

Risk assessment for Kirk Smeaton CE provision- 25th March 2021

Risks	Actions
<p>Accessing and exiting school</p>	<p><u>Entering and exiting of the school area</u></p> <p>All parents are to keep 2 metres apart and follow the signs around school. Parents will walk their child to main gate, each child will make their own way to the classroom door.</p> <p>Parents and carers are asked to drop their child off and leave immediately using the one-way system in place (waiting 2m apart on the left and leave down the drive on the right- near the parked cars). Parents are asked to wear a mask.</p> <p>Please make sure all dogs are kept on a lead when dropping off and picking up children from school. If adults can refrain from bringing dogs on the drive up to school, that would be greatly appreciated.</p> <p>There are staggered times for each class. Families with siblings can send all children in at the same time, we ask that you use the youngest child's drop off and pick up time.</p> <p>All doors to be propped open to avoid touching handles and doors.</p> <p>Collection will be at the main school gate. No parents are to enter the classroom or the school office.</p> <p><u>Things to bring to school</u></p> <p>Waterproof coat with a hood, sensible school shoes (children must be able to fasten or tie these themselves), packed lunch boxes (if needed), a filled water bottle (only water please), book bag with planner and book. No big bags please.</p> <p>All children are asked to bring their own hand sanitiser and packet of tissues for personal use in their pocket and to be taken home each day.</p> <p>Children will wear school uniform.</p> <p>Children are asked to bring their PE kits in a draw string bag on a Monday and taken home on a Friday.</p> <p>Children will hand sanitise on entry, before and after playtime. They will wash their hands before eating and after toileting.</p>
<p>How the school will operate.</p>	<p>The whole school will be one bubble; this is due to the number of children with siblings. In addition to this, we will segregate into class sub bubbles, we hope that this will provide as an additional safety barrier. If there is a reported case of COVID all parents will be notified and the whole school will possibly close. In addition, due to the physical proximity and number of children who attend both Went Valley Pre School and our school provision, there is a possibility that we might have to close all or part of school if there is a reported case of COVID at Went Valley Pre School. In all cases it is expected that Public Health England will support the school in making a decision.</p> <p>We have 4 classes (sub bubbles).</p> <p><u>Starfish sub bubble</u></p> <ul style="list-style-type: none"> • 8.40- 2.50pm • Starfish explorers 12.30-2.50pm <p><u>Dolphins sub bubble</u></p> <ul style="list-style-type: none"> • 8.45-2.55pm <p><u>Lions sub bubble</u></p> <ul style="list-style-type: none"> • 8.50-3pm • Children will use the boys' toilet block, one at a time. <p><u>Eagles sub bubble</u></p> <ul style="list-style-type: none"> • 8.55-3.05 • Children will use the girls' toilet block, one at a time. <p><u>All</u></p> <ul style="list-style-type: none"> ❖ Each classroom will have full PPE kit in cases of emergency and staff will replenish as and when needed.

- ❖ Staff may wear PPE during the day i.e. Visor or mask.
- ❖ When outside with parents/carers/visitors or walking around school site, all staff are asked to wear a **mask**.
- ❖ Children and adults will access the toilet one at a time. Hands must be washed thoroughly.
- ❖ All hair is to be tied back.
- ❖ Staff will be with their own sub bubble.
- ❖ Some children may move sub bubbles for intervention and behaviour support.
- ❖ All staff are advised to be 2m apart from other staff and children outside of their sub bubble and 1m+ from the staff and children within their own sub bubble.
- ❖ Adults to avoid close face to face contact.
- ❖ Toilet breaks for children will happen in class time to ensure one person at a time.
- ❖ If a child is not able to follow the rules, staff will support and parents will be informed, if the behaviour continues and it becomes a H&S issue it may result in the child being sent home.
- ❖ Outside equipment can be used by children, but needs to be cleaned after each class/sub bubble.
- ❖ Children will be encouraged to put their own coats on and to self-toilet.
- ❖ PE will take place in the hall or outside, preferably outside with no contact sports.
- ❖ All equipment must be cleaned after use or left 72 hours before used by another group.
- ❖ All classes will exit and entrance through their door.
- ❖ The outside space will be separated for daily outside learning and daily rota will be organised.
- ❖ Disposable icepacks will be used when needed.
- ❖ For those children eligible, fruit and milk will be provided. Staff will sanitise hands when handling food or adding straws into milk cartoons.

Dinners

Dinners will be staggered in the hall space and outdoor areas. Each class will have up to 30 minutes to eat dinner and have a playtime. The hall disabled toilet will be used, one at a time. 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 and if your child has brought too many items, the uneaten food will be sent home.



Morning and afternoon break- covered by the teacher or TA for the class and will be in a separated area to other classes.

Reduce the spread of germs

- ❖ There are handwashing stations in each classroom with paper towels, antibacterial wash and warm water, as well as hand sanitiser. Hands are to be washed thoroughly before eating and toileting. Posters to promote washing hands, disposing of tissues, clean hands and social distancing will be displayed around classrooms. Tissues will be accessible from the classroom; they will be asked to put the tissue in the bin, 'Catch it,

	<p>kill it, bin it'. Lidded bins will be used. We ask for each child to bring their own tissues and hand sanitiser for personal use.</p> <ul style="list-style-type: none"> ❖ Break times are staggered to reduce the number of children and staff mixing. ❖ Parents and staff are advised to take temperature check each morning and if a temperature above 37.5 degrees is reported or if they have a new continuous cough or loss of smell and taste the person must stay at home and book a COVID (PCR) test, not a lateral flow test. If a child or adult has suspected COVID whilst in school, their temperature will be checked in Lions outside pagoda area and a trusted adult will be contacted to collect them from school immediately. A member of staff will observe the child whilst waiting for a trusted adult. ❖ If a child or adult is not feeling well, you must let school know and stay off school. ❖ If we have a confirmed case of COVID. All parents within the school will be notified and Public Health England will support the school in making a decision on the next steps needed. ❖ Staff and regular external teachers will take part in lateral flow testing twice a week, if a positive test is detected, the member of staff will not attend school and take a COVID PCR test. If staff have any symptoms of COVID even if they have a negative lateral flow test, they will not attend school and seek a COVID PCR test. ❖ If a child has a lack or change in taste, temperature and/or a cough, they are required to have a COVID PCR test and not just a lateral flow test. ❖ Staff will mark books away from the child, where possible verbal feedback will be given. ❖ Doors and windows are to be opened when required. ❖ Adults are required to use hand sanitiser after touch hot spots ie. photocopier, computers, phones and toilets before use. ❖ Each classroom will have an anti-bacterial spray and gloves to ensure that surfaces, doors, switches and equipment will be cleaned regularly. ❖ PPE is available for staff i.e. visors, masks, gloves and aprons.
<p>Communication, emergency and safeguarding</p> <p>First aid</p>	<ul style="list-style-type: none"> • All staff working in school have had emergency first aid training. • A register will be taken every morning and afternoon on sims. • There will be a safeguarding representative in school at all times. • There will be a member of staff who is aware of the cut off points for water, gas and electric. • The SENCO will be available at all times. <p><u>Fire safety</u> If there is a fire drill, all classes will assemble outside immediately. A register will be taken and await further instruction.</p> <p><u>Accident book</u> 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 if there is a bump to the head or a serious accident, any other accidents will be added to the child's planner.</p> <p><u>Lockdown or lock in</u> This has been considered in light of COVID and can be found on the Lockdown policy on the school website.</p>
<p>Specialist teachers and external people on site.</p>	<p>Specialist teachers will be teaching as normal, they will only access the school hall or the outside areas.</p> <p>All visitors will regularly hand sanitise, wear a mask, clean down any resources before and after use, stay 2m apart from staff and children and use the hall toilets (external visitor toilet).</p> <p>If contractors need to access the classroom areas, children will vacate the area and all surfaces will be cleaned.</p>

	Possible visitors: Contractors, healthy child team, Alamo (IT support), wentvalley pre-school, NYCC services, specialist teachers, after school providers, supply staff and social workers.
Breakfast club	There is no breakfast club facility.
Kirk Smeaton CE Primary after school provision in Starfish	<p>The after-school club will open from the 13th April 3-5.30.</p> <p>There will be a register taken so we can track which children have mixed outside of the classroom.</p> <p>Children can access both after school club and the sports sessions provided by external providers in the hall.</p>
School bus and car sharing	<p>Parents are advised not to car share or drop other children off at school.</p> <p>The children will wait with an adult until the bus time of 3.35.</p> <p>Parents are advised to speak to NYCC transport department for more information on accessing the school bus.</p>
After school providers (external of the school)	<p>Debbie Drake will run a private after school provision each day. Please contact Debbie for more information.</p> <p>Monday-Wednesday 3-5pm</p> <p>Thursday- Friday 3-4.30pm</p> <p>The Youth club will be starting after 13th April in the hall. There will have maximum of 15 children in the session.</p>
Educational visits	At present, no educational visits will take place, except swimming as this is a legal requirement.