

SCHOOL RISK ASSESSMENT FOR COVID-19 PANDEMIC

Completed by: The Principal

Date: 21 March 2020

Review Date: Ongoing

Hazard	To Whom	Severity	Likelihood	Risk	
Spread of Covid-19 through school and wider school community	Pupils	1	4	4	
	Pupils from vulnerable groups.	4		16	
		2		8	
	Staff	4		16	
	Staff from vulnerable groups.	4		16	
	Visitors Wider School Community	4		16	
Existing Precautions		Additional Precautions		Who	When
<ul style="list-style-type: none"> • Soap dispenser and hand towels within toilets are fully stocked at the start of each day. Regular checks to be made throughout the day to ensure adequate supply. • Handwashing techniques taught to all pupils. It may be necessary to supervise some pupils to ensure correct hand washing procedures. • Inform parents of hygiene expectations and for the need to communicate this message in the home environment. • All children to wash their hands before coming to school, before going home, during school and when they get home. 		<ul style="list-style-type: none"> • Parents may wish to send their hand wipes and sanitisers into school with pupils. • Communicate to parents the importance of the government advice on catch it, bin it kill it. • Schools may wish to postpone or cancel meetings which involve significant numbers of external parties. • Any members of staff with underlying health issues or those within vulnerable groups 		School to communicate to parents. Principal Individual members of staff.	ASAP

<ul style="list-style-type: none"> • Classes to teach children hand washing techniques. • Children to wash hands before snack (classroom) and before eating dinner. • Contact made to external groups who may have community use of the school building for the need to adhere to handwashing techniques. • Teachers and classroom assistants monitor the visible health of pupils, ensure parent emergency contact numbers are kept up to date. • Public Health Advice on Covid-19 handwashing – Catch it, Bin it, Kill it posters around school buildings. • Pupils with existing medical conditions should already be known to the school: • Identify vulnerable children e.g. with underlying health conditions that may be affected by the current threat • Discuss with parents the initial steps and agree key actions re. isolation/seclusion. 	<p>should make their condition known to the Principal. Please consult with PHA for up-to-date information. They should seek and act on the advice of their GP/Consultant/Midwife/PHA or current government advice.</p> <ul style="list-style-type: none"> • You may wish to review community use of schools provision at your premises. • In the event of a school closure, external community users should be notified. 		
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SCHOOL RISK ASSESSMENT DURING COVID-19

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Hazard	To Whom	Severity	Likelihood	Risk
Suspected or confirmed case in school (staff or pupil develop Covid-19 symptoms whilst in school building, or later on that day). Symptoms of Covid-19 are a high temperature or a new, continuous cough.	Pupils	1	4	4
	Pupils from vulnerable groups.	4		16
	Staff	2		8
		4		16
	Staff from vulnerable groups.	4		16
	Visitors Wider School Community	4		16
Existing Precautions		Additional Precautions	Who	When
<ul style="list-style-type: none"> Contact relevant agencies e.g. DE, EA, PHA. Close classroom for a period of 72 hours where the member of staff or pupil has only had restricted access to that area. If person displaying the symptoms had access to a number of rooms other than for transitional purposes then all areas accessed should be isolated for 72 hours. Cleaning to be completed after 72 hours and before reoccupation of the classroom. In the case of post primary schools where the pupil may have spent their school day in a number of classrooms, all rooms should be closed. Inform staff (check with EA Communications on wording). Contact parents with EA Communications agreed statement. Refer to Education Minister's advice dated 16 March 2020 		<ul style="list-style-type: none"> EA to support schools in form of words for communication to the school community. Schools must not name individuals. Contact any external groups who have access to the building to notify them of any school closure. Notify school meals transport sections in the event of school closures. 	Principal	Ongoing

<p>on what to do if someone develops symptoms of Covid-19 in a school or other educational setting.</p>			
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Hazard	To Whom	Severity	Likelihood	Risk
Suspected or confirmed case in staff member or pupil or staff with a family connected to the school. No symptoms of Covid-19 displayed within the school or later that day.	Pupils	1	3	3
	Pupils from vulnerable groups.	4		12
	Staff	2		6
	Staff from vulnerable groups.	4		12
	Visitors	4		12
	Wider School Community	4		12
Existing Precautions		Additional Precautions	Who	When
<ul style="list-style-type: none"> Whole family to self-isolate for a period of 14 days in line with Government guidance (as of 20th March 2020). Consult PHA website for most up to date guidance. Normal system of work in relation to cleaning should be maintained with particular attention to high contact areas toilets, door handles, telephones, grab rails. 		<ul style="list-style-type: none"> It is recommended that regular contact is made to school principal. 	Staff and families	Ongoing

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<ul style="list-style-type: none"> • Shortage of staff • Teacher • Classroom Assistants • Absence of School Leadership 	Pupils	2	3	6
Existing Precautions		Additional Precautions	Who	When
<ul style="list-style-type: none"> • Use NISTRA register to employ substitute teachers. • Consider combining classes. • Where pupil/teacher ratios exceed DE recommendations– partial closure for certain classes or part time / AM / PM classes. • Text alert service to parents to notify them of any exceptional closures due to insufficient staff cover. • Notify DE in the event of an exceptional closures. 		<ul style="list-style-type: none"> • Explore other options with neighbouring schools. 	Principal	Ongoing

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<ul style="list-style-type: none"> Shortage of support service staff such as Building Supervisor/Cleaning Admin Staff Learning Support <p>Resulting in non-delivery of essential services</p>	Pupils Staff	3	3	9
Existing Precautions	Additional Precautions	Who	When	
<ul style="list-style-type: none"> Contact EA for cover arrangements Classroom Assistants to provide temporary cover for admin 	<ul style="list-style-type: none"> Encourage parents to only contact school in the event of an emergency. Reassign support staff to core health & safety functions within the school Explore the option to share support staff with neighbouring schools. 	Principal	Ongoing	

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<ul style="list-style-type: none"> School meals kitchen closure resulting in no school meals provision. 	Pupils	1	2	2
Existing Precautions		Additional Precautions		Who
<ul style="list-style-type: none"> The ability for school meals to deliver meals from another kitchen. Principal to liaise with school meals service. 		<ul style="list-style-type: none"> Text alert to parents to provide pack lunch. In the case of pupils in receipt of free school meals, school should make alternative arrangements to out-source meals provision. 		Principal
				When
				On notification on non-delivery of service

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<ul style="list-style-type: none"> School trips 	Pupils Staff	1	1	1
Existing Precautions		Additional Precautions	Who	When
<ul style="list-style-type: none"> The UK Government has advised against all overseas education trips. The civil contingences group have advised against internal school trips also during this period. 				

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<ul style="list-style-type: none"> Reducing contact point activities. 	Pupils Teachers	1	1	1
Existing Precautions		Additional Precautions	Who	When
Consider reducing contact situations such as: <ul style="list-style-type: none"> Assemblies. Sports activities and swimming. Disinfecting of toys and other play equipment which pupils are in regular contact with. 				