


## Risk assessment for Kirk Smeaton CE provision- 1.4.22

Risks	Actions
Symptoms	<ul style="list-style-type: none"> <li>❖ Adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature.</li> <li>❖ Children who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend</li> <li>❖ Adults with a positive COVID 19 test results should try and stay at home and avoid contact with other people for 5 days, which is when they are most infectious. For children aged 18 and under, the advice will be 3 days.</li> <li>❖ If a child has sickness they are required to stay at home for 24 hours after the last bout.</li> <li>❖ If a child has diarrhoea they are required to stay at home for 48 hours after the last bout.</li> </ul>
How the school will operate.	<p><b>In the mornings</b>, a member of staff will open the main gates at 8.40am and children can start to come into school. One members of staff will be on duty at 8.40-8.50am. All children should be in school for 8.50. Parents and carers are welcome onto the school site to drop their children off at the class door. It is the responsibility of the parent to ensure their child is in school.</p> <p><b>At the end of the school day</b>, a member of staff will open the main gates at 2.55pm and parents are invited into the school grounds to stand near the class doors, so they can pick their child/children up at 3pm. For any children in Y5/6 who are walking to the bottom of the drive to meet an adult or walking home, parents or carers must please let school know and complete the relevant documentation.</p> <p>All dogs should be on leads and no dogs are allowed on to the school premises. If adults can refrain from bringing dogs on the drive up to school, that would be greatly appreciated.</p> <p><b><u>Things to bring to school</u></b> Waterproof coat with a hood, sensible school shoes, packed lunch boxes (if needed), a filled water bottle (only water please), book bag with reading diary and book. No big bags please. Children can bring their own hand sanitiser and packet of tissues for personal use. Children are asked to bring their PE kits in a draw string back on a Monday and taken home on a Friday.</p> <p><b><u>Dinners</u></b> Each class will have up to 30 minutes to eat dinner and have a playtime. There are other break times during the day. If the cook is unable to work, parents will be notified as soon as possible and children will be asked to bring a packed lunch. Packed lunches must be healthy, for example a sandwich or pasta dish, 1 piece of veg i.e. Carrot sticks, 1 piece of fruit i.e. Apple and 1 dairy product i.e. Cheese or yoghurt. Water will be provided from school. We do not allow chocolate. Please avoid items that your child will struggle to open.</p> 
Reduce the spread of germs	<ul style="list-style-type: none"> <li>❖ There are handwashing stations in each classroom with paper towels, antibacterial wash and warm water, as well as hand sanitiser.</li> <li>❖ Hands are to be washed thoroughly before eating and toileting.</li> <li>❖ Tissues will be accessible from the classroom; they will be asked to put the tissue in the bin, 'Catch it, kill it, bin it'. Lidded bins will be used.</li> <li>❖ Each classroom will have full PPE kit in cases of emergency and staff will replenish as and when needed.</li> <li>❖ All hair is to be tied back unless too short to tie back.</li> </ul>
Communication, emergency and safeguarding	<ul style="list-style-type: none"> <li>• All staff working in school have had emergency first aid training.</li> <li>• A register will be taken every morning and afternoon. Any child that enters or leaves school after registration should be signed in and out at the front office.</li> </ul>

First aid	<ul style="list-style-type: none"> <li>• There will be a safeguarding representative and SENCO in available in school or by phone during the school day.</li> <li>• There will be a member of staff who is aware of the cut off points for water, gas and electric.</li> </ul> <p><b><u>Fire safety</u></b> If there is a fire drill, all classes will assemble outside immediately. A register will be taken and await further instruction.</p> <p><b><u>Accident book</u></b> Each class has an accident sheet, any accidents or medical intervention needed are written by the adult in charge of the class. Parents will be phoned a serious accident, any other accidents will be added to the reading diary and it is the responsibility of the parent to check the child's diary.</p> <p><b><u>Lockdown or lock in</u></b> This has been considered in light of COVID and can be found on the Lockdown policy on the school website.</p>
Specialist teachers and external people on site.	Specialist teachers, contractors and visitors will be accessing school as normal. Possible visitors: Contractors, healthy child team, Alamo (IT support), ledger, wentvalley pre-school, NYCC services, governors, specialist teachers, after school providers, supply staff and social workers.
Breakfast club	The breakfast club opens from 7.45am. <b>Pre booking is required with the admin team for bookings up to 7<sup>th</sup> April, or via Arbor from 25<sup>th</sup> April 2022.</b>
Kirk Smeaton CE Primary after school provision in Starfish	The after-school club will operate from 3-5.30pm. There will be a register taken so we can track which children have mixed outside of the classroom. Children can access both after school club and the sports sessions provided by external providers in the hall. All children should be picked up from Starfish door, unless consent is given for older children to walk to the car park. <b>Pre booking is required with the admin team for bookings up to 7<sup>th</sup> April, or via Arbor from 25<sup>th</sup> April 2022.</b>
School bus	<b>The children will wait with an adult until the bus time of 3.40. From 25<sup>th</sup> April, the bus will leave at 3:10.</b> Parents are advised to speak to NYCC transport department for more information on accessing the school bus.
Educational visits	Educational day visits can go ahead. Providers will be asked to share their COVID risk assessment and this will be checked by the school before the visit.
Events in school	Events will take place in the hall or outside, guidance will be shared with adults before the event.