



The Crossley Heath School Risk Assessment

Areas to be assessed: Students & Staff attending following lockdowns

Assessor: Lee Chesters

Date of Assessment: September 2020

People at Risk	Students & Teachers
RA No:	RA13
Reviewed:	October 2020 Jan 2021 (replaced temp with RA13b) Mar 2021

Hazards/Activities	Control measures
Attending school	<ul style="list-style-type: none"> • Plan in place to have a suitable and sufficient staff ratio to students, which may include using cover staff. This will include pastoral support. • Students on arrival will go to their indoor social zone to limit mixing • Students will be placed into year group bubbles with their own designated classrooms and indoor/outdoor social zones to limit mixing. • The moor will be zoned to limit mixing • Year group detentions only • Social distancing enforced in the SEN and Pastoral base • No full contact sports games allowed. • There will be limited movement from students. The teachers will move classes. • Increased cleaning regime with established record for cleaning. Please see RA15 for details. • Breaks will be staggered by year group to limit chance of mixing • End of day release will be staggered as will lunch time release. • Regular cleaning of key touch points such as door handles. • Reminder to parents and staff that symptomatic people or those in the household of someone who is symptomatic are not to attend school. • Symptomatic students and staff should isolate for 14 days or until a negative test is obtained. They should obtain a test informing the school of the results. • School will have sanitiser gel dispensers at main entrances and exits. • Students are expected to wear clean school uniform with regular washing where possible. • Staff and students are required to wear face coverings when moving around the premises, such as in corridors and communal areas unless they are exempt (a note will be in the students planner) • Students do not need to wear face coverings when outdoors on the premises. • Students and staff now need to wear a face covering in classrooms or during activities unless social distance can be maintained or they are exempt. This is not the case where the face covering would have impact on the ability to take part in exercise or strenuous activity such as PE lessons. • Teachers to promote “catch it, bin it, kill it” and cleaning of hands afterwards. • Reminder to students of fire and lockdown procedures. • Reminder to students of behaviour expectations and sanctions/rewards.

	<ul style="list-style-type: none"> • Revised Student Support & Behaviour Policy. • Students will bring their own equipment, advised to bring in their own sanitiser and their own food up to and including Friday 11th September, thereafter, packed lunches will be available to order. • Parents informed of the procedures in relation to Covid-19 and revised Student Support & Behaviour policy, including updated DfE exclusions guidance. • Staff, Students and Parents handbook are provided.
Attending classrooms	<ul style="list-style-type: none"> • Each classroom to be provided with hand-sanitiser, tissues and disinfectant wipes and bins. • Students and staff will be required to sanitise their hands upon arrival into classrooms and on departure. • Windows must be opened for ventilation. • Classroom door to be propped open by Teacher (whilst present) before the lesson to avoid unnecessary contact by students. The door should remain open to increase ventilation at the discretion of the teacher, so as to allow SLT/Pastoral/First aid staff to enter the room without touching surfaces. • Classroom doors to be closed by the teacher on leaving in the event of the fire alarm sounding and at the end of the day. • Any equipment passed between teachers needs to be cleaned before use. • Teachers will need their mobile phones to contact the Admin support line if they have any issues. Teachers should wipe their phones before and after sessions. • Classrooms regularly cleaned as per cleaning schedule.
Attending indoor social spaces	<ul style="list-style-type: none"> • Each space provided with hand sanitisers, tissues, disinfectant wipes and bins. • Staff and students will be required to sanitise their hands upon arrival into classrooms and departure. • Windows to be opened for ventilation. • Doors to be propped open by supervising staff before the lesson to avoid unnecessary contact by students. The door to remain open to increase ventilation and allow SLT/Pastoral/First aid staff to enter the room without touching surfaces. • Doors to be closed by the teacher on leaving in the event of the fire alarm sounding and at the end of the day. • Lunch bags to be delivered to designated form area within the social/hub space for collection by students. • Social distancing is to be maintained where possible. There is hazard tape on corridors and around teacher workstations identifying 2 metre distances for this purpose. • Staff and students should bring and wear face masks in communal and social areas when local restrictions are in place following government guidance.
Corridors	<ul style="list-style-type: none"> • Staggered releases and the use of designated stairs depending on location of rooms, ensures mixing is minimised. • Staff and students are required to wear face coverings when moving around the premises, such as in corridors and communal areas unless they are exempt (a note will be in the students planner)
Travelling to and from school	<ul style="list-style-type: none"> • Parents/Students informed they are not to arrive too early or stay late to socialise with friends on school grounds. • Students to be informed that it is mandatory to wear face coverings if travelling by public transport and not to leave their masks on buses as they should be discarded safely. • Bins will be provided at the entrance of school for the safe discarding of masks. • Social distancing guidelines are to be followed at all times when travelling. • Students will be advised to sit in year groups on buses.

	<ul style="list-style-type: none"> • Hand-sanitiser to be provided on each school bus by operator and an increased cleaning regime in place by operator. • Staff travelling to school either running or cycling should shower in the designated showers. • Staff need to maintain social distancing whilst waiting for showers if in use.
Arriving and departing school	<ul style="list-style-type: none"> • Staff to enter via the reception door/6th Form and sign in as usual. • Students arrive via top gate or moor and are directed by signs to the appropriate social area. Each year group has a designated route. There will be increased SLT and duty staff presence in the mornings. Duty staff supervision on arrival and departure, including alighting from and boarding buses. Students will remain outside in their designated year group areas until instructed by duty staff to enter the building and go directly to their class where they will be met by teachers. • Teaching staff will meet students at their classrooms and. • Staff to accompany students from their P5 class to the marshalling area (not 6th form) for dismissal off the school site.
Student Breaks	<ul style="list-style-type: none"> • All breaks to be taken in the designated social areas • Students will be encouraged to keep their distance from each other and from staff during breaks. • Breaks will be supervised and staggered.
Using bathroom facilities	<ul style="list-style-type: none"> • All students required to use enhanced hand cleaning when using the facilities. Hand washing with soap and water for at least 20 seconds. • Limit numbers using at any one time. • Increased cleaning regime. • Hand driers have been isolated and paper towels provided in identified facilities. • Students will not be allowed out of class to use the toilet except in exceptional circumstances.
Unwell/first aid required	<ul style="list-style-type: none"> • Students who become unwell, displaying Covid-19 symptoms whilst in class will be isolated in A2S (with the window open) until collection. • Unwell students will be collected from the class by the First Aider. • A bathroom (B17) has been identified for use for anyone who becomes unwell. This will be cleaned and disinfected after their use and before anyone else uses it. • Symptomatic students will not be allowed back to school for 10 days (or until they test negative) and parents informed their household members need to self-isolate for at least 14 days or until they have tested negative. • A symptomatic child or member of staff will be sent home and advised to get a test. Members of staff or pupils who have been in close contact with them do not need to isolate unless they display symptoms. • Parents will be informed how to apply for testing for their child and asked to confirm the result to school. • If the test for the student with symptoms subsequently tests negative they can return to school. • If a member of staff or student tests positive, the school will contact Public Health Calderdale for advice and will follow their instructions. • Staff/students to apply for priority testing online by self-referral and inform school of the outcome. • Procedure in place for dealing with unwell students and staff.
General Health and Safety	<ul style="list-style-type: none"> • School will continue to maintain all statutory requirements for maintenance of mechanical and electrical systems, e.g. water, electrical, fire system. • No fire drills but individual year groups will walk through the drill procedures. • Security on school perimeters will be monitored by site staff and SLT duty staff. • Normal fire evacuation procedures in place. • Fire maps have been produced and are placed in classes.

	<ul style="list-style-type: none">• Students issued with guidance on behaviour expectations which encourages maintenance of social distancing.• Evacuation/lockdown for any emergency will take priority over Covid-19 protections.
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