

Risk Assessment For Lyceum School

Risk Assessment for: Spring Term Nursery and Key Worker Children	Date of Risk Assessment: 18/05/20	Reviewed 20/06/20
		Further Review Date: 05.01.21
Carried out by: SLT	Approved by: Mark Bailey	Date 05.01.21

<u>What are the Hazards?</u>	<u>Level of risk</u>			<u>Who might be harmed and how?</u>	<u>Control Measures</u>			
	Low	Med	High		Action to be taken to lower the risk.	Action by whom?	Action by when?	Level of risk reduced to low
Insufficient space for 'bubbles' to remain separate				Pupils/adults – cross infection	<ul style="list-style-type: none"> The building is large enough for the two bubbles to remain separate. Astroturf has been divided into two so that children do not mix at playtimes and lunch times. 	HLW informed staff in staff meetings.	Tuesday 5 th January	
Insufficient staffing for 'bubble breaks'				Pupils/adults – cross infection	<ul style="list-style-type: none"> Each 'bubble' has been assigned 2 adults who will share the breaks. 	SLT	Tuesday 5th January	
Risk Assessment becomes outdated with changes				Pupils, Parents, Staff, Visitors	<ul style="list-style-type: none"> Regular review of risk assessments 	SLT to review risks each week and adapt RA accordingly.	Weekly meetings	
SCR and other databases for any				Pupils may be at risk of harm	<ul style="list-style-type: none"> Review SCR and other databases for any checks, permissions or 	MM/ST	Regular Checks of SCR made by	

checks, permissions or training have become out of date during lockdown					training which have become out of date during lockdown		Head Office and Head	
Hot and/or cold water supply				Pupils, Staff, Visitors	<ul style="list-style-type: none"> Relevant checks to be carried out prior to staff and children returning to school. 	MM	Wednesday 5th January	
Legionella testing is not up to date				Pupils, Staff, Visitors	<ul style="list-style-type: none"> Relevant checks to be carried out prior to staff and children returning to school. 	MM	Wednesday 6th January	
Gas Supply				Pupils, Parents, Staff, Visitors	<ul style="list-style-type: none"> Relevant checks to be carried out prior to staff and children returning to school. 	MM	Wednesday 6th January	
Appliances not in good working order				Pupils, Staff, Visitors	<ul style="list-style-type: none"> Relevant checks to be carried out prior to staff and children returning to school. 	HR/MM	Wednesday 6 th January	

Failure of equipment, alarm systems, call points, emergency lighting or fire doors				Pupils, Parents, Staff, Visitors	<ul style="list-style-type: none"> Continue regular testing of equipment, alarm systems, call points, emergency lighting and fire doors 	HR/MM	Ongoing	
People do not maintain social distancing rules in the event of a fire drill				Pupils, Staff, Visitors	<ul style="list-style-type: none"> Fire Drill procedures have been rewritten by HW 	HW	Wednesday 6 th January	
Hazards left over from any work carried out during school closure				Pupils, Staff, Visitors	<ul style="list-style-type: none"> Conduct visual hazard check of all areas 	HR	daily	√
Security and access control systems are not working properly.				Pupils, Staff, Visitors	<ul style="list-style-type: none"> Consider plans for changing or updating codes and/or passwords 	MM	Ongoing	√
Many usual school practices may need to be revised due to covid-19				Pupils, Parents, Staff, Visitors	<ul style="list-style-type: none"> Encourage staff to report any areas or practices they consider unsafe under current restrictions Continual vigilance 	SLT. All staff	Ongoing	
Cleaning in school needs to be upgraded to deal with new C19 risks.				Pupils, Parents, Staff, Visitors	<ul style="list-style-type: none"> Agree and implement any relevant changes to cleaning regime. Agree new frequency of cleaning and any necessary PPE. Deep clean to be arranged before school starts and thorough cleaning to be carried out each evening. 	MM/HW MM	Wednesday 6 th January Ongoing Ongoing	

					<ul style="list-style-type: none"> • Horacio to clean all touched surfaces throughout the day. • Staff to wipe down and wash teaching equipment used at end of day and remain vigilant at all times 	HR All staff		
Staff feel anxious about travelling to and from work on public transport/working with children during the epidemic				Staff	<ul style="list-style-type: none"> • Ensure appropriate PPE for any staff travelling on public transport. • Set out all health and safety procedures clearly to allay anxieties wherever possible. 	HW	Wednesday 6 th January	
Lack of social distancing measures make school unsafe				Pupils and staff	<ul style="list-style-type: none"> • Adhere to government recommendations • Pupils to remain in their 'buddy bubbles' • Pupils aware that they need to stay in their 'bubbles' • Take out of use any areas not required and remove any furniture from use which impedes flow or social distancing requirements • Assemblies to take place outside or online • Peri Music lessons now online 	SLT	Ongoing	

					<ul style="list-style-type: none"> No Clubs until school starts again 			
Kitchen is not fully staffed/equipped to deal with lunch service. Procedures are not in place to prevent the spread of covid-19			√	Staff and pupils	<ul style="list-style-type: none"> Ensure Holroyd Howe staff have sufficient time for appropriate cleaning procedures before service resumes 	HW	Tuesday 5 th January	√
Pupils and staff with underlying health issues or compromised immunity are not able to return to work/school.				Pupils and staff	<ul style="list-style-type: none"> Consider the needs of any pupils and staff with underlying health issues or compromised immunity, and also expectant mothers. SLT to consider the needs of each pupil and member of staff and conduct Risk Assessments where necessary 	SLT	Ongoing	
Staff administering first aid coming into close contact with children					<ul style="list-style-type: none"> Consider PPE requirements for any staff undertaking medical care or other healthcare tasks Lead First Aider will be in school to deal with any sick children and will have PPE. 	MM	Wednesday 6 th January	
Staff need time away from school for testing					<ul style="list-style-type: none"> Rapid testing kits have been delivered to the school. Staff will have weekly tests. 	HW	Wednesday 6 th January	

Staff or pupil member contracts Covid-19					<ul style="list-style-type: none"> A member of SLT will contact PHE and will follow their guidance. Member of staff and all close contacts will self-isolate. 	SLT	Ongoing	
Social activity and playtime is restricted due to social distancing measures imposed.					<ul style="list-style-type: none"> Astroturf is separated into two areas and the bubbles do not mix. Timetables to ensure pupils stay away from other groups. When more pupils return, playtimes will take place at the park in separate bubbles 	SLT	Wednesday 6th January	
Insufficient staffing to operate the school				Staff/pupils	<ul style="list-style-type: none"> Certain staff need to be prepared to come into school as a back-up. They have been informed. 	SLT	Tuesday 5 th January	
Staff are not aware of the procedures in place				Staff/pupils	<ul style="list-style-type: none"> Give a full briefing to all staff about how to stay safe. Twice weekly briefings revising safety measures in school 	HLW	Tuesday 5 th January and ongoing	
Pupil /staff wellbeing is compromised due to the return to the school building				Pupils/staff	<ul style="list-style-type: none"> Ensure current arrangements for pupil wellbeing Regular ‘worry workouts’ to talk about how they are feeling 	ST	Ongoing	

					<ul style="list-style-type: none"> Circle times and online Yoga sessions, including off-line breaks and exercise routines. 			
Prospective parents /pupils are unable to visit the school.					<ul style="list-style-type: none"> Decide on appropriate procedures for parents of prospective pupils to view the school. Organise virtual Open Days. 	CR, LB	Ongoing	
New families or pupils unaware of online etiquette procedures and how to keep safe in the virtual world. Threat of online bullying.				Pupils, staff	<ul style="list-style-type: none"> Tailor written guidance and handbooks for parents and pupils Online Code of Conduct sent to all families for signing Staff have had a briefing about online safety and the use of Zoom technology Measures have been put in place to keep pupils and staff safe online and parents have been informed of these measures. Pupils encouraged to conduct themselves appropriately when on line and have regular lessons and reminders about online safety and its dangers. 	LB, CR SLT All Staff	Ongoing	

<p>Induction of new pupils is not in place as usual. Pupils transferring to new schools are not communicated with as usual.</p>				<p>Pupils</p>	<ul style="list-style-type: none"> • Pupils have taster days via Zoom and virtual interviews • Sara Taggart has arranged all transfer info with new schools 	<p>LB, ST</p>	<p>Ongoing</p>	
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