



**MATTHEW MOSS  
HIGH SCHOOL**  
*Learning for Life*

## Matthew Moss High School COVID19 **RECOVERY** Risk Assessment **September 2020**

<b>A</b>	<b>Workplace details</b>		
<b>School Name:</b>	<b>Matthew Moss High School</b>	<b>Department/Location:</b>	<b>Watergrove Trust, Rochdale</b>

<b>B</b>	<b>Risk Assessment Area</b>	<b>Reopening September 2020</b>
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The government produced Guidance for Full Opening

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

All pre-checks to be carried out as per normal for reopening school after a break.

To support this risk assessment there will be clear documentation which outlines the process and protocol at MMHS for:

- Learners
- Parents
- Staff

Learners	Number	Areas of School to be used	Notes
Year	NOR	Classrooms - 31 learners max in a class	
11	179	Dining areas - 5 areas designated to each year group	
10	159	Outside areas - 5 areas designated to each year group	
9	211	Offices - 2 or 3 depending on size	
8	239	Toilets -KS3 and KS4 designated. Sports hall toilets refurbished with new cleaner to supervise	
7	260		
Total	1048/ 1100		

### Staffing:

**Staff Deployment:** Some staff may be redeployed to support areas of school during this time. School has a list of which staff need extra support and this will be provided on an individual basis.

Staffing	Available
SLT	5/6
Teachers	56/56
TAs / Mentors	35/35
Admin	12/12
Kitchen	15/15
Site	3/3

Lunchtime Supervisors	10/10
Cleaning	16/16

**Staff training:**

Inset Days

Videos, Emails and Guidance Docs

1 Public Health Advice to Minimise Covid-19 risks						
What are the hazards/causes of hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to reduce/ manage this risk?	Action taken by whom	Action by when?	Date completed
First Aid	Staff and learners	Trained First Aiders	<p>Sufficient First Aiders on site</p> <p>PPE provided as per government guidance – gloves, apron, face mask, protective eye wear if needed. PPE to be worn if someone is ill or displaying symptoms and a 2 metre distance cannot be observed.</p> <p>PPE to be kept in reception</p> <p>Hands should be washed thoroughly after removing PPE Avoid activities where there is a higher likelihood of even minor injuries to reduce the need for first aid</p> <p><b>After use PPE must be in a double sealed bag immediately after use.</b></p>	First Aiders	Ongoing	Y
Removing children/staff from	Staff, children, parents	Removing the child from the class and	Any child with symptoms should be sent home to self isolate for ten days. If a member of the household has symptoms the child must not attend school and must self isolate for 14 days. Robust	First Aiders All	Ongoing	Y

<p>others if they have symptoms</p>		<p>phoning parent/carer to pick the child up from school immediately. Staff need to go home immediately.</p>	<p>records will be kept for pupils and staff to ensure that they do not come back into school before the self isolation period has been completed (currently 10 days for self and 14 for the rest of the household). Records will be maintained by First Aiders on a google doc, over seen by Mary Rostron.</p> <p>If a child displays symptoms in school they need to be put into isolation (medical room) whilst they are waiting to be collected. This room to be deep cleaned regularly. Child to sit on a plastic chair.</p> <p>First Aiders will be given their own face visors.</p> <p>Staff should wear PPE equipment (face mask, gloves, apron) if a safe distance of 2 metres cannot be achieved. If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.</p> <p>If a staff member shows symptoms they will be told to go home immediately. If they are not well enough to drive we will phone a family member or friend.</p> <p>We will not transport a child or adult.</p> <p>As is usual practice, in an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>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 (see below) or they have been requested to do so by NHS Test and Trace.</p>			
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			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 with normal household bleach after they have left to reduce the risk of passing the infection on to other people			
How to contact Public Health England Protection Team	All	As before	Greater Manchester HPT Public Health England North West 2nd Floor 3 Piccadilly Place London Road Manchester M1 3BN Email Gmanchpu@phe.gov.uk; PHE.gmhpt@nhs.net Telephone 0344 225 0562 (option 3) Out of hours advice 0151 434 4819	CJ SLT	Ongoing	
Test and Trace	All	new guidance	Schools must ensure they understand the NHS Test and Trace process and how to contact their local <a href="#">Public Health England health protection team</a> . Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to: <ul style="list-style-type: none"> <li>• <a href="#">book a test</a> if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested.</li> <li>• provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace</li> </ul>	CJ SLT Learner Services First Aid All	Ongoing	

			<ul style="list-style-type: none"><li>● <a href="#">self-isolate</a> if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)</li></ul> <p>Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS <a href="#">testing and tracing for coronavirus website</a>, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.</p> <p>By the autumn term, all schools will be provided with a small number of home testing kits that they can give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.</p> <p>Schools should ask parents and staff to inform them immediately of the results of a test:</p> <ul style="list-style-type: none"><li>● if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.</li><li>● if someone tests positive, they should follow the <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a> and must continue to self-isolate for at least 10 days from</li></ul>			
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			<p>the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10 -day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.</p>			
Managing an outbreak	All	New guidance	<p>Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). Schools should contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.</p> <p>The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p> <p>The health protection team will work with schools in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:</p> <ul style="list-style-type: none"> <li>• direct close contacts - face to face contact with an infected individual for any length of time, within 1</li> </ul>			

			<p>metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)</p> <ul style="list-style-type: none"><li>● proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual</li><li>● travelling in a small vehicle, like a car, with an infected person</li></ul> <p>The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we recommend schools keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups (see <a href="#">section 5 of system of control</a> for more on grouping pupils). This should be a proportionate recording process. Schools do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.</p> <p>A template letter will be provided to schools, on the advice of the health protection team, to send to parents and staff if needed. Schools must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.</p> <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow <a href="#">‘stay at</a></p>			
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			<p><a href="#">home: guidance for households with possible or confirmed coronavirus (COVID-19) infection</a>'. They should get a test, and:</p> <ul style="list-style-type: none"> <li>• if the test delivers a negative result, they can return to school if they feel well</li> <li>• if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a></li> </ul> <p>Schools should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.</p>			
Managing Confirmed Cases in the School Community	All	New guidance	<p>If school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required.</p> <p>School will take advice from the Health Protective Team</p>	CJ SLT	Ongoing	Y
Infection Control: Hygiene	Staff and learners	Habits already being developed in school and posters displayed	<p>Promote the ‘Catch it, bin it, kill it approach. Posters to be displayed around school. Session at the start of the day to remind learners and staff</p> <p>Bins to be emptied regularly throughout the day as they may contain tissues</p>	SLT ALL	Ongoing	Y

			<p>All spaces should be well ventilated using natural ventilation (opening windows) or ventilation units.</p> <p>Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.</p> <p>Everyone (staff and pupils) must clean their hands on arrival at school, before and after eating, and after sneezing or coughing.</p> <p>Advise all pupils and staff to clean their hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.</p> <p>Additional hand gels situated throughout school including at the main entrance.</p> <p>Toilets to be kept stocked of soap etc</p> <p>Hand Dryers are safe to use inline with government guidelines.</p> <p><a href="https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely">https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely</a></p>			
Infection Control: Enhanced Cleaning	All	As during lockdown but more areas	<p>Enhanced cleaning in accordance with the check list</p> <p>Extra cleaner to supervise sports hall toilet</p> <p>Cleaner and Site staff given clear guidelines to enhance cleaning</p>	GH SM MR	Ongoing	
Infection Control: Social Distancing - Adults and in the classroom	All	New guidance	<p>Staff should try and keep 2ms from all adults where possible. When moving around school staff should keep their distance from learners</p> <p>It is strong public health advice that staff in secondary schools</p>	SLT ALL	Ongoing	Y

			<p>maintain distance from their pupils, staying at the front of the class, and away from their colleagues where possible. Ideally, adults should maintain 2 metre distance from each other, and from children.</p> <p>In particular, they should avoid close face to face contact and minimise time spent within 1 metre of anyone</p>			
Infection Control: Groupings			<p>Learners will be in appropriate bubbles and zones.</p> <p>KS3 learners will stay in their class Year 7 - Green Block B Floor Year 8 - MFL Year 9 - Extension New Build</p> <p>KS4 learners will move within their zone to receive specialist teaching</p> <p>Year 10 - Maths Year 11 - C and D floor</p>	MS CLR		Y
Infection Control: Large Groups	All	All large group gatherings cancelled	<p>No assemblies, large gatherings Other events i.e. Parents Evenings look at alternative options.</p>	SLT	Ongoing	Y
Infection Control: Arriving and Leaving School			<p>Due to the significant number of siblings in school 330+ it is impractical for families to have staggered starts. However, Year groups will start and leave through different doors.</p> <p>Year 7 - Learner Services Year 8 - Sports Hall Year 9 - Front of School C Year 10 - Front of School B Year 11 - Front of School C</p> <p>Parents are not allowed to gather at the gates or allowed on school premises without an appointment</p>	SLT	In place Sept	Y
Infection Control: Arriving and Leaving	All		<p>Learners remove face coverings when they enter the building Learners must be instructed not to touch the front of their face covering during use or when removing them. They must wash</p>	SLT Pastoral All	Ongoing	Y

School - Face Coverings			<p>their hands immediately on arrival</p> <p>Temporary face coverings go in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom.</p>			
Infection Control: Handwashing	All		<p>As learners enter the building hand sanitiser will be at the entrances and staff will direct learners to use it</p> <p>At the end of period 2 and 4 there will be hand sanitiser in the classroom for learners to use. Staff will direct learners to use the hand sanitiser</p> <p>At the start of prior 3 and 5 teachers to same process will happen</p> <p>Hand sanitiser will be in place in the canteen before learners order their food</p>	Site SLT	In place Sept	
Infection Control: Toilets	Staff and learners	<p>Washing hands with soap and hot water regularly</p> <p>Drying hands with disposable paper towels</p>	<p>Toilets will be designated by KS3/4</p> <p>Both sets of toilets will have a toilet attendant and they will be cleared during the day. One of these attendants is a new post which will start in September</p>	Site	In place Sept	Y
Infection Control: Break	Staff and learner	New	<p>Increased Staffing at break</p> <p>Extended break to allow hygiene control and toilets</p>	SLT ALL	In place Sept	Y
Infection Control: Lunchtimes	Staff and learners	New	<p>5 designated canteen areas and spaces for each year group</p> <p>Areas to be zoned off to maintain social distancing</p>	SLT ALL	In place Sept	Y
Infection Control: Supporting SEND Learners	Staff and learners	New	<p>Learners will be invited in to get familiar with the school before Summer.</p> <p>SEND base to move to be more central so that learners can</p>	FC SEND Team	Ongoing	Y

			<p>access it</p> <p>Individual needs will be met to ensure learners understand hygiene control.</p> <p>Repeated through life skills</p>			
Infection Control: Equipment and Resources in school	Staff and learners	New	<p>Learners can bring bags etc into school but should limit what they bring.</p> <p>Pencils and pens, it is recommended that staff and pupils have their own items that are not shared.</p> <p>Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces.</p> <p>Resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, 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.</p> <p>Each classroom will have a cleaning kit for teachers to use at the end of the lesson.</p>	PC Pastoral All	Ongoing	Y
Infection Control: Outside Equipment	All	New	Outside Equipment is not to be used	PE	Ongoing	Y
Infection Control: Taking Resources Home	All	New	Learners and teachers can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development. Similar rules on hand cleaning, cleaning of the resources and rotation should apply to these resources.	All	Ongoing	Y
Infection Control: Visitors	Staff, learners, parents and visitors	Restrictions on visitors	Main office to be permanently staffed.	MR Reception	Ongoing	Y

			<p>A notice to be displayed in the reception area tells children, young people, parents, carers or any visitors, such as suppliers, not to enter the education or childcare setting if they are displaying any symptoms of coronavirus.</p> <p>Seats have been removed and a notice to limit the number of people will be displayed to maintain social distancing</p> <p>Staff members ask the above question when visitors sign in.</p> <p>Signing on screen to be regularly wiped / cleaned. Prevent unnecessary visitors coming into school and ensure they follow guidelines (washing hands, using antibacterial gel, observing social 2m distancing).</p> <p>Meetings by appointment</p> <p>Lidded bin placed in reception for disposable face masks to to be discarded</p>			
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2 School Operations						
What are the hazards/causes of hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to reduce/ manage this risk?	Action taken by whom	Action by when?	Date completed
Infection Control : Staff	Staff	Communicating regularly	<p>Following guidance from DFE, Unions and the Trust new protocols will need to put in place outlining the new systems and organisation of the day</p> <p>Briefings done in line with social distancing / google meet</p> <p>New guidance document to be created and shared on the drive</p>	SLT Lne Managers All	Ongoing	

			<p>Re-iterate access to Smart Clinic and other support systems via video / Google slide briefing</p> <p>All guidance is being followed and plans made based on government recommendations.</p> <p>Risk assessments carried out and regularly reviewed.</p> <p>Staff to keep SLT updated on any medical concerns or the development of any symptoms</p>			
Transport	Parents / Learners	Communication	<p>Encourage learners to walk or cycle to school. Some bikes can be stored safely in school.</p> <p>If using public transport, remind learners about keeping social distance . Face Masks must be worn</p> <p>If driving, parents to wait on Matthew Moss Lane, unless the learners has specific needs</p>	SLT	Ongoing	
Attendance: Expectations	Parents / Learners	Communication	<p>All learners expected to attend school and normal rules regarding attendance, including penalty notices remain.</p> <p>Although school attendance is mandatory from the start of the autumn term, there are some circumstances where pupils cannot attend school due to coronavirus (COVID-19).</p>	PC Pastoral Learner Services	Ongoing	
Attendance: Shielding / Self Isolation	Parents / Learners	Communication	<p>For learners who are unable to attend due to self-isolating then remote learning will begin. For those learners with high risk factors or on a care plan a discussion with the relevant health practitioner / parent will take place.</p> <p>Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised.</p>	PC Pastoral Learner Services FC	Ongoing	
Attendance: Anxieties	Parents / Learners	Communication	<p>Where a parent / learner has anxieties then school will talk to them and reassure them of the protective measures put in place.</p>	PC Pastoral Learner Services	Ongoing	

				FC		
Staffing: Clinically Vulnerable and Extremely Clinically Vulnerable	Clinically Vulnerable and Extremely Clinically Vulnerable	New guidance	<p>Where schools apply the full measures in this guidance the risks to all staff will be mitigated significantly, including those who are extremely clinically vulnerable and clinically vulnerable.</p> <p>Advice for those who are <a href="#">clinically-vulnerable, including pregnant women</a>, is available.</p> <p>Individuals who were considered to be clinically extremely vulnerable and received a letter advising them to shield are now advised that they can return to work from 1 August as long as they maintain social distancing. Advice for those who are extremely clinically vulnerable can be found in the <a href="#">guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19</a>.</p> <p>School will be flexible in how those members of staff are deployed to enable them to work remotely where possible or in roles in school where it is possible to maintain social distancing.</p> <p>People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace.</p>	SLT Line manager	Ongoing	
Staffing: Pregnancy	Pregnant Staff	New guidance	As a general principle, pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance available for <a href="#">clinically-vulnerable people</a> .	SLT Line manager	Ongoing	
Staffing: Increased Risk			<p>Staff given guidance about how to socially distance and above measures but in place.</p> <p>Staff to discuss with line manager if they have concerns.</p>	SLT Line manager	Ongoing	
Staffing: Mental Health Support	All	Increased offer	<p>Regular communication and support from teams</p> <p>Staff have access to internal counsellor and via Smart Clinic</p>	SLT HR	Ongoing	

Catering	Catering staff	As normal per new guidance	<p>We expect that kitchens will be fully open from the start of the autumn term and normal legal requirements will apply about provision of food to all pupils who want it, including for those eligible for benefits-related free school meals or universal infant free school meals.</p> <p>School kitchens can continue to operate, but must comply with the <a href="#">guidance for food businesses on coronavirus (COVID-19)</a>.</p>	SJ MR	Ongoing	
Safeguarding: Increased vigilance and monitoring our most vulnerable learners	Safeguarding Vulnerable learners	<p>See doc</p> <p><a href="https://docs.google.com/document/d/1WKQTuXoP4G7MmeMLJfQWs fHdTrCR1RJMSIWt1UCvfT0/edit">https://docs.google.com/document/d/1WKQTuXoP4G7MmeMLJfQWs fHdTrCR1RJMSIWt1UCvfT0/edit</a></p>	<p>We need to ensure that all meetings with external agencies are facilitated properly inline with keeping learners and staff safe. This could mean hosting them remotely from a central office.</p> <p>Continuation of codeword used for alerting staff members to DV/DA.</p> <p>Upon reintegration, we need to watch out for issues outlined in my film which was shared with all staff 17th June <a href="https://drive.google.com/file/d/1Dd-WFzuIMcMMoyvtDzOJW7JyHCpumAu2/view?ts=5eea68b2">https://drive.google.com/file/d/1Dd-WFzuIMcMMoyvtDzOJW7JyHCpumAu2/view?ts=5eea68b2</a></p> <p>We need to re-identify who are 'vulnerable' learners are as we are aware this may change on return in September.</p> <p><a href="https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers">https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers</a></p>	JG CJ	Ongoing	repopulate this list
Visits	All	No visits	<p>No educational visits will take place in the first term, unless for SEND learners and preparing them for adulthood.</p> <p>This will be reviewed.</p>	SLT FC	Ongoing	Y

Uniforms	Learners	As before	Uniform will be as normal	PC All	Ongoing	Y
Estate: Prechecks	All	As before	Usual Pre-opening checks to take place  The building has not closed and checks have been maintained - including flushing of little used outlets (legionella) <a href="#">Legionella risks during the coronavirus outbreak.</a>	Site - GH	Ongoing	Y
Estate: Ventilation	All	As before	Windows to be open in all classrooms and offices Doors propped open where safe Air Conditioning can be used  Doors need to be closed by site staff at the end of each day for fire compartments	All staff	Ongoing	Y
Lift	All	As current through guidelines	Only 1 person to use the lift at any one time Signage in place	Learner Services	Ongoing	Y
Fire Safety	Staff and learners	Fire Drills carried out each term	Fire Plan as before lockdown  Fire Registers to be completed for the new working groups.  Fire Drill Walkthrough to take place during the first week  Fire Drill at least once next half term Learners to assemble in Year group, form groups and new signs have been put in place in the evacuation area  Social distancing when returning to the building	SLT GH	Ongoing	Y
Communicating with parents	Parents Learners	Regular text message updates  Website updated	Messages through Arbor, Website and Social Media  Where necessary telephone conversation will take place.	SLT MR JC	Ongoing	Y
Budget	All	Changes to show increase costs	Increased costs expected in: Lunchtime supervision	MR CJ	Ongoing	Y

			Cleaning Staff Cleaning Products Resources  Decreased income from: canteen (no break) lettings			
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3 Curriculum, Behaviour and Pastoral Support						
What are the hazards/causes of hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to reduce/ manage this risk?	Action taken by whom	Action by when?	Date completed
PE: Activities	All	Current risk assessment preCovid 19	PE Activities will take place outdoors with limited equipment. Any equipment will need to be cleaned in accordance with the above measures	SH CLR	Ongoing	
PE: Changing	All	As above	Changing rooms adapted to accommodate learners Learners collected from class and taken to changing rooms to maintain social distancing in school	SH CLR	Ongoing	
Music:	All	Music being reintroduced	Schools should note that there may be an additional risk of infection in environments where you or others are singing, chanting, playing wind or brass instruments or shouting. This applies even if individuals are at a distance. Schools should consider how to reduce the risk, particularly when pupils are playing instruments or singing in small groups such as in music lessons by, for example, physical distancing and playing outside wherever possible, limiting group sizes to no more than 15, positioning pupils back-to-back or side-to-side, avoiding sharing of instruments, and ensuring good ventilation. Singing, wind and brass playing should not take place in larger groups	RJ LF	Ongoing	

			such as school choirs and ensembles, or school assemblies. Further more detailed DfE guidance will be published shortly.			
SEND Learners			Learners with specific needs to be identified by SEND team and appropriate support place  Reinforced during Life Skills	FC All	Ongoing	
PSCE / Mental Health			To be planned	PC	Ongoing	
Seating Plans for class	Learners and pupils		KS3 seating plans to stay the same for all subjects.  KS4 by subject teacher	Teachers	Sept	
Behaviour			Behavioural incidents will be worked through inline with the Relationships and Behaviour policy.	PC All	Ongoing	

5 Contingency Planning for Outbreaks						
What are the hazards/causes of hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to reduce/ manage this risk?	Action taken by whom	Action by when?	Date completed
Learners who are shielding or self isolating			Remote Learning Plan begins	SDo JM	Sept	
Closure: Communication			Information to parents via usual channels - follow procedures from lock down	CJ SLT	If and when needed	
Closure: Remote Learning Plan			Remote Learning Plan begins	SDO JM CLR	Sept	

<b>D</b>	<b>Assessment prepared by:</b>						
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Name	Chris Jennings	Signature	C Jennings	Position	Deputy Head	Date	21st August 2020
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<b>E</b>	<b>Assessment agreed by:</b>						
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Name		Signature		Position		Date	
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<b>F</b>	<b>Assessment review:</b>		
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Date for review	Carried out by	Position	Signature
As and when needed			