

Risk Assessment for COVID-Secure Secondary School Settings - v120620

HELSEBY

High School



Achieving Success
Valuing Others

Establishment: ...HELSEBY HIGH SCHOOL.....

Risk Assessment carried out by: ...MHL/SWA/KNE/JCO/IDU/APR/MVI.

Governing Body Approval:

Risk Title	Hazard	Who could be harmed	How could people be harmed	Risk High, Medium, Low	Control Measures	Risk (after control measures implemented) High, Medium, Low	Risk Action Update / Comments
Transmission of Coronavirus whilst staff and pupils are in school.	COVID-19	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance Staff, Agency Staff, Peripatetic teachers		High	See Employees tab for further detail		
		Children and young people		High	See non-employees tab for further detail		
		Visitors e.g. school governors, suppliers		High	All visitors to school will be by appointment only and only when virtual meetings are not appropriate. Governor meetings will continue to take place remotely. Deliveries will continue following social distancing guidelines.	Low	
		Contractors		High	A minimum amount of contractors will be allowed on site at any one time and only to complete essential work. Contractors will be required to work in isolation and must keep 2m distance at all times. Contractors will sign in and out via the Site Office.	Low	
Drop off and collection of pupils		Employees - Teaching Staff, Support Staff Children and young people Parents		High	Students will arrive from 8am and wait on the 2m markers until they are signed in. If a student arrives on a day that is not their designated day, then they will be taken to the childcare provision for the remainder of that day or until a parent gives permission for their child to return home or be collected by an adult they have authorised to collect their child. There will be 3 separate entrances to the main building - A Block for Year 12, BOS front door for Year 10 and E Café rear door for childcare. Year 12 students will arrive for their first lesson, which may not be at 9am. Students will be advised to arrive at school by foot or cycle, where possible. Where this is not possible, students will be encouraged to be dropped off by parents between 8 and 8.40am. Year 12 students will be allowed to leave after their final lesson of the day. Childcare students will be dismissed from 2.55 - 3pm. Students in E12 and E10 will leave at 2.55pm, E9 and E8 at 3.00pm and E6 at 3.05pm. They will follow the one way system and leave E Block via the Girls PE Doors. Any student requiring childcare after 3pm will move to the LRC to be supervised. Year 10 will leave following the one way system out via the front BOS door. C Block classrooms dismissed at 2.55pm, B35, B38, B39 and B40 will be dismissed at 3pm and B42, B44, B45, B46 and B47 will be dismissed at 3.05pm. Parents dropping off and collecting students in the bus park must remain in their car when on the school site.	Low	
Staff and pupils in classrooms		Employees - Teaching Staff, Support Staff Children and young people		High	All classrooms which will be in use have been laid out to accommodate social distancing of 2m. Each group of students will be isolated in different parts of the school building - A Block 6th Form, B and lower C Block Year 10 and E Block Childcare. Staff will be encouraged to leave internal doors open and windows open, where possible. At the start of each lesson students in Year 10 will enter the classroom, sit at a desk and wait for a teacher, not queuing up outside. If a member of staff has a Year 12 lesson in A Block and a Year 10 lesson in B or C Block the next lesson, they must dismiss the Year 12 lesson 5 minutes before the end of the lesson. The Year 12 then either leave the school site or report to A68 until the start of their next lesson. There must be no student movement around the classroom unless absolutely necessary and resources should not be shared between students or staff. The school bell will be turned off. Staff will need to be aware of the time the lesson ends.	Low	

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Moving about the school		Children and young people	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	High	A one way system will be in place in B and C Block, along with E Block. Signage will show the direction of the one way system. Due to the very limited numbers of Year 12, there will not be a one way system in A Block. At all times students and staff should follow the 2m markers on the floor throughout the areas of the building being used.	Low	
Lunch and Breaktimes		Employees - Teaching Staff, Support Staff Children and young people		High	Break will be staggered from 10 - 11.30am / Lunch will be staggered from 12.30 - 2.05pm. Students will be supervised in their groups and will have a designated time for a toilet visit and outdoor time. Separate areas have been allocated for outdoor use, to ensure different groups of students do not mix.	Low	
Staff Room		Employees - Teaching Staff, Support Staff		High	The staff room has been set up in a socially distanced manner. Additional rooms (A1, A6, A25) have been set up in the same manner. There will not be a physical whole staff briefing. Where there needs to be a gathering of staff, numbers will be limited and the dining room will be used. Table and chairs are set up 2m apart in the dining room.	Low	
Office and Meeting Rooms		Employees - Teaching Staff, Support Staff		High	Staff will sit at the same desk and maintain a 2m distance from colleagues at all times. Hand sanitiser, tissues, disinfectant spray and hand towels will be available in each room. Staff will be encouraged to clean the area they are using with disinfectant spray, open windows for ventilation (where possible) and keep internal doors open. This may not be possible when staff are making confidential telephone calls. Staff will be advised to use email and telephone to prevent the visiting of colleagues in offices. All meetings with visitors should be held virtually and where this is not possible the meeting will be held in the Conference Room, observing the 2m distance rule. Furniture in the Conference Room has set out in a social distancing manner.	Low	
School Assembly		Employees - Teaching Staff, Support Staff Children and young people		High	Assembly will take place in the dining room (Year 10) / E Café (E6 overflow) for childcare each morning from 8.45 - 9am. Desks and chairs are 2m apart and will have been cleaned prior to the assembly. Numbers will be limited to a maximum of 25% of the cohort for Year 10 and no more than 22 students in the E Cafe and 15 the E6 overflow. Once the assembly is finished the desks and chairs will be cleaned by the cleaning staff.	Low	
Outdoor Lessons PE/Forest School		Employees - Teaching Staff, Support Staff Children and young people		High	Outdoor and indoor practical PE lessons will be suspended until further notice. The Childcare students will have the opportunity for some lessons to take place outdoor, following social distancing guidelines.	Low	
Use of Sports and Play Equipment		Employees - Teaching Staff, Support Staff Children and young people		High	There will be no use of sports or play equipment other than a ball for use by the childcare students. The ball will only be able to be kicked between students, who will be a minimum of 2m apart - students will be supervised by a member of staff at all times. PE practical lessons are suspended until further notice.	Low	
Cleaning		Employees - Caretakers, Cleaners, Site Maintenance Staff		High	A deep clean has been completed of the whole building before the admission of larger groups of students and staff. All classrooms and communal areas which will be used whilst the school is open will be cleaned on a daily basis. Throughout the day areas of high footfall will be cleaned at regular intervals (door handles, door plates, hand rails and all toilet areas in use). All classrooms and offices in use will be provided with disinfectant spray and paper towels for use as per staff guidelines on good hygiene.	Low	
First Aid Provision		Employees - Teaching Staff, Support Staff Children and young people		High	Where First Aid is required the first aider will use the PPE provided by school (face mask, gloves, goggle and apron) when administering first aid - this will be based in Reception. Where there is a suspected case of Covid-19 the first aider will follow the guidelines the school, which are based on guidance from Public Health England.	Low	

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Catering		Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance Staff and young people Children		High	Students and staff will be encouraged to bring food and a drink from home. Where this is not possible, a restricted food offer will be available by pre-order. The food will be prepared on site by the only on site member of the catering team, packaged and delivered to the student in their classroom. Staff will be able to collect their food at a specified time from the dining room. The catering member of staff will continue to follow good hygiene methods. The student water fountains will be turned off and be out of use.	Low	
Deliveries and Waste Collection		Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance Staff and young people Children		High	Waste Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues): Staff guidelines will ensure all hazardous waste (used tissues) is placed in the relevant bin (pedal bin) and the cleaning team will be informed of the control measures - as set out below. Posters are displayed around school, including every classroom to remind all of the Catch it, Bin it, Kill it message. Waste should be put in a blue plastic rubbish bag and tied when full. A member of the site staff will collect all pedal bin waste at the end of each day. The plastic bag should then be placed in a second blue bin bag and tied. It should be put in a suitable and secure place and marked for storage until the individual's test results are known. Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours. Hazardous waste will be stored in a specified bin by the Site Office - away from the communal waste areas. if the individual tests negative, this can be put in with the normal waste if the individual tests positive, then store it for at least 72 hours and put in with the normal waste.	Low	

Review Date:.....15th JUNE 2020.....

Risk Assessment for COVID-Secure Secondary School Settings

Risk Title	Hazard	Who could be harmed	How could people be harmed	Risk High, Medium, Low	Control Measures	Risk (after control measures implemented) High, Medium, Low	Risk Action Update / Comments
If someone becomes unwell at an educational or childcare setting	COVID 19	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance, Agency Staff, Peripatetic teachers Children and Young people Visitors e.g. School governors Contractors	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	Medium	<p>If a student, member of staff or visitor displays COVID-19 symptoms and if they are in the Year 10 provision or Childcare they will be escorted to the main assembly hall by the on call member of staff and then the student will wait for a member of reception staff. The member of staff who has sent the student to the main hall will inform reception via telephone or email that a student requires help. If it is a visitor or member of staff will make themselves known to the reception team. The reception team will isolate the student in the main assembly hall. The reception team will maintain a 2m distance at all times and ensure that the windows are open to aid ventilation. The reception team will arrange for a parent or carer to collect the student as soon as possible. If during the time they are waiting the student requires the toilet they will use the toilet next to the reception. Once used, the reception team will inform the site team to come and clean the toilet before it can be re-used. The site team will clean the toilet using the PPE provided by school(face mask, gloves and apron). Visitors or members of staff will not need to be isolated in the main assembly hall unless they are waiting to be collected, as they will be advised to leave immediately. If they are to remain, they will follow the procedures outlined for students above. Any student, visitor or member of staff displaying COVID-19 symptoms will leave the site via the main door which will then be disinfected by a member of the reception team using the disinfectant available in each office. Stocks of PPE have been purchased by the school and will only be made available to those colleagues who require them to complete the duties described above.</p> <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive see further questions in comment tab. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. Any student or member of staff who has been sent home with COVID-19 symptoms will need be advised to book a test via the NHS Testing Website. They will need to provide a negative test or remain isolated at home for 7 days. If the test proves positive they must also contact the NHS Test and Trace Service on 119.</p>	Low	Covid-19-stay-at-home-guidance
							How to apply for a coronavirus-test

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All Employees	COVID - 19	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance Staff, Agency Staff, Peripatetic teachers	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	High	<p>Minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges.</p> <p>Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered</p> <p>Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. Ensure a good supply of tissues are available.</p> <p>Cleaning frequently touched surfaces often using standard products, such as detergents and bleach.</p> <p>Minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)</p> <p>Staff to enter and exit the building by main reception.</p> <p>Expectation of maintenance of social distancing 2 metres at all times.</p> <p>(CPD for all staff in w/b Mon 8th June to cover the above.)</p>	Low	<p>PPE is only needed in a very small number of cases for further information please read the latest government advice on PPE here.</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p>
Clinically extremely vulnerable employees (or who lives with somebody who is clinically extremely vulnerable.)	COVID - 19	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance Staff, Agency Staff, Peripatetic teachers	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	High	<p>Clinically extremely vulnerable individuals are advised not to work outside the home.</p> <p><i>Advised to continue to work from home from Monday 15th June.</i></p>	Low	<p>Clinically extremely vulnerable people are those who have received a letter from the NHS informing them that they are clinically extremely vulnerable</p>
Clinically vulnerable (or who lives with somebody who is clinically vulnerable.)	COVID - 19	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance Staff, Agency Staff, Peripatetic teachers	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	High	<p>If clinically vulnerable (but not clinically extremely vulnerable) individuals who cannot work from home, should be offered the safest available on-site roles, staying 2 metres away from others wherever possible, although the individual may choose to take on a role that does not allow for this distance if they prefer to do so.</p> <p>If they have to spend time within 2 metres of other people, settings must carefully assess and discuss with them whether this involves an acceptable level of risk.</p> <p><i>Advised to continue to work from home from Monday 15th June.</i></p>	Low	<p>Clinically vulnerable people are those who either pregnant or who have underlying health conditions which would increase their risk from COVID-19.</p> <p>The Management of Health and Safety at Work Regulations 1999 applies to risk assessments in respect of new and expectant mothers (click here for further information.</p>

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All Non-employees Clinically vulnerable children and young people	COVID - 19	Children	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	High	<p>Minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings or schools. All letters about the '3 schools' will reinforce this message.</p> <p>Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. The hand driers will not be in operation, in the staff and student toilets. Tissue vending machines will replace the hand driers. There are 'sanitation stations' at key points around school, by all main entrances and other key corridors. Each classroom has hand sanitiser for student and staff use.</p> <p>Ensuring good respiratory hygiene by promoting the 'catch it, kill it, bin it' approach. Tissues will be available in each teaching room with a separate pedal bin to dispose of the used tissues. The contaminated bin bags will be sealed up and removed at the day by the cleaning staff daily.</p> <p>Cleaning frequently touched surfaces more often using disinfectant spray, available in each classroom. Students and staff will be advised to use the disinfectant spray to clean the area before use. Cleaning tissue will be available to clean the surface and must then be disposed of in the pedal bin.</p> <p>Minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times) - please see the Local Arrangements tab for further detail</p> <p>Reduce transmission risk by ensuring children, young people and staff where possible, only mix in a small, consistent group and that small groups stays away from other people and groups. - please see the Local Arrangements tab for further detail</p> <p>Maintain social distancing 2 metres where practical. School corridors have been marked out at 2m intervals and there are signs throughout school reinforcing social distancing. Furniture in the classrooms have been rearranged to allow for 2m social distancing.</p> <p>Organise classrooms and other learning environments such as workshops and science labs for those groups, maintaining space between seats and desks where possible.</p> <p>For secondary schools and colleges, consider how best to supplement remote education with some face to face support for students. (CPD for all staff in w/b Mon 8th June to cover this.)</p> <p>Plan parents' drop-off and pick-up protocols that minimise adult to adult contact. Students will be arriving and leaving at different times of the day, as detailed on the Local Arrangements tab</p> <p>Remove unnecessary items from classrooms and other learning environments. Reduce any unnecessary travel on coaches, buses or public transport where possible. Students will be invited into school in small groups, we will be encouraging students to walk, cycle or be dropped off by parents. Continue to deliver remote education as the predominant form of education delivery for year groups 10 and 12. Continue to use best endeavours to support all other pupils remaining at home, making use of the available remote education support. Up to a quarter of the year 10 and year 12 cohort (for schools with sixth forms) in school at any one time. Keep pupils in small groups for face-face support</p> <p><u>Altering the School environment</u> Change classroom layout so desks are further apart or divide groups into different classrooms. No pupils should be on the school grounds unless agreed contact time.</p> <p>Where mixing is unavoidable keep groups smaller than normal. Small class sizes to ensure sufficient distancing. Use alternative larger space for larger groups where possible to maintain social distancing and reduce mixing.</p> <p>Stagger start and end times during transportation. Advise pupils and parents to minimise use of public transport where possible. Advise pupils on reducing social mixing outside of school.</p>	Low	For advice on handling potential cases please click on this link

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Clinically extremely vulnerable children and young people	COVID - 19	Children and young people	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	High	Children and young people (0 to 18 years of age) who have been classed as clinically extremely vulnerable due to pre-existing medical conditions have been advised to shield. We will advise these children to not attend school and they should continue to be supported at home via remote learning .	Low	
Visitors	COVID - 19	Visitors e.g. school governors, suppliers Contractors	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	High	<p>Cleaning and catering contractors have been briefed on the school's plan for opening.</p> <p>Discussed with cleaning contractors or staff the additional cleaning requirements and agree additional hours to allow for this.</p> <p>We will encourage visits via remote connection/working where this is an option.</p> <p>Where site visits are required, site guidance on social distancing and hygiene should be explained to visitors on or before arrival. Guidelines are on display in the visitor signing in area.</p> <p>Essential visitors will be by appointment only or in an emergency and limit the number of visitors at any one time.</p> <p>Determining if schedules for essential services and contractor visits can be revised to reduce interaction and overlap between people, for example, carrying out services at night.</p> <p>Maintaining a record of all visitors, if this is practical.</p>	Low	
Contractors	COVID - 19				<p>Revising visitor arrangements to ensure social distancing and hygiene. Visitors will sign in via the on line inventory system and it will be disinfected after use.</p> <p>Providing clear guidance on social distancing and hygiene to people on arrival, for example, signage or visual aids and before arrival, for example, by phone, on the website or by email.</p> <p>The school will not be used for lettings at this time. Essential visitors will enter via Main Reception and contractors via the site office.</p>		

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Facilities Management	Re-occupying buildings	Building users	Non compliance with statutory requirements	High	Complying with government guidance - please click on this link		
Facilities Management	Fire	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance, Agency Staff, Peripatetic teachers Children, Visitors and Contractors	Failure to maintain 2 metre distance resulting in contracting COVID 19. Burning by heat, flames and explosion. Smoke inhalation causing burning to the lungs and triggering conditions such as asthma. Suffocation or respiratory difficulties. Injury from falling or collapsing structure. Poisoning by inhalation of toxic gases and other combustion products.	Medium	Review Fire risk assessment has been reviewed and updated emergency evacuation procedures shared with staff.	Low	In an emergency, for example, an accident or fire, people do not have to stay 2m apart if it would be unsafe.
	Asbestos	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance, Agency Staff, Peripatetic teachers Children, Visitors and Contractors	Asbestos related lung disorders	Medium	As per asbestos management plan	Low	
	Legionella	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance, Agency Staff, Peripatetic teachers Children, Visitors and Contractors	Legionnaires disease	Medium	As per legionella management plan - water continues to be monitored as per the management plan and the site team regularly run water where it has not been used.	Low	
	Gas and Water	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance, Agency Staff, Peripatetic teachers Children, Visitors and Contractors	Burning by heat, flames and explosion. Flooding	Medium	Gas and water will be turned off in Science Labs	Low	

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Tell children, young people, parents, carers or any visitors, such as school governors, suppliers, not to enter the education or childcare setting if they are displaying any symptoms of coronavirus (following the COVID-19: guidance for households with possible coronavirus in

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Communicating your plans	Failure to communicate the schools plans resulting in transmission of COVID 19 infection	Parents	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	Low	<p>Inform parents and young people of their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact.</p> <p>Advise parents that they cannot gather at entrance gates or doors, or enter the site (unless in an emergency).</p> <p>Ensure parents and young people are aware of recommendations on transport to and from education or childcare setting (including avoiding peak times). Read the Coronavirus (COVID-19): safer travel guidance for passengers.</p> <p>Re-opening of Secondary Schools Advise pupils and parents to minimise use of public transport where possible.</p> <p><i>(Letters to parents ahead of 're-opening' to include the above.)</i></p>	Low	
Communicating your plans	Failure to communicate the schools plans resulting in transmission of COVID 19 infection	Children	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	Medium	<p>Re-opening of Secondary Schools Advise pupils and parents to minimise use of public transport where possible. Advise pupils on reducing social mixing outside of school.</p> <p><i>(Letters to parents ahead of 're-opening' to include the above and other control measures in operation in building - also request that parents talk to their children about the school's expectations in advance prior to attendance)</i></p> <p><i>(Briefing for students at start of first day in school to include expectations of students whilst in building.)</i></p>	Low	
Communicating your plans	Failure to communicate the schools plans resulting in transmission of COVID 19 infection	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance, Agency Staff, Peripatetic teachers	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	Medium	<p>Talk to staff about the plans (for example, safety measures, timetable changes and staggered arrival and departure times).</p> <p><i>(CPD for all staff in w/b Mon 8th June to cover the above.)</i></p>	Low	
Communicating your plans		Contractors and Visitors	Inhalation of contaminated droplets Touching contaminated surfaces (then touching mouth/nose etc)	Low	<p>Cleaning and catering contractors have been briefed on the school's plan for opening.</p> <p>Discussed with cleaning contractors or staff the additional cleaning requirements and agree additional hours to allow for this.</p> <p>We will encourage visits via remote connection/working where this is an option.</p> <p>Where site visits are required, site guidance on social distancing and hygiene should be explained to visitors on or before arrival. Guidelines are on display in the visitor signing in area.</p> <p>Visitors will be by appointment only and limit the number of visitors at any one time.</p> <p>Determining if schedules for essential services and contractor visits can be revised to reduce interaction and overlap between people, for example, carrying out services at night.</p> <p>Maintaining a record of all visitors, if this is practical.</p> <p>Revising visitor arrangements to ensure social distancing and hygiene. <i>Visitors will sign in via the on line inventory system and it will be disinfected after use.</i></p>	Low	
					<p>Providing clear guidance on social distancing and hygiene to people on arrival, for example, signage or visual aids and before arrival, for example, by phone, on the website or by email.</p> <p><i>The school will not be used for lettings at this time. Essential visitors will enter via Main Reception and contractors via the site office.</i></p>		

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Hand Sanitiser	Skin irritation	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance, Agency Staff, Peripatetic teachers	Skin irritation	Low	Don't use if skin problems e.g. dermatitis, psoriasis, sore broken skin - advise to use soap and hot water for 20 seconds. Use in accordance with the manufacturers instructions	Low	
	Respiratory sensitisation. Ingestion causing irritation and intoxication. Irritation to the eyes	Children	Skin irritation Respiratory sensitisation Ingestion causing irritation and intoxication Irritation to the eyes	Medium	Only use under supervision Safe storage and safe location of hand sanitiser. Staff will supervise the storage of the hand sanitiser.	Low	
	Skin irritation Respiratory sensitisation	Visitors	Skin irritation Respiratory sensitisation	Medium	Information and instruction	Low	
	Fire through incorrect storage of flammable substances	Building Users	Fire through incorrect storage of flammable substances	Low	Keep away from ignition sources, naked flames Store away from heat sources Only store minimum quantities	Low	Advice on storage of flammable substances here

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Staff	COVID - 19	Staff - permanent / temporary / agency / apprentices / work experience	inhalation of contaminated droplets	High	Unauthorised access to school will be prohibited. The school building will be locked during use and accessible by staff and student ID cards only. Students and staff will enter via designated doors and the site will continued to be monitored via CCTV 24hrs per day.	Low	

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Staff	COVID - 19	Staff - permanent / temporary / agency / apprentices / work experience	inhalation of contaminated droplets	High	Teaching and support staff will feedback comments around the risk assessment via their SLT Link. Control Measures in the risk assessment will be monitored on a regular basis by members of the SLT and adjustments will be made as appropriate. The SLT will meet at the end of the school day to review the risk assessment and school provision.	Low	