

1 - Social Distancing Practicalities Note it is considered to be more challenging to ensure EY children comply with guidance in this section

NOTES

- All pre-populated risks / solutions are suggestions only. Please amend / add to for your setting
- All identified risks must have Current and Future risk scores completed
- Do not delete data in columns I or M as these are formulas
- Do not add rows as the formulas will not be included
- Do not enter any information below the bottom of the table
- There are blank rows added at the bottom to add additional risks in
- The Overall Risk analysis provides a count of all overall risk levels currently and following mitigating actions
- The Risk breakdown analysis provides a count of all individual risk likelihood / severity scores currently and following mitigating actions

RISK OVERALL

CURRENT:			
LOW (1 - 4)	MEDIUM (5 - 12)	HIGH (13-25)	OVERALL
4	15	0	5.21 MEDIUM
FUTURE:			
LOW (1 - 4)	MEDIUM (5 - 12)	HIGH (13-25)	OVERALL
1	18	0	8.74 MEDIUM

RISK BREAKDOWN

CURRENT:				
1 - Very low	2 - Low	3 - Medium	4 - High	5 - Very high
Likelihood 4	14	1	0	0
Severity 2	2	15	0	0
FUTURE:				
1 - Very low	2 - Low	3 - Medium	4 - High	5 - Very high
Likelihood 0	4	15	0	0
Severity 0	1	15	3	0

Description of the risk / Hazard / Challenge	Who is at risk of harm	How would these groups be harmed?	What EXISTING controls or mitigations are in place today?	Considering existing controls / mitigations, please assess CURRENT Risk Level (1 - 5)		OVERALL CURRENT RISK level 1 - 25 (fills automatically)	What FURTHER actions will you take to control / mitigate the risk?	Following completion of further actions, please estimate EXPECTED risk level (1 - 5)		OVERALL FUTURE RISK level 1 - 25 (fills automatically)	Assigned person to complete further actions	Planned / Actual Completion date	RAG Status of Further Actions	Comments / Notes	Links to relevant guidance / documents / sources of support
				Likelihood / prevalence of risk occurring	Severity of Risk if it occurs			Likelihood / prevalence of risk occurring	Severity of Risk if it occurs						
Maintaining bubbles	Pupils & staff	Risk of exposure to COVID19	Small bubbles of less than 10 in repetition, and bubbles of 15 and under in the key worker and vulnerable family group.	2 - Low	3 - Medium	MEDIUM	School circumstances mean that we have year-sized groups in order that we can offer a full range of subjects and manage the practical logistics within and around school. These can be kept apart from other groups and be encouraged to keep their distance within groups. School has taken steps to limit interaction, sharing of rooms and social spaces between groups as much as possible, eg hall will be used by each year group on separate days, so space can be cleaned between uses. We recognise that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group. If this can be achieved with small groups, they are recommended. At primary school, schools may be able to implement smaller groups the size of a full class. If that can be achieved, it is recommended, as this will help to reduce the number of people who could be asked to isolate should someone in group become ill with coronavirus (COVID-19).	3 - Medium	4 - High	MEDIUM	RG	on 01.09.2020	Green	Staff training day will include advice and information re bubbles etc.	
Travel to and from school - Dedicated school transport	Pupils & staff	Risk of exposure to COVID19	Currently only 2 pupils from the same year group and bubble are using the bus from the Barracks to school.	2 - Low	3 - Medium	MEDIUM	<ul style="list-style-type: none"> Liaise with bus and train companies and LA school transport to ensure their advice is followed and they are compliant with social distancing guidance (Encourage pupils to walk or cycle, or parents to use car if this is an option) The approach to dedicated school transport should align as far as possible with the principles underpinning the system of controls set out in the guidance and with the approach being adopted for your school. It is important to consider: <ul style="list-style-type: none"> how pupils are grouped together on transport, where possible this should reflect the bubbles that are adopted within school use of hand sanitiser upon boarding and/or disembarking additional cleaning of vehicles organised queuing and boarding where possible distancing within vehicles wherever possible the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet. It is imperative that schools work closely with local authorities that have statutory responsibility for 'home to school transport' for many children, as well as a vital role in working with local transport providers to ensure sufficient bus service provision. DfE will shortly publish new guidance to local authorities on providing dedicated school transport. It may also be necessary to work with local authorities so that they can identify where it might be necessary to provide additional dedicated school transport services, including in places where these services do not currently operate. *Holding area for pupils in different year groups to support staggered start and end of day. 	3 - Medium	4 - High	MEDIUM	AB	17.07.2020	Green	Email transport company. Communicate to staff the 'holding area' for Wraparound and Brancote bus pupils to support the staggered start and end of day social distancing routines.	
Travel to and from school - Public transport	Pupils & staff	Risk of exposure to COVID19	NA	1 - Very low	2 - Low	LOW	To reduce demand on public transport, schools should consider staggered start times to enable more journeys to take place outside of peak hours. Families using public transport should refer to the safer travel guidance for passengers. Schools should encourage parents, staff and pupils to walk or cycle to school if at all possible. Schools may want to consider using 'walking buses' (a supervised group of children being walked to, or from, school), or working with their local authority to promote safe cycling routes.	2 - Low	3 - Medium	MEDIUM	RG	ongoing	Green		
Beginning of school day	Pupils & staff	Risk of exposure to COVID19	<ul style="list-style-type: none"> * Pupils to come straight into school through a range of pre-determined entrances * Staff on duty to control this * Limit the gathering of pupils and/or parents on the playground 	2 - Low	3 - Medium	MEDIUM	Schools should consider staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave school. Staggered start and finish times should not reduce the amount of overall teaching time. 8.45 - 2.50, 8.55-3.00, 9.05 - 3.10 Pupils to come straight into school through a range of pre-determined entrances - Staff on duty to control this - One way system around school site will limit the gathering of pupils and/or parents on the playground. Communicate this to parents well in advance of September.	3 - Medium	3 - Medium	MEDIUM	RG	15.07.2020	Green	Letter to be written and sent via ParentMail	
Parents congregating at the gate (primary)	Pupils & staff	Risk of exposure to COVID19	<ul style="list-style-type: none"> * Stress with parents the government's message about social distancing * Set out clear expectations for drop off / pick up * Leaflet for parents, social media campaign, advice and guidance on website making parents aware of the rationale for this. 	2 - Low	3 - Medium	MEDIUM	<ul style="list-style-type: none"> * Stress with parents the government's message about social distancing * Set out clear expectations for drop off / pick up * Posters for parents, social media campaign, advice and guidance on website making parents aware of the rationale for this. 	3 - Medium	3 - Medium	MEDIUM	RG & HF	by 01.09.2020	Amber	Posters to remind at entrance to site and outside classroom doors.	
Cloakroom facilities	Pupils & Staff	Risk of exposure to COVID19	<ul style="list-style-type: none"> * Close cloakroom facilities or restrict access for a limited number of pupils at a time Encourage pupils to bring only essential items into school 	2 - Low	3 - Medium	MEDIUM	<ul style="list-style-type: none"> * Close cloakroom facilities or restrict access for a limited number of pupils at a time Encourage pupils to bring only essential items into school 	3 - Medium	3 - Medium	MEDIUM	All staff	w.b. 01.09.2020	Red	PE - parents aware that PE kits to be brought only on PE days. Outdoor kit will be needed with trainers.	
Assemblies	Pupils & Staff	Risk of exposure to COVID19	<ul style="list-style-type: none"> * Broadcast them into each classroom via Teams or Skype 	2 - Low	3 - Medium	MEDIUM	<ul style="list-style-type: none"> * Broadcast them into each classroom via Teams 	2 - Low	3 - Medium	MEDIUM	RG	ongoing	Green		

