

OCCUPATIONAL HEALTH AND SAFETY FORM – MODEL RISK ASSESSMENT

FORM NO: TC-OHS-DIR-FOR-001 - VERSION 1.0

TORBAY
COUNCIL

Mayfield School – COVID 19 Risk Assessment

Schools and the employers are required to assess the risks associated with COVID-19 and implement preventative measures outlined in Government guidance. This risk assessment will supplement any existing risk assessments in educational settings.

The risk assessment is based on the principles and guidance contained within DfE Guidance.

Key Message: Don't just make the school or childcare setting **SAFE**, make it **FEEL SAFE** for employess, children and parents.



OCCUPATIONAL HEALTH AND SAFETY (OHS) FORM – RISK ASSESSMENT

Assessment Reference No.	TC-OHS-RA-[Mayfield School]-00	Education Establishment	Mayfield School
Assessment date	01/01/2021		Moor Lane
Risk Assessor	Stuart Heron & Adam Tapp		Torquay TQ2 8NH
Task/Activity Description	The ongoing operation of Mayfield School, College and Chestnut during the COVID-19 pandemic.		

Step One - Identify Hazards or Activity

The hazards listed below are have been deemed significant pending installation configuration and system testing all the boxes that apply.

1	COVID-19 virus	<input checked="" type="checkbox"/>	2	Mental health & wellbeing	<input checked="" type="checkbox"/>	3	Fire	<input checked="" type="checkbox"/>	4	Legionella	<input checked="" type="checkbox"/>	5	Lifting equipment	<input checked="" type="checkbox"/>	6	First Aid	<input checked="" type="checkbox"/>
7	Statutory inspections	<input checked="" type="checkbox"/>	8	Waste materials	<input checked="" type="checkbox"/>	9	COSHH	<input checked="" type="checkbox"/>	10	PPE	<input checked="" type="checkbox"/>						

Step Two – Decide who may be harmed

Person/s who may be harmed or affected by the activity:	Pupils attending school, school teaching and non-teaching staff, parents and guardians, kitchen staff, cleaning, and caretaking staff.
List any vulnerable groups, persons, or staff	<p>Vulnerable groups – this risk assessment considers vulnerable groups which the NHS lists as ‘people at high risk (clinically extremely vulnerable)’; and ‘people at moderate risk (clinically vulnerable)’.</p> <p>An individual risk assessment may be appropriate for vulnerable employees plus BAME and those who are very anxious about returning to their workplace.</p>

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Step Three & Four – Evaluate the risks, decide on precautions & record your findings

For each hazard identified in Step one, complete Step three and four.

Hazard number	Describe the Hazard & Potential Consequences	What are you already doing to control the risk	Residual risk			What else (if anything) do you need to do to control the risk	Reduced risk		
			S	L	R		S	L	R
Plan – Prepare the Building(s)									
1,3	Changes to building use being safe for pupils & staff– e.g. storage, one-way systems, floor tape	Regulated use of high risk rooms, including soft play, music room. All staff & pupils use sanitised on entry to building Extra cleaning materials provided in all rooms Continual reminders about handwashing Cleaning provision increased due to closure of areas of school. Barriers to ensure 2 meters gaps in reception areas. Visitors are kept to an absolute minimum. Contractor visits are limited and controlled. Parents remain outside on drop off and collection maintaining social distancing Minibuses maintain distance where possible Use of backdoors to enable use of outdoor space to maximise distancing. Dedicated room provided for interventions such as suctioning, tube feeding and nebulisers. Installation of split corridors, creating a left and right system, with additional signage & floor tape. Review drop off and pick up system for car park – staggered for parents - staggering of playtimes - lunches to be taken in class (bubble)	3	3	9				

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		Room to be designated for any person waiting to be taken home due to showing symptoms. Electronic sign in system Daily rota of communal area cleaning established Hand cleaning stations outside every class room Posters showing critical distancing displayed throughout the school							
6	First Aid procedures – Possible reduced numbers of first aiders	First aid list updated and communicated to all staff. Member of school nursing team on site at all times. Signage/communication of first aiders and location.	5	1	5				
3	Fire Procedures	All regular internal checks are being maintained External SLA's for maintenance and statutory checks remain in place and documentation is collected. Socially distanced assembly points Fire drill performed as required	5	1	5				
4	Water hygiene – management of legionella	All regular internal checks are being maintained External SLA's for maintenance and statutory checks remain in place and documentation is collected.	4	1	4				
All	Using and monitoring new practices to reduce risk of Covid-19 transmission	Staff safety Guidance & reminders has been communicated This has been regularly revisited and updated if required.	3	3	9	Regular reminders to be sent throughout the term	3	3	9

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		<p>Good communication practices are already in place to ensure any changes/messages are seen by all staff in a timely manner.</p> <p>Additional reminder signage to be implemented throughout buildings.</p> <p>Timely implementation of Lateral Flow Testing for Staff and consenting secondary aged students</p> <p>Face covering in communal areas</p> <p>Face shield available for staff in class</p>				<p>Clear class based and school wide procedure available</p> <p>Regular opportunities for staff questions, training and addressing concerns</p>			
5,7	Management of premises related risks e.g. asbestos, delayed statutory testing (LOLER)	<p>All regular internal checks are being maintained</p> <p>External SLA's for maintenance and statutory checks remain in place and documentation is collected.</p>	3	2	6		3	2	6
1	Staff rooms and offices to comply with social distancing and safe working practice	<p>Staff room & communal meeting areas have been attributed to specific bubbles so far to ensure social distancing.</p> <p>Office staff are spaced to ensure distancing.</p> <p>Cleaning regimes increased</p> <p>Communal areas have been reviewed and room capacity has been noted to ensure distancing. (i.e. remove furniture, reduce shared resources)</p>	3	2	6	Office arrangements to be kept fluid to ensure management of workload and distancing are balanced.	3	2	6
1	Ventilation to reduce spread	<p>School is well ventilated and most classrooms will open external doors and windows to ensure fresh air supply.</p> <p>All Air conditioning units and supplies are maintained through SLA's and operational.</p>	3	2	6	Regular reminders sent to all staff about keeping areas well ventilated and how this can be done.	3	2	6
8	Management of waste	All Waste is currently put into room bins and disposed of on a regular basis.	3	3	9				

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		Introduced the use of separate bins for PPE and other more sensitive waste.							
1	Lessons or activities to take place outdoors in line with social distancing	<p>Teachers are planning use of outdoor space with consideration to social distancing measures and bubbles. Outdoor activity promoted and planned into class programmes</p> <p>Implemented hand washing station in the park, to be used on entrance and exit</p> <p>Provided anti-bac spray for the equipment to be sprayed each time the park is used.</p> <p>Manage number of pupils using equipment outside at one time</p>	3	2	6				
Plan – Prepare staff, parents, and children									
1	High risk staff (Clinically Extremely Vulnerable – CEV) with underlying health conditions or other risk factors	<p>Local Authority Risk Assessment has been sent to all staff, and those who have risk factors have completed this.</p> <p>This has then been assessed and RAG rated. Those Employees who are categorized as a RED are being contacted and special arrangements being put in place depending on their role within school and how the school can keep them safe.</p> <p>As a general principle pregnant women are in the clinically vulnerable category and are advised to follow the guidance for clinically vulnerable people. (DfE/NHS guidance followed).</p>	4	1	4	<p>All arrangements are to be kept under review and changes made if necessary to ensure distancing or keeping people safe.</p> <p>Staff deemed CEV able to work from home following risk assessment meetings with HR</p>	4	1	4
1	Parents wanting meetings	<p>All parent meetings are convened over the phone or Teams</p> <p>Some face to face conversations happen on drop off and pick up and distancing is assured, usually outside the front entrance.</p>	3	1	3	<p>Continued use of Teams meetings online</p> <p>Regular contact planned into the week</p>	3	1	3

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1	Entrance and egress to school site causing large groups of people inside school grounds compromising social distancing.	<p>Children arrive on school transport and this is spread out throughout the car park to maximize distancing – all entrances to the school are used by bubbles to maintain distancing</p> <p>Some parents have opted to transport their own children.</p> <p>Some busses have been directed towards the back gate.</p> <p>Staff are aware of which children to collect and take them straight in to the school.</p> <p>All children and staff sanitize hands on arrival.</p> <p>Masks are to be removed and placed in a sealed bag on arrival for their personal use only – if parents have consented</p> <p>All staff (who can) wearing face coverings at drop off and pick up</p> <p>Parents instructed about drop off to stagger traffic load</p> <p>Transport have clear guidance for drivers and escort to distancing and face coverings</p>	4	1	4	Ongoing communication with Transport	4	1	4
1	Parents gathering at school gate not social distancing	<i>n/a</i>							
1	Overcrowding in classrooms and corridors.	<p>School is operating in bubbles to limit the amount of overlap and contact with other groups.</p> <p>The structure of the school (wide corridors, large circulation areas) and smaller number of pupils moving around the school makes overcrowding unlikely on a day to day basis.</p> <p>All entrances used to reduce pinch points of increased pupils and staff</p>	3	3	9		3	3	9

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1	Increased numbers during breaks compromising social distancing.	See hazard assessment 1,3 Class Bubble break times Clear bubble plan	3	3	9	Regular review Regular reminders about adult distancing	3	3	9
1	Increased numbers during lunchtime compromising social distancing.	See hazard assessment 1,3 Class bubble lunch times Children do not collect own lunches Masks worn to collect lunches Clear bubble plan	3	3	9	Regular review Regular reminders about adult distancing	3	3	9
1	Spread of virus due to increased numbers of people within the building.	Class Bubbles reduce mixing Most Pupils arrive on transport and only one parent collects those who do not use transport.	3	3	9	Regular review of numbers in school Clear indication of safe numbers in each room Regular use of outside space	3	3	9
1	Inadequate social distancing measures leading to spread of the virus	Classes will generally operate in their own bubble. At times they will link with another class(es) i.e. for PE or lunches, to ensure smooth operation of the school. These small groups will remain consistent and mixing of groups will be limited. Therapy and intervention staff will move between classrooms but movements will be recorded to allow tracing in the case of a positive test result.	3	3	9	Regular reminders of the contact distancing guidance for staff	3	3	9
1	Plan for remote education at short notice	The school has already in place the arrangements for contacting parents and providing work to be done at home. Online Learning Portal available to all families Clear protocols in place for burst bubbles All staff aware	1	1	1				
1	Physical activity	Classes will generally operate in their own bubble. At times they will link with another class(es) i.e. for PE or lunches, to	3	3	9	Regular reminders to be sent to all staff before the term starts.	3	3	9

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		ensure smooth operation of the school. These small groups will remain consistent and mixing of groups will be limited. PE will be encouraged to be outside wherever possible and cleaning/hygiene arrangements will continue as before.				All arrangements are to be kept under review and changes made if necessary to ensure distancing o keeping people safe.			
1, 2	Communications to parents and staff	Parents have regular contact with their class teacher who passes any safeguarding concerns to the DSL, or any questions to the SLT. Parents are being contacted regularly regarding other school arrangements (i.e. free school meals, refunds etc) Weekly staff update shared by the Headteacher has a C19 focus	2	1	2	Communication from Head Teacher ongoing	2	1	2
DO – Shielding, minimise contact and mixing, Clean regularly, handwashing and hygiene.									
1	Travel to school and provision of safe school transport:	School is in constant communication with school transport services who make their own assessment and social distancing arrangements. Car park is managed to ensure distancing, Masks worn by adults in the car park	3	3	9				
1	School Transport arrangements support changes to school times	n/a							
1	Contaminated surfaces spreading virus.	Unnecessary items are stored away to ensure no/little use. Specific equipment for specific pupils are personalized to ensure single use All resources are cleaned regularly throughout the day. Classes do not share stationary and these remain in class bubbles. Specific equipment for specific pupils are personalized to ensure single use as much as possible.	3	4	12				

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		Additional staff member in some higher risk groups to focus on safety /cleaning Increased contract cleaning Communal area cleaning plan developed							
1	Using play equipment - multiple use	Groups sizes are limited to ensure distancing measures Implemented hand washing station in the park, to be used on entrance and exit Provided anti-bac spray for the equipment to be sprayed each time the park is used.	3	2	6				
1	Shared resources and equipment increasing spread	All staff and pupils are regularly handwashing and sanitising.	3	4	12	Consider the wider deployment of packs of wipes for shared office equipment Additional staff in high risk groups to enable cleaning	3	3	9
1	Cleaning staff and hygiene contractor's capacity - providing additional requirements	Regular discussions are in place	3	2	6	Regular review of focus areas and quality assurance	3	2	6
1, 10	Sufficient handwashing facilities for staff and pupils	Sinks in all classrooms and other offices All rooms have hand sanitizer provided and access to gloves Hand washing station on entrance to school and in reception area. Door mounted sanitizing stations Toilet sanitizing equipment in all toilets	3	3	9				
1	Additional time for staff and pupils to carry out handwashing	Planned as part of the school day, no issues due to sizes of groups.	3	1	3				
1	Handwashing practice with children	See above	3	1	3				

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1, 9	Sufficient supplies of soap and cleaning products	We are noted as priority customer with our main supplier and have ample stock of PPE Orders placed regularly with no issues so far	3	2	6	Regular review by site staff	3	2	6
1	Toilets being overcrowded	Designated bubble toilets No shared toilets between groups Allocated toilets for each group of pupils and staff	3	2	6				
2	Inadequate training for Heads on completion of RA for covid-19 return leading to anxiety and lack of the reassurance needed for staff	n/a	2	2	4				
1, 2	Insufficient staff capacity to deal with increased numbers of pupils - Shortage of teachers to maintain staff to pupil ratios	Maintain sufficient staffing levels to operate safely and allow all pupils to return to school. Should staffing levels fall, the school would operate a revised curriculum to ensure safe operation and to ensure pupils are not asked to stay at home. Should staffing levels hit critical levels, then rotas for pupils would have to be considered. Mitigation plans for burst bubbles in place Operational plans available for crisis level staffing	3	1	3				
2	Anxiety levels of staff and community causing breakdown in staffing ratios, compromising group sizes.	Focus on wellbeing and addressing staff concerns head on Individual concerns are encouraged to discuss these openly with the Headteacher and measures are then put in place to support. Staff advocacy champion gathers questions, concerns for SLT discussion and feedback	2	2	4				
1	Staff understanding of new changes – safe practice at work & in classroom. Teaching in a safe environment	Refreshed guidance will be released to staff before the return each half term Masks worn in communal areas of the school by adults and pupils who can	3	2	6				

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1	Accessing testing arrangements are clear for all staff	<p>PCR tests are available for staff and pupils who have symptoms</p> <p>Lateral Flow Testing roll out for staff and consenting secondary ages students</p>	3	1	3				
1, 10	Conditions for use of fluid resistant face mask and other equipment when dealing with a symptomatic child are clear and understood by staff.	<p>Face masks and visors are available for staff members when dealing with behavioral issues including spitting</p> <p>All other recommended PPE is available when dealing with intimate care and first aid issues.</p> <p>Full PPE is available for staff managing a pupil with symptoms in the isolation room awaiting collection by parents</p> <p>Eye protection is freely available</p> <p>PPE is freely available</p> <p>Fit tested PPE is freely available for staff undertaking AGPs</p>	3	3	9				
1, 10	Staff use of PPE	See above.	3	3	9				
1, 10	Use of PPE Lack of understanding	<p>PPE is in adequate supply and regularly replaced</p> <p>Staff are used to using some PPE under normal circumstances anyway</p>	3	3	9	<p>Regular reminders about using PPE.</p> <p>Fit testing for staff requiring it</p>	3	3	9
1	Dealing with suspected and confirmed cases / cases	<p>Follow government guidance on what happens if someone becomes ill and what happens if there is a confirmed case of coronavirus in a setting</p> <p>Ensure accurate records of staff and pupils are maintained to enable public health contact tracking and test regimes.</p> <p>As in usual practice, in an emergency call 999 if someone is seriously ill or injured or their life is at risk. Anyone with Corona Virus / Covid 19 symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>Any staff member who helped someone with symptoms and any pupils who have been in close contact with them do not</p>	3	3	9	Regular reminders to parents and staff about symptoms, action and reporting			

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		<p>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 or they have been requested to do so by NHS test and trace.</p> <p>Clear protocols implemented and reporting via dedicated C19@mayfieldtorbay.org email</p>							
1	Vulnerable groups who are clinically, extremely vulnerable.	<p>School has been in regular contact with all parents who will continue to shield their children</p> <p>This decision must be ratified by their specialist consultant.</p> <p>Any child that still needs to shield will be provided with learning to complete at home and class teachers will be in regular contact.</p> <p>Any parents of a child who may be anxious about returning and has not been in school since lockdown will be offered a phased return to enable a smooth transition back. These arrangements will be on an individual basis.</p>	5	1	5	<p>CEV category is under review and virtually all pupils and staff expected in school.</p> <p>Risk assessment meetings with families, consultants and school to verify that CEV pupils can attend school</p>			
1, 2	Children with EHCP	<p>The school will be offering some pupils a recovery curriculum based on baseline assessments</p> <p>Support will be provided by intervention staff i.e. Thrive, Therapy, Behaviour and Pastoral Support as part of Team around the Pupil (TAP)</p> <p>Pupils remaining at home, will have a risk assessment completed which will highlight the reasonable endeavours that school is going to support meeting EHCP needs.</p> <p>Remote learning available for all pupils in the event of a burst bubble or parental choice to keep at home</p> <p>Reasonable endeavours build in to the offer for all pupils</p>	3	3	9				

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1	Pupils unable to follow guidance	Few children are able to follow the guidance, staff are aware of this and levels of staffing and use of rooms helps support them in achieving social distancing.	3	3	9	Ongoing Support for individual pupils Ongoing Support and training for staff to manage these pupils			
1	Member of a class becoming unwell with COVID19	<p>In the event that a child presents with any symptoms then the parent/guardians will be contacted immediately as all should have provided contacts of someone who will be available at any time.</p> <p>Torbay and PH Health Protection Team risk assessment convened and followed up.</p> <p>If a child is awaiting collection, they will be moved to the isolation room (next to the hall) with appropriate adult supervision. If it is not possible to isolate them, move them to an area outdoors if weather permits (outside reception entrance, to the left) which is at least 2 meters away from other people.</p> <p>Full Suitable PPE, including fluid resistant face mask is provided at this location and will worn by the supervising adult delegated to monitor the child so they are prepared to respond to the child in the event that they need urgent attention.</p> <p>On collection of the child, it will be confirmed with the parent that they are aware of how to get the child tested and confirm that they will let the school know the result as soon as they are aware. Test kits are available for parents who might not be able to access them</p> <p>In the event that a member of staff presents with symptoms, they will immediately remove themselves from the school having notified a member of staff, at a safe distance, as well as confirming where they've been and with whom so cleaning can be immediately initiated to any affected areas and contacts within school closely monitored. The member of staff will, as soon as they are able, arrange</p>	3	3	9				

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		<p>to be tested and will provide the school with the test results as soon as practicable.</p> <p>Clean and disinfect the isolation room and the room the suspected case was using – ensure appropriate PPE (gloves and apron) are used, and then disposed of if required or cleaned for re-use.</p> <p>Isolation Room is operational</p> <p>Full PPE will be provided in this room</p> <p>Test results reported to dedicated email c19@mayfieldtorbay.org</p> <p>Regular communication between SLT and Public Health for advice, updates and latest guidance</p> <p>Immediate communication with pupils and staff who might be affected by a positive case</p> <p>Cases shared with whole school community for information</p> <p>Weekly communication with staff about cases and C19 developments</p>							
1	Kitchen facilities comply with latest Covid19 guidance to reduce risk of infection/contamination and food prepared on premises is compliant with Covid - 19 health and hygiene guidance	<p>Food hygiene measurers remain in place.</p> <p>No children or staff (bar kitchen staff) are allowed in the kitchen.</p> <p>Surfaces are cleaned regularly using adequate chemicals.</p> <p>Masks worn to collect food</p> <p>Lunch in class rooms not the hall</p>	3	2	6				
1	Parents, contractors, and other staff entering or working in the building – school complying with external requirements for staff safety	<p>Essential visitors only</p> <p>Environment is cleaned regularly and contact is reduced.</p> <p>Electronic sign in system tracking</p>	3	2	6				

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1	Suppliers understanding and complying with new arrangements	Parents do not enter the building Visitors are managed by invite only and adhere to handwashing requirements. Contractors are by appointment only and encourage outside of pupil times. No one exhibiting symptoms is allowed on site. Electronic sign in system operational	3	2	6				
2	Visitor aggression due to anxiety and stress.	All suppliers are met by a member of staff and taken through safety procedures. SLT presence on site every day	3	2	6				
Review – Monitor Arrangements, Consult with staff and consult with parents									
1	Continually review the steps put in place to ensure they remain effective and maintain communication with staff.	Consultation with employees and trades union Safety Reps on risk assessments. Risk assessment published on school intranet Nominated employees tasked to monitoring protection measures. Employees encourage to report any non compliance. The effectiveness of prevention measures will be monitored by school leaders. This risk assessment will be reviewed if the risk level changes and/or in light of updated guidance. Staff advocate available for SLT consultation and feedback Feedback from Parents about processes in school regularly received Implementation of latest guidance from DfE and NHS as it arises Implementation of learning from each Public Health Risk Assessment and sharing with staff	4	1	4				

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Risk score and description

		Maximum Impact					Risk score	Risk level
		1	2	3	4	5		
Likelihood	1	1	2	3	4	5	1 – 4	LOW
	2	2	4	6	8	10	5 – 9	MEDIUM
	3	3	6	9	12	15	9 – 15	HIGH
	4	4	8	12	16	20	16 – 25	EXTREME
	5	5	10	15	20	25		

Interpretation of Scores	
0 to 4	Low - These are currently at an acceptable level of risk, but monitoring should continue to ensure that they do not grow into a more serious threat, line management MUST be aware of these risks and ensure monitoring takes place.
5 to 8	Medium - These risks are moderate, and countermeasures should be implemented within a reasonable period, service area managers MUST be made aware of the risk and will be responsible for monitoring the action plan.
9 to 14	High - Countermeasures to control or eliminate these risks should be implemented as soon as reasonably practicable, service area and Assistant Director level senior managers MUST be made aware of the risk and will be responsible for monitoring the action plan.
15 to 25	Extreme - these risks require immediate control measures to be implemented or the cause of the risk should be ceased immediately, Service Directors and the SLT MUST be made aware of this risk and shall monitor progress and/or take over responsibility for actions.

Likelihood	
1	Rare - probability of occurrence is <5%
2	Unlikely - probability is >5% to <15%
3	Moderate - probability >15% to <50%
4	Likely - probability >50% to <90%
5	Almost certain - probability >90%
Severity	
1	Insignificant - A minor problem can be managed by adherence to normal business processes, no external scrutiny from a health and safety regulator. Safety - a hazard and/or near miss is identified with little potential to cause an incident. Health - no impact on any employee or other persons health.
2	Minor - An incident such as an accident, near miss or hazard report, a verbal concern by an enforcing officer concerning a risk e.g. failing to control a specific low impact hazard. Safety - a non-lost time accident and/or near miss or a hazard with the potential to cause a minor accident. Health - minor acute impact on a single employee with no possibility of any long-term effect.
3	Moderate - An accident involving up to 3 employees or member of the public requiring medical attention, letter from a regulatory authority requiring actions and identifying the possibility of sanctions. Safety - Lost time accident to up to 3 employees or a member of public requiring medical attention and possibly reportable under RIDDOR, a non-lost time accident and/or near miss or a hazard with the potential to cause a serious accident or a dangerous occurrence requiring notification under RIDDOR. Health - absenteeism due to a health issue and an increased possibility of a claim for damages with the possibility of a long term effect, e.g. DSE associated musculoskeletal issue.
4	Major - A notifiable major injury involving one or more employees or serious injury to member of the public. Issue of an Improvement and/or Prohibition notice from an Enforcing Authority. Safety - Lost time major notifiable accident involving one or more employees or a serious injury to one or more members of the public reportable under RIDDOR, a non-lost time accident and/or near miss or a hazard that causes extensive damage with the potential to have caused major injuries. Health - long term absenteeism due to a health issues and claims from one or more employees for damages due to long term impacts of condition.
5	Extreme - An accident/incident resulting in the fatality of one or more employees or a member of the public. Safety - Fatality of one or more employee and/or member of the public with associated investigation by HSE and criminal action and/or near miss or a hazard that causes extensive damage resulting in a complete loss of essential services to a geographical area or an essential service provision or the potential to have caused multiple fatalities again resulting in a regulatory body undertaking an investigation. Health - significant long term absenteeism due to reportable diseases being identified and numerous civil claims from employees for damages due to long term impacts of condition.

Assessor and manager declarations

Assessor					
I confirm that this assessment has been completed using all available materials, publications or guidance documentation available, and is an accurate reflection of the activity or equipment being assessed.					
Name of assessor/s:	Adam Tapp and Stuart Heron	Signatures:	AT	Signatures:	SH
Name of others involved with assessment:	SLT				

Headteacher/Senior Leader declaration		
I confirm that this risk assessment is an accurate reflection of the risks and controls in place	Yes	No
I will endeavour to ensure that the actions outlined in the action plan are progressed and completed by the agreed target dates	Yes	No
Headteacher/Senior Leader comments: We will continue to review and modify practice to ensure that pupils and staff are safe in school and to the best of our ability feel safe in school		
Headteacher/Senior Leader name (print): Stuart Heron	Signature: Stuart Heron	Date:01/01/2021