

Catalyst Academies Trust		RISK ASSESSMENT FORM						
Location/Site: EYFS Unit		Date of Assessment: 05.06.2020 Updated 31.08.20 Updated 02.01.21 Updated 01.04.21 Updated 06.09.21			Assessor(s): Trust SLT		Reference: Benyon Primary School	
Activity/Task/ Situation	What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed	
Lack of social distancing in the classroom	Resulting in direct transmission of the virus	Children Staff Families Wider Community	<ol style="list-style-type: none"> <li>Maximum number of children in the classroom limited to 30</li> <li>Good hygiene will be discussed with the children (include instructions how to use the toilet, wash hands, catch-it, bin-it, kill-it etc)</li> <li>Reminders given and modelled many times a day and linked to school behaviour system (the Right to Safety) –</li> <li>Visual cues displayed around the classroom/EYFS setting to remind children about hygiene rules.</li> <li>Maximum of 2 whole group sessions (PSED, C&amp;L, phonics, maths or story focus).</li> <li>The outdoor area will be accessible for the majority of the session, allowing children and adults additional space and fresh air.</li> <li>During ‘free flow’, children will be allowed to access resources together.</li> <li>Adults may need to be in close proximity with children (less than 2m distance) eg if a child is distressed. Adults to be mindful of good hygiene such as additional handwashing after such an interaction.</li> </ol>					
Lack of social distancing using toilets and poor hygiene	resulting in direct and indirect transmission of the virus		<ol style="list-style-type: none"> <li>Children regularly reminded of good hand hygiene (through visual displays and from staff) and soap is available at all sinks. Handwashing is supervised by an adult.</li> <li>Lidded bins are provided by the sinks and toilet areas. The lids will be closed by the child or adult when a paper towel has been disposed of.</li> <li>Extra signs in toilet re washing hands</li> <li>Children encouraged to use the toilet before and after any outside play so as to avoid children entering and exiting building multiple times</li> </ol>					

			5. Children encouraged to independently change if they have a toileting accident				
<b>Lack of social distancing waiting to enter classroom in morning</b>	resulting in direct transmission of the virus		<ol style="list-style-type: none"> <li>1. Children to be dropped at the school gate and escorted into school by a member of staff.</li> <li>2. Staggered drop off and pick up times across the Reception, Year 1 and Key worker groups</li> <li>3. Upon entering the classroom, children to wash their hands using soap and then anti-bac gel (if available).</li> </ol>				
<b>Lack of social distancing during playtimes and lunchtimes</b>	resulting in direct transmission of the virus		<ol style="list-style-type: none"> <li>1. Snack will be available throughout the session but children will have their own water bottles, not jugs of water and glasses. Children reminded about not sharing food.</li> <li>2. Children to wash hands before snack. Tables to be cleaned regularly during the session.</li> </ol>				
<b>Lack of social distancing in the corridors</b>	resulting in direct transmission of the virus		<ol style="list-style-type: none"> <li>1. Children staying in their classroom and accessing outside from classroom door</li> <li>2. Messages to office via mobile phones/ email</li> </ol>				
<b>Contact of shared resources</b>	resulting in indirect transmission of the virus		<ol style="list-style-type: none"> <li>1. Children to wash their hands at regular intervals throughout the session and between using resources</li> <li>2. Resources washed or sprayed in Milton or another suitable disinfectant regularly.</li> <li>3. Tables, door handles and other surfaces cleaned with appropriate cleaning product between sessions</li> <li>4. Children encouraged to wash hands / use hand gel at regular intervals</li> <li>5. Staff will wash hands as regular intervals throughout the session.</li> </ol>				
<b>Emotional distress of the children</b>			<ol style="list-style-type: none"> <li>1. Phased transition into full-time school</li> <li>2. There will be a heavy focus on the Unique Child, Characteristics of Effective Learning, Leuven Scales of Well-being and the Prime Areas of learning.</li> <li>3. The structure of the day and routines explained clearly by staff to reduce anxiety</li> <li>4. Social stories prepared for those children that may require additional support.</li> </ol>				
<b>Emotional distress of the staff –</b>			<ol style="list-style-type: none"> <li>1. Sharing of risk assessment - hazard identification and control measures</li> <li>2. Support from SLT/ Well-being team if needed</li> </ol>				

including anxiety and workload			3. Sharing of support helplines 4. Regular meeting to discuss worries or concerns.				
Risk of spreading virus due to close contact with children – 1:1 and restraint	resulting in direct transmission of the virus		1. Staff permitted to wear face coverings when carrying out intimate care of pupils or when social distancing is not possible. 2. Staff to wash and sanitise hands regularly during session time. 3. Carpet and small group session times not to exceed 10 minutes.				
Staff movement around the school	resulting in indirect transmission of the virus		1. Appropriate cleaning materials and wipes to be available in all shared areas. 2. Staff must wash and sanitise their hands regularly throughout the day and between working with different groups of children.				
Children/ Staff falling ill and showing symptoms in School	resulting in direct transmission of the virus		1. Any child waiting to be collected will be in a room with windows and doors that are opened. 2. If they use the toilets, these will be thoroughly cleaned with disinfectant, before anyone else uses the area. 3. If a child displays symptoms, parents will be immediately contacted to take their child home to take a PCR test.				