



SOMERSET
County Council

Frome Community College (527)

Risk Management - Assessment Report

Risk Area:	COVID-19
Assessment Framework:	Covid-19 - Re-opening of Schools
Work Area or Activity:	Reopening of Frome College - September 2020
Competent Person	Erica Pagan
Assisted by:	Emma Reynolds
Groups Affected:	all on site
Notes:	Review of risk assessment for reopening in September 2021

Risk assessment reviewed for opening from 8th March 2021

This is a review of an assessment carried out on 15/09/2020
It was marked as 'nothing had changed' by Erica Pagan on 16/09/2020

This is a review of an assessment carried out on 15/09/2020
It was marked as 'nothing had changed' by Erica Pagan on 08/10/2020

This is a review of an assessment carried out on 08/10/2020

This is a review of an assessment carried out on 08/10/2020
It was marked as 'nothing had changed' by Erica Pagan on 25/11/2020

This is a review of an assessment carried out on 25/11/2020

This is a review of an assessment carried out on 04/03/2021

This is a review of an assessment carried out on 13/05/2021
It was marked as 'nothing had changed' by Erica Pagan on 13/05/2021

This is a review of an assessment carried out on 13/05/2021

This is a review of an assessment carried out on 13/05/2021

This is a review of an assessment carried out on
13/05/2021

Assessed on:		03/09/2021	Risk Rating: Below 9 - Low Risk 9 to 14 - Medium Risk 15 or above - High Risk
To be Reviewed on:		01/10/2021	
What are the Hazards?	What is already being done?	Is this considered satisfactory?	Risk Findings
Have you used the premises re-opening checklist to ensure that the school is ready for the safe return of staff and pupils?	Business Manager and Senior Caretaker have completed re-opening checklist	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have travel arrangements been adjusted (where necessary) in line with the guidance for Covid-19? Please see Government Advice before reopening schools (https://tinyurl.com/yaxo63f6)	Students will be encouraged to walk or cycle to school. Additional bike storage has been arranged. Current government guidance recommends wearing of face coverings in enclosed crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Are arrangements in place for parents and guardians to collect and drop off students e.g. staggered times, maintaining social distancing outside school gates, minimising adult to adult contact?	Staggered entry into school to allow for Lateral Flow Testing requirements of 2 onsite tests.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
Do you have adequate First Aid provision in the school?	First Aiders on duty each day and first aid stations situated around College site.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
Will there be vulnerable children who require medicines that need to be administered by way of agreement with the parent/guardian?	Students self administer medication observed by First Aider having received written authorisation from parents/guardian.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Are arrangements in place should a member of staff or child fall ill? This should include isolation whilst waiting to leave the school and informing staff, parents and guardians to follow current guidance provided by NHS/Public Health?	Designated isolation room to be used to isolate people with suspected symptoms. Full PPE available to first aider on duty.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
Are parents, guardians and students informed not to come into school should they suspect that they display any of the symptoms relating to Covid-19?	College website will display message informing parents/guardian not to send students with symptoms into school. Same message communicated via bulletin, newsletters and social media. Students are reminded regularly via TV screens situated around site.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
Do you ensure regular and frequent breaks are incorporated throughout the day, so that staff and students can wash their hands whilst in school? If hand sanitizer is used there is a risk of bottles being stolen.	Break and lunch times will enable staff to take breaks and wash their hands. Purpose built sanitisation stations will be located at to school and entrances to blocks. Sanitiser dispensers are fixed to the wall in various locations.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Are there posters/notices around the school to encourage and remind everyone to good hygiene?	NHS posters will be displayed across site to remind everyone of good hygiene. The message	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1

	will also appear on the TV screens.		
Have you ensured that the school has a regular supply of soap, anti-bacterial gel, hand sanitiser and cleaning products and that there are sufficient supplies in the school reflecting the increased usage?	Sufficient stock in school currently with regular ordering to replenish stock.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
If teaching assistants are allocated a group of children, have they been fully informed by the teacher of the lesson plans and necessary resources required?	Teaching Assistants will work with students the SEN hub or classroom. Resources and plans will be distributed by SENCo.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you maximised ventilation in the classroom e.g. opening windows, maximum flow on ventilation systems etc. (noting that fire doors must remain closed)?	Windows will be kept open to aid ventilation.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you considered learning outdoors?	Learning outdoors is encouraged where possible.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Has each individual child been allocated their own stationery and secured in separate named storage e.g. zipper bags, trays?	Students have been asked to provide their own stationery where possible.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you considered catering and lunchtime provision arrangements?	Additional catering provision using more serving areas.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Has consideration been made about whether to close some parts of the school to reduce the spread of the virus on surfaces?	Students and staff will be advised to wipe their workstation or desk at the start of each lesson.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do you ensure the cleaning of well used surfaces is increased? e.g. Door handles, communal areas etc?	Cleaning teams will clean regularly.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you made cleaning equipment available for staff to use to clean equipment in between group activities? Is this cleaning equipment stored securely in a locked cupboard and clearly labelled?	Sanitisation stations are installed on entry into each block. Spray and paper towels are in all classrooms and staff and students are advised to wipe their desks on arrival.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you made arrangements with cleaning providers for additional cleaning?	Regular cleaning will take place in the morning and afternoon. Additional cleaning of toilets during the day is in place.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do you ensure there is enough staff to manage the number of young people that are using the school?	All teaching and support staff will undertake duties and supervise students. Cover will be in place for teacher absences as per usual procedures.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do you ensure the school is up to date with government guidelines in relation to Covid-19? Guidance: https://www.gov.uk/coronavirus/education-and-childcare	The school is following the current guidance and will review new guidance as released.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you updated your Business Contingency Plan to take into account the affects that Covid-19 crisis is having or may have on your school?	A virtual teaching system is in place for students and in the event of a school closure this will be applicable for all students.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you reviewed your PEEPs for	SENCo in process of reviewing	Yes	Severity: 1

children needing extra assistance during emergencies?	all plans.		Likelihood: 1 Risk Rating: 1
Where first aid is required do you ensure that people not involved in the incident remain more than 2 metres away from the scene?	First aider will keep the incident as isolated as possible from other people.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Where first aid is required do you have and ensure that staff with responsibilities to administer First Aid to suspected Covid-19 individuals wear Personal Protective Equipment prior to commencing treatment? (e.g. gloves/apron/fluid-resistant mask/safety glasses)	In the case of suspected COVID 19 symptoms, the First Aider attending will be expected to wear full PPE.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
Where first aid is required, do you assess the situation to identify any infection control measures that need to be put in place before commencing CPR, if required?	First Aiders will be advised to wear full PPE if the emergency requires treatment.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
Are you aware that you should only apply chest compressions during CPR and to avoid rescue breaths unless it's deemed to be absolutely necessary?	First Aiders will be advised to follow the guidance and perform chest compressions only.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
Do you ensure that the area is cleaned thoroughly following treatment, including the disposal of PPE and any other materials that have been contaminated with blood or bodily fluids?	The guidance will be followed to dispose of the waste safely and securely.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you considered use of face coverings in classrooms?	Following current government guidance, face coverings are no longer advised for students, staff and visitors.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Have you implemented a process so that you can offer three lateral flow tests to students as they return to the classroom?	Mass testing station was set up and will deliver 2 lateral flow tests to students. Home testing kits are supplied to students.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do you have a system for staff to be tested twice a week using the lateral flow tests?	Home testing kits are supplied to staff on a regular basis.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1

Erica Pagan

Signed 

Dated 3/9/2021

Co-ordinator

Signed

Dated

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