

The Piggott School: Wargrave Site

Risk Assessment of:	Practical learning on Wargrave site : COVID-19 pandemic June 2020
Risk Assessor	Rebecca Alexander

Activity	Aim	Risk Level	Persons at Risk	Control Measures	Risk with controls in place
Site and Security	To secure normal security measures in accordance to safeguarding policy and procedure	Medium	All users	<p>Normal site security measures apply</p> <p>School gates to be programmed for normal school day</p> <p>Reception staff to monitor 'traffic' accessing the site</p> <p>No parents permitted on site</p> <p>Essential visitors only on site – medical / student need.</p> <p>Signing in system for staff to be implemented</p> <p>Signing in system to record teaching venues for the day</p> <p>Toilets next to teaching venue to be accessed by allocated 'bubble'</p> <p>Rooms not being used for teaching to remain locked</p> <p>Registers to be taken by teaching staff on arrival and after lunch break</p> <p>Attendance to be reported in the normal way</p> <p>Fire drill positions are located in the central playground – staff will be issued instructions regarding allocated numbers in order to line up and register whilst maintaining social distancing requirements.</p> <p>Windows and doors to be open for air flow but secured at the end of the school day</p>	Low
Movement around the site	<p>To actively prevent and restrict the interaction of learners across the site.</p> <p>To minimise the risk of contamination and infection</p>	Medium	All users	<p>Social distancing (2 metre) will be adhered to – please see whole school risk assessment.</p> <p>Students are allocated a bubble for learning – small numbers</p> <p>The bubble will have a designated learning space, designated social space and designated staff member. This will be communicated to students before entering the site. Bubble system is designed to minimise contact and control interaction between users</p> <p>Students will be allocated a desk or learning space for the day.</p> <p>Learning spaces will provide distance between learners for safety</p> <p>At break and lunch times, students to remain in designated social space.</p> <p>Toilets – students to use nearest facilities and one at a time.</p> <p>Staggered start and finish times minimise movement of groups</p> <p>Designated entrance and exit for each bubble minimises interaction</p> <p>Use of external doors where possible – minimise movement in corridors</p>	Low

<p>Health & Safety: Cleaning and hygiene</p>	<p>To ensure that PHE guidelines are being adhered to in terms of hygiene.</p> <p>To minimise the risk of contamination and infection</p>	<p>High</p>	<p>All users</p>	<p>Teaching staff are accountable for the learning space allocated to their bubble Teaching staff to actively promote and model regular cleaning of hands and use of sanitiser throughout the school day – entry and exit of rooms Teaching staff to ensure that they record their teaching venue on the signing in sheet so that a deep clean can take place at the end of the school day. Teaching staff to use the available PPE to clean surfaces or equipment as required. Teaching staff will modify their teaching style to adhere to social distancing Regular and timely checks of toilet facilities throughout the day to ensure soap and hand washing equipment is available – reporting system for staff to feedback. Designated toilets/facilities for bubbles to use to minimise interaction. Hygiene expectations to be shared with students and staff :</p> <ol style="list-style-type: none"> a. Do not come into school if you have coronavirus symptoms : <ul style="list-style-type: none"> • A high temperature • A new, continuous cough • A loss of, or change to, your sense of smell or taste b. If staff develop symptoms, they must inform SLT and go home immediately, accessing a test as soon as possible. c. Clean your hands more often than usual – use sanitiser. d. Wash your hands as your enter/exit a room e. Use the ‘catch it, bin it, kill it’ approach f. Avoid touching your mouth, nose and eyes g. Do not share or borrow equipment or resources h. Keep classroom doors and windows open for air flow <p>First aid will be provided by reception or hub staff as required – please see main risk assessment for details regarding safety. Lidded bins will be used to store and dispose of waste securely.</p>	<p>Medium</p>
<p>Student behaviour and conduct</p>	<p>To ensure that students, staff and parents have a secure understanding of expectations and safety measures in place</p>	<p>Medium</p>	<p>All users</p>	<p>Students to be carefully re-inducted into school life. New conduct expectations for each bubble to be clearly explained and documented to students, having been shared with staff and parents. Students encouraged to take safety measures on journey to and from school, particularly those using public transport Students to adhere to expectations and social distancing once on the school site. Teaching staff to reinforce expectations at the start of each learning day offering a timely reminder to students regarding learning space, designated social area and the use of toilet facilities Students are required to bring own refreshments – it is expected that they take all food, containers and waste home with them at the end of the day. Normal behaviour policy and procedures apply Behaviour policy will be amended to include social distancing</p>	<p>Low</p>

				<p>Students are expected to follow instruction and comply with expectation. There will be consequences and sanctions in place for unsafe behaviour.</p> <p>Students must bring their own learning equipment – list provided by teaching staff</p> <p>Students must keep their belongings with them at all times.</p> <p>Students and staff will wear non-uniform/ smart casual wear and be encouraged to follow guidelines regarding washing of clothing when returning home.</p>	
Staff conduct	<p>To ensure that staff are clear as to expectations of conduct.</p> <p>To secure staff safety and well-being.</p>	Medium	All staff	<p>Normal expectations of conduct apply – as per Staff Code of Conduct Sept 2019</p> <p>Staff are encouraged to read and refer to the whole school re-opening risk assessment for guidance in terms of health and safety.</p> <p>Staff are expected to prioritise the safety of students and staff at all times.</p> <p>Staff are required to follow and model the expectations and guidance issued to students for on-site learning – including hygiene, movement around the site, conduct in learning spaces and where applicable, conduct during social time.</p> <p>Staff are asked to liaise directly with their HOD or SLT link with any concerns that they have regarding the implementation of the safety guidance or expectations.</p> <p>Staff are accountable for their teaching venue and learning space in terms of safety and compliance.</p> <p>Staff well-being remains a priority. Staff are encouraged to triage and refer any concerns or support required to their HOD or SLT link.</p>	Low
Use of equipment and resources	To ensure that the safe use of resources or equipment minimises risk of contamination	Medium	All users	<p>Desks/Learning spaces are set up to adhere to social distancing requirements.</p> <p>Students remain seated, unless directed otherwise, when in teaching venues.</p> <p>There is to be minimal movement within learning spaces – movement to be directed by teaching staff.</p> <p>Teaching staff will encourage students to maintain a clear and uncluttered work space to ensure that desks are clear and equipment is managed well.</p> <p>Students encouraged to bring own equipment – not be shared or borrowed by others. A list will be provided to each bubble prior to coming on site.</p> <p>For students who are unable to access their own equipment, packs to be provided</p> <p>Any specialist equipment required to be issued by teaching staff to individuals</p> <p>Tools / communal large equipment used will be managed by teacher in charge of learning space – cleaning equipment to be applied in order to secure hygiene compliance.</p> <p>Teaching staff will model to students subject specific safety/hygiene procedures within their learning spaces.</p> <p>At the end of school day, all teaching venues will be clear of equipment and resources to enable a deep clean to take place.</p>	Low

This Risk Assessment has been completed by –		
Name: Rebecca Alexander	Job Title: Deputy Headteacher	Date: 10.6.2020
Please read and sign this risk assessment:		
Signed:	Date:	