

## Introduction

The government plan is for the full return of all pupils from September 2020: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

School employers and leaders are required by law to think about the risks the staff and pupils face and do everything reasonably practicable to minimise them, recognising they cannot completely eliminate the risk of coronavirus (COVID-19). School employers must therefore make sure that a risk assessment has been undertaken to identify the measures needed to reduce the risks from coronavirus (COVID-19) so far as is reasonably practicable and make the school compliant with guidance. General information on how to make a workplace compliant, including how to approach a coronavirus (COVID-19) risk assessment, is provided by the [HSE guidance on working safely](#).

This risk assessment checklist/tool is based on Government guidelines on COVID-19 as at 2<sup>nd</sup> July 2020 and any subsequent updates and is provided to help schools to prepare and decide arrangements for an increased number of children attending/returning to school. It remains subject to change at a short notice as updates are received from the Department for Education (DfE). [EYFS guidance](#) should be considered for Nursery Schools and Nursery Classes.

Risk assessment is about identifying sensible measures to control the risks in a workplace or when undertaking an activity. The process evaluates the threats and risks of a specified issue/situation and enables the likelihood that somebody could be harmed, together with an indication of how serious the harm could be, to be considered.

The Risk Assessment below details specific measures but as an overarching summary:-

### Core Principles

- Stay at home if you are ill
- Self hygiene
- Academy cleaning regime
- Test and trace engagement
- Reduce contact in school
- Maximise distance in school where possible
  - Bubbles – year group or class
  - Avoid contact between bubbles
  - Forward facing desks
  - Staff and pupil distance where possible
- Minimise contamination.

## Systems of Controls

### 1. Prevent

You **must**:-

- a. Stay at home if unwell
- b. Clean your hands
- c. Catch it, bin it, kill it
- d. Enhance cleaning regimes
- e. Minimise contact

You should try to

- f. Social distance where possible

The 2 mandatory cases for wearing PPE remain – when dealing with a symptomatic member of staff or student or where you normally do in intimate care situations.

### 2. Respond to Infection

- a. Engagement with test and trace (and engagement with [absent@e-act.org.uk](mailto:absent@e-act.org.uk) in all cases)
- b. Management of confirmed cases
- c. Contain local cases alongside PHE

<b>Name of Academy</b>	Ilminster Avenue E-ACT Academy
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<b>Consulted With</b>	<b>Date and How</b>	<b>Comments</b>
Staff	All staff on Monday 20 <sup>th</sup> July (except [REDACTED]). Mop up session for those members of staff	Training was recorded on teams and shared with all staff to rewatch.

	All staff to have a revision session on Tuesday 1 <sup>st</sup> September with mop-up session for any staff who are unable to attend (■■■■)	
Parents	Various updates to parents via social media	
Unions	Initial draft shared with NEU rep ■■■■ on 15 <sup>th</sup> July 2020 Revised draft shared on 21 <sup>st</sup> August 2020	

## Links to related published guidance notes to be referred to alongside the Model Risk Assessment

### Links to DfE Guidance

As new guidance is produced weekly, please refer to [www.gov.uk](http://www.gov.uk) for updates

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>

<https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance#updating-risk-assessments>

<https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care>

<https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings>

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

<https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update>

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people>

<https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools>

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

<https://www.gov.uk/guidance/school-reports-on-pupil-performance-guide-for-headteachers>

<https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19>

Version edits		
Version No.		Published
1	Original	12 <sup>th</sup> July
2	Amended following staff feedback	28 <sup>th</sup> August
3		
4		
5		
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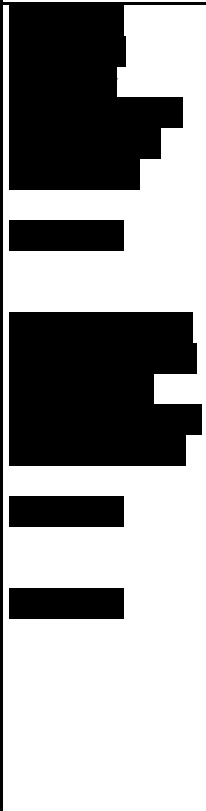
Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
Lack of certainty over returning numbers	<ul style="list-style-type: none"> <li>• Planning for full attendance of all year groups</li> <li>• Phased return arrangements in place for year groups / pupils</li> <li>• Support for pupil/parent anxiety about return to school and vulnerability to COVID-19</li> <li>• 0 number of children remain shielded at home</li> <li>• Any specialist equipment required is returned to school/additional equipment made available to support return</li> <li>• Home to school transport in place where required</li> <li>• Readiness to implement Test and Trace with a process in place for visitors/peripatetic etc.</li> </ul>	<div style="background-color: #00b0f0; padding: 2px; margin-bottom: 5px;"><i>Substitute Risk</i></div> <div style="background-color: #00b0f0; padding: 2px; margin-bottom: 5px;"><i>Substitute Risk</i></div> <div style="background-color: #e91e63; padding: 2px;"><i>Administrative Controls</i></div>	<ul style="list-style-type: none"> <li>• Phased return in place for new Reception and Nursery pupils (see reopening plan)</li> <li>• Staggered start times in place for all year groups.</li> <li>• Information being sent to parents on Thursday 17<sup>th</sup> July. This includes information for any parents that have concerns about their child's health and their return to school should contact the school office or</li> </ul>	<div style="background-color: black; width: 50px; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 50px; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 50px; height: 15px;"></div>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		<p data-bbox="1189 448 1364 512"><i>Eliminate Risk</i></p> <p data-bbox="1189 635 1364 715"><i>Administrative Controls</i></p> <p data-bbox="1189 962 1364 1042"><i>Administrative Controls</i></p> <p data-bbox="1189 1198 1364 1278"><i>Administrative Controls</i></p>	<p data-bbox="1406 296 1827 384">use the year group mailboxes. Many of our parents also like to use direct messages via Facebook.</p> <ul data-bbox="1379 424 1827 1318" style="list-style-type: none"> <li data-bbox="1379 424 1827 544">• Virtual learning will continue to be provided for any pupils that are still shielding. The person responsible for the virtual school is [REDACTED].</li> <li data-bbox="1379 576 1827 847">• Registers of pupil contact will be in place for staff and visitors. We will always consider alternative arrangements for external agencies to minimise contact. The person responsible for 3<sup>rd</sup> party contractors and regional education staff (Ed Psych, play therapy, SALT) is the SENCo.</li> <li data-bbox="1379 887 1827 1070">• Class teachers are responsible for recording class registers and anyone covering their class. SENCo is responsible for timetabling and recording contact for interventions.</li> <li data-bbox="1379 1110 1827 1198">• The Head Teacher is responsible for ensuring that staff are fully documenting contact with pupils.</li> <li data-bbox="1379 1238 1827 1318">• Staff will be updated on test and trace procedures during inset (1<sup>st</sup> September)</li> </ul>	<p data-bbox="1850 448 2051 695">[REDACTED]</p> <p data-bbox="1850 967 2029 1214">[REDACTED]</p> <p data-bbox="1850 1310 1984 1374">[REDACTED]</p>



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		<p data-bbox="1189 568 1364 647"><i>Administrative Controls</i></p> <p data-bbox="1189 743 1364 823"><i>Administrative Controls</i></p> <p data-bbox="1189 1007 1364 1086"><i>Administrative Controls</i></p>	<p data-bbox="1406 296 1830 480">clinically extremely vulnerable is that shielding has been paused. This means you do not need to follow previous shielding advice and can return to school following the reopening of school's guidance.</p> <ul data-bbox="1406 536 1830 1359" style="list-style-type: none"> <li data-bbox="1406 536 1830 663">• These individual RA's should be reviewed following any local or national lockdown decision in the future.</li> <li data-bbox="1406 727 1830 935">• Line Managers to meet with previously shielding staff and review and update the individual risk assessments. This could include the use of PPE although it not included as a requirement in the updated government guidance.</li> <li data-bbox="1406 967 1830 1190">• Where staff numbers are lower than the numbers required our contingency plan is rearranging PPA/cover timetables, LSAs to cover, SLT assigned to bubble to cover and use of supply agency for long term nature of use.</li> <li data-bbox="1406 1222 1830 1359">• Trust-wide face covering guidance from 1<sup>st</sup> September. Every adult (staff and visitor) to wear a face covering in communal areas. This includes the corridors, hall and staff</li> </ul>	<p data-bbox="1850 296 2040 384">[Redacted]</p> <p data-bbox="1850 536 1883 568">[Redacted]</p> <p data-bbox="1850 695 2040 879">[Redacted]</p> <p data-bbox="1850 935 1962 967">[Redacted]</p> <p data-bbox="1850 1222 1962 1254">[Redacted]</p>



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			room. Face coverings are not required in classrooms and outside. 50 visors ordered for all staff to wear (arrived on Wednesday 2 <sup>nd</sup> ). These expectations are shared with all visitors by reception team and they sign to say they agree to the rules. Covid leaflet in main office reception.	
<p><b>Plans are not in place to identify number of classrooms and additional furniture or social distancing measures for each year group</b></p>	<ul style="list-style-type: none"> <li>• SLT and site management team meeting to review school site and specify entry/exit points and classroom use</li> <li>• All classrooms being fully utilised for each class year group and reorganised to allow front facing desks</li> <li>• Furniture items to be arranged to be front facing (may need to acquire additional more suitable furniture e.g. replacing round tables with front facing desks</li> <li>• Spaces identified for use to support mitigating risk of contamination – i.e. holding areas for pupils indifferent class / year group bubbles arriving on a staggered basis, room for pupils / staff showing symptoms before being collected.</li> <li>• Engagement of appropriate services for families not engaging</li> <li>• Curriculum leads in school meet regularly to review impact of plan</li> <li>• Room usage regularly reviewed during school operation when returning and changes made and recorded.</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Design Controls</i></p> <p><i>Design Controls</i></p> <p><i>Substitute Risk</i></p> <p><i>Design Controls</i></p>	<ul style="list-style-type: none"> <li>• Meeting date between Head and Site Manager and regional FM is booked for Monday 20<sup>th</sup> July to discuss any changes to site requirements over the summer.</li> <li>• Desks to be re arranged to face forward and will be completed following the deep clean in August.</li> <li>• In EYFS and Year 1 (term 1) the tables will be joined for small group work in line with continuous provision.</li> <li>• Any additional furniture required will be ordered by 17<sup>th</sup> July.</li> <li>• Plans for multiple children starting/finishing at different times in a family are as follows (see reopening plan)</li> <li>• If anyone becomes symptomatic during the school day the isolation room is the library and an email will</li> </ul>	





Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		<i>Administrative Controls</i>	wear their PE Kits to school on first week back in September.	[Redacted]
		<i>Administrative Controls</i>	<ul style="list-style-type: none"> <li>Children to return to school wearing full school uniform but will be reminded through school communication to clean regularly.</li> </ul>	[Redacted]
		<i>Administrative Controls</i>	<ul style="list-style-type: none"> <li>Timetables will allow regular time for social and emotional support for all pupils delivered through the R and R curriculum by teachers and pastoral teams for more targeted and individual support.</li> </ul>	[Redacted]
		<i>Eliminate Risk</i>	<ul style="list-style-type: none"> <li>No swimming for the Autumn term</li> </ul>	[Redacted]
		<i>Substitute Risk</i>	<ul style="list-style-type: none"> <li>PE lessons will be delivered outside. Separate PE risk assessment will be shared with staff Monday 20<sup>th</sup> July 2020.</li> </ul>	[Redacted]
		<i>Substitute Risk</i>	<ul style="list-style-type: none"> <li>Singing lessons will only take place outside. If non wind instruments are used by more than one bubble then instruments will be cleaned or left for 72hrs before they are used.</li> </ul>	[Redacted]
		<i>Substitute Risk</i>	<ul style="list-style-type: none"> <li>IT lessons – if equipment is used by more than one bubble it will be cleaned or left for 72hrs before they are used.</li> </ul>	[Redacted]
			<ul style="list-style-type: none"> <li>Whole school library remains closed. Small book corners can be</li> </ul>	[Redacted]

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		<p><i>Eliminate Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Eliminate Risk</i></p>	<p>created in classrooms where rooms are big enough to allow for them to ensure the integrity of the bubble.</p> <ul style="list-style-type: none"> <li>• PPA arrangements are shared with staff (see reopening plan)</li> <li>• Arrangements for virtual school are as follow:  <b>* [redacted] leads virtual school.</b>  <b>*New 2020-21 seesaw classes have been established (including reception children)</b>  <b>*seesaw being used for homework and transition to maintain the children's familiarisation with the site.</b>  <b>*Mailboxes maintained and communication re. Seesaw to parents and carers.</b></li> </ul>	<p>[redacted]</p> <p>[redacted]</p>
<p><b>There is a need for additional space to allow for curriculum to be fully delivered</b></p>	<ul style="list-style-type: none"> <li>• Identify available large spaces and appropriate timetabling e.g, dining areas, halls, studios, particularly in outdoor areas.</li> <li>• Large gatherings and assemblies prohibited.</li> <li>• Design layout and arrangements in place to enable social distancing.</li> <li>• The EYFS environment is re-organised to meet requirements of social distancing</li> </ul>	<p><i>Eliminate Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p>	<ul style="list-style-type: none"> <li>• Continue with virtual assemblies and staff meetings/training (see timetable on reopening plan).</li> <li>• Dining arrangements included in reopening plans and are staggered per year group.</li> <li>• Outdoor designated areas in place and are included in the reopening plans.</li> <li>• Each year group will have full access to breadth of curriculum and</li> </ul>	<p>[redacted]</p> <p>[redacted]</p> <p>[redacted]</p> <p>[redacted]</p>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		Administrative Controls	will ensure balance ne of core and no core subjects within the classrooms.	[Redacted]
<b>Parents and carers are not fully informed of the health and safety requirements for the reopening of the school</b>	<ul style="list-style-type: none"> <li>As part of the overall communications strategy parents are kept up to date with information, guidance and the school's expectations on a regular basis using a range of communication tools. A standard guide to the risk assessment and operating procedures pre opening will be provided by the Trust to complement local communications.</li> <li>A parental version of the final Risk Assessment (above) is made available, published on the web site and a mechanism to record and implement any parental feedback is in place.</li> <li>Consider parent and pupil handbooks reflecting changes to usual school policy</li> <li>Advice is made available to parents on arrangements testing for COVID-19</li> <li>Clarify arrangements for pick-up/drop-off, breaktimes, as well as expectations for free study periods</li> <li>Nursery include arrangements for personal care e.g. nappy changing/feeding/sleep arrangements etc</li> </ul>	Administrative Controls  Administrative Controls  Administrative Controls  Administrative Controls	<ul style="list-style-type: none"> <li>Relevant information for parents/pupils will be shared with parents in writing on Thursday 16<sup>th</sup> July 2020.</li> <li>Academies to regularly communicate local plans and procedures to parents through their own communication channels and to produce videos for parents showing the arrangements.</li> <li>Communicate to parent arrangements for intimate care e.g. nappy changing /feeding/sleep arrangements etc in line with intimate care policy</li> <li>Parents should be regularly reminded about not sending their child to school if they become symptomatic, hygiene guidance, latest government advice and arrangements for testing for COVID. This will be via newsletters and social media.</li> </ul>	[Redacted]  [Redacted]  [Redacted]  [Redacted]













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			school measures will recommence. Parents should be fully informed and aware that this may happen and the Academy expectations of virtual learning if this should happen.	
<b>The start and end of the school day create risks of breaching social distancing guidelines</b>	<ul style="list-style-type: none"> <li>• Start and departure times are staggered.</li> <li>• The number of entrances and exits to be used is maximised; where possible different groups to enter through their own access point.</li> <li>• Staff, parents and pupils are briefed, and signage provided to identify which entrances, exits and circulation routes to use.</li> <li>• A plan is in place for managing the movement of people on arrival to avoid groups of people congregating and parents are informed that gathering at school gates needs to be minimised.</li> <li>• Floor markings are visible where it is necessary to manage any queuing.</li> <li>• A plan is in place for the effective and safe hand over of very young children at the beginning and end of the session - particularly around issues of responding to young children who are showing signs of distress.</li> </ul>	<div data-bbox="1189 592 1364 655" style="background-color: #90EE90; padding: 2px; margin-bottom: 5px;"><i>Design Controls</i></div> <div data-bbox="1189 778 1364 858" style="background-color: #FF69B4; padding: 2px; margin-bottom: 5px;"><i>Administrative Controls</i></div> <div data-bbox="1189 981 1364 1061" style="background-color: #FF69B4; padding: 2px; margin-bottom: 5px;"><i>Administrative Controls</i></div> <div data-bbox="1189 1129 1364 1193" style="background-color: #00CED1; padding: 2px; margin-bottom: 5px;"><i>Substitute Risk</i></div> <div data-bbox="1189 1257 1364 1321" style="background-color: #00CED1; padding: 2px;"><i>Substitute Risk</i></div>	<ul style="list-style-type: none"> <li>• Timetables and maps of designated areas and one way systems are included on the reopening plans that have been shared with staff on Monday 20<sup>th</sup> July 2020</li> <li>• Relevant information for parents/pupils will be shared with parents in writing on Thursday 17<sup>th</sup> July.</li> <li>• Inset day planned for 1<sup>st</sup> September will be used to remind staff of plans and procedures.</li> <li>• Plans for multiple children starting/finishing at different times are outlined in the reopening plan.</li> <li>• Plans for adults dropping off/picking up are as follows: only one adult allowed on site, dropping children off swiftly and communicating with teachers via email or phone.</li> </ul>	<div data-bbox="1848 592 1960 619" style="background-color: black; width: 50px; height: 17px; margin-bottom: 10px;"></div> <div data-bbox="1848 778 1960 805" style="background-color: black; width: 50px; height: 17px; margin-bottom: 10px;"></div> <div data-bbox="1848 959 1886 986" style="background-color: black; width: 17px; height: 17px; margin-bottom: 10px;"></div> <div data-bbox="1848 1082 1960 1109" style="background-color: black; width: 50px; height: 17px; margin-bottom: 10px;"></div> <div data-bbox="1848 1204 1960 1232" style="background-color: black; width: 50px; height: 17px;"></div>

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		Substitute Risk	<ul style="list-style-type: none"> <li>Pupil hand over plan are as follows (including how to respond to pupils that show signs of distress):               <ul style="list-style-type: none"> <li>Pastoral (Thrive) support and attendance for identified children</li> <li>Maximum of 5 minutes spent by staff trying to support the hand over with parent.</li> <li>Next steps identified if handover isn't successful.</li> <li>Transition activities planned to ease anxiety.</li> </ul> </li> </ul>	[Redacted]
		Design Controls	<ul style="list-style-type: none"> <li>Floor markings to be refreshed first week back. These should be discussed with Site Manger and RFM at the planned meeting on Monday 19<sup>th</sup> July 2020.</li> </ul>	[Redacted]
		Substitute Risk	<ul style="list-style-type: none"> <li>One adult per child remains in place and preferably older children to be dropped at the school gates</li> </ul>	[Redacted]
		Substitute Risk	<ul style="list-style-type: none"> <li>Parents to enter school building by appointment only to be communicated in July and August including H&amp;S expectations when on site eg. 2m social distancing, hand hygiene.</li> </ul>	[Redacted]

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<b>Daily attendance registers for new cohorts are not in place</b>	<ul style="list-style-type: none"> <li>• Completion of school daily attendance registers</li> <li>• Completion of DfE daily submission (if still applicable)</li> <li>• Regular reporting and monitoring of attendance</li> </ul>	<p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>• Regular reporting and monitoring of attendance through fully operational use of SIMS and daily absence procedures</li> </ul>	
<b>The school is unable to provide breakfast clubs, lunch clubs and after-school clubs</b>	<ul style="list-style-type: none"> <li>• Feasibility on continuation or reimplementaion of wrap-around provision.</li> <li>• Communicate decisions to parents</li> </ul>	<p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Administrative Controls</i></p> <p><i>Design Controls</i></p> <p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p>	<ul style="list-style-type: none"> <li>• Our procedures are as follows: <ul style="list-style-type: none"> <li>• Children kept in their bubble groups for majority of the time but also allowing mixing into slightly wider group for breakfast club.</li> <li>• Breakfast club survey sent out at the end of July for children to book places with nominated days. List added to test and trace register</li> <li>• Entry system via children's entrance.</li> <li>• Disposable items for first month</li> <li>• The children who attend breakfast club at consistent and remain the same across the week</li> </ul> </li> </ul>	    

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		<p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>Reception children to start when full time and only after consent from EYFS lead and headteacher.</li> <li>Each year group is given a set table to eat at</li> <li>Running club can continue (and is pre-booked)</li> <li>Register below (reception to be added when they start attending CPo and LG to staff the club as per usual with SLT on hand for support. FH met with staff to share plan on 17<sup>th</sup> July 2020</li> </ul>	<p>██████</p> <p>██████</p> <p>██████</p> <p>██████</p>
<p><b>Meals are not available for all children in school</b></p>	<ul style="list-style-type: none"> <li>Communication with catering provider to implement staggered break and lunch schedule in line with school operating plan.</li> <li>Catering provider must complete separate risk assessment for catering staff and kitchens</li> <li>School must risk assess any of their own staff involved with catering provision.</li> <li>Cleaning at all times in between different bubbles using the same communal area.</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Substitute Risk</i></p>	<ul style="list-style-type: none"> <li>Communicate to catering provider on Thursday 16<sup>th</sup> July.</li> <li>Our procedures including cleaning arrangements for lunch are as follows: <ul style="list-style-type: none"> <li>Staggered lunchtimes</li> <li>Only two year groups in the hall eating at any one time?</li> </ul> </li> </ul>	<p>██████</p> <p>██████</p>


Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	<ul style="list-style-type: none"> <li>Alternative arrangements in place for provision of school meals if necessary</li> <li>Usual considerations in place for dietary requirements</li> </ul>	<div data-bbox="1189 1034 1364 1114" style="background-color: #ff00ff; padding: 2px; margin-bottom: 5px;"><i>Administrative Controls</i></div> <div data-bbox="1189 1145 1364 1209" style="background-color: #00ff00; padding: 2px; margin-bottom: 5px;"><i>Design Controls</i></div> <div data-bbox="1189 1337 1364 1394" style="background-color: #ffa500; padding: 2px;"><i>Eliminate Risk</i></div>	<p>One group and the other area being cleaned.</p> <ul style="list-style-type: none"> <li>Zones in the playground for each year group.</li> <li>Same SMSA designated to each year group.</li> <li>Aspens to provide a full complement of food options except for salad bar (packed lunches instead).</li> <li>FH met with Tracey on Thursday 16<sup>th</sup> July 2020 to set out plans.</li> <li>Continue to support families when applying for FSM</li> <li>Ensure that SMSAs know about all care plans for the children in their bubble</li> <li>SMSA identified to wipe down tables and chairs between bubbles.</li> </ul> <ul style="list-style-type: none"> <li>Catering risk assessments have been supplied by the contractor.</li> <li>Bristol - Catering supplier will be using disposable equipment during September whilst staff and pupils are getting used to the new arrangements.</li> <li>Salad bar not to be used only plated hot meals and grab and go options.</li> </ul>	<div data-bbox="1850 1034 1980 1066" style="background-color: black; width: 60px; height: 20px; margin-bottom: 10px;"></div> <div data-bbox="1850 1217 2013 1249" style="background-color: black; width: 70px; height: 20px; margin-bottom: 10px;"></div> <div data-bbox="1850 1342 1964 1374" style="background-color: black; width: 50px; height: 20px;"></div>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		<p data-bbox="1189 352 1364 432">Administrative Controls</p> <p data-bbox="1189 496 1364 576">Administrative Controls</p>	<ul data-bbox="1377 328 1834 544" style="list-style-type: none"> <li>• Where applicable catering provider to be included in staff training during inset.</li> <li>• Evidence of staff training for external catering contractor has been sent to ROD.</li> </ul>	<p data-bbox="1848 379 1883 411">█</p> <p data-bbox="1848 507 2018 539">██████████</p>
<p data-bbox="192 611 481 850"><b>School safeguarding policy and procedures are not in place, including updated appendix to include arrangements for COVID-19</b></p>	<ul data-bbox="488 611 1176 1018" style="list-style-type: none"> <li>• Safeguarding remains highest priority and policy is updated to reflect changes</li> <li>• All staff are briefed on updated safeguarding arrangements, including those contacting families of pupils that are not attending school</li> <li>• School to consider any changes to day to day health and safety policies including changes to evacuation arrangements depending on the use of classrooms, entry and exit points and Critical Incident and Lockdown procedures, factoring in social distancing requirements</li> <li>• Expectations to be shared with pupils in the event of the need to evacuate the building in an emergency</li> </ul>	<p data-bbox="1189 611 1364 691">Administrative Controls</p> <p data-bbox="1189 874 1364 954">Administrative Controls</p> <p data-bbox="1189 1050 1364 1129">Administrative Controls</p> <p data-bbox="1189 1193 1364 1273">Administrative Controls</p>	<ul data-bbox="1377 611 1839 1297" style="list-style-type: none"> <li>• E-ACT Child Protection &amp; Safeguarding Policy is being updated and will be in place from 1<sup>st</sup> September with all staff receiving training during the inset Tuesday 1<sup>st</sup> September</li> <li>• Measures are in place for remote learning/sessions to ensure any staff not on site receive the update in a timely manner</li> <li>• Inset day planned for Tuesday 1<sup>st</sup> September will be used to remind staff of plans and procedures.</li> <li>• During inset on Tuesday 1<sup>st</sup> September, staff will be updated on changes to policies. These can be found <a href="https://www.e-act.org.uk/e-act-policies/">https://www.e-act.org.uk/e-act-policies/</a> or <a href="https://insight.e-act.org.uk/policies">https://insight.e-act.org.uk/policies</a></li> </ul>	<p data-bbox="1848 611 1883 643">█</p> <p data-bbox="1848 850 1960 882">██████████</p> <p data-bbox="1848 1010 1883 1042">█</p> <p data-bbox="1848 1121 1883 1153">█</p>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
<p><b>Higher risk of increased disclosures from returning pupils</b></p>	<ul style="list-style-type: none"> <li>• DSL capacity is factored into staffing arrangements to ensure enough staff are available to deal with the potential increase in disclosures from pupil</li> <li>• Contact is maintained with families where there are vulnerable pupils that are not attending school due to parent/carer decision</li> <li>• Multi-agency arrangements in place to support early help</li> </ul>	<p>Administrative Controls</p> <p>Administrative Controls</p> <p>Administrative Controls</p>	<ul style="list-style-type: none"> <li>• Safeguarding teams have increased capacity in comparison to 2019-2020 to further support this.</li> <li>• The robust nature of the welfare check process during lockdown will mitigate against this</li> <li>• Safeguarding awareness session for all staff during insets in September will include refresher on dealing with disclosures.</li> </ul>	<p>██████████</p> <p>██████████</p> <p>██████████</p>
<p><b>Insufficient staff confidence or awareness of mental health, pastoral support, wider wellbeing support for pupils returning to school</b></p>	<ul style="list-style-type: none"> <li>• Academy arrangements for dealing with pupil wellbeing to cover:-</li> <li>• Increase capacity of mental health first aid trainers in order to get more first aiders trained urgently.</li> <li>• Train staff on teaching about mental wellbeing and then use tutor times to support students in rebuilding friendships and social engagement, equipping them to respond to issues linked to coronavirus and improving their physical and mental wellbeing.</li> <li>• Provide focused pastoral support where individual issues are identified, drawing on external support where necessary.</li> <li>• Details of new space funded and created over the summer to be added.</li> </ul>	<p>Administrative Controls</p> <p>Administrative Controls</p> <p>Administrative Controls</p> <p>Administrative Controls</p>	<ul style="list-style-type: none"> <li>• Safeguarding awareness session for all staff during INSETs in September will include key signs/symptoms for poor mental health and key interventions</li> <li>• Continuation of the R and R curriculum for all year groups, this will include wave 2 and 3 for further intervention for individual identified pupils.</li> <li>• Mental wellbeing lead in academy is Cherrie Potter, Becky Peckham and Claire Peters.</li> <li>• Mental wellbeing lead will support staff with wellbeing support with pupils by implementing the R&amp;R curriculum and weekly JIGSAW</li> </ul>	<p>██████████</p> <p>██████████</p> <p>██████████</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		Substitute Risk	<p>lessons. Leads had a planning meeting on Thursday 16<sup>th</sup> July.</p> <ul style="list-style-type: none"> <li>Detail here the plans for your R&amp;R wellbeing spaces:</li> <li><i>Use of full-time cleaner to clean the thrive room regularly throughout the day.</i></li> <li><i>Thrive bubble to be added to the track and trace register.</i></li> <li><i>Thrive room to be cleaned after every change over. Cleaner to be called to do this. CPe also has own cleaning equipment for tables and chairs.</i></li> <li><i>Parents/carers informed about the intervention and measures in place.</i></li> </ul>	[Redacted]
<p><b>Pupils' behaviour on return to school does not comply with social distancing guidance</b></p>	<ul style="list-style-type: none"> <li>Clear messaging to pupils on the importance and reasons for social distancing, reinforced throughout the school day by staff and through posters, electronic boards, and floor markings. For young children this is done through age-appropriate methods such as stories and games.</li> <li>Arrangements for social distancing of younger school children have been agreed and staff are clear on expectations in line with DfE advice</li> <li>Staff model social distancing consistently.</li> <li>The movement of pupils around the school is minimised.</li> <li>Large gatherings are avoided.</li> <li>Break times and lunch times are structured and closely supervised.</li> </ul>	<p>Administrative Controls</p> <p>Administrative Controls</p> <p>Administrative Controls</p>	<ul style="list-style-type: none"> <li>The revised behaviour policy to be read and discussed with staff during September inset.</li> <li>The revised behaviour policy to be communicated with parents and pupils in September by on inset day on Tuesday 1<sup>st</sup> September.</li> <li>The behaviour policy will include the pastoral offer for pupils returning who are anxious and have an increased level of trauma.</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	<ul style="list-style-type: none"> <li>The school's behaviour policy has been revised to include compliance with social distancing and this has been communicated to staff, pupils and parents.</li> <li>Senior leaders monitor areas where there are breaches of social distancing measures and arrangements are reviewed.</li> <li>Messages to parents to reinforce the importance of and exhibit social distancing.</li> </ul>			
<p><b>Pupils may have fallen behind in their learning during school closures and achievement gaps will have widened</b></p>	<ul style="list-style-type: none"> <li>Gaps in learning are assessed and addressed in teachers' planning.</li> <li>Home (and remote learning if necessary) is continuing and is calibrated to complement in-school learning and address gaps identified.</li> <li>Exam syllabi are covered where appropriate</li> <li>Plans for intervention are in place for those pupils who have fallen behind in their learning and are supported through home learning</li> <li>Consider the response to young children who have fallen behind in their self-care skills</li> <li>School is aware of pupils who are young carers and have targeted support for online learning where they are unable to return to school</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Eliminate Risk</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>Gaps in learning are addressed as follows: <ul style="list-style-type: none"> <li>Use of baseline assessments and constant formative assessments.</li> <li>Use of R&amp;R surveys are the beginning and end of term 1.</li> </ul> </li> <li>Arrangements for online learning platforms to compliment in school learning are as follows: <ul style="list-style-type: none"> <li>Seesaw available for children who are shielding or self-isolating.</li> <li>Virtual school lead to administer 2020-21 changes to classes and teachers to prepare for a local lockdown.</li> </ul> </li> <li>Consultation from teachers will be included in the planning of catch up funding and small group interventions to address gaps in learning and consolidation of learning.</li> </ul>	

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
<p><b>School unable to meet full provision required in line with EHCP</b></p>	<ul style="list-style-type: none"> <li>Review individual pupil's EHCP to consider what can reasonably be provided whilst in school</li> <li>Where EHCPs have been adapted to make any allowances for the restrictions of COVID-19, these plans are reviewed to include the interim arrangements under the recovery plan</li> <li>Access support through health and social care offer</li> </ul>	<p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>All pupils with an EHCP or significant SEND to have a risk assessment in September which is regularly reviewed to consider what can reasonably be provided whilst in school.</li> </ul>	<p>[Redacted]</p>
<p><b>What can we do differently for SEN/D students so they transition smoothly back into school and make up for lost curriculum time?</b></p>	<ul style="list-style-type: none"> <li>Provide specific help and preparation for the changes to routine, and provide specialist interventions swiftly on students' return, including external agencies.</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>SENCOs have been provided with transition resources developed by the Regional Educational Psychologist and Systems Leads for SEND and Behaviour.</li> <li>SENCOs have been directed to the SEND Gateway Community of Practice to keep up to date with best practice for pupils with SEND returning to school.</li> <li>Pupils who are at greater risk should have an individual risk assessment in place. This includes pupils that need additional assistance with movement around the school.</li> <li>SENCOs to liaise with teachers regarding learning, transitions and additional support for SEND pupils.</li> <li>SEND pupils will have consistent support from the same key worker where appropriate.</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		Administrative Controls		
Operational needs of school create insufficient resource to support ongoing learning offer for eligible pupils who can't attend school, as well as those that continue to be out of school	<ul style="list-style-type: none"> <li>Review the resources required to sustain the online offer for pupils that are unable to attend school</li> </ul>	Eliminate Risk	<ul style="list-style-type: none"> <li>Seesaw access for children shielding or self-isolating.</li> </ul>	[Redacted]
Recruitment	<ul style="list-style-type: none"> <li>Recruitment to continue as usual with social distancing and other relevant control measures in place for interviews and observations</li> <li>Retrospective observations for summer term recruitment to be completed in school</li> </ul>	Administrative Controls	<ul style="list-style-type: none"> <li>SCR checks (including any new starters recruited during lockdown) will be completed by Headteacher/DSL prior to pupils returning w/c 01/09/20</li> <li>The date the observations will take place of those with a conditional offer will be early September 2020</li> </ul>	[Redacted]
Deployment of ITT trainees	<ul style="list-style-type: none"> <li>Strongly encourage schools to consider hosting ITT trainees</li> <li>Take responsibility, with usual mentor oversight, for small groups of pupils across or within years, adapting resources for such groups, creating online learning materials, re-planning sequences of lessons or delivering catch-up lessons</li> <li>Be engaged in wider professional activity, for instance tackling pupil, family and school needs by learning about, identifying and addressing challenges such as vulnerability, mental health problems or safeguarding issues</li> </ul>	Administrative Controls	<ul style="list-style-type: none"> <li>ITT arrangements are:</li> <li>Mentor and trainee meet before the summer.</li> <li>ITT student completes induction period.</li> <li>Regular review meetings with ITT and mentor and Regional ITT lead</li> <li>Review paperwork to be completed in a timely fashion.</li> </ul>	[Redacted]

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	<ul style="list-style-type: none"> <li>Develop or engage in working groups to share best practice around resilience, commitment and team working</li> <li>Work in pairs or groups to co-plan, co-teach and co-assess lessons with their mentors or other trainees. Paired and group placements, where these are possible, benefit trainees, mentors and teaching staff, promoting a greater sense of team collaboration, ongoing professional learning and reductions in workload</li> </ul>			
<b>Identify staff unable to return to school</b>	<ul style="list-style-type: none"> <li>Through the process above of understanding level of returning staff, identify specific activities for staff who following their risk assessment are not able to return to the workplace but are able to work remotely.</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>Regional vulnerable staff tracker in place and will be updated in accordance with the updated risk assessments.</li> <li>Line Managers to meet with previously shielding staff and review and update the individual risk assessments. The guidance for the clinically extremely vulnerable is that shielding has been paused. This means you do not need to follow previous shielding advice and can return to school following the reopening of school's guidance.</li> <li>These individual RA's should be reviewed following any local or national lockdown decision in the future.</li> <li>Number of staff unable to return to school is 0 (on 20<sup>th</sup> July 2020)</li> </ul>	 



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		Administrative Controls	to monitor the risk assessment and the control measures we have put in place. This way we will be able to judge whether our control measures are and remain effective.	[Redacted]
		Administrative Controls	<ul style="list-style-type: none"> <li>All staff have a responsibility to oversee the process, discussing and helping to implement solutions, as well as monitoring the solutions for effectiveness.</li> </ul>	[Redacted]
		Administrative Controls	<ul style="list-style-type: none"> <li>Our risk assessments will be reviewed weekly by the head teacher considering all discussions with staff and to see if any further control measures are required. They will also be reviewed if there are any changes to government guidance.</li> </ul>	[Redacted]
		Administrative Controls	<ul style="list-style-type: none"> <li>Head teachers and phase leaders will include risk assessment reviews on their weekly staff meetings/briefing, and this will be followed up by the head teacher at their weekly SLT meetings. Any changes will be identified and discussed with the RED and ROD. Any updates that are required will be changed on the current Risk Assessment and a new version will be shared with all staff. We will be keeping a record of the versions and referencing what update have been made so it is clear.</li> </ul>	[Redacted]



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		<p><i>Substitute Risk</i></p> <p><i>Eliminate Risk</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>• Bubble to remain in their classrooms or outside in their designated areas.</li> <li>• No assemblies</li> <li>• Registers of pupil contact will be in place for staff and visitors. The person responsible for 3<sup>rd</sup> party contractors and regional staff (Ed Psych, play therapy, SALT) is the SENCo.</li> <li>• Class teachers are responsible for recording class registers and anyone covering their class. SENCo is responsible for timetabling and recording contact for interventions.</li> <li>• The Head Teacher is responsible for ensuring that staff are fully documenting contact with pupils.</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>
<p><b>Staff rooms and offices do not allow for observation of social distancing guidelines</b></p>	<ul style="list-style-type: none"> <li>• Staff rooms and offices have been reviewed and appropriate configurations of furniture and workstations have been put in place to allow for social distancing.</li> <li>• Staff have been briefed on the use of these rooms.</li> </ul>	<p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p>	<ul style="list-style-type: none"> <li>• Number of staff members allowed in staffroom at one time is 8</li> <li>• Arrangements for PPA are as follows: <ul style="list-style-type: none"> <li>• Can be taken at home (teams meeting with partner teacher).</li> <li>• Use of resource room or head's office (if diary allows)</li> </ul> </li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
<p><b>Queues for toilets and handwashing risk non-compliance with social distancing measures</b></p>	<ul style="list-style-type: none"> <li>• Queuing zones for toilets and hand washing have been established and are monitored. Where possible create hand washing and toilet usage only within bubbles</li> <li>• Nursery have arrangements in place to meet the staffing requirements when changing nappies and responding to children changing requirements.</li> <li>• Floor markings remain in place to promote social distancing.</li> <li>• Pupils and staff know that they can only use the toilet one at a time.</li> <li>• Pupils are encouraged to access the toilet during class/throughout the day to help avoid queues.</li> <li>• The toilets are cleaned frequently to take account for the number of pupils accessing the facilities.</li> <li>• Monitoring ensures a constant supply of tissues, soap, paper towels - hand driers reinstated.</li> <li>• Lidded Bins are emptied regularly.</li> <li>• Pupils are reminded regularly on how to wash hands and young children are supervised in doing so. Handwashing/sanitising is incorporated into the daily timetable.</li> <li>• Provision of hand gel is made available where there are no handwashing facilities, in all learning areas. reception areas and entry and exit points. Supervised use for young pupils.</li> </ul>	<p><i>Design Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>• Hand washing can be completed in classrooms wither at sink or using the hand sanitiser station as well as after using the toilet.</li> <li>• Remind staff of these key points at inset 1<sup>st</sup> September.</li> <li>• A risk Assessment will be in place for pupils with complex needs. Ensuring that these pupils are appropriately supervised so that they are be well assisted, and that sanitiser isn't ingested or misused in other ways.</li> <li>• Levels of stock of hygiene items should be monitored and ordered by site manager.</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>
<p><b>Cleaning capacity is reduced so that an initial deeper clean and ongoing cleaning of surfaces and touch points are not undertaken to the standards required</b></p>	<ul style="list-style-type: none"> <li>• A return-to-work plan for cleaning staff (including any enhanced cleans) agreed with contracting agencies prior to September opening and in line with current guidance.</li> <li>• An enhanced cleaning schedule is agreed and implemented which minimises the spread of infection, making full use of timetable breaks, between lunch groups, before and after school. In line with current guidance.</li> </ul>	<p><i>Design Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>• The daily cleaner will remain in place from September</li> <li>• Full cleaning timetable will be completed and discussed with the cleaning supplier on w/c 1<sup>st</sup> September</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p>


Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	<ul style="list-style-type: none"> <li>• Introduce enhanced daily cleaning of doorways, handles and corridor walls and other frequently touched surfaces.</li> <li>• Introduce cleaning of shared resources where required and consider role of our staff (eg technicians) in this.</li> <li>• More frequent cleaning of rooms / shared areas that are used by different groups</li> <li>• Working hours for cleaning staff are increased in agreement with staff if required and budgeted.</li> <li>• Outdoor playground equipment should be more frequently cleaned.</li> </ul>	<p><i>Design Controls</i></p> <p><i>Design Controls</i></p> <p><i>Design Controls</i></p> <p><i>Substitute Risk</i></p> <p><i>Design Controls</i></p> <p><i>Substitute Risk</i></p> <p><i>Design Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>• The daily cleaning timetable will include frequently handled surfaces such as door handles, light switches, table/counter tops, handrails, bannisters, toilets and shared rooms.</li> <li>• All other areas will be cleaned daily by the end of the day team.</li> <li>• Specialist wipes are provided for cleaning of IT equipment.</li> <li>• Complete a review to see if there is a need to provide a dedicated space for any breastfeeding women and which will need to be cleaned thoroughly after each use.</li> <li>• Each classroom will continue to be provided with gloves, disinfectant spray and wipes.</li> <li>• We will reduce shared items across bubbles to reduce the need of cleaning of such items and if shared these will need to be left unused for 72 hours.</li> <li>• Outdoor equipment if used will be regularly cleaned by staff.</li> <li>• Where applicable cleaning provider to be included in staff training during inset.</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p> <p>Check delivery</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		<p data-bbox="1189 355 1364 432"><i>Administrative Controls</i></p> <p data-bbox="1189 496 1364 560"><i>Substitute Risk</i></p>	<ul data-bbox="1377 328 1836 794" style="list-style-type: none"> <li>• Evidence of staff training for external cleaning contractors should be sent to ROD.</li> <li>• Our arrangements for pupils' belongings and school items once in school and taking home are: <ul data-bbox="1377 549 1836 730" style="list-style-type: none"> <li>• No bags/pencil cases allowed.</li> <li>• Lunchbox, bottle, sunhat to be stored on and under their table.</li> <li>• Coats on backs of chairs.</li> <li>• PE kits to be worn into school on PE day.</li> </ul> </li> </ul> <p data-bbox="1377 738 1825 794">These will be shared with parents w/c 14<sup>th</sup> July 202</p>	<p data-bbox="1850 355 2011 384">██████████</p> <p data-bbox="1850 480 1966 509">██████████</p>
<p data-bbox="199 836 474 1018"><b>Procedures are not in place for Covid-19 clean following a suspected or confirmed case at school</b></p>	<ul data-bbox="488 839 1176 1182" style="list-style-type: none"> <li>• Cleaning company/team is aware of the guidance for cleaning of non-healthcare settings <u>COVID-19: cleaning of non-healthcare settings guidance</u></li> <li>• Plans are in place to identify and clean all areas with which the symptomatic person has been in contact</li> <li>• Sufficient and suitable equipment is available for the required clean</li> <li>• Adequate disposal arrangements are in place to dispose of contaminated waste</li> <li>• Cleaning of the area where staff or students are held when falling ill with symptoms during the day.</li> </ul>	<p data-bbox="1189 839 1364 916"><i>Administrative Controls</i></p> <p data-bbox="1189 1038 1364 1118"><i>Administrative Controls</i></p> <p data-bbox="1189 1214 1364 1278"><i>Design Controls</i></p>	<ul data-bbox="1377 839 1832 1391" style="list-style-type: none"> <li>• Head and regional FM regularly meeting with cleaning supplier to ensure we are compliant to the <u>COVID-19: cleaning of non-healthcare settings guidance</u></li> <li>• Head to continue to direct the daily cleaner to the isolation room once a child has left it for a full clean and disposal of waste.</li> <li>• To dispose of waste from people with symptoms of coronavirus (COVID-19), such as disposable cleaning cloths, tissues and PPE: <ul data-bbox="1377 1337 1832 1391" style="list-style-type: none"> <li>· put it in a plastic rubbish bag and tie it when full</li> </ul> </li> </ul>	<p data-bbox="1850 839 1883 868">████</p> <p data-bbox="1850 1023 1883 1051">████</p> <p data-bbox="1850 1174 1989 1203">██████████</p>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
			<ul style="list-style-type: none"> <li>· place the plastic bag in a second bin bag and tie it</li> <li>· put it in a suitable and secure place marked for storage for 72 hours</li> </ul>	
<b>Inadequate supplies of soap and hand sanitiser mean that regular hand washing routines cannot be established</b>	<ul style="list-style-type: none"> <li>• An audit of handwashing facilities and sanitiser dispensers is undertaken before the school reopens and additional supplies are purchased if necessary.</li> <li>• Appropriate measures to supervise effective hand washing of young children are in place</li> <li>• Monitoring arrangements are in place to ensure that supplies of soap, hand towels and sanitiser are maintained throughout the day</li> <li>• Posters and electronic messaging boards reinforce the need to wash hands regularly and frequently, including on arrival at school.</li> <li>• Reinforce 'catch it, kill it, bin it' message</li> </ul>	<p><i>Design Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>• All classrooms have access to hand sanitising, wipes and sinks for handwashing.</li> <li>• Relevant information for parents/pupils will be shared with parents on 16<sup>th</sup> July 2020</li> <li>• Inset day planned for 1<sup>st</sup> September will be used to remind staff of plans and procedures.</li> <li>• Handwashing posters to be updated around the school building.</li> <li>• Staff to regularly remind pupils about good hygiene practices eg Pupils to be reminded to catch their coughs and sneezes with a tissue or their elbow including EYFS.</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		Substitute Risk	<ul style="list-style-type: none"> <li>IT lessons – if equipment is used by more than one bubble it will be cleaned or left for 72hrs before they are used</li> </ul>	[Redacted]
<p><b>Staff, pupils and parents are not aware of the school's procedures (including on self-isolation and testing) should anyone display symptoms of COVID-19 or should there be a confirmed case of COVID-19 in the school</b></p>	<ul style="list-style-type: none"> <li>Staff, pupils and parents have received clear communications informing them of current government guidance on the actions to take should anyone display symptoms of COVID-19 and how this will be implemented in the school and to <b>stay at home if unwell</b>.</li> <li>Staff caring for young children are vigilant for symptoms of COVID-19 and signs of illness that may be associated to it as per government advice.</li> <li>This guidance has been explained to staff and pupils as part of the induction process.</li> <li>Bubble registers to be in place as well as recording of any close contact with bubbles</li> <li>Staff are aware of the location of the emergency PPE pack and the situations where its use is mandatory – when dealing with symptomatic students or staff or for close intimate care / first aid..</li> <li>Any updates or changes to this guidance are communicated in a timely and effective way to all stakeholders.</li> <li>Report cases immediately to ROD and email <a href="mailto:absent@e-act.org.uk">absent@e-act.org.uk</a> and the Health Protection Team in Public Health England using the online reporting system available here: <a href="https://surveys.phe.org.uk/TakeSurvey.aspx?SurveyID=n4KL97m2I">https://surveys.phe.org.uk/TakeSurvey.aspx?SurveyID=n4KL97m2I</a> or by telephone to 0344 225 3560 (opt 0 opt 2). Keep up to date with PH updates on responding to cases in schools during the contact tracing phase of the response.</li> </ul>	<p>Administrative Controls</p> <p>Administrative Controls</p> <p>Administrative Controls</p> <p>Administrative Controls</p>	<ul style="list-style-type: none"> <li>Staff to be reminded of <b>all of these</b> key points during INSET 1<sup>st</sup> September</li> <li>Posters highlighting this procedure should be put up in non-pupil settings around the school building.</li> <li>Regular reminders will be sent to parents via newsletters and social media.</li> <li>Anyone that has been advised by PHE to isolate as they have been in contact with a positive case should remain at home for 14 days.</li> </ul>	[Redacted]

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	<ul style="list-style-type: none"> <li>• PHE will engage and advise on steps to take following reports by us to them AND if they contact us from wider test and trace in the community.</li> <li>• Note trigger of 2 positive cases in 14 days may result in them taking closer interest in the situation at the Academy.</li> <li>• Contact with PHE immediately and their advice on next steps is critical as well as notifying the Trust.</li> <li>• Nominate a co ordinator in the academy who the Trust can regularly liaise with.</li> <li>• <b>It is a critical system of control that we respond to any infection in line with the detailed PHE guidance and we report every potential case to absent@e-act in order that we can prepare for the potential implications of a subsequent positive result.</b></li> <li>• Any teaching and support staff who develop symptoms of COVID-19 are eligible for testing via the essential worker scheme, which can be a home test kit or drive-through test appointment. <a href="https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested">https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</a></li> <li>• Academies will be sent home test kits that can be handed to staff / parents as required. This stock to be managed and records kept of who it has been provided to.</li> <li>• Understanding of latest HSE RIDDOR REPORTING guidance for Covid-19 on when and how to report exposure to coronavirus or a diagnosis of COVID 19, in the workplace under RIDDOR. Refer to ROD.</li> </ul>			
<b>Arrangements to isolate individuals displaying symptoms</b>	<ul style="list-style-type: none"> <li>• School's isolation room/space has been assessed to ensure social distancing and isolation measures are not compromised</li> </ul>	<i>Design Controls</i>	<ul style="list-style-type: none"> <li>• Isolation room arrangements <i>The library is the designated isolation room. Staff know the location of this</i></li> </ul>	

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
of COVID-19 are not in place	<ul style="list-style-type: none"> <li>• Immediate notification to absent@e-act in every case where a student/staff is symptomatic</li> <li>• Must contact ROD/RED and COO</li> <li>• For very young children there is a designated area available where a key person can continue to support the child away from the rest of the group until collection by parent/carer.</li> <li>• Procedures are in place for medical rooms or other spaces to be cleaned after suspected COVID-19 cases, along with other affected areas, including toilets.</li> <li>• PPE to be used for accompanying staff where pupil symptomatic and 2m distance cannot be sustained.</li> </ul>	<p>Administrative Controls</p> <p>Design Controls</p>	<p>room and there is appropriate signage. The room had windows, a blind and a door that can be shut. The disable toilet can be used by the child</p> <ul style="list-style-type: none"> <li>• Head to continue to direct the daily cleaner to the isolation room once a child has left it for a full clean and disposal of waste.</li> <li>• To dispose of waste from people with symptoms of coronavirus (COVID-19), such as disposable cleaning cloths, tissues and PPE: <ul style="list-style-type: none"> <li>· put it in a plastic rubbish bag and tie it when full</li> <li>· place the plastic bag in a second bin bag and tie it</li> <li>· put it in a suitable and secure place marked for storage for 72 hours</li> </ul> </li> </ul>	<p>█</p> <p>██████████</p>
Provision of PPE for staff where required is not in line with government guidelines	<ul style="list-style-type: none"> <li>• Government guidance on wearing PPE is understood and communicated</li> <li>• Sufficient PPE has been procured through normal stockist</li> <li>• PPE requirements for individual pupils and staff have been risk assessed and sourced through normal stockist</li> </ul>	<p>Design Controls</p> <p>Administrative Controls</p>	<ul style="list-style-type: none"> <li>• PPE will be continued to be supplied to each Academy.</li> <li>• Revised guidance and refresher training will be given to staff during inset on Tuesday 1<sup>st</sup> September 2020.</li> </ul>	<p>██████████</p> <p>█</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	<ul style="list-style-type: none"> <li>Those staff required to wear PPE (e.g. SEND intimate care; receiving/handling deliveries; cleaning staff) have been instructed on how to put on and how to remove PPE carefully to reduce contamination and how to dispose of them safely.</li> <li>Staff are reminded that wearing of gloves is not a substitute for good handwashing.</li> <li>Avoid face to face contact and minimise interaction under 1m with young pupils, except for those with complex needs</li> <li>Appropriate measures are taken on the cleaning of reusable PPE items in line with guidance</li> </ul>	<p data-bbox="1193 323 1359 403"><i>Administrative Controls</i></p> <p data-bbox="1193 467 1359 531"><i>Design Controls</i></p> <p data-bbox="1193 810 1359 874"><i>Design Controls</i></p>	<ul style="list-style-type: none"> <li>Cleaning supplier will be instructed to complete refresher training for their staff.</li> <li>Used PPE and any disposable face coverings that staff, children, young people or other visitors arrive wearing should be placed in a refuse bag and can be disposed of as normal domestic waste unless the wearer has symptoms of coronavirus (COVID-19), in line with the <a href="#">guidance on cleaning for non-healthcare settings</a>.</li> <li>Any homemade non-disposable face coverings that staff or children, young people or other visitors are wearing when they arrive at their setting must be removed by the wearer and put in a plastic bag that the wearer has brought with them in order to take it home. The wearer must then clean their hands.</li> </ul>	<p data-bbox="1852 323 2004 355">[Redacted]</p> <p data-bbox="1852 443 1937 475">[Redacted]</p> <p data-bbox="1852 786 2045 850">[Redacted]</p>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
<p><b>PPE provision is not in place for staff providing intimate care and for cases where a child becomes unwell with symptoms of coronavirus and needs direct personal care until they can return home</b></p>	<ul style="list-style-type: none"> <li>Requirements for PPE have been assessed in line with DfE guidelines</li> <li>Sufficient stock has been ordered using school's usual suppliers</li> <li>ROD must be satisfied that arrangements are in place and in line with DfE guidelines</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Design Controls</i></p> <p><i>Design Controls</i></p> <p><i>Design Controls</i></p>	<ul style="list-style-type: none"> <li>PPE ordered is in line with government guidance.</li> <li>Sufficient stock is already on site as demand for PPE remains low other than when used for isolation room, intimate care and some cases of first aid.</li> <li>PPE must be worn by staff caring for a child with symptoms while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs)</li> <li>PPE must be worn where a child has intimate care needs in line with the intimate care policy.</li> <li>To dispose of waste from people with symptoms of coronavirus (COVID-19), such as disposable cleaning cloths, tissues and PPE: <ul style="list-style-type: none"> <li>put it in a plastic rubbish bag and tie it when full</li> <li>place the plastic bag in a second bin bag and tie it</li> <li>put it in a suitable and secure place marked for storage for 72 hours</li> </ul> </li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		Administrative Controls		
<b>Fire procedures are not appropriate to cover new arrangements</b>	<ul style="list-style-type: none"> <li>• Fire procedures have been reviewed and revised where required, due to: <ul style="list-style-type: none"> <li>○ Any revised building layout</li> <li>○ Reduced numbers of pupils/staff</li> <li>○ Social distancing rules during evacuation and at muster points</li> <li>○ Possible need for additional muster point(s) to enable social distancing where possible</li> </ul> </li> <li>• Staff and pupils-have been briefed on any new evacuation procedures.</li> <li>• Incident controller and fire marshals have been trained and briefed appropriately.</li> <li>• Fire drill arranged in early September.</li> </ul>	Substitute Risk	<ul style="list-style-type: none"> <li>• Fire procedures have been updated and have been added to the reopening documents.</li> <li>• Fire drill will take place w/c 7<sup>th</sup> September.</li> </ul>	<p>[REDACTED]</p> <p>[REDACTED]</p>
<b>Fire marshals absent due to self-isolation</b>	<ul style="list-style-type: none"> <li>• An additional staff rota is in place for fire marshals to cover any absences and staff have been briefed accordingly.</li> <li>• Sufficient staff appropriately trained in fire marshal duties as required</li> </ul>	Administrative Controls	<ul style="list-style-type: none"> <li>• Fire Marshall training was completed by all staff during lockdown.</li> </ul>	<p>[REDACTED]</p>
<b>Statutory compliance has not been completed due to the availability of contractors during lockdown</b>	<ul style="list-style-type: none"> <li>• All statutory compliance is up to date.</li> <li>• Where water systems have not been maintained throughout lockdown, chlorination, flushing and certification by a specialist contractor has been arranged.</li> </ul>	Administrative Controls	<ul style="list-style-type: none"> <li>• All statutory compliance testing has been completed and is up to date.</li> </ul>	<p>[REDACTED]</p>

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
<b>Measures have not been put in place to protect staff and pupils with underlying health issues, BAME staff, and those who are shielding</b>	<ul style="list-style-type: none"> <li>Equality impact assessment is updated prior to full return for staff and pupils. This will be reviewed centrally and then sent to academies in good time ahead of Sep re opening for local update.</li> </ul>	<p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>EIA updated August 2020</li> </ul>	<p>█</p>
<b>Parents do not follow advice on social distancing when visiting the school</b>	<ul style="list-style-type: none"> <li>Visitors (including parents/carers) to the school may be restricted to one area, or to an allocated appointment time. Any visitors arriving without an appointment should be turned away and advised to make an appointment.</li> <li>All visitors must be recorded with contact details and the area of the school / bubble they are engaging with.</li> <li>Arrangements for visiting the school are communicated to parents/ carers</li> <li>Expectations around hygiene and social distancing are communicated with parents/carers/visitors including drop-off/pick-up time to reduce gatherings</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>Parents will be notified that entering the school building is permitted by appointment only on 20th July</li> <li>Full reopening plan including details on how to manage visitors will be shared with staff on 20th July and 1st September</li> <li>A list is being created of all 3<sup>rd</sup> party contractors working with our pupils and arrangement and expectations will be sent to them on 1<sup>st</sup> September</li> <li>A register of third party contractors working with our pupils will be overseen by head. Individual registers will be held on the track and trace register should they need to be accessed for track and trace reasons.</li> <li>Office staff will direct visitors to a poster in reception which outlines expectations around the site.</li> </ul>	<p>█</p> <p>█</p> <p>█</p> <p>█</p> <p>█</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
		Administrative Controls	<ul style="list-style-type: none"> <li>Meeting date between Head, Site Manager and regional FM is booked for 1<sup>st</sup> September to discuss any changes to site requirements over the summer.</li> </ul>	
School Transport	<ul style="list-style-type: none"> <li>➤ ensure parents and young people are aware of recommendations on transport to and from education or childcare setting (including avoiding peak times). Read the <a href="#">Coronavirus (COVID-19): safer travel guidance for passengers</a></li> <li>➤ ensure that transport arrangements cater for any changes to start and finish times</li> </ul> <p><b>In addition:</b></p> <ul style="list-style-type: none"> <li>Encourage walking, cycling or scooting to their education setting where possible.</li> <li>Identify possible park and stride sites - parents and others who do have to drive can then park (legally) nearby and walk the last part of their journey.</li> <li>Consider using social media messaging to inform the local community that parents/pupils may be travelling at specific times in order to avoid pavement congestion.</li> </ul>	Administrative Controls  Administrative Controls	<ul style="list-style-type: none"> <li>A review of pupils and staff that use public transport will be completed on 1st September</li> <li>Share national guidance with pupils/parents/staff of those identified above.</li> </ul>	  
Public Transport usage and impact on academy.	<ul style="list-style-type: none"> <li>Staggered start times will depress usage at peak times.</li> <li>All pupils to be made aware of the national guidance on using public transport.</li> <li>Pupils wearing masks to adhere to this guidance need to safely store whilst in school.</li> <li>Academies have details of pupils using public transport and should encourage at all times alternative use where possible.</li> <li>Pupils arriving on public transport ahead of their staggered start time need to be provided in an</li> </ul>	Administrative Controls  Administrative Controls	<ul style="list-style-type: none"> <li>A review of pupils and staff that use public transport will be completed</li> <li>Share national guidance with pupils/parents/staff of those identified above.</li> </ul>	  

Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	appropriate space before attending their own bubble, this ideally will be in their bubble zone, but if a more general space is used then the bubble contamination risk must be noted, register of this 'transport bubble' then kept.			
<b>Dedicated School Transport</b>	<ul style="list-style-type: none"> <li>Where an academy has dedicated school transport please refer to the full guidance on how this should be managed.</li> <li>Pay particular attention to:- <ul style="list-style-type: none"> <li>If all on the dedicated transport then transfer to a consistent bubble in the school then pupils travelling on this bus may not need to wear PPE / Social distance.</li> <li>Also hand sanitiser will need to be provided on entry / exit from the bus.</li> </ul> </li> <li>If the dedicated transport cohort disperses more widely into mixed bubbles in the school then you may need to consider application of the public transport guidance (PPE / distancing) to mitigate this.</li> <li>You will need to also engage with the dedicated transport provider on their own risk assessment / prevention control.</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Substitute Risk</i></p> <p><i>Administrative Controls</i></p> <p><i>Substitute Risk</i></p> <p><i>Administrative Controls</i></p>	<ul style="list-style-type: none"> <li>When using school minibus all staff should follow the new minibus policy.</li> <li>Ensure that pupils and staff use hand sanitiser when entering and exiting the vehicle.</li> <li>Update local minibus/use of transport risk assessment to include updated COVID arrangements including cleaning and if a child becomes unwell.</li> <li>If a mini bus is shared across two sites, then a full clean of the bus must take place.</li> <li>More regular internal cleaning of the mini bus will be completed by site team.</li> </ul>	<ul style="list-style-type: none"> <li>[Redacted]</li> <li>[Redacted]</li> <li>[Redacted]</li> <li>[Redacted]</li> <li>[Redacted]</li> </ul>
<b>Curriculum does not factor in sufficient prevention control</b>	<ul style="list-style-type: none"> <li>The school operating plan and timetable has been designed with prevention control at its core. Please record here how your implementation of the model addresses:- <ul style="list-style-type: none"> <li>Staggered start time and finish</li> </ul> </li> </ul>	<i>Substitute Risk</i>	<ul style="list-style-type: none"> <li>Timetables and maps of designated areas and one way systems are included on the reopening plans.</li> </ul>	<ul style="list-style-type: none"> <li>[Redacted]</li> <li>[Redacted]</li> </ul>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
	<ul style="list-style-type: none"> <li>• Older students who are more likely to take public transport have later start times to avoid peak hours.</li> <li>• Between each break and lunch, there is a 15-minute slot for cleaning of areas used.</li> <li>• 2 destinations are needed for each break and lunch – one year group will use the canteen for break and have hot food on offer, and the other year group will use another space and have cold food on offer. This will alternate for lunch, so all students will have access to hot food either at break or lunch every day.</li> <li>• Where possible, students should stay in their classrooms and teachers move to teach the classes to reduce the amount of movement around the school and mitigate against cross-contamination of bubbles during lesson changeover.</li> <li>• Where possible, year groups should be zoned into sections of the school, again to reduce the amount of movement around the school and mitigate against cross-contamination of bubbles during lesson changeover.</li> <li>• As many double lessons can be timetabled by Heads as possible, to reduce the amount of movement around the school and mitigate against cross-contamination of bubbles during lesson changeover. <b>N/A Primary</b></li> <li>• 1 hour tutor time per day is allocated for every year group, but this can be personalised by the school, so the time can be used for mental health education, relationships, sex and health</li> </ul>	<p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Administrative Controls</i></p> <p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p> <p><i>Substitute Risk</i></p>	<ul style="list-style-type: none"> <li>• These plans have been shared with staff on Friday 20<sup>th</sup> and again on Tuesday 1<sup>st</sup> September</li> <li>• Relevant information for parents/pupils will be shared with parents in writing on w/c 14<sup>th</sup> July 2020. Videos will be reshared for parents and pupils.</li> <li>• Inset day planned for 20/7 and 1/9 will be used to remind staff of plans and procedures.</li> <li>• Timetable will be in place for the cleaners</li> <li>• Individual resources will be separated per pupil. E,g Pencils, rubber etc</li> <li>• Where possible other resources should be shared out to each bubble.</li> <li>• If resources are used by more than one bubble they will be cleaned or left for 72hrs before they are used.</li> <li>• EYFS resources to be split across bubbles with designated areas outside.</li> <li>• Parents will be informed of PE timetable and when pupils should</li> </ul>	<p>██████████</p> <p>████</p> <p>████</p> <p>████</p> <p>████</p> <p>████</p> <p>██████████</p> <p>██████████</p>



Area of concern to be addressed	Control measures Good Practice Control Measures Adopted	Risk Mitigation	Proposed Action	Responsible person
<b>School Visits</b>	<ul style="list-style-type: none"> <li>Any planned school visits / trips to be risk assessed as usual but with specific attention to COVID – 19.</li> <li>Schedule of planned trips to be provided to Regional Education Director for overview.</li> <li>In line with current guidance no overnight / residential trips to be planned.</li> <li>No non domestic trips to be considered.</li> </ul>	<div data-bbox="1196 300 1357 357" style="background-color: #f4a460; padding: 2px; text-align: center;"><i>Eliminate Risk</i></div> <div data-bbox="1196 389 1357 446" style="background-color: #00a0e3; padding: 2px; text-align: center;"><i>Substitute Risk</i></div> <div data-bbox="1196 549 1357 606" style="background-color: #e91e63; padding: 2px; text-align: center;"><i>Administrative Controls</i></div>	<ul style="list-style-type: none"> <li>No school trips planned for Autumn term.</li> <li>Consider if visitor from other venues could come into school to enhance the curriculum (full risk assessment to be carried out).</li> <li>Review in December 2020</li> </ul>	<div data-bbox="1854 292 1966 323" style="background-color: black; width: 50px; height: 20px;"></div> <div data-bbox="1854 416 2040 507" style="background-color: black; width: 80px; height: 50px;"></div> <div data-bbox="1854 539 2002 571" style="background-color: black; width: 60px; height: 20px;"></div>