


Risk assessment for Kirk Smeaton CE provision- September 21

Risks	Actions
<p>Accessing and exiting school</p>	<p><u>Entering and exiting of the school area</u></p> <p>Parents and carers with children in Lions and Eagles will walk their child to main gate, each child will make their own way to the classroom door.</p> <p>Parents and carers with children in Starfish and Dolphins will walk into the school ground and their child to wait at the class door/gate.</p> <p>Parents are asked to leave the premises once the class doors have opened and the children have made their way into school.</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>No parents are to enter the classroom or the school office.</p> <p>At the end of the school day, all parents and carers are able to collect their child/ren from the class doors. Once children have been collected we ask parents and carers to leave the premises through the main gates.</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 reading diary 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, if they wish.</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><u>In the mornings</u>, a member of staff will open the main gates at 8.45am and children can start to come into school. We ask all children to go straight to their class door (please line up there if it is not open for any reason), so all children can enter the class and be ready for learning at 8.50am. Parents and carers of Dolphins and Starfish children are welcome onto the school site to drop their children off at the class door. Children in Lions and Eagles will be encouraged to walk independently into school from the main gate. We may decide to ask parents to drop Dolphin children at the main gate after a few weeks and the children are settled, this will be reviewed and communicated with parents and carers.</p> <p><u>At the end of the school day</u>, 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><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. ❖ Children and adults will access the toilet one at a time. Hands must be washed thoroughly. ❖ All hair is to be tied back. <p><u>Dinners</u></p> <p>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.</p> <p>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.</p> <p>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</p>

	<p>struggle to open and if your child has brought too many items, the uneaten food will be sent home.</p> 
<p>Reduce the spread of germs</p>	<ul style="list-style-type: none"> ❖ 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, 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. ❖ If a child has a temperature 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 deciding 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. ❖ 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 a serious accident, any other accidents will be added to the reading diary.</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, contractors and visitors will be accessing school as normal and are asked to take a lateral flow test before coming into school.</p>

	Possible visitors: Contractors, healthy child team, Alamo (IT support), wentvalley pre-school, NYCC services, governors, 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	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.		
School bus	The children will wait with an adult until the bus time of 3.35. Parents are advised to speak to NYCC transport department for more information on accessing the school bus.		
After school providers (external of the school)	Monday	3-4.30 Debbie Drake Sports club	Youth club 5-6pm
	Tuesday	3-5 Debbie Drake Sports club	
	Wednesday	3-5 Debbie Drake Sports club	
	Thursday	3-4pm- Mrs Jenkinson will run a sports session. Bookings can be made through school £4 per session.	
	Friday	3-4.30 Debbie Drake Sports club	
Educational visits	Educational day visits can go ahead. Bus providers will be asked to take lateral flow tests twice a week. 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. We will invite two adults per family and some restrictions maybe in place.		