Sirius Academy North

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| **RISK ASSESSMENT FOR**:  Continued full re-opening to all years in September 2020: **Students and Parents** | | |
| **Establishment:**  Sirius Academy North | **Assessment by:**  I Ravenscroft | **Date:**  05/07/2020  Reviewed:03/12/20 |

Risk Assessment

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| **What are the hazards?** | **Who might be harmed and how?** |  | **What are you already doing?** | **Action by when?** |
| **Minimising contact between students and groups of students.**    The risk of spreading the virus is greater if social distancing is limited.  Contact through the use of equipment | **Students**  **Increased student contact during lessons** |  | KS3 students will be taught in class bubbles. Teachers will move to those bubbles. Students will be allocated to a group. Once groups are defined, pupils must remain in these groups to minimise contact and mixing. Students in KS3 will mix at break and lunch. (See internal track and trace).  KS4 students will be taught in class bubbles though will enter Year group bubbles for specialised subjects. Teachers will move to those bubbles. KS4 will mix at social times.  Zones have been created so that teaching groups can remain in place wherever possible. The zones work in conjunction with entrances, toilets and break/lunch areas.  Where students are required to move to specialist classrooms e.g. IT then the timetable allows for cleaning between lessons. Hand sanitiser is available in all specialist rooms.  Specific actions have been taken in CAPA subjects:  Fixed working groups  Distanced drama  Peripatetic lessons in larger classrooms  The PE curriculum will be continued though revised to minimise contact and cleaning of equipment. There will be no contact sports though this will be reviewed regularly.  Capacity of PE changing rooms increased. Additional cleaning of PE and other frequently touched areas is in place. | 01/09/20 |
|  | Increased student contact during more unstructured times, breaks, lunch and toilet visits |  | The Academy is zoned by year group by area, entrance/exit, break and lunch zone and toilets. Some additional toilets have been assigned for Year 11.  Where students may mix, for example, in detention, these are held in large, very socially distanced areas such as the Auditorium. Large 2m+ squares are in place.  No large gatherings will occur e.g. assemblies, productions, performances or parents’ evenings. This will be routinely reviewed and all alternatives explored such as virtual assemblies.  Students to spend lunch and break times in designated year areas this includes for eating meals.  At break and lunch supervision, marking and zoning will support minimised contact.  Toilets are to be subject to regular cleaning with toilets allocated to year bubbles.  Only one student at a time are to be allowed out of lessons to the toilets at any one time when absolutely necessary.  Regular inspections of handwashing / toilet facilities throughout day to ensure appropriate levels of soap / paper towels.  Overall stocks of handwashing equipment monitored weekly to maintain appropriate levels.  One way system in place in order to minimise contact during limited movement time.  Clear messages around the Academy for “Catch it, kill it, bin it around the Academy.  Additional signage encouraging “hands, space, face” in place.  General educational visits will be considered on an individual basis for the first term, this will be reviewed regularly.  Students are expected to wear face masks in indoor social areas. (Exemptions apply). | 01/09/20 |
|  | **Increased student contact at the start and end of the school day** |  | Start and end times of the school day will be staggered in order to minimise contact**.**  Students must use hand sanitiser stations at the start and end of the day.  Clear socially distanced areas for waiting for the bus.  A designated area for students to meet siblings at the end of the day.  Increased cleaning throughout school day and at end – paying particular attention to door handles, banisters, light switches, sinks, toilets, toys, books, desks, chairs. | 01/09/20 |
|  | **Contact between students and staff when collecting food** |  | During the first term, the offer from catering will be more limited to aid speed and minimising contact. This will be routinely reviewed.  All servery areas have been equipped with Perspex screens to guards.  Start times for lunch have been staggered in order to reduce volume. | **15/10/20** |
| **Maintaining social distancing with staff** | **Staff being in close proximity to students while teaching.** |  | Classrooms have been cleared to create a maximum space to allow for a clear teaching space at the front.  Classrooms have been cleared to minimise the surfaces to be touched and to create space for each class to have their own area.  Desks organised in rows wherever possible, following DfE guidelines.  Keep doors and windows open wherever possible.  No exercise books or text books to be taken home.  Whole class feedback supports this.  Tissues and tissue bins available in all classrooms. | 01/04/20 |
| **Contamination of equipment or resources** | Exposure to virus through contaminated equipment or resources |  | All soft furnishings and resources which can’t be disinfected are removed from classrooms / shared areas.  Library area quarantined to prevent sharing. This will be routinely reviewed.  All children provided with a labelled, personalised set of basic equipment. New equipment for sale at all entrances to prevent borrowing.  Planner supplied to reduce reliance on various resources such as white boards.  All shared equipment removed from desks and stored as bubble equipment in each base classroom.  Where specialist equipment must be used, this will be quarantined and cleansed between uses.  Reading books for English/Lesson 1 or Reading Response stored in classrooms not shared to reduced number of different pupils accessing them.  Additional hours for cleaning staff, including provision for cleaning during the school day.  Increase use of MS Teams, visualizers and other avenues to share resources.    All surfaces used to be cleaned at the end of the school day.  All students provided with a clear bag for face mask storage.  All catering packaging is one use, partly biodegradable, self-collect packaging.  All students to be supplied with a water bottle to prevent sharing, filling and distribution of plastic bottles. 11/20  Water fountains have been replaced with touch free sensors to allow students and staff to use them without any risk of contamination. | 01/09/20  **10/05/21** |
| **Pupils / staff becoming ill with symptoms** | **A suspected case occurs on site which may increase exposure** |  | Clear information provided to staff and pupils regarding symptoms to be aware and procedure in place to report these promptly to SLT.  Designated room to isolate pupils with symptoms set up. (Well ventilated and thoroughly cleaned after use).  PPE provided for staff members supervising pupils with symptoms. (Fluid-resistant surgical mask).  Parents are contacted promptly to collect pupils with symptoms.  Staff / pupils access testing promptly and school is informed of results if positive.  Where the child, young person or staff member tests positive, the Academy immediately contact the designated health advisory support service. The Academy then implements the plan advised.    The Catch Up Plan/Tiered Provision Plan highlights the procedures in place to continue education and contact of a local lockdown/closure occurs.  A response team is in place to manage reported cases which covers weekends and evenings for rapid response 10/20 | 01/09/20  10/20 |
|  | **A suspected case is reported in which may have increased exposure** |  | Staff / pupils who display symptoms at home must not attend school.  Anyone displaying symptoms at home advised  to self-isolate for 10 days and get tested.  Parents advised to access testing for pupils.  Anyone living with someone who displays symptoms advised to self-isolate for 14 days.  The Academy operates an internal tracking system which supports the identification of patterns and supports investigations with Public Health England. | 01/09/20 |
| **Exposure to virus when managing intimate care needs / first aid of pupils** | Risk of infection due to exposure to bodily fluids or physical contact |  | Identified room(s) for managing intimate care: Front accessible toilet.  PPE provided for staff when managing intimate care / first aid needs. (Fluid resistant surgical mask, disposable gloves, disposable apron). If there is a risk of splashing to the eyes from coughing, spitting or vomiting then eye protection should also be worn).  Daily checks of room and equipment in place to maintain hygiene and supply of PPE Waste and used PPE is disposed of daily. |  |
| **Risk of exposure when working with some pupils with SEND or behaviour issues (e.g.: spitting, restraining etc…)** | Risk of infection due to exposure to bodily fluids or physical contact |  | Addendum to the Behaviour Policy shared to parents, staff and students on additional regulations and sanctions related to COVID 19 such as minor physical contact, spitting, non-adherence to one – way system, zones. | 01/09/20 |
| **Additional risk to CV/CEV staff or students** | **Need to further protect Clinically extremely vulnerable staff / pupils with pre-existing medical conditions.**    **Clinically vulnerable staff / pupils**    Higher risk of complications from the virus |  | Students and adults who have been identified as critically vulnerable or clinically extremely vulnerable should follow the latest guidance.  <https://www.rcpch.ac.uk/resources/covid-19-shielding-guidance-children-young-people#revisions-and-updates>  People who are identified as CV/CEV who are concerned about returning to the academy should seek medical advice and inform the Academy of any issues. | 01/09/20 |
| **Transport to school** | Risk of exposure for pupils travelling on mini buses / school buses / public transport |  | Parents / pupils encouraged to walk or cycle if possible.  Reduce the number of students in any minibus pick up, open windows.  Follow [‘Coronavirus (COVID-19) safer travelling guidance for passengers’](https://www.gov.uk/government/publications/coronavirus-covid-19-safer-transport-guidance-for-operators).  Students must adhere to the bus queuing system. | 01/09/20 |
| **Mental health and wellbeing** | **Students / Families**  Impact on emotional health and wellbeing.  Anxiety, depression.  Absence. |  | Hardship fund budget share increased in order to break down barriers and ensure equipment policy can be followed.  Full programme of strategies to encourage attendance in order to engage with all.  Lesson 1 “Catch up” lessons designed to address mental health as well as lost learning.  Curriculum to include resources to support mental health and wellbeing of pupils with access to support from ELSAs.  Information sent to parents with sources of support for mental health and wellbeing.  Ongoing support for staff from Educational Psychologist / counselling services. | 01/09/20 |
| **Emergency evacuation** | **Staff / Pupils**  Increased risk of exposure during emergency evacuations |  | Revised emergency evacuation plans in place for each setting, including assembly points with social distancing arrangements.  Continue with current procedures with revised spacing on the 3G for assembly points.  Additional fire evacuations completed with year 8 to ensure perfection 10/20 | 01/09/20  10/20 |

**Risk assessment to be regularly reviewed throughout.**