

Over-arching Risk	Assessed risk if no actions taken	Controls in place	Considering controls in place, current risk level assessed by Headteacher	Further key actions to be taken and by when	Assessment agreed by trust ELT and date
Risk that The Polesworth School does not comply with the DfE's "Schools covid-19 operational guidance" from 19 July 2021	Medium	See Key Risk assessments below	Low		 2 September 2021

Key Risks	Assessed risk if no actions taken	Requirement	Controls in place	Considering controls in place, current risk level assessed by Headteacher	Further key actions to be taken and by when
1. Risk that individuals in school do not practice good respiratory hygiene	Medium	Must	See Individual risk assessments below	Low	
2. Risk that the cleaning regime in school is not in line with DfE guidance	Medium	Must	See Individual risk assessments below	Low	
3. Risk that occupied spaces are not kept well ventilated	Medium	Must	See Individual risk assessments below	Low	
4. Risk that school does not follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.	Medium	Must	See Individual risk assessments below	Low	
5. Risk that school does not have an Outbreak Management Plan that complies with public health guidelines and the contingency framework	High	Should	See Individual risk assessments below	Low	

Key risk 1: Risk that individuals in school do not practice good respiratory hygiene including handwashing				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Facilities for 'catch it, bin it, kill it' such as supplies of tissues, bins and bags are not in place	Medium	<ul style="list-style-type: none"> • Hand sanitiser, wipes and tissues available in every classroom and across the site • Waste is disposed of as per DfE guidance 		
Facilities for handwashing/sanitising are not in place	Medium	<ul style="list-style-type: none"> • Hand sanitiser and wipes available to staff and students in every classroom • Regular handwashing/sanitising embedded into daily routine • Hand sanitiser stations available across the site 		
Pupils, staff and visitors do not make use of provided facilities in line with DfE guidance	High	<ul style="list-style-type: none"> • Pupils, staff and visitors expected and encouraged to use provided facilities available across the site • Pupils, staff and visitors required to use sanitiser upon arrival and departure and change of location across the site • Pupils regularly encouraged to use facilities provided via assemblies, tutor times, lessons and screens 		

Key risk 2: Risk that the cleaning regime in school is not in line with DfE guidance				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Regular cleaning in line with PHE guidance is not in place	Medium	<ul style="list-style-type: none"> • Strict and robust cleaning regime agreed and implemented through Chartwells • Wipes provided to enable staff to sanitise workspace prior to use • Students to be instructed to sanitise desks where necessary • Staff should operate a clear desk policy when teaching across multiple classrooms • Cleaning regime monitored and adapted as needed by SBM and ASBM 		

Key risk 3: Risk that occupied spaces are not kept well ventilated				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
School is not kept well ventilated in line with HSE guidance .	Medium	<ul style="list-style-type: none"> • School is ventilated in line with current guidance • Current guidance is shared with staff 		

Key risk 4: Risk that school does not follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Children, staff or visitors attend school when they should be self- isolating in line with Public Health England guidance	High	<ul style="list-style-type: none"> • Staff and Pupil Ready Reckoner used to inform judgements re attendance. Individual conversations with staff and parents as appropriate • Advice given and emphasised regularly re isolation • Isolation periods noted and monitored • Welfare checks made • Visitors to be questioned in advance of visit re presence of symptoms (cough, temperature) • Upon arrival information will be taken for Track and Trace purposes and their temperature will be taken and recorded 		

		<ul style="list-style-type: none"> • Visitors advised against coming to school where symptoms are present 		
Where a potential case of covid-19 is identified in school it is not dealt with in line with DfE guidance	Medium	<ul style="list-style-type: none"> • DfE guidance strictly adhered to • PPE available to staff when treating or supporting students or staff 		
Staff and secondary pupils do not continue to carry out voluntary term-time twice weekly lateral flow device tests and report results.	Medium	<ul style="list-style-type: none"> • Students and staff are provided with sufficient tests in a timely manner • The importance of twice weekly LFD testing is regularly reaffirmed • The importance of reporting results is regularly reaffirmed 		
Staff or pupils with a positive lateral flow device test result do not self-isolate and follow up with a confirmatory PCR test.	Medium	<ul style="list-style-type: none"> • Staff/pupils/parents/carers are made aware and reminded regularly of the need to self-isolate if a positive lateral flow device test is received • Staff/pupils/parents/carers are informed of the need to follow up with a PCR test 		
Staff, parents or carers do not inform the school if they or household member has a positive test for Covid-19 requiring them to self-isolate	High	<ul style="list-style-type: none"> • Staff, parents and carers are regularly reminded of the importance of informing the school in the event of a positive result for COVID 19 		

Key risk 5: Risk that Risk that school does not have an Outbreak Management Plan that complies with public health guidelines				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Outbreak Management Plan in line with contingency framework is not in place for occasions where school has several confirmed cases within a 14 day period	High	<ul style="list-style-type: none"> • Outbreak Management Plan in place and ratified by the Trust • Outbreak Management Plan is in line with the contingency framework • Outbreak Management Plan takes account of current Risk Assessment criteria 		
Outbreak Management Plan does not include possibility of re-introducing “bubbles”	Medium	<ul style="list-style-type: none"> • Outbreak Management Plan includes the possibility of re-introducing bubbles if necessary 		
Outbreak Management Plan does not include possibility of re-introducing the safe wearing of facemasks	Medium	<ul style="list-style-type: none"> • Outbreak Management Plan includes the re-introduction of the safe wearing of facemasks if and when necessary 		
For Secondary Schools Outbreak Management plan does not include possibility of reintroducing Asymptomatic Testing Sites	Medium	<ul style="list-style-type: none"> • Outbreak Management Plan includes the reintroduction of Asymptomatic Testing on site if necessary 		

<p>Outbreak Management Plan does not include the provision of remote education where necessary</p>		<ul style="list-style-type: none"> • Outbreak Management Plan allows for the provision of remote education where a student or staff member is unable to attend due to isolation • Outbreak Management Plan allows for the the provision of remote learning in the event of a partial or full closure 		
<p>Outbreak Management Plan does not include the possibility of re-introducing shielding and staff working remotely where they are identified as vulnerable or at risk</p>		<ul style="list-style-type: none"> • Outbreak Management Plan allows for the possibility of staff working remotely due to being identified as vulnerable or in an at risk category 		
<p>Outbreak Management Plan does not include provision for safeguarding students as a whole and in particular vulnerable students</p>		<ul style="list-style-type: none"> • Outbreak Management Plan allows for the provision of safeguarding all students and in particular vulnerable students 		
<p>Outbreak Management Plan does not allow for the provision of food for those identified as FSM</p>		<ul style="list-style-type: none"> • Outbreak Management Plan allows for the provision of food for those identified as FSM 		

Resources

Government guidance:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999689/Schools_guidance_Step_4_update_FINAL.pdf

Risk matrix:

		LIKELIHOOD				
		VERY UNLIKELY	UNLIKELY	LIKELY	HIGH LIKELY	ALMOST CERTAIN
SEVERITY	NEGLIGIBLE	LOW	LOW	LOW	LOW	LOW
	MINOR	LOW	LOW	LOW	MEDIUM	MEDIUM
	SERIOUS	LOW	MEDIUM	MEDIUM	MEDIUM	HIGH
	SEVERE	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	VERY SEVERE	MEDIUM	MEDIUM	HIGH	HIGH	HIGH