

Department LINK ACADEMY TRUST Landscope C of E Academy		Academy Risk Assessment		RAA01	
Name and Address of Academy Landscope C of E primary School, Landscope, Nr Ashburton, TQ13 7LY					
Person(s)/Group at Risk All Year groups (children), staff and parents		Initial Assessment <input checked="" type="checkbox"/> X Review <input checked="" type="checkbox"/> X Following Incident <input type="checkbox"/>			
Activity/Task/Process/Equipment March 2021 – review & update Return to school risk assessment – based on the principles and guidance contained within DfE Guidance. The following guidance to reflect the changes announced by the Prime Minister on the wider reopening of schools and colleges from Monday 8 March: •actions for schools during the coronavirus outbreak		Date of Assessment 28.08.20 Assessor(s) Jill Ryder Academy Head Reviewed and updated 17th Sept 2020 31st October 2020 5th November 2020 3rd March 2021 This document is to remain under constant review due to the fast-changing nature of DfE / Government guidance in response to the challenges posed by Covid-19.			
Significant Hazard and possible Outcomes/injuries	Control Measures in Place	Are any additional measures or actions required? (if yes put on the Action Plan)			
		Yes	No		
Is government advice being regularly accessed, assessed, recorded and applied?	<ul style="list-style-type: none"> E.G DfE advice is checked daily. risk assessment is a live document and will be changed according to latest guidance. new date will be applied and RA will be sent to all staff after any alteration changes are reviewed by senior leadership (sent to CEO) Trustees interrogate risk assessments 		X		
Staff Training: using and monitoring new	<ul style="list-style-type: none"> Training of all staff via briefing prior to start – to include contents of this RA, First aid RA, Fire policy & procedures, alternative layouts, use of PPE, location of 		X		

practices to reduce risk of COVID19 transmission	<p>designated space for suspected cases.</p> <ul style="list-style-type: none"> • Use of PPE: Donning & Doffing guidance given to all staff & discussed at debrief.(3rd September 2020). JR to copy poster and all staff have copy & on display @ Landscope • Academy Heads /senior teachers to monitor arrangements throughout the day and make remedial actions where needed. • Ensure there are opportunities for all staff to raise concerns / make suggestions~ via briefings • Ensure lidded bins for tissues are emptied throughout the day. Follow guidance on disposal of waste ~ lunch time staff to empty bins • Lidded bins are available in each classroom(class teachers to ensure bins are placed in classrooms by Monday 7th Sept) • https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#how-should-ppe-and-face-coverings-be-disposed-of 		
Social distancing & reducing risk of transmission			
Definition of close contact	<ul style="list-style-type: none"> • mitigations control measures in all aspects of the school day considers PHE definition of 'close contact'. The following definition of 'close contact': • The current definition of close contact in a school setting is shown below. • face-to-face contact including being coughed on or having a face-to-face conversation within one metre (this will include times when you have been wearing a face covering or face mask) • been within one metre for one minute or longer without face-to-face contact • been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day) • travelled in the same vehicle or a plane (this includes school transport) <p>The following risk assessment will outline control measures to ensure close contact is mitigated throughout the school day</p>		
Parents gathering &	<ul style="list-style-type: none"> • No parents allowed access to school building to reduce infection transmission. 		X

<p>not social distancing</p>	<ul style="list-style-type: none"> • Plan parents' drop-off and pick-up protocols in place that minimise adult to adult contact. Head and staff make clear to parents that they cannot gather at entrance gates or doors or enter the site (unless they have a pre-arranged appointment, which should be conducted safely). • School to inform parents that if their child needs to be accompanied to school only one parent should attend. • Parents are encouraged to wear face coverings for drop off and pick up – staff will also be wearing masks during these times. Staff will safely remove and store face coverings when they arrive at school, following the recommendations in the government guidance : • <u>Staying safe outside of your home: face coverings</u> and <u>Guidance for Full Opening</u> • Staggered starts and end to each day to avoid overcrowding. Classes will also make use of alternative entrance/exits to support social distancing. • Children will not wear face masks – in line with government guidelines. (management of face coverings would be difficult for young children) <p>Whole School = 1 bubble however mixing of classes will be minimised where possible.</p> <p>Staggered start and end to each day:</p> <ul style="list-style-type: none"> • C3 & C4 children to arrive at 8:45, enter school via pathway to playground. To be met by class teacher at the school gate by the road and directed to go straight to class and wash hands, apply sanitizer and sit at own desk (monitored by class TA). Parents will be required to queue carpark side, on the social distance lines provided when dropping children to school. Pick up will be from the same point at 3:15. • C2 children to arrive at 9:00, enter school via pathway to playground. To be met by class teacher at the school gate by the road and directed to go straight to class and wash hands, apply sanitizer and sit at own desk (monitored by class TA). Parents will be required to queue carpark side, on the social distance lines provided when dropping children to school. Pick up will be from the same point at 3:30 • EYFS children to arrive at 9:00. Pupils to enter school via EYFS playground. To be 		
-------------------------------------	--	--	--

	<p>met by class teacher at the school gate by the road and directed to go to wash hands, apply sanitizer and sit at own table (monitored by class TA). Parents will be required to queue roadside, on the social distance lines provided when dropping children to school. Pick up will be from the same point at 3:30</p> <p>INFORMATION GIVEN TO PARENTS:in letter 3rd March 2021</p> <p>Please bear with us during these transition times – we will try and make them as quick and smooth as possible.</p> <ul style="list-style-type: none"> Put social distancing markers (tape or chalk) outside school, on pathway into school and ensure parents are fully informed of this via letter sent prior to school return Parents, children and staff will be asked to engage with education resources such as e-bug and PHE schools resources found on the following link. This has been sent in numerous letters to parents since September https://e-bug.eu/ 		
Overcrowding in classrooms and corridors	<ul style="list-style-type: none"> Children are grouped into consistent classes with contact between classes at breaktimes only. Desks will be forward facing and arranged so that face to face seating is avoided. This is not an expectation for Reception children. Set out classrooms where possible to ensure access to outside space and their age appropriate equipment and resources, whilst preventing mixing with other groups. Removal of some furniture may be required to enable this. Reduce movement around the school & appropriate timetable of outdoor learning environments. Assemblies to take place in classes only 		X
Mixing during break times / lunchtimes	<p>PLAYGROUND, OUTDOOR AREAS, LUNCH HALL</p> <ul style="list-style-type: none"> Children will be encouraged to maintain distance between themselves and their peers but we recognise that this will be a challenge. • break times with appropriate supervision is in place 		X

	<ul style="list-style-type: none"> • Lunches: Classes 1 & 2 can eat in the hall – seating plan in place. Classes 3 & 4 lunches to be eaten in Class rooms. • Class tables to be cleaned down at the end of lunch service by staff on duty. 		
Staff social distancing	<ul style="list-style-type: none"> • Staff should maintain Public health guidance of 2m wherever possible. If reduced to 1m as long as mitigations are in place, e.g. not face to face • The priority is always to try to maintain 2m social distancing, but where this cannot be achieved, regular hand washing/cleaning and good respiratory hygiene are also held at important for both staff and pupils. • Staff will not be in the same location with staff from another class for more than 15 minutes. Senior staff will be monitoring • Staff to wear masks where it is not possible to socially distance 		X
Wraparound provision: incl sports clubs	<ul style="list-style-type: none"> • We are able to provide after-school provision /out of school extra-curricular activities for children, Mr Tanner has his own risk assessments and follows all guidelines when working with us. • Miss Kearle & Miss Raymont will run breakfast club & afterschool club as previous terms • Children will be expected to continue to follow normal school rules and routines to minimise infection. • Guidance followed: <u>providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children,</u> • where it is not possible to follow school day bubbles, we will keep siblings in the same teams / groups for the sports club 		X
Premises related matters			
Changes to building use being safe for pupils & staff – social distancing markers for toilet use	<ul style="list-style-type: none"> • Children to be made aware of social distancing markers around the school building and what these mean/how to use • children will have lessons in handwashing to ensure they are fully aware of how to maintain best hygiene • all children will use main school toilets. This will be a one child, one cubicle at a time - one in, one out. Pupils will be instructed to follow this policy and staff will endeavour to monitor this. • We can ensure that only one child from each class goes to the toilet at a time during lessons and will need older children to act responsibly and go back to 		X

	<p>their class if the toilet is busy and try again in a few minutes, No room for chn to wait in the corridor.</p> <ul style="list-style-type: none"> • Toilets will need to be cleaned regularly (at least daily) • Pupils must be encouraged to clean their hands thoroughly after using the toilet. 		
H&S	<ul style="list-style-type: none"> • All health and safety compliance checks have been undertaken before opening: Health and safety check undertaken of the premises/facilities and building compliance, especially after school has been closed, e.g. <ul style="list-style-type: none"> · Water treatments incl legionella · Fire alarm testing · Repairs · PAT testing · Fridges and freezers · Boiler/ heating servicing · Internet service 		X
Fire procedures	<ul style="list-style-type: none"> • Reviewed the fire risk assessment taking into consideration any changes made to the layout, and the impact this may have on fire evacuation and escape routes. Communicated all changes to staff • Testing and monitoring regimes are in place for fire detection and alarm systems, fire extinguishers and that any interim arrangements (such as doors propped open where necessary to reduce hand contact), are managed so that they do not compromise fire protection (and security) measures. • Review required fire evacuation routes and assembly points to ensure that social distancing guidelines are being met. • Fire evacuation procedures updated and sent to all staff • Fire drill to be held within first week of return in September 		X
Ventilation	<ul style="list-style-type: none"> • Open windows and prop doors open, where safe to do so (bearing in mind fire safety, security and safeguarding). Insurance does not allow for fire doors to be propped open. • Opening internal doors can also assist with creating a throughput of air(not fire doors) • All classroom will be well ventilated using natural ventilation (opening windows & prop doors open to the outside areas) this limits use of door handles and aids 		X

	<p>ventilation</p> <ul style="list-style-type: none"> Schools need to balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate: opening high level windows in preference to low level to reduce draughts increasing the ventilation while spaces are unoccupied (e.g. between classes, during break and lunch, when a room is unused) providing flexibility to allow additional, suitable indoor clothing. rearranging furniture where possible to avoid direct drafts 		
Management of waste	<ul style="list-style-type: none"> Ensure lidded bins for tissues are emptied throughout the day. Follow Guidance on disposal of PPE waste (such as used fluid resistant masks) https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#how-should-ppe-and-face-coverings-be-disposed-of 		X
Management of incoming goods	<ul style="list-style-type: none"> Administrator to manage supplies coming into the school, taking into consideration social distancing and hygiene measures. E.g. drop-off point in reception area outside office – one person(the administrator) controls the process Visitors doing checks such as legionella etc will be asked to wear face masks 		X
School owned outdoor play equipment	<ul style="list-style-type: none"> Play equipment can be used (limited range) and will be kept in classrooms during the day to avoid being used by other classes and are then to hand for cleaning at the end of the day. 		X
Food prepared on premises is compliant with Covid - 19 health and hygiene guidance	School kitchens must comply with the Guidance for food businesses on coronavirus (COVID-19)		X
Catering staff are operating in a safe	Catering staff to follow the relevant aspects of government guidance for food premises: https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/restaurants-		X

environment	<u>offering-takeaway-or-delivery</u>		
Home / school resources	<p>HOME / SCHOOL resources:</p> <ul style="list-style-type: none"> • Children / parents have been asked to limit the amount of equipment they bring into school each day, to essentials. Children will not bring in pens/pencils/rulers/rubber etc. School will provide for individuals • In RECEPTION there will be shared resources for use of all children that will be cleaned at regular points during the day. Children will have a pot of pencils/whiteboards etc between 2 and will be kept in a named tray for each pair. • Reading books will be sent home and we will have a returns box for books being returned from home. Books will be stored for a minimum of 72 hours before being returned to the book shelves for general use again. • Staff will timetable regular cleaning of shared resources & hard surfaces during the day. Suggest break & lunch times & end of day as suitable points. • RECEPTION: Sterilising tablets will be used to soak and sterilise play equipment once a week or as deemed necessary, depending on usage. Staff will factor this into their end of day routine. 		X
First aid, illness & PPE	<ul style="list-style-type: none"> • First aid box in each class with PPE for administering first aid. • First Aid risk assessment (RA22) reviewed and shared with all staff. Systems in place to ensure adequate numbers of first aid and PFA trained staff in school. Communication of first aid arrangements during weekly TEAM staff meetings. • Approach to confirmed/suspected COVID19 cases in place: during school day • Staff member attached to class will take action: First aid area for an ill child will be outside office, staff to ensure ventilation by opening door • If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home a face mask should be worn by the supervising adult if a distance of 2 meters cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of 		X

	<p>splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn Ensuring that fluid resistant face masks are available for all schools and that a supply is maintained.</p> <ul style="list-style-type: none"> • Cleaning procedure in place should this occur. (remove throw or wash at 60 degrees. Wipe down plastic chair with disinfectant solution. Ensure deep clean of area by cleaning contractors. (Key member of staff to discuss at end of day if necessary.) • Arrangements for informing parent community in place (Letter to all parents of set group after making contact with Nicky Dunford to discuss all details. Letter format already in place for use in such emergencies) • PPE is available for all staff should they need it: masks, gloves and aprons. • PPE : masks, gloves and aprons is available to staff who administer first aid. • PPE : masks, gloves and aprons is available to staff who may need to care for an ill child whilst waiting for parents to come and pick up. • Posters displayed in the isolation area to ensure the adult is able to follow guidance successfully and Poster related to donning and doffing PPE. 		
BREACHES	<p>BREACHES</p> <ul style="list-style-type: none"> • Approach to potential breaches of social distancing in place, including in the case of repeat or deliberate breaches: • Handwashing • Cleaning <p>Academy Head to have/give/put in place</p> <ul style="list-style-type: none"> • Conversations with parents • Regular reminders given; posters in all classrooms + workspaces. • Risks assessments around students who might struggle to follow expectations <ul style="list-style-type: none"> • Behaviour Policy reviewed with Covid recommendations in place. • Keep a log of contact beyond 15 minutes of less than 1m+ for adults/staff, f2f. • Some pupils will need additional support to follow these measures. 		X

	https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings		
Cleaning and reducing contamination			
Contaminated surfaces spreading virus	<ul style="list-style-type: none"> Classroom based resources such as sports, art and science equipment can be used and shared within the class. Such resources should be cleaned frequently and meticulously and always between classes or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles. School will follow government cleaning guidance if a someone becomes ill with suspected COVID-19 at the setting https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe 		X
Cleaning	<ul style="list-style-type: none"> An enhanced, thorough, daily cleaning schedule has been agreed between business manager and cleaning contractor Following public health advice removed soft furnishings, soft toys and toys that are hard to clean from all classrooms (such as those with intricate parts) Adequate cleaning supplies in place and longer-term arrangement for cleaning at set times during the school day (break points) In cases where soft furnishings are still in use, they will be laundered by following the guidance in the attached link: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings 		X
Shared resources and equipment increasing spread	<ul style="list-style-type: none"> Prevent the sharing of stationery and other equipment where possible Children to have own class stationery/ equipment which will be cleaned at the end of a week. This will be shared between pairs of children where possible Suitable procedures in place for managing access to items of 'heavy use' such a photocopiers to maintain social distancing and wipe down to ensure limit of 		X

	infection risk.		
<p>Sufficient handwashing facilities for staff and pupils and time to do complete hygiene routines</p> <p>Teach children to wash hands</p>	<ul style="list-style-type: none"> • Hand sanitiser points throughout common use areas in school: entrance points to school, entrance point to class rooms, toilets and the office. • Sinks available in Classes. We also provide supervised access to hand sanitiser in classrooms. • Planned regular access to facilities throughout the day. • Ensured enough hand wash and sanitiser available based on what we have learned from usage to date. • Frequent hand cleaning as part of normal routine. • Build routines into behaviour expectations and school culture~ via PSHE, ebug and daily expectations. • Review the guidance on hand cleaning and introduce handwashing songs for younger children. Ensure that help is available for children and young people who have trouble cleaning their hands independently. See guidance and resources available at e Bug. • Consider risks around ingestion of sanitiser and where this is a risk substitute for skin friendly sanitiser wipes for young children / those with complex needs. • Hand sanitiser will be available in each class • Children will be told to clean their hands on arrival at school, before and after eating, and after sneezing or coughing • Staff will encourage children not to touch their mouth, eyes and nose • Staff and pupils will be regularly supervised and checked to ensure they are complying with hygiene rules and the use of PPE. JR to do this. 		X
Good respiratory hygiene	<ul style="list-style-type: none"> • Promote 'catch it, bin it, kill it' ensuring that enough tissues and bins are available. • Support should be provided for young children and those with complex needs, particularly where children spit / use saliva. In such cases this should be considered within the pupil's individual risk assessment. • Ensures bins are regularly emptied (min daily) 		X

Classroom organisation and infection controls	<ul style="list-style-type: none"> • All classroom will be well ventilated using natural ventilation (opening windows & prop doors open to the outside areas) this limits use of door handles and aids ventilation • Schools need to balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate: • opening high level windows in preference to low level to reduce draughts • increasing the ventilation while spaces are unoccupied (e.g. between classes, during break and lunch, when a room is unused) • providing flexibility to allow additional, suitable indoor clothing. • rearranging furniture where possible to avoid direct drafts • Lessons will also take place outside. These will be carefully timetabled to ensure distancing of groups in school 		X
Staff issues			
Lateral Flow Testing: Accessing testing arrangements are clear for all staff It is important to note that LFD /PCR testing and vaccination and the wearing of face coverings is only part of the preventative measures in place and school must continue implement the mitigation.	<p>Guidance on the coronavirus (COVID-19) LFT testing programme for primary staff home. It is important to remember that the LFT's for staff are only one part of the process and although they are a way of identifying asymptomatic individuals quickly, they are not a replacement for all other fundamental mitigating measures previously in place but should be used alongside.</p> <ul style="list-style-type: none"> • Key points • Tests will be carried out twice weekly by all staff coming into school 3-4 days apart. All tests will be recorded on Test and Trace as well as the schools recording form. • Tests will be done on a Sunday morning and Wednesday evening to allow the Academy Head time to coordinate with PHE in the event of a positive result. • All staff must read the guidance and watch the NHS video x14 of 22Updated Sept 2016 • It is not mandatory. • DfE have created the link below for asymptomatic testing for schools to follow. This area contains additional information to support primary schools and staff in preparing and operating home testing LFT. <p>https://drive.google.com/drive/folders/1X4fLxy6_ppmpmKrv3hT2M6cduAN_G</p>		X

actions, particularly in relation to contact between staff.	S54		
<p>Staff measures to reduce contact and transmission</p> <p>Staff social distancing</p>	<p>When assessing the return to full opening the following section of the DfE guidance e followed: https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-1-public-health-advice-to-minimise-coronavirus-covid-19-risks</p> <ul style="list-style-type: none"> • Staffroom: Numbers of people reduced at one time to allow social distancing – chairs removed/placed apart. • staff to avoiding unnecessary gatherings. Where possible reduce the use of communal / shared facilities such as tea and coffee facilities and encourage staff to bring their own food and utensils • Schools coronavirus (COVID-19) operational guidance (publishing.service.gov.uk) <p>Where this cannot be met, then the school must record why and what other control measures they will adopt.</p> <ul style="list-style-type: none"> • All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. • Where staff need to move between classes and year groups, they should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults and should avoid close face to face contact and minimise time spent within 1 metre of anyone. • When considering the return of non-teaching staff school leaders should recognise the wider government policy that staff who can work from home should do so and apply this where feasible (e.g. in administrative roles). <p><i>Mitigating measures that will reduce the number of close contacts between individuals and therefore numbers required to self-isolate as the result of a positive case in the school:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>reducing face to face meetings (move to video calling if appropriate),</i> <input type="checkbox"/> <i>reducing or eliminating the movement across bubbles of pupils</i> <input type="checkbox"/> <i>no car sharing between staff to school</i> 		x

	<p>□ <i>keeping to the 2m distancing (for teachers & TAs especially) if at all possible</i></p> <p><i>Other measures that will reduce the spread of the virus in the school – face coverings, thorough regular cleaning regimes throughout the day (of hands and of hard surfaces/ high use touch points), catch it bin it kill it messages.</i></p>		
Managing supply teachers, visitors, contractors and other temporary visiting staff.	<ul style="list-style-type: none"> • Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. • They should ensure they minimise contact and maintain as much distance as possible from other staff. • Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. • Schools should consider how to manage other visitors to the site, such as contractors, and ensure site guidance on physical distancing and hygiene is explained to visitors on or before arrival. • Visitors will be asked to wear a mask where this is appropriate and scan the QR code/complete paperwork. • Where visits can happen outside of school hours, they will. • A record will be kept of all visitors. • It is important that staff who are managing supply teachers, visitors, contractors and other temporary visiting staff are conversant with Social Distancing and hygiene protocols within the school. • New parent, out of hours show rounds will take place: mask wearing and distancing as per guidelines. • Lateral flow testing can be used by regular temporary staff (EG ITH staff, or peripatetic teachers) 		X
Insufficient staff capacity to deal with increased numbers of pupils - Shortage of teachers to maintain staff to pupil ratios	<p>If there are any shortages of teachers to teach the number of classes, appropriately trained teaching assistants can be allocated to lead a group, working under the direction of a teacher.</p> <p>Careful planning of the year groups/classes should be undertaken based on staff availability.</p> <p>Where teaching staff may not be able to attend school due to family isolation / waiting for family test results, remote teaching will be in place and be supported by a TA in class. Teachers are expected to deliver online teaching to their class and give feedback</p>		X

	<p>to their class. Staff at Landscope will use TEAMS as the platform for all remote teaching and learning.</p> <p>Supply teachers and other peripatetic staff can be engaged where necessary. See 'school Workforce' section of the DfE guidance:</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-1-public-health-advice-to-minimise-coronavirus-covid-19-risks</p>		
Anxiety levels of staff and community causing breakdown in staffing ratios, compromising group sizes.	<ul style="list-style-type: none"> • Talk to staff about (and/or put in writing) the plans (for example, safety measures, timetable changes and arrival and departure plans), including a discussion on whether training would be helpful. • If appropriate, seek GP or occupational health advice. 		x
Staff understanding of new changes – safe practice at work & in classroom. Teaching in a safe environment	<ul style="list-style-type: none"> • Talk to staff about the plans (for example, safety measures, timetable changes and staggered arrival and departure times), including discussing whether training would be helpful. 		x
Accessing testing arrangements are clear for all staff	<ul style="list-style-type: none"> • Guidance about testing, including the NHS 'Test and Trace' service, is available via this link https://inside.devon.gov.uk/task/guidance-for-dealing-with-coronavirus-covid-19/essential-worker-testing/ 		x
Conditions for use of fluid resistant face mask and other equipment when dealing with a symptomatic child are clear and understood by staff.	<ul style="list-style-type: none"> • If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home a face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. • Complete set of PPE available in school for such times 		

Assessment of all staff, including high risk staff with vulnerable / shielding family member, underlying health conditions or other risk factors	<ul style="list-style-type: none"> Clinically Extremely Vulnerable staff (CEV) are advised not to attend the workplace. Staff who are CEV will previously have received a letter from the NHS or their GP telling them this (no new letter is required) and there is guidance for this group. CEV staff will work from home where possible. RA will be in place where not possible. Staff who are Clinically Vulnerable (CV) can continue to attend school. While in school they must follow the system of controls to minimise the risks of transmission Schools coronavirus (COVID-19) operational guidance (publishing.service.gov.uk) A risk assessment should also be undertaken (or reviewed/updated if one was previously undertaken) with staff who may be anxious about returning to school and/or due to the increased numbers. The 'Risk assessment for all staff including vulnerable groups' can be used to aid and record this assessment: 		x
https://devoncc.sharepoint.com/:w:/s/PublicDocs/Education/ESoXeZkAQyILupPG5VVG6yQB2iEFDD4pgkko5qBbtOSEkw?e=040Qiy			x
Staff use of PPE Use of PPE Lack of understanding	<ul style="list-style-type: none"> If any pupil coming into school whose care routinely already involves the use of PPE due to their intimate care needs this will continue in the same way. Follow guidance https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe Guidance on the appropriate selection and use of PPE from DCC can be found here: http://devon.cc/ppe Adequate training / briefing on use and safe disposal of PPE Follow guidance on putting on and taking off standard PPE https://www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-non-aerosol-generating-procedures and above guidance on use in education settings. 		x

<p>Dealing with suspected and confirmed case/ cases and outbreak.</p>	<ul style="list-style-type: none"> • Trust level procedure in place for suspected cases of COVID 19 • Letter template available for use • If we have any infection control concerns or questions, call the South West Health Protection Team on 0300 303 8162. • If the matter is not urgent we can also email swhpt@phe.gov.uk. Devon County Council's Local Outbreak Management Plan (LOMP) is available here: https://www.devon.gov.uk/coronavirus-advice-in-devon/lomp/. • IF A SUSPECTED OR CONFIRMED CASE IN SCHOOL ALWAYS Contact your local Health Protection Team on 0300 303 8162 or swhpt@phe.gov.uk and inform the local authority by emailing educate.schoolspriorityalerts-mailbox@devon.gov.uk . If there is a complex situation or an outbreak is declared in your setting, you may be asked to join an Outbreak Control Team or Local Incident Management Team Meeting. School should up-date the Schools Emergency Plan to incorporate the above links. <p>For ALL CONFIRMED CASE IN SCHOOL ALWAYS inform the local authority by completing the smart survey form: COVID 19 - Education Provision/School Notification of Positive COVID 19 Test Results or who have been advised to isolate (smartsurvey.co.uk)</p> <p>Devon County Council's Local Outbreak Management Plan (LOMP) is available here: https://www.devon.gov.uk/coronavirus-advice-in-devon/lomp/ . If there is a confirmed case, a complex situation or an outbreak is declared in your setting you may be asked to join an Incident Management Team or Outbreak Control Team Meeting. Schools should up-date the Schools Emergency Plan to incorporate the above links. The following resources should also be referred to in the event of cases at the setting:</p> <p>Educational settings Action cards</p> <p>PHE SW HPT: Flowchart for childcare and Educational settings V 4</p> <p>Schools should also consider their contingency planning for outbreaks, including local</p>		<p>x</p>
--	--	--	-----------------

	outbreaks – using the https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-5-contingency-planning-for-outbreaks		
Pupil related issues			
Vulnerable groups who are clinically, extremely vulnerable.	<ul style="list-style-type: none"> Clinically extremely vulnerable (CEV) adults and children. It has been confirmed by the DfE that all CEV (and those who have been newly identified by letter in recent days) that all these staff/pupils should continue to self-isolate until March 31st. The Department of Health and Social Care has added a third category to the definition of clinically extremely vulnerable (CEV). The definition has been expanded to include a new group of adults who have been identified through the COVID-19 population risk assessment as potentially being at high risk of serious illness if they catch the virus. Individuals identified as CEV through this risk assessment are advised to follow guidance for clinically extremely vulnerable people, which has now been extended until 31 March. Anyone newly identified as part of this group will be notified. Any additional temporary recommendations received from local health agencies due to localised higher rates of transmission should be implemented as required. 		X
Children with EHCP	<ul style="list-style-type: none"> If necessary a risk assessment should be completed before attendance. 		X
School Uniform	<ul style="list-style-type: none"> Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. 		X
Pupils unable to follow guidance	<ul style="list-style-type: none"> Some pupils will need additional support to follow these measures. 1:1 support will be given if necessary. 		X
Pupils equipment	<ul style="list-style-type: none"> Pupils to limit the amount of equipment they bring into school each day, to essentials For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared 		X
Member of a class becoming unwell	<ul style="list-style-type: none"> If a child is awaiting collection, they will be moved to the front entrance where they can be supervised. 		X

with COVID-19	<ul style="list-style-type: none"> The doors will be opened for ventilation. This area is at least 2 metres away from other people. School will communicate intentions to staff. Ensure suitable PPE (including fluid resistant face mask) is available at this location. Posters to support correct procedures are followed 		
Safeguarding all pupils	<ul style="list-style-type: none"> Our behaviour policies have been updated to reflect the new rules and routines necessary to reduce risk in our setting. This has been communicated to staff and parents. Back playground is secure. The front door remains locked during school hours Safeguarding lead info is available to all staff: Broadhempston: DSL Jill Ryder, DDSLs: Claire Simpson & Therese Carwithen 01803812689 Mob: 07927794985 Landscape: DSL: Jill Ryder 01803 762656 DDSL: Karen Barlow “ Should the above be unavailable for any reason, please contact one of the other DSL's within our Trust:- Bearnas – Dan Turner 01626 353980 Cheriton Bishop – Alex Waterman 01647 24817 Diptford – Lizzie Lethbridge 01548 821352 Drakes - Pete Halford 01395 443871 Harbertonford – Anne Burns 01803 732352 Hennock – Vic Pooler 01626 833233 Otterton - Pete Halford 01395 568326 Stoke Gabriel – Alice Eeles 01803 782469 Tedburn St Mary – Andy Keay 01647 61338 Yeoford – Alex Waterman 01363 84234 Devon County Council Local Authority Designated Officer (LADO) can be reached on 01392 384964. 		X
Transport			
Travel to school and provision of safe school transport:	<ul style="list-style-type: none"> Consider school transport arrangements and where possible encourage parents and children and young people to walk or cycle to school where possible. 		X

Curriculum			
Planned return to normal curriculum in all subjects by Summer Term 2021	<ul style="list-style-type: none"> Substantial modification to the curriculum may be needed at the start of the year, so teaching time should be prioritised to address significant gaps in pupils' knowledge with the aim of returning to the school's normal curriculum content by no later than summer term 2021. A recovery and bounce back curriculum plan is in place and will be found on the school website. Updated second version for 8th March return. 		X
Suspension of some subjects for some pupils in exceptional circumstances.	<ul style="list-style-type: none"> We will be able to show that this is in the best the interests of our pupils and this should be subject to discussion with parents during the autumn term. We will have a coherent plan for returning to their normal curriculum for all pupils by the summer term 2021. 		X
Music activities	<ul style="list-style-type: none"> Distancing in place when singing, limiting group sizes to no more than 15, positioning pupils back-to-back or side-to-side, Children will not share instruments, good ventilation when taking part in any music lesson. Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies. Further detailed DfE guidance will be published shortly. 		X
Physical activity in schools	<ul style="list-style-type: none"> PE specialist will attend Landscope on a weekly basis. A subject specific risk assessment is in place for this provision. Children will be asked to come to school in PE kit and stay in this kit all day. This reduces the number of bags brought from home to school and the need to provide additional changing facilities Pupils should be kept in consistent groups, sports equipment thoroughly cleaned between each use by different individual groups, and contact sports avoided. 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. This is particularly important in a sports setting because of the way in which people breathe during exercise. External facilities can also be used in line with government guidance for the use of, and travel to and from, those facilities. Schools should refer to the following advice: 		X

	<ul style="list-style-type: none"> • guidance on the phased return of sport and recreation and guidance from Sport England for grassroots sport advice from organisations such as the Association for Physical Education and the Youth Sport Trust • Activities such as active miles, making break times and lessons active and encouraging active travel help enable pupils to be physically active while encouraging physical distancing. 		
Educational visits	<ul style="list-style-type: none"> • The DfE advises against all educational visits at this time. This advice will be kept under review. Schools coronavirus (COVID-19) operational guidance (publishing.service.gov.uk) 		x
Groups of children mixing resulting in risk of more widespread transmission	<ul style="list-style-type: none"> • Children will be in consistent groups. Maintaining distinct groups or 'bubbles' that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate and keep that number as small as possible. • Whatever the size of the group, children should be encouraged to keep their distance within groups. • When using larger groups the other measures from the system of controls become even more important, to minimise transmission risks and to minimise the numbers of pupils and staff who may need to self-isolate. • Large gatherings such as assemblies and with more than one group should be avoided. 		x
Communications with parents & others			
Communications to parents and staff	<ul style="list-style-type: none"> • Regular communications in place 		x
Pupils and families anxious about return	<ul style="list-style-type: none"> • Support in place to address concerns and communications with parents on measures in place to reduce anxiety. • Clear messaging on expectations for attendance and identification of those who may be disengaged, disadvantaged or vulnerable and where catch up funding may need to be applied. • ILH support available within Trust 		x
Parent aggression due to anxiety and stress	<ul style="list-style-type: none"> • Tell parents their allocated drop off and collection points and the process for doing so, including protocols for minimising adult to adult contact (for example, which entrance to use) to reduce anxiety 		x
Oversight of the governing body & Trustees			

Lack of governor oversight during the COVID-19 crisis leads to the school failing to meet statutory requirements	<ul style="list-style-type: none"> The governing body & Trustees continue to meet regularly via online platforms. The governing body & Trustee agendas are structured to ensure all statutory requirements are discussed and school leaders are held to account for their implementation. 		X
First aid, illness & PPE	<ul style="list-style-type: none"> First aid box in hall class with PPE for administering first aid. This box will be taken to the field / outdoor learning area as needed Systems in place to ensure adequate numbers of first aid and PFA trained staff in school and can be accessed as required. 		X

Assessor's Recommendations - Additional Control Measures or Actions		
List Actions / Additional Control Measures	Date action to be carried out	Person Responsible
Share this RA with all staff	Update shared 3 rd March 2021	Jill Ryder
Place on school website to keep all parents fully informed	5 th March 2021	Jill Ryder/Amanda Grant
Ensure updates and reviews follow latest government/DFE guidelines	As DFE guidance is published	Jill Ryder

Signed: Academy Head:

Jill Ryder.

Date 3rd March 2021

The outcome of this assessment should be shared with the relevant staff

A copy of the completed assessment to be kept on file and copied to the Health & Safety Co-ordinator