

Risk Assessment Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
					YES	NO
Awareness of policies and procedures	Staff Pupils Others	Inadequate information	<ul style="list-style-type: none"> • All staff, parents, governors, visitors and volunteers are aware of all relevant policies and procedures. • All staff have access to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> • The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 • The Health Protection (Notification) Regulations 2010 • Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' • DfE and PHE (2020) 'COVID-19: guidance for educational settings' • The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. • The school keeps up-to-date with advice and guidance issued by, but not limited to, the following: DfE, NHS, Department for Health and Social Care, PHE • Staff are made aware of the school's infection control procedures in relation to coronavirus via email or staff meetings and contact the school as soon as possible if they believe they may have been exposed to coronavirus. 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • Parents are made aware of the school's infection control procedures in relation to coronavirus via letter, email/text, Arbor and social media – they are informed that they must contact the school as soon as possible if they believe their child has been exposed to coronavirus or have tested positive. • Staff, pupils and families are clear on reporting arrangements following the outcome of the tests. • If a parent or carer insists on a pupil attending school, we can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. • Pupils are made aware of the need to tell a member of staff if they feel unwell. 			
Measures are not in place to accommodate mandatory attendance	Staff Pupils Others		<ul style="list-style-type: none"> • Parents are aware that attendance is mandatory from January 5th when school reopened for children. • Engagement of appropriate services for families not engaging with school • Brokerage of access to Forward Thinking Birmingham resources to support mental health and wellbeing, including anxiety of returning to school for pupils and parents. 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • Family Connect support explored if required. 			
Disruption to the running of the school in cases of local outbreak	Staff Pupils Others	Infection control	<ul style="list-style-type: none"> • The School has an Outbreak Management Plan which will be implemented should a local outbreak occur. This will only be implemented with support from the local HPT, PHE or DfE • The school adheres to and keeps up-to-date with the latest local and national advice about school closures – advice is sought from the local HPT or DfE helpline where required. • Follow Government advice and instructions 			✓
Number of staff available is lower than that required to teach classes in school	Staff Pupils Others		<ul style="list-style-type: none"> • The health status and availability of every member of staff is known and is regularly updated by DHT. Including all teaching and non-teaching staff (EY practitioners, DSL, SENCO, Paediatric 1st Aid/ 1st Aider or emergency 1st aid for children 3-5 years, domestic/kitchen staff etc.) • Full use is made of those staff who are isolating due to a positive test but who are well enough to teach lessons remotely • Parkfield will consider staffing changes to cover absence if and when appropriate. 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • We may need to alter the way in which we deploy our staff and use existing teaching and support staff more flexibly. Use of teaching assistants and pastoral staff to supervise classes if needed. • Contingency planning with the MAT is in place and additional resource identified, for example bringing additional teachers in to help, for example supply teachers, teachers on temporary agreed loan from other schools, or teachers provided by our trust or local authority. Where possible staff will be consistent each week in this case. • Schools should ensure that appropriate support is made available for pupils with SEND as well as pupils isolating at home or considered vulnerable. Consider deploying teaching assistants and enabling specialist staff from both within and outside the school to work with pupils in different classes or year groups 			
Use of Transport	Staff Pupils Others	Infection Control	<ul style="list-style-type: none"> • It is recommended that facemasks are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<p>This includes public transport and dedicated transport to school.</p> <ul style="list-style-type: none"> • It is important to ensure vehicles are well ventilated when occupied, by opening windows and ceiling vents. The need for increased ventilation while maintaining a comfortable temperature should be balanced. <p>On dedicated transport: It is no longer recommended that social distancing is required, but unnecessary risks such as overcrowding should be minimised.</p> <ul style="list-style-type: none"> • Pupils/Students and adults should follow public health advice on when to self-isolate and what to do. • They should not board dedicated transport or public transport if they have symptoms or other reasons requiring them to stay at home due to the risk of them passing on COVID-19. • If a child or young person develops a high temperature, while at school, they will be sent home. 			

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • They should avoid using public transport and, wherever possible, be collected by a member of their family or household. • If this is not possible, alternative arrangements may need to be organised by the school. • More information on organising transport for children with symptoms is provided in the Government guidance on the use of PPE in education, childcare and children's social care settings. • The School will have contingency plans outlining how they would operate if the number of positive cases substantially increases in the school or local area. • Principles of managing local outbreaks of COVID-19 in education and childcare settings are described in the contingency framework. • School will follow director of public health advice in cases of local outbreak. • Schools put into place any actions or precautions advised by their local HPT. 			
Cleaning of school	Staff Pupils Others	Infection Control	<ul style="list-style-type: none"> • All hard surfaces to be cleaned on a regular basis, this will include <ul style="list-style-type: none"> ➤ All door handles 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> ➤ All tables and chairs used by staff and pupils ➤ Toilet flushes and regular cleaning of toilets. • All classrooms to have spray disinfectant and where possible disposable cloths. If disposable cloths are not available use once and then put in wash. • Regular cleaning of surfaces will reduce the risk of spreading the virus. • All used cloths thrown away to be double bagged and then placed in a secure area i.e. lockable bin. 			
Ventilation class/office	Pupils Staff	Infection control	<ul style="list-style-type: none"> • Identify any poorly ventilated spaces and take steps to improve fresh air flow • If mechanical ventilation systems are used to draw fresh air or extract air from a room these should be adjusted to increase the ventilation rate wherever possible • Ensure that mechanical ventilation systems only circulate fresh outside air and where this is not possible, in a single room supplement with an outdoor air supply • Where appropriate open external windows, internal doors and external doors to improve natural ventilation 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • If external doors are opened, ensure that they are not fire doors and are safe to do so • Use of CO2 monitors to aid school's ventilation and identify areas of poor ventilation. 			
Poor hygiene practice	Staff Pupils Others	Ill Health	<ul style="list-style-type: none"> • We will continue to ensure that children clean their hands regularly, this can be done with soap and water or hand sanitiser • Staff and visitors are encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60% alcohol) and follow infection control procedures in accordance with the DfE and PHE's guidance. • Sufficient amounts of soap (or hand sanitiser where applicable), clean water and paper towels are supplied in all toilets and kitchen areas. • Pupils are supervised by staff when washing their hands to ensure it is done correctly, where necessary. • Pupils are discouraged from sharing cutlery, cups or food. • All cutlery and cups are thoroughly cleaned before and after use. 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • Cleaners to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy. (see appendix 1) • Parkfield will arrange enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the HPT/PHE 			
Spread of infection	Staff Pupils Others	Lack of infection control	<ul style="list-style-type: none"> • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with guidance, using PPE at all times. • Parents are informed not to bring their children to school or on the school premises if they show signs of a respiratory infection, or are unwell and have a high temperature. • Staff and pupils are advised not return to school before the minimum recommended isolation period has passed, in line with national guidance. • Pupils who are unwell are not taken on school trips or permitted to enter public areas used for teaching, e.g. swimming pools. 			✓

**Risk Assessment
Parkfield Community School April 2022**

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • Parents notify the school if their child has an impaired immune system or a medical condition that means they are vulnerable to infections. • The school-in liaison with individuals' medical professionals where necessary- reviews the needs of pupils who are vulnerable to infections. • Any additional provisions for pupils who are vulnerable to infections are put in place by the head of school, in liaison with the pupil's parents where necessary. 			
Classroom management	Pupils Staff	Infection control	<ul style="list-style-type: none"> • It is no longer required for forward facing tables etc however care should still be taken on table management in the classroom setting. • Parkfield will revert back to previous control measures in the event of a local outbreak. See Outbreak Management plan. • Continue to use a cautious approach with arrangements. 			✓
Assemblies	Pupils Staff	Infection Control	<ul style="list-style-type: none"> • There are no restrictions in place for holding assemblies and singing in the school hall. Group sizes and ventilation will be considered when events of this nature take place at school. 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
Staff meetings	Staff	Infection Control	<ul style="list-style-type: none"> There are no restrictions in place for holding staff meetings together as a whole staff in one space. However, due to the size of the school's workforce, we shall continue to hold meetings via a hybrid system where some meetings will be held virtually via Teams and others in the hall. The decision will be based on the size of the audience for each meeting. 			✓
Lunchtimes	Pupils Staff	Infection Control	<ul style="list-style-type: none"> Lunchtime arrangements can revert back to previous arrangements. Tables must still be cleaned on a regular basis throughout dinner time activities. 			✓
Playtime and using equipment	Pupils Staff	Infection Control	<ul style="list-style-type: none"> Previous playtimes and groups can be reinstated and no restrictions in place regarding using and sharing play equipment. Equipment should be regularly cleaned following use as appropriate 			✓
Personal Protective Equipment Face Coverings	Pupils Staff	Infection control	<ul style="list-style-type: none"> School will follow director of public health advice in cases of local outbreak. Schools put into place any actions or precautions advised by their local HPT. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999722 			✓

**Risk Assessment
Parkfield Community School April 2022**

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			/PPE_in_education_childcare_and_childrens_social_care_settings.pdf			
Ill Health	Staff Pupils Others	Coronavirus Symptoms	<ul style="list-style-type: none"> • Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, loss or change to sense of smell or taste and high temperature and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus. • If any member of staff or child has symptoms of a respiratory infection (adults), and a high temperature, they should not come to school. If you have any of these symptoms you are advised to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature. • Any pupil or member of staff who displays signs of being unwell, such as having a cough, fever or a loss or change to their sense of smell or taste, and believes they have been exposed to coronavirus, is sent to sit in the area outside the main office, where they will wait to be collected. 			✓

**Risk Assessment
Parkfield Community School April 2022**

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • For pupils the relevant member of staff calls for emergency assistance immediately if pupils' symptoms worsen. • The parents of unwell pupils are informed as soon as possible of the situation by a relevant member of staff. • Where contact with a pupil's parents cannot be made, appropriate procedures are followed in accordance with those outlined in governmental guidance. • Unwell pupils who are waiting to go home are kept in the room next to DHT office where they can be at least two metres away from others. • Areas used by unwell staff and pupils who need to go home are appropriately cleaned once vacated, using a disinfectant and care to be taken when cleaning all hard surfaces. • If unwell pupils and staff are waiting to go home, they are instructed to use different toilets to the rest of the school to minimise the spread of infection. • Any pupils who display signs of infection are taken home immediately, or as soon as practicable, by their 			

**Risk Assessment
Parkfield Community School April 2022**

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<p>parents – the parents are advised to contact NHS 111 immediately or call 999 if the pupil becomes seriously ill or their life is at risk.</p> <ul style="list-style-type: none"> Any members of staff who display signs of infection are sent home immediately and are advised to contact NHS 111 immediately or call 999 if they become seriously ill or their life is at risk. 			
Spring Term 2022 Asymptomatic testing	Pupils Staff	Infection Control	<ul style="list-style-type: none"> No testing is required of Primary age children No regular testing is required for staff In the event of an outbreak, Parkfield may be advised by its local health team or director of public health to undertake testing for staff for a period of time. 			✓
Positive Cases	Pupils Staff	Infection control	<ul style="list-style-type: none"> From 24th February, the Government has removed the legal requirement to self-isolate following a positive test. However, adults and children who test positive are still advised to stay at home (and therefore not attend school) and avoid contact with other people for at least five full days, or three full days for children. They should then continue to follow the guidance until they have received 2 negative test results on consecutive days. 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
Adherence to self-isolation			<ul style="list-style-type: none"> • From 24TH February, the Government has removed the legal requirement to self-isolate following a positive test. However, adults and children who test positive are still advised to stay at home (and therefore not attend school) and avoid contact with other people for at least five full days. 			
Poor management of infectious diseases	Staff Pupils Others	Lack of infection control	<ul style="list-style-type: none"> • Staff are instructed to monitor themselves and others and look out for similar symptoms if a pupil or staff member has been sent home with suspected coronavirus. • Staff are vigilant and report concerns about their own, a colleague's or a pupil's symptoms to the Headteacher, DHT or SLT as soon as possible. . • The school is consistent in its approach to the management of suspected and confirmed cases of coronavirus. • The school is informed by pupils' parents when pupils return to school after having coronavirus – the school informs the relevant staff. 			✓

**Risk Assessment
Parkfield Community School April 2022**

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • Staff inform the headteacher when they plan to return to work after having coronavirus. • A nominated person (TS) monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. <p>The thresholds, set out in the DfE guidance, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned</p> <p>Contingency framework: education and childcare settings (publishing.service.gov.uk)</p> <p>For most education and childcare settings, whichever of these thresholds is reached first:</p> <ul style="list-style-type: none"> ➤ 5 children, Pupils/Students, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period: or ➤ 10% of children, Pupils/Students, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period 			

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> • The school will seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19 by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of concern. The school may be offered public health support in managing risk assessments and communicating with staff and parents. • The school may seek additional public health advice if they are concerned about transmission within the School. 			
Lack of communication	Staff Pupils Others	Unsafe Practices	<ul style="list-style-type: none"> • Parkfield staff report immediately to the headteacher about any cases of suspected coronavirus, even if they are unsure. • The headteacher contacts the local HPT or follows the advice given from and discusses if any further action needs to be taken. • Parkfield will put into place any actions or precautions advised by their local HPT. 			✓

**Risk Assessment
Parkfield Community School April 2022**

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> Parkfield will keep staff and parents adequately updated about any changes to infection control procedures as necessary. 			
Admitting children into school	Pupils Staff	Infection Control	<ul style="list-style-type: none"> In most cases, parents and carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others. If a parent or carer insists on a pupil attending our school, we can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Our decision will be carefully considered in light of all the circumstances and current public health advice. 			✓
CEV children	Pupils Staff	Infection control	<ul style="list-style-type: none"> All CEV children should attend their education setting unless they are one of the very small number of children under paediatric or other specialist care who have been advised by their GP or clinician not to attend 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
Admitting people into school	Pupils Staff	Infection control	<ul style="list-style-type: none"> • Pupils, staff and other adults should not come into school if they have symptoms of a respiratory infection (adults), and who have a high temperature or feel unwell (adults or children), have had a positive test result • Anyone staff or pupils within the school who appear to have COVID-19 are sent home, advised to avoid using public transport and, wherever possible, be collected by a member of their family or household and to follow public health advice • In the case of a pupil awaiting collection, they should be taken to the room next to the DHT office so they away from other pupils and supervised by an adult • If the member of staff is in close contact with the child, then they should wear appropriate PPE • A window should be opened for fresh air ventilation if possible • Any rooms that have been used for this purpose should be cleaned after they have left 			✓

Risk Assessment
Parkfield Community School April 2022

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
Admitting contractors, supply staff and other workers into school.	Pupils Staff	Infection control	<ul style="list-style-type: none"> All adults who come to the school will be required to read the risk assessment prior to visiting either via the website or having one directly emailed to them. 			✓
Staff CEV	Staff	Infection control	<ul style="list-style-type: none"> CEV people are no longer advised to shield but may wish to take extra precautions to protect themselves and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus The school will follow DHSC updated guidance 			✓
Educational visits	Pupils Staff	Financial risk	<ul style="list-style-type: none"> If booking new visits we will ensure we have adequate financial protection in place Full risk assessments must be undertaken using the school's risk assessment proforma for educational visits and given to the EVC Mrs Larrissa Gordon. This must be signed by the Head of School prior to visit. 			✓
Breakfast and out of school clubs	Pupils	Infection Control	<ul style="list-style-type: none"> Consideration should be given to the latest government advice regarding the specific activity being undertaken Enough staff available to meet the required ratio 			✓

**Risk Assessment
Parkfield Community School April 2022**

This risk assessment will be regularly updated based on Government advice/regulations and circumstances within our school. Please refer to www.gov.uk for the latest guidelines.

The use of this or any other Risk Assessment will NOT make any building COVID safe

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
			<ul style="list-style-type: none"> Where extra-curricular activities for children are taking place indoors, they will be able to take place in groups of any number. Cleaning takes place of tables and chairs as soon as possible after the club has finished 			
Out of school settings Parents attendance	Pupils Parents Staff Others	Infection Control	<ul style="list-style-type: none"> Parents are no longer limited to specific number attendance. Any parent workshops/ training/ education sessions must have a register completed and given to the office manager. Ensure up to date contact information is available in the event of an emergency. 			✓

Please note: Parkfield Community School will undertake all measures possible to prevent the spread of infection. Unfortunately, even with all measures put into place, the school/Excelsior MAT cannot guarantee 100% that any school site, or persons upon the site are COVID free. Nor can we guarantee that we can fully maintain social distancing between the children and adults within each group.

Appendix 1

Cleaning Schedule for use in Excelsior Schools

This guidance is to be used alongside the Government Publication COVID 19 decontamination in non-healthcare settings.

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

- Two members of the cleaning staff to be in school all day to clean areas that are being used during the day – toilets, classrooms, corridors, door handles, clean surfaces that children and staff are touching, desks, chairs, doors, sinks, toilets, light switches, bannisters.
- Cleaning staff will be rota'd throughout the week where possible.
- The designated cleaners to make sure there is ample supplies of hand soap/paper towels in all areas of the school where needed. All hand sanitisers to be checked and refilled daily.
- Tissues and hand sanitisers are to be available in every classroom in use.
- All toilets will have a cleaning log that all cleaners must sign hourly during the school day and after each clean at the end of the day to inform staff and children that they have been cleaned.
- All bins are emptied throughout the day with facilities to ensure used tissues etc are double bagged.
- All remaining cleaning staff to be in at the end of the day to do a deep clean daily in all rooms in use that day – all non-cleaning staff must be off site before the deep clean is started so as not to cross contaminate areas to ensure a ready and clean start of the next school day.
- ☐ All areas/supplies to be checked at the end of the day to make sure for eg soap,paper towels, tissues, tissue bags, hand sanitisers are fully stocked up ready for the start of the next school day.

Links to related published guidance

Links to DfE Guidance

As new guidance is produced weekly, please refer to www.gov.uk for updates
Note from DfE: Schools are not required to use these guides, and may choose to follow alternative approaches to preparing for wider opening, or to use some sections of this guidance alongside other approaches

School Guidance

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

Early Years and Childcare: <https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>

Out of School settings: <https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

Safe working in education and childcare: <https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care>

Compilation of all guidance notes for schools: <https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings>

Advice for parents: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

Advice for parents attending Out of School settings: <https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

Safeguarding and remote learning: <https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19>

Shielding and guidance for CEV: [19 July guidance on protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/19-july-guidance-on-protecting-people-who-are-clinically-extremely-vulnerable-from-covid-19)

	<p>Remote learning support for parents: https://www.gov.uk/guidance/supporting-your-childrens-education-during-coronavirus-covid-19</p> <p>Transport to schools: https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/transport-to-school-and-other-places-of-education-autumn-term-2020</p> <p>General travel guidance: https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</p> <p>Enhanced area of response: https://www.gov.uk/government/news/further-support-for-birmingham-blackpool-cheshire-east-cheshire-west-and-chester-liverpool-city-region-and-warrington-to-tackle-delta-b16172-v</p> <p>BCC: https://www.birmingham.gov.uk/news/article/890/covid-19_birmingham_listed_as_enhanced_response_area</p>
<p>Governance and other resources</p>	<p>Link to Public Health flowchart in case of coronavirus symptoms within pupils or staff: https://www.birmingham.gov.uk/downloads/download/3527/public_health_flowchart_for_schools</p> <p>Safeguarding policy addendum: https://www.birmingham.gov.uk/downloads/file/16735/covid-19_safeguarding_policy_addendum</p> <p>Useful contact details in BCC:</p> <ul style="list-style-type: none"> • School and Governor Support (S&GS) governors@birmingham.gov.uk • Early Years' Service for EYFS queries via email: EYDuty@birmingham.gov.uk • Education Safeguarding Team : EducationSafeguarding@birmingham.gov.uk <p>RCPH COVID-19 - 'shielding' guidance for children and young people: https://www.rcpch.ac.uk/resources/covid-19-guidance-clinically-extremely-vulnerable-children-young-people#children-who-should-be-advised-to-shield</p>

