 risk assessment to Headteacher</li> <li>5. No unauthorised / risk assessed visitors to enter established bubbles</li> <li>6. COMING ON SITE WITHOUT AN APPOINTMENT IS NOT ALLOWED</li> <li>7. All visitors to use provided sanitiser when entering the building.</li> <li>8. Visitors advised not to attend site if they have symptoms of Covid 19 or anyone in their household does.</li> <li>9. Office staff to ask each visitor if they or member of their family have covid symptoms</li> <li>10. Contractors to provide Covid-19 risk assessment in advance of their visit to be checked by HT</li> <li>11. Visitors are requested to follow social distancing guidelines and try to remain 2m apart for all pupils and staff.</li> <li>12. If close contact with the visitor is essential, PPE should be worn by all parties.</li> <li>13. Supervising staff to wash their hands thoroughly for 20 seconds before and after visit.</li> <li>14. All visitors asked if they are showing any symptoms or if they are currently self-isolating under government guidance.</li> <li>15. Visitor details kept in case of Track and Trace.</li> <li>16. If a visitor starts to show symptoms while onsite, they must be requested to leave and all contacted areas deep cleaned. Call 999 if seriously ill and taken to the medical room to follow isolation procedures.</li> </ol>			

17. Conference Suite will be used only for outside agencies meetings / interventions. Parents who attend will be let in via the back gate. Outside professionals will sign in at the main school office and complete a track and trace form. This will be filed and kept in the school office.

<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
------------------------	---	--	--

**Risk of spreading virus due to close contact with children – Adults working with small groups**

<b>Existing level of risk</b>	Consider current level of risk		
-------------------------------	--------------------------------	--	--

<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
-------------	---------------	------------	-------------------

<b>Control measures</b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
-------------------------	---	--	--

1. No small groups to take place in school – all children to follow home learning sent home by class teachers, socially distantly in classrooms.

<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
------------------------	---	--	--

**Lack of social distancing while administering first aid resulting in direct transmission of the virus**

<b>Existing level of risk</b>	Consider current level of risk		
-------------------------------	--------------------------------	--	--

<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
-------------	---------------	------------	-------------------

<b>Control measures</b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
-------------------------	---	--	--

1. All usual safety procedures are to be carried out as previous practice to avoid cross contamination –
2. Wear gloves when dealing with a child and discarded safely after each casualty attended to.
3. Hands should be washed after each incident is dealt with
4. Dispose of all waste safely (in clinical waste bin if needed)
5. Do not touch a wound with your bare hands
6. Do not touch any part of a dressing that will come in contact with a wound
7. Treatment area in medical room must be cleaned down after every use, including in between casualties.
8. Face masks can be worn by first aiders if close contact is required e.g something in the eye, and the child encouraged to do so if close attention is needed depending on age of child.
9. Staff are able to wear face masks when moving around the school.
10. Ensure social distancing is adhered to as much as possible – reassure the child verbally and explain if you are unable to attend them too closely. Contact if needed must be kept to a minimum. Other children must not be allowed to stay in the treatment room if not being attended to.
11. First aid should be administered in own classroom and children should not be brought to the medical room, unless a private area is needed.
12. Adults can move between phase bubbles to attend to first aid, but this is ideally kept to a minimum.
13. First aider to ensure they do not sneeze or cough over the casualty while treating them

## Lessness Heath Primary School

14. When treating children, first aiders should avoid face to face contact with injured person and should try and deal with incident from the side or behind where appropriate.
15. Reminders given to the child being treated to cough or sneeze into their elbow if they need to.
16. Children encouraged to tend to own minor wounds where they are able to do so, facilitated by the first aider. For example, first aider to lay out a wet paper towel for the child to clean their own knee if grazed. Instruct a child how to sit and hold tissues during a nosebleed.
17. In the event of having to perform CPR, the following needs to be adhered to:
  - Ambulance and parents called immediately in-line with school policy
  - First aider must wear PPE including gloves, apron and face mask
  - Do not check for breathing by placing your ear or cheek near the casualty's mouth – look for signs of breathing from the chest cavity
  - Rescuers should place a cloth or towel over the casualty's nose and mouth before starting compressions.
  - If mouth to mouth ventilation is required, the cloth needs to be removed from the casualty's mouth and nose and first aider administering must wear their own mouth shield before commencing.
  - Mouth to mouth is not currently recommended for adults but is advised to do this for children as ventilation would be crucial to child's survival.
  - After performing compression CPR or mouth to mouth ventilation, first aider must wash their hands thoroughly with soap and water and seek advice from NHS111 corona advice service.
18. In the event of administering medicine, children must be encouraged to self-administer where appropriate, with doses checked by supervising adult and the dose recorded as per school policy. If the medication needs to be administered by a first aider as outlined in a IHP, such as Epi-Pen, the following must be adhered to:
19. Ambulance and parents must be called in line with IHP and school policy
20. First aider must wash hands and wear PPE provided before administering dose as appropriate, including gloves and apron (minimum of gloves if the dose is time sensitive)
21. Social distancing must be kept as much as possible and contact kept to a minimum if the casualty can be reassured verbally.
22. If a first aider is called to a suspected case of COVID-19, the first aider must wear PPE (gloves, apron, face mask) and the child or adult must be encouraged to wear a mask. The child or adult then must be taken straight to the medical Room (if possible via outside route) as the designated isolation area, and must stay there until either collected by an adult, or their things can be gathered for them so they can go home. First aider to wait outside room if possible or 2 metres away if that is not possible. The area where the person has been working must implement the risk assessment for suspected cases. First aider must also wash their hands after dealing with the incident. The medical room must be then cleaned down as a treatment room.
23. All appropriate forms to be completed after all incidents in line with school policy
24. Please call the office if a text or call is needed to parents
25. Cold compress ice packs should only be used with more serious bumps. Other injuries used paper towels and water. Compresses must be cleaned after every use.
26. Risk Assessment to be reviewed and updated regularly

<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
<b>Risk of spreading virus due to close contact with children – 1:1 and restraint resulting in direct transmission of the virus</b>			
<b>Existing level of risk</b>	Consider current level of risk		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
Individual risk assessments should be carried out for children with a specific need with a known and existing risk of needing restraining.			

## Lessness Heath Primary School

1. All children to be explained to and expectations set out as to how close they can come in contact with other children and staff. Social stories and physical examples or support strategies used where appropriate to clarify understanding and reduce contact.
2. All staff, including to be aware of risk assessments and social distancing expectations that must be adhered to at all times
3. Where a child is at risk of being restrained for their own safety, the following needs to be put in place to reduce this risk:
  - All procedures to be followed to avoid restraining where possible, including individual risk assessment procedures, verbal interaction at a safe distance and directing to known calming strategies or safe space.
  - A safe space for the child to go where they do not need to be restrained but are safe from harming themselves or others
  - A reduction in pressures that are known to trigger the child to a point where restraining may be needed.
1. If restraining is required, where possible the adults involved are to try to wear PPE available before the act of restraining is carried out. These should be disposed of safely after the event.
2. Contact must be kept to a minimum, and a minimum number of adults making contact as safe to do so – with supporting adults a safe distance away.
3. Adults involved must wash their hands and seek advice from NHS 111 coronavirus support line if there are concerns regarding the virus.
4. Risk Assessment to be reviewed and updated regularly
5. Staff have option of wearing face mask if 2 metre close contact with child is required

<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b><u>Identify hazard</u></b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
<b>Emotional distress and anxiety in staff team</b>			
<b>Existing level of risk</b>	Consider current level of risk		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> <li>1. Inclusion in risk assessment process – input into hazard identification and control measures.</li> <li>2. Teams encouraged to hold daily meetings, phase meetings to continue and staff meetings to feature check ins with team.</li> <li>3. Staff who live alone can come into work and use a classroom, giving a chance for safe social contact</li> <li>4. Sharing of support helplines on wellbeing boards – Carefirst and Education support</li> <li>5. At least one SLT member of staff on site everyday for staff to share concerns with</li> <li>6. Risk assessments reviewed after day one, week one and fortnightly after that – this is flexible</li> <li>7. SLT available for check ins with staff</li> <li>8. Give staff a voice on adaptations needed</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b><u>Identify hazard</u></b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
-------------------------------	---	--	--

**Lessness Heath Primary School**

<b>Lack of social distancing and hygiene in the staffroom</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>The staffroom is only to be used to make hot and cold drinks and store lunch. All staff are to eat in their offices / classrooms when children are out at play.</li> <li>All staff must adhere to social distancing in the staff room</li> <li>Signage clear ie ‘Wash hands upon entering’ etc, on doors and walls.</li> <li>Hand washing- on entry and exit.</li> <li>Furniture must allow for social distancing</li> <li>Cleaning equipment available and staff asked to clean after use.</li> <li>Wipes/antibacterial spray/antibacterial gel available in each staff area for wipe down of handles- dishwasher, cupboards, taps, microwave, lids on tea/coffee.</li> <li>Any food (ie staff lunch) to be prepared, area cleaned and packaged securely in fridge.</li> <li>Staff to wash own lunch equipment BEFORE leaving staffroom and/or use dishwasher.</li> <li>Signage and Staff Expectations document that makes it clear that employees have a responsibility to ensure social distancing rules are adhered to both in and outside of the staffroom areas and to wipes down areas used for food preparation with antibacterial wipes or equivalent.</li> <li>Staff to wear a mask or visor in the staffroom when preparing food or drinks.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Spread of virus from after school clubs			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>No after school clubs or wrap around care to take place at school</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing at playtimes</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail	

**Lessness Heath Primary School**

about the type and location of controls			
<ol style="list-style-type: none"> <li>1. Lunchtime Team to be allocated a phase bubble and to supervise only that bubble</li> <li>2. MDLs in on a Week A week B basis to minimise numbers in school during lockdown</li> <li>3. During Wet Lunchtimes, each bubble to have a MDL who is assigned to that specific bubble.</li> <li>4. Each class to remain in their phase bubbles at playtime and lunchtime.</li> <li>5. Playgrounds split by cones to ensure bubbles do not mix</li> <li>6. Wooden outside equipment out of use during break times.</li> <li>7. Mid-morning breaks are taken in phase bubbles and at different times to other phase bubbles, supervised by staff who are in those bubbles.</li> <li>8. Staff to encourage children to play games independently (such as skipping and hoops) or games that require space (such as football and basketball).</li> <li>9. All staff ensure children go one at a time to the toilet during their outdoor play/lunch sessions</li> <li>10. Children to only use their designated toilets at play / lunchtimes</li> <li>11. All children to eat in classrooms only</li> <li>12. Once finished eating, children go outside, maximising time outside of the classroom</li> <li>13. Staff modelling keeping 1m+ distance- challenging children who are getting too close ( in an age appropriate manner)</li> <li>14. Staff to ensure small bubbles do not meet , and give way to ensure they don't mix and lunchtimes</li> <li>15. All staff to stick to timings and to observe one way system in corridors.</li> <li>16. Bubbles to have bags of equipment that stay with their bubble for play / lunch</li> <li>17. All equipment to be washed after use each day</li> <li>18. Children to wash their hands upon entry to class after break or lunch.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing and hygiene at lunchtimes</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Children to wash their hands before eating in their classroom (or in toilets if no hand basin area in class).</li> <li>2. At all times staff to promote rigorous hand and respiratory hygiene- catch it-bin it-kill it</li> <li>3. All equipment and toys used to be sanitised at the end of each day</li> <li>4. Equipment to stay with bubbles and not be shared at all</li> <li>5. Ensure that children wash their hands after using the toilet</li> <li>6. Ensure children wash their hands before eating lunch or snacks-break and lunchtime.</li> <li>7. Tables to be wiped down after eating finished</li> <li>8. No use of equipment that can't be cleaned easily.</li> <li>9. Signage in the toilets to encourage good handwashing.</li> <li>10. First Aiders for each bubble where possible – where not possible first aiders to wear PPE – see first aid RA</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

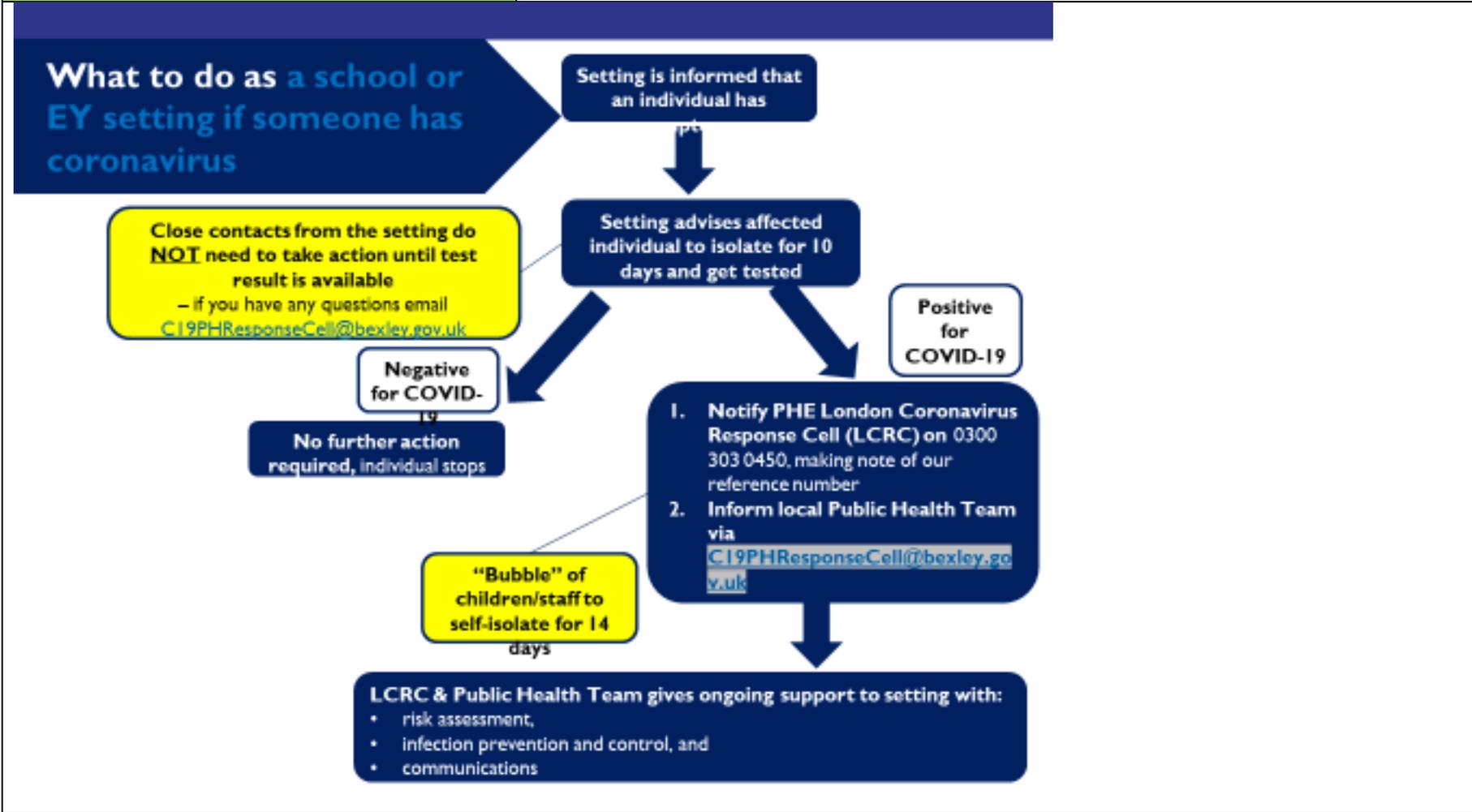
**Lessness Heath Primary School**

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Staff using a face mask incorrectly			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>All staff are to wear a visor or mask in communal areas including offices, corridors and toilets. The class teacher can decide if they wish to wear a face covering when teaching.</p> <p>On the basis of current evidence, in light of the mitigating measures education settings are taking, and the negative impact on communication, face coverings will not generally be necessary in the classroom even where social distancing is not possible. There is greater use of the system of controls for minimising risk, including through keeping in small and consistent groups or bubbles, and greater scope for physical distancing by staff within classrooms.</p> <p>Staff must wear a face mask or visor in the staffroom, if having to have very close contact with children e.g physical restraint or if working in a smaller space with another staff member or child and social distancing is not possible but in the first instance other measures should be taken and a face mask worn as a last resort.</p> <p>A face covering should:</p> <ul style="list-style-type: none"> <li>cover your nose and mouth while allowing you to breathe comfortably</li> <li>fit comfortably but securely against the side of the face</li> <li>be secured to the head with ties or ear loops</li> <li>be made of a material that you find to be comfortable and breathable, such as cotton</li> <li>ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used)</li> <li>unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged</li> </ul> <p>When wearing a face covering you should:</p> <ul style="list-style-type: none"> <li>wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on</li> <li>avoid wearing on your neck or forehead</li> <li>avoid touching the part of the face covering in contact with your mouth and nose, as it could be contaminated with the virus</li> <li>change the face covering if it becomes damp or if you've touched it</li> <li>avoid taking it off and putting it back on a lot in quick succession (for example, when leaving and entering shops on a high street)</li> </ul> <p>When removing a face covering:</p> <ul style="list-style-type: none"> <li>wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing</li> <li>only handle the straps, ties or clips</li> <li>do not give it to someone else to use</li> <li>if single-use, dispose of it carefully in a residual waste bin and do not recycle</li> <li>if reusable, wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric</li> <li>wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed</li> </ul>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

Lessness Heath Primary School

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Suspected case of the virus</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>If anyone in an education or childcare setting becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow the <a href="#">COVID-19: guidance for households with possible coronavirus infection guidance</a>.</p> <p>If a child is awaiting collection, they should be moved to the medical room through external route if possible, where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. The window should be opened for ventilation. Signage must be put up outside the room if a child with suspected Covid is inside.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use the adult toilet and then a sign needs to be put on the door that the toilet is out of use.</p> <p>PPE (gloves and apron and mask) should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).</p> <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. They must not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive</p> <p>They should wash their hands thoroughly for a minimum of 20 seconds after any contact with someone who is unwell.</p> <p>The area must not be used until thorough cleaning of the medical room and toilet if used, has taken place. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the <a href="#">COVID-19: cleaning of non-healthcare settings guidance</a>.</p> <p>School will have a small number of test kits available to give to people if they are going to find it difficult to access own test</p> <p><b>Tests for essential workers</b> are prioritised and can be booked at: <a href="https://www.gov.uk/apply-coronavirus-test-essential-workers">https://www.gov.uk/apply-coronavirus-test-essential-workers</a>. (N.B. Some essential workers in NHS and Care sectors are eligible for testing when asymptomatic).</p> <p>Rapid flow tests are also available but must be booked in advance for key workers in Bexley <a href="http://www.bexley.gov.uk/rapidtest">www.bexley.gov.uk/rapidtest</a></p>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Confirmed case of the virus in the school</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	



## What to do if you have symptoms

