

Wembley Primary School Risk Assessment:





This Risk Assessment has been created following the Government Guidance (The Systems of Control)-Operational Guidance to reduce the risk of transmission of coronavirus (COVID-19), taking into consideration the planning guide for primary schools (NEU,GMB,Unison,Unite) and consultation with Governors and staff. The following measures have been put into place in order to safeguard the whole school community. This will be subject to review and be updated in line with any changes to Government Guidance as and when necessary.

**Updated in line with School's Operational Guidance January 2022**

***Changes from Monday 17<sup>th</sup> January 2022***

Changes to the self-isolation period for those who test positive for COVID-19

From Monday 17 January, people who are self-isolating with COVID-19 will have the option to reduce their isolation period after 5 full days if they test negative with a lateral flow device (LFD) test on both day 5 and day 6 and they do not have a temperature. For example, if they test negative on the morning of day 5 and the morning of day 6, they can return to their education or childcare setting immediately on day 6.

The first test must be taken no earlier than day 5 of the self-isolation period, and the second must be taken the following day. All test results should be [reported to NHS Test and Trace](#).

If the result of either of their tests is positive, they should continue to self-isolate until they get negative results from two LFD tests on consecutive days or until they have completed 10 full days of self-isolation, whichever is earliest.

Anyone who is unable to take LFD tests or anyone who continues to have a temperature will need to complete the full 10 day period of self-isolation.

**Control measures**

**You should:**

Ensure good hygiene for everyone.

Maintain appropriate cleaning regimes.

Keep occupied spaces well ventilated.



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Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

Risk	Control Measures	Additional Action Required (action by whom and completion date – use separate Action Plan if necessary)
<p><i>To minimise the risk of transmission</i></p>	<p>Different entrances/exit points-see below</p> <ul style="list-style-type: none"> <li>• Different entrances /exit points Reception-through the designated gates, Years 1-4 the main gates 5 &amp; 6 the door linked to the hall</li> <li>• There will be markers to indicate which side to enter leave</li> </ul>	
	<ul style="list-style-type: none"> <li>• Parents to be reminded not to gather in the outdoor areas/entrances/exits/quad area-to talk to other parents.</li> <li>• Parents to use floor markings outside entrances to keep a social distance from other families</li> <li>• Parents to avoid interactions during drop offs or pick ups with teachers to interact via email/phone calls. Parents to email 'home learning' email.</li> <li>• Parents not to enter classrooms –children collected at door-years reception-year 3/outside hall years 4-6</li> <li>• Parents/Carers to wear face masks/coverings on school grounds <b>when</b> in close contact with staff/in the reception area</li> <li>• All information to be posted on website. And use of group Call/emails</li> </ul>	
	<ul style="list-style-type: none"> <li>• The school will be organised in year teams.-this is to help minimise the transmission of the virus and is not a 'bubble'</li> <li>• <i>We no longer recommend that it is necessary to keep children in consistent groups ('bubbles')-Operational Guidance for Schools August 2021/November 2021-unless required in line with contingency plans</i></li> </ul>	



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	<ul style="list-style-type: none"> <li>• Playtimes-staggered-different playground areas used- On school Timetable (frog)-for different year groups</li> </ul>	
	<ul style="list-style-type: none"> <li>• Staff not to sit in staffroom unless they are on the rota.</li> <li>• Staff may use fridges/microwaves etc-but must adhere to 2m distance.</li> <li>• If school cutlery/dishes are used, they <b>must</b> be rinsed and placed in the dishwasher-dishes/cutlery etc not to be left in classrooms</li> <li>• Staff to eat lunch in their classroom/designated area-see above re: use of staff room and dishes etc.</li> </ul>	
	<ul style="list-style-type: none"> <li>• communal gatherings- assemblies, concerts etc-year group-Assemblies will be in year groups or via zoom</li> <li>• CPD in small Teams-socially distanced or online-Inset sessions will continue to be on a Tuesday 3.45-4.45</li> </ul>	
	<ul style="list-style-type: none"> <li>• <i>Following government/Local PHE Guidance it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups-See Outbreak Management Plan</i></li> </ul>	
<p><i>The risk of increased transmission of Virus</i> <i>The Adaption of the site</i></p>	<ul style="list-style-type: none"> <li>• Visitors must complete a Covid-19 declaration form</li> <li>• Site guidance on physical distancing and hygiene is explained to visitors on or before arrival.</li> <li>• The Risk Assessment will be available on our website</li> <li>• Hard copies of the RA provided for 'supply/agency' staff &amp; volunteers</li> </ul>	
	<p><b>Ventilation arrangements</b> <b>Keeping occupied spaces well ventilated</b> it is important to ensure it is well ventilated and a <b>comfortable</b> teaching environment is maintained.</p>	



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	<p>This will be achieved by:</p> <ul style="list-style-type: none"> <li>natural ventilation – opening windows and possibly doors (in cooler weather windows should be opened just enough to provide constant background ventilation, and opened more fully during breaks to purge the air in the space).</li> </ul> <p>Further advice on this can be found in Health and Safety Executive guidance on <a href="#">air conditioning and ventilation during the coronavirus outbreak</a> and <a href="#">CIBSE coronavirus (COVID-19) advice</a>.</p> <p>To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate:</p> <ul style="list-style-type: none"> <li>opening high level windows in preference to low level to reduce draughts</li> <li>increasing the ventilation while spaces are unoccupied (e.g., during break and lunch, when a room is unused)</li> <li>To ensure children are wearing jumpers in cooler weather -there should not be a need for coats/scarves etc.</li> <li>rearranging furniture where possible to avoid direct drafts</li> </ul> <p>Heating will be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p> <ul style="list-style-type: none"> <li><i>Carbon Dioxide monitors are available in every classroom.</i></li> </ul>	
	<ul style="list-style-type: none"> <li>Signage/Vinyl-indicate distancing/ways in and out/distance from front of classroom entrances.</li> <li>Posters placed around the school reminding staff/pupils-how to wash hands</li> <li>Posters placed in AHT offices-socially distance from the door. Floor markings for outside offices/classrooms/school office.</li> </ul>	
	<ul style="list-style-type: none"> <li>Doors where possible propped open-to limit use of door handles.</li> </ul>	



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	<ul style="list-style-type: none"> <li>• Fire doors are not to be propped open-only left open-they will automatically close as fire doors.</li> </ul>	
	<p><b>The reception/office Area</b></p> <ul style="list-style-type: none"> <li>• Shields around the reception area</li> <li>• Closed-only for essential reasons parents to visit reception-parents encouraged to ring/email</li> <li>• The main entrance will be used for the entry and exit of bubbles at the start and end of the day.</li> <li>• Markers outside 2 M distance-waiting</li> <li>• Staff -not to use it to access the staffroom. Access to staffroom through doors upstairs.</li> <li>• Hand sanitiser to be used by visitors</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Welfare Room</b></li> <li>• Only 2 children in medical room at a time. Teachers to call medical room before sending children. Other children to wait outside at a 2m distance. Welfare staff to ensure chairs are placed outside each morning at an appropriate distance</li> <li>• For daily administration of medication-another space may need to be identified and used.</li> <li>• Corridor to hall exit will be used if a child is suspected of having COVID-19. Parents pick up from this entrance they should not enter the site. Information given to parents regarding testing.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Corridors/upstairs area/Stairs-to keep to one side.</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>The reprographics office</b>-only 2 staff to use at a time. Other office space to be used</li> </ul>	



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<p><i>The risk of increased transmission of Virus</i></p> <p><i>Practices through the day &amp; Fire safety/lockdown</i></p>	<p><b>Fire drills</b></p> <ul style="list-style-type: none"> <li>• If the fire alarm rings staff and pupils to exit the building immediately to line up at the assembly point. Please use all space of the assembly point</li> <li>• The classes do not need to follow the 2m distancing rule when exiting with their class.</li> <li>• Regular Review of PEEPs to ensure arrangements are still adequate and relevant</li> <li>• Alarm will continue to be tested on a Monday at 2.30pm</li> </ul>	
	<p><b>Lock Down</b></p> <p>Follow the school's existing lock down procedures.</p>	
	<p><b>Washing hands</b></p> <ul style="list-style-type: none"> <li>• Children frequently wash hands-for 20 seconds. At the start of the day-before lunch. After lunchtime. After breaks, sneezing coughing, after using the toilet and when they/if they change rooms.</li> <li>• Staff also to wash hands on arrival-or use sanitiser</li> <li>• Reminders how to wash hands properly signs in toilets/sinks</li> <li>• Where appropriate staff supervise handwashing</li> <li>• Tap left on when 'bubbles' are washing hands</li> <li>• Warm water to be used</li> <li>• Videos shared with children-on how to wash hands</li> <li>• Also, staff to explicitly teach handwashing (and supervise), tissue disposal and toilet flushing</li> </ul> <p>Teachers to share appropriate elements of the behaviour policy/hand washing video every Monday-reminders.</p>	

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	<ul style="list-style-type: none"> <li>• Children are encouraged not to touch their mouth, eyes and nose</li> <li>• Good respiratory hygiene will be promoted. All members of the school community will be reminded to use a tissue or elbow to cough or sneeze and use bins for tissue waste (<b>catch it, bin it, kill it</b>). Tissues available in all classrooms</li> <li>• Lidded bins in every classroom</li> <li>• All adults follow the guidance of – HANDS; FACE; SPACE remind children using NHS videos.</li> </ul>	
<p><i>The risk of increased transmission of Virus</i></p> <p><i>Practices through the day</i></p>	<p><b>Rooms</b></p> <ul style="list-style-type: none"> <li>• Soap checked every morning/lunch time</li> <li>• Sanitiser also available for staff and children</li> <li>• Paper towels available for children to dry hands</li> <li>• Disposable tissues readily available in every classroom</li> <li>• Where possible, all spaces should be ventilated using natural ventilation (opening windows and where and when appropriate doors)</li> </ul>	
	<p><b>Cleaning</b></p> <ul style="list-style-type: none"> <li>• Toilets cleaned at lunchtime</li> <li>• Cleaning company to be given advice on how/what to clean at the end of each day. This is also to be checked/supervised by member of the caretaking team All frequently touched surfaces, handles, equipment and toilets to be thoroughly cleaned each day. Each cleaner has a checklist which is ticked and signed. See advice PHE-Covid-19: cleaning non-healthcare settings guidance</li> <li>• Cleaning resources available in classes/offices-including cleaning wipes</li> </ul>	





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	<ul style="list-style-type: none"> <li>• Photocopies-Staff to use photocopies in the hall/staffroom-do not use the photocopier in the reprographics office.</li> <li>• If a member of staff is using the photocopier, please keep a 2m distance. Use hand sanitiser before touching the machine and after use.</li> <li>• Hand sanitiser available from a member of SLT.</li> </ul>	
<p><i>Face Coverings</i></p>	<p><i>face coverings should be worn by staff and adults (including visitors) when moving around in corridors and communal areas. Health advice continues to be that children in primary schools should not be asked to wear face coverings</i></p>	
	<p><i>Parents asked to wear face coverings in school unless exempt</i></p>	
<p><i>PPE</i></p>	<p>The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including:</p> <ul style="list-style-type: none"> <li>• where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 m cannot be maintained</li> <li>• where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used.</li> </ul>	
<p><i>Lateral Flow Testing</i></p>	<ul style="list-style-type: none"> <li>• Testing of staff will take place twice a week, (Wednesday and Sunday evening) for staff who are in school at the start and end of the week. This will include teaching staff, administrative staff and</li> </ul>	



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	<p>ancillary workers. Staff will take these tests at home. These tests are to be taken 3-4 days apart.</p> <ul style="list-style-type: none"><li>• Staff who are in school for 2 or 3 consecutive days will only need to take the test once.</li><li>• If there are a couple of days gaps between visits to schools e.g. Monday and Thursday, then the test will need to be taken twice.</li><li>• Staff who are in for one day will need to take the test once.</li><li>• If staff come in to pick up some equipment and are only in for a few minutes then they will not need to take the test but must not come into close contact with any other member of the school staff.</li><li>• Tests to be taken before staff come into work.</li><li>• Staff results to be recorded by the person online. This will support identifying staff with positive results for contact tracing and managing stock and distribution.</li><li>• Information booklet given to staff including:<ul style="list-style-type: none"><li>• what rapid testing is, about using the how to guide and the video content available</li><li>• the requirement for them to report their test results.</li><li>• the process and who to contact if they have an incident while testing at home.</li></ul></li><li>• Covid Co-ordinator: Simon Barr (Deputy Head)</li><li>• Covid Registration Administrators: Stavroula Louca, Sheila O'Connor</li><li>• Staff will need to sign for their test kits and the lot number will be recorded against their name.</li><li>• The tests will be stored in the Welfare Room</li></ul>	
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	<ul style="list-style-type: none"><li>• Kits are not be stored outside. Stored in a cool, dry place. Test kits will be stored in a temperature between 2 and 30 degrees.</li><li>• The kits should be used at room temperature (15 to 30 degrees). If the kit has been stored in a cool area less than 15 degrees, leave it at normal room temperature for 30 minutes before using.</li><li>• Enough space for social distancing will be allowed when giving out tests.</li><li>• Void, double void and positive results are communicated to the school once the test is completed.</li><li>• A negative test is assumed by 8:30 am on Monday and Thursday</li><li>• Staff must report their result online as per the instructions as soon as the test is completed either online or by telephone as per the instructions in the home test kit.</li><li>• Tests are optional and are not mandatory. Staff to opt in after they have read key information and privacy notice to understand data protection for testing.</li><li>• Test conducted on a dry, clean, flat surface.</li><li>• Hands washed or use sanitiser before taking the test.</li><li>• Online information, training and webinars available. Video available on how to take your own test. <a href="https://www.youtube.com/playlist?list=PLvaBZskxS7tzQYIVg7lwH5uxAD9UrSzGJ">https://www.youtube.com/playlist?list=PLvaBZskxS7tzQYIVg7lwH5uxAD9UrSzGJ</a></li><li>• Information with the kits to be followed.</li><li>• Regular communication with staff about the testing process.</li><li>• If test is void, take another test. If 2 void results in a row, a PCR test should be taken.</li></ul>	
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	<ul style="list-style-type: none"> <li>• If a number of tests give a void result, unclear results or leaking/damaged tubes should be recorded and escalated to the DfE helpline.</li> <li>• Covid Coordinator to be responsible for incident reporting on a school wide issue.</li> </ul>	
<p><i>Outcome of LFT</i></p>	<p>Staff and pupils with a positive LFD test result should self-isolate in line with the <u>stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection</u>. They <b>no longer need</b> to <u>get a free PCR test to check if they have COVID-19</u>.</p>	
<p><i>A child/staff member becomes unwell</i></p>	<ul style="list-style-type: none"> <li>• If a child feels unwell in a classroom-a member of the welfare team (wearing full PPE-see guidance) needs to be called and the child taken to the welfare room/agreed space.</li> <li>• There must always be a member of staff on duty with Paediatric first aid. We may need to use 'other' staff to cover welfare from the list of staff with paediatric first aid.</li> <li>• Staff should also try to ensure that they remain 2 metres away while still aiming to provide the reassurance and care children will need</li> <li>• If anyone becomes unwell with a new continuous cough or a high temperature (37.5) and /or a new continuous cough in an education setting, they must be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance Welfare must let a member of SLT know</li> <li>• The office must contact parents immediately for them to pick up their child from school (check emergency numbers)</li> </ul>	



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	<ul style="list-style-type: none"> <li>• A waiting area will be set up for a child awaiting collection- Usually the area outside the small hall. The child will social distanced from member of welfare staff. Room should be well ventilated.</li> <li>• If the unwell child needs to go to the bathroom while waiting to be collected, they will use the toilet quad. This will then be out-of-order until it is cleaned.</li> <li>• Parents to pick up from front of school –to wait outside. Child use small hall entrance.</li> <li>• Parents to be reminded they must not send children to school if feeling unwell</li> <li>• A member of SLT to be informed of any children sent home with Covid-19 symptoms</li> <li>• Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case they should arrange a test) or if the symptomatic person subsequently tests positive or they have been requested to do so by NHS test &amp; Trace.</li> <li>• Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned after they have left to reduce the risk of passing the infection on to other people.</li> </ul>	
	<p><b>When a child, young person or staff member develops symptoms compatible with coronavirus</b>  <b>Pupils, staff and other adults must not come into the school if they have <a href="#">coronavirus (COVID-19) symptoms</a>, or have tested positive</b></p>	<p>Information sheet to be sent home with any child who develops symptoms informing the family of what they need to do.</p>



	<p>The main symptoms of coronavirus (COVID-19) are:</p> <ul style="list-style-type: none"><li>a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)</li><li>a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</li><li>a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal</li></ul> <p>If anyone in the school 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 UKHSA <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a>, which sets out that they must self-isolate and should <a href="#">arrange to have a PCR test</a> to see if they have coronavirus (COVID-19). <i>Tests can be booked through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS119 for those without access to the internet.</i></p> <p>Where the child, young person or staff member tests negative, they can return to their setting</p>	
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<i>Response to any infection</i>  <i>Test and Trace</i>	<p>Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</p> <p>As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact</p> <p><b>Individuals are not required to self-isolate if they live in the same household as someone with COVID-19 or are a close contact of someone with COVID-19, and any of the following apply:</b></p> <ul style="list-style-type: none"><li>• they are fully vaccinated</li><li>• they are below the age of 18 years and 6 months</li><li>• they have taken part in or are currently part of an approved COVID-19 vaccine trial</li><li>• they are not able to get vaccinated for medical reasons</li></ul> <p>Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts.</p>	



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	<p>All adults who are fully vaccinated and children aged 5 to 18 years and 6 months, identified as a contact of someone with COVID-19 – whether Omicron or not – should take a lateral flow device (LFD) test every day for 7 days instead of self-isolating.</p> <p>Once notified by NHS Test and Trace as a close contact, all eligible staff, pupils and students should take an LFD each day for 7 days and report the results through the <a href="#">Online Reporting System</a> and to their setting. If they test negative, they can continue to attend their education setting</p> <p>If they test positive, they should self-isolate and follow the guidance on self-isolation-see below. There is no need to take a PCR to confirm the result.</p>	
<p><b>Isolation Period</b></p>	<p><b>Changes from Monday 17<sup>th</sup> January 2022</b></p> <p>Changes to the self-isolation period for those who test positive for COVID-19</p> <p>From Monday 17 January, people who are self-isolating with COVID-19 will have the option to reduce their isolation period after 5 full days if they test negative with a lateral flow device (LFD) test on both day 5 and day 6 and they do not have a temperature. For example, if they test negative on the morning of day 5 and the morning of day 6, they can return to their education or childcare setting immediately on day 6. The first test must be taken no earlier than day 5 of the self-isolation period, and the second must be taken the following day. All test results should be <a href="#">reported to NHS Test and Trace</a>. If the result of either of their tests is positive, they should continue to self-isolate until they get negative results from two LFD tests on consecutive days or until they have completed 10 full days of self-isolation, whichever is earliest.</p>	





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	Anyone who is unable to take LFD tests or anyone who continues to have a temperature will need to complete the full 10 day period of self-isolation.	
<b>Contain any outbreak by following local health protection team advice</b>	School will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures- <b>See Outbreak Management Plan</b>	
Pupils and staff must not come into school if they are legally required to quarantine , having recently visited countries outside the Common Travel Area	Quarantining when arriving in the UK  Updated Guidance must be followed	
<i>Staff who are clinically vulnerable or extremely clinically vulnerable</i>	All clinically extremely vulnerable (CEV) children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend.  Further information is available in the guidance on <a href="#">supporting pupils at school with medical conditions</a> .	
<i>Pregnant staff</i>	Pregnant staff will be asked to complete a risk assessment with a member of the Senior Leadership Team. They will generally be expected to attend school.	



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<p><i>Journeys to and from school</i></p>	<p><b>The school will promote TFL Guidance</b>  <a href="https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers">https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</a></p>	
<p><i>Well-Being</i></p>	<ul style="list-style-type: none"> <li>• <b>Well-Being Curriculum</b> to be agreed in year teams-look at well-being page</li> <li>• Plan lessons-mental health, pastoral or wider wellbeing support for children –Remote Learning and then returning to school</li> <li>• SLT on hand to support staff-keep in contact through teams/zooms/WhatsApp</li> <li>• Resources available on Frog</li> <li>• We will provide more focused pastoral support where issues are identified that individual pupils may need help with-referrals will be made to SLT</li> <li>• The Department for Education is providing additional support for both pupil and staff wellbeing in the current situation. Information about the <a href="#">extra mental health support for pupils and teachers</a> is available.</li> <li>• The <a href="#">Education Support Partnership</a> provides a free helpline for school staff and targeted support for mental health and wellbeing.</li> </ul>	
<p><i>A Recovery Curriculum</i></p>	<p><b>Curriculum Priorities</b></p> <ul style="list-style-type: none"> <li>• The Curriculum remains broad and ambitious</li> <li>• There will be a need to address gaps in children’s knowledge and skills</li> <li>• Formative assessment will be important to address gaps-this should be effective and not high stakes.</li> </ul>	



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	<ul style="list-style-type: none"> <li>• There may be a need to support children in maintaining focus on learning</li> <li>• <b>Remote education will be provided in line with our policy. This clearly states expectations</b></li> <li>• If children have experienced loss/trauma this will be referred to the SEND Department-to put a plan in place for support.</li> </ul>	
Remote Learning	<p>Schools subject to the <a href="#">remote education temporary continuity direction</a> are required to provide remote education to pupils covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19.</p> <p>We will-in line with our policy-deliver high-quality remote education for the next academic year, including for pupils who are abroad, and facing challenges to return due to COVID-19 travel restrictions, for the period they are abroad.</p> <p>The remote education provided will be equivalent in length to the core teaching pupils would receive in school.</p> <p>We will work collaboratively with families and put in place reasonable adjustments so that pupils with special educational needs and disabilities (SEND) can successfully access remote education.</p>	
Communication	<b>Parents</b>	



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	<p>We will ensure that we communicate regularly with parents through our dedicated email account, phone call, letters. The reception desk will be open Monday-Friday 8am-5pm</p>	
	<p><b>Governors</b>  <b>Updated Risk assessment sent to the COG/Governor Health and Safety Representative</b></p>	
	<p><b>Updated Risk Assessment</b> shared with staff          Discussed with Union Representative-weekly</p>	
<p><b><i>Stepping Measures up or down</i></b></p>	<p>A School Contingency Plan is in place outlining what we would do if children or staff test positive for Covid 19 and how we would operate if we were advised to take extra measures to help break chains of transmission. We have listed any extra actions we would take if the number of positive cases substantially increases.</p>	

This Risk Assessment is a live document which is regularly reviewed and updated as circumstances in the school and the public health advice changes.