



RISK ASSESSMENT Covid 19 Full Opening of School - September 2020

Service: Education/School	Location: Eden Primary	Assessment Completed by: Jo Sassienie HT, Helen Graff DHT and approved by FGB
Description of Activity/Task Assessed: Reception and Primary School Educational Provision (Covid-19 Assessment) : September 2020	Date of Assessment: 27.08.20	Review Date: October 1 st 2020

Education settings must be able to achieve controls as defined by the Department of Education before opening the school for the September term. This Risk Assessment has been based on DfE guidance and templates from advising authorities that have been reviewed point by point by the Head Teacher/SLT/GB to show how controls have been applied to Eden Primary. Where points are not completed but will or may need to be addressed either immediately or following regular reviews, these will be placed in the Further Measures Required column.

Risk Assessment for September Opening During COVID 19 Pandemic

Following a careful review of Government, LA and Union guidelines, the Senior Leadership Team at Eden Primary has established and will implement a comprehensive risk assessment to identify, assess, manage and monitor the potential risks of re-opening the school during the current Pandemic. These include but are not restricted to the risks of contamination. The following requirements to reduce contamination have been considered:

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good respiratory hygiene practices
- regular cleaning of settings
- minimising contact and mixing
- Use of face coverings



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The school has also considered other risks to the children and staff at Eden Primary and these are included in this RA. This includes risks such as the impact on workload, teaching and learning and the mental health and wellbeing of staff and children, etc.

The school has had to consider the measures and controls that it already has in place to minimise risks and protect our school community and has also had to introduce an exhaustive range of *new* measures and controls to manage and monitor risk. These include measures such as adapting the physical building, introducing new structures and routines, training for staff and communications with all members of the school community including children, parents, staff and any other potential visitors.

The safety and wellbeing of our children and staff and their families are paramount and the school will therefore be putting in place a wide range of practical steps and safety measures and will be adhering rigidly to the measures deemed necessary.

Despite the measures in place some risks may remain high because of the highly contagious nature of the COVID-19 virus and the challenges of this very difficult time. However, we will be monitoring these controls on a daily and weekly basis to respond and adapt to the new challenges as they manifest.

In completing this Risk Assessment, the school seeks to ensure that the guidance given by the DfE has been considered, implemented and/or improved. It is recognised that no risk assessment can remove risk altogether, but that if the range of measures recommended in their guidance is implemented, then the risk of transmission is reduced.

Jo Sassienie
Head Teacher



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Hazard 1	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Illness of those more vulnerable to COVID19 including staff, children and family members through direct or indirect transmission of virus	Severe illness to vulnerable children and adults	HIGH	<p><u>Children</u> The majority of pupils are now able to return to school given increased knowledge about Covid 19 and less need to shield. Shielding advice for all adults and children paused on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19).</p> <p>Some specific groups will not be able to attend school following reopening, the advice from DfE is as follows:</p> <ul style="list-style-type: none"> • A small number of pupils may still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19) • Pupils and staff required to remain shielding as advised by medical professionals. <p>If rates of the disease rise in the local area, children (or family members) will be advised to shield during the period where rates remain high and therefore they may be temporarily absent (see below).</p> <p>Some pupils and their parents may need to discuss their care with their</p>	LOW	Consider additional measures for individuals once risk assessed and hazards identified.



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		<p>health professional before returning to school usually at their next planned clinical appointment.</p> <p>The school will discuss concerns with individuals and provide assurance of controls in place. Individual risk assessments will be conducted where needed to determine if additional measures are required. Those pupils unable to attend school because they are following clinical or Public Health advice (e.g. a letter from their consultant) will be provided with remote education.</p> <p>Existing individual health care plans in place for pupils/students will be Reviewed as usual at the start of a new year.</p> <p><u>School workforce</u> Following the reduction in the prevalence of coronavirus (COVID-19) and relaxation of shielding measures from 1 August, most staff will be able to attend school.</p> <p>It remains the case that wider government policy advises those who can work from home to do so. We recognise this will not be applicable to most school staff, but where a role may be conducive to home working, SLT will consider what is feasible and appropriate.</p> <p><u>Staff who are clinically vulnerable or extremely clinically vulnerable:</u> Where schools apply the full measures in government guidance the risks to all staff will be mitigated significantly, including those who are extremely clinically</p>		
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		<p>vulnerable and clinically vulnerable.</p> <p>We expect this will allow most staff to return to their work at Eden, although we advise those in the most at-risk categories to take particular care and to consult with SLT.</p> <p>Individuals classed as clinically vulnerable or extremely clinically vulnerable or pregnant must discuss concerns about their individual circumstances with the HT and potentially have an individual risk assessment completed on their role and ability to maintain social distancing.</p> <p>Any existing individual risk assessments will be reviewed.</p> <p>See <u>COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable</u></p> <p>Eden takes very seriously the risk to <u>BAME</u> adults and will work with staff members to agree when and how they work at school or at home and to secure strict social distancing if they are in school where there is concern.</p> <p>We also recognize the greater risk to <u>those over 50</u> and will work with staff members to agree when and how they work at school or at home and to secure strict social distancing if they are in school, where there is concern.</p> <p>For everyone's safety and health, all staff, children and parents will be made aware that they must maintain a 2 metre distance from each other, particularly from adults. Where this is not possible they should avoid close</p>		
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			<p>face to face contact and minimize time spent within 1 metre of others. If they are ill or have been in contact with Covid 19 they must not come onto the school premises. Everyone must adhere strictly to all control measures.</p> <p>Staff Leave</p> <p>The government has set a requirement for people returning from some countries to quarantine for 14 days on their return. The latest guidance on quarantine can be accessed at coronavirus (COVID-19): how to self-isolate when you travel to the UK.</p> <p>Staff will need to be available to work in school from the start of the autumn term. The HT discussed leave arrangements with staff before the end of the summer term to inform planning for the autumn term.</p> <p>There is a risk that where staff travel abroad, their return travel arrangements could be disrupted due to factors arising beyond their control in relation to coronavirus (COVID-19), such as the potential for reinstatement of lockdown measures in the place they are visiting.</p> <p>Where it is not possible to avoid a member of staff having to quarantine during term time, school leaders should consider if it is possible to temporarily amend working arrangements to enable them to work from home.</p>		
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Hazard 2	Potential Injury	Risk	Control Measures Required for Opening	Residual	Further
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	or Damage/Persons at Risk	Level		Risk Level	measures Needed
Contact with people who are unwell with Covid 19 symptoms	<p>Possible transmission of the virus between staff and children, and into the wider community.</p> <p>People can catch the virus from others who are infected in the following ways:</p> <ul style="list-style-type: none"> • virus moves from person-to-person in droplets from the nose or mouth spread when a person with the virus coughs or exhales • the virus can survive for up to 72 hours on plastic 48 hours on other surfaces out of the body on surfaces which people have coughed on, etc. 	HIGH	<p>Pupils, staff and other adults must not come into school if they have Coronavirus (Covid - 19) symptoms (cough, temperature, loss of taste and smell) or have tested positive in the last 10 days. They must get a test and follow guidance regarding self-isolation. See below.</p> <p>Children and staff should not come into school if they are at all unwell. If they have cold symptoms, sore throat, stomach upset symptoms, etc and they or their parents should seek advice from their GP or NHS 111 to determine whether a test is necessary and whether self-isolation is necessary. They should remain at home until they are better or have had a negative test result.</p> <p>Parents to be made aware of this and of symptoms.</p> <p>https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus</p> <p>No symptomatic individuals should be present on the site.</p> <p>Administrative staff will keep records of symptomatic staff and pupils and work with HT to ensure that they do not return to school prematurely or before a negative test result is obtained.</p> <p>Anyone developing symptoms during the school day will be sent home.</p>	MED	Staff cover arrangements activated when necessary.

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	<p>People can pick up the virus by breathing in the droplets or by touching contaminated surfaces and then touching their eyes or mouth</p>	<p>All staff must be aware of these requirements.</p> <p>Anyone in the school who becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19).</p> <p>Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.</p> <p>If anyone tests positive while not experiencing symptoms but develops symptoms during isolation, they should restart the 10 day isolation period from the day they develop symptoms.</p> <p>SLT will be made aware of possible cases but they will be managed by Bubble staff to minimize contacts whilst maintaining all control measures as usual.</p> <p>If a child is awaiting collection, they will be moved to the medical room for children who are unwell (ex SBM office) where they will be isolated behind a closed door, depending on the age and needs of the child, with</p>		
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		<p>appropriate adult supervision if required. A window will be opened for ventilation. If it is not possible to isolate them in this room they will be moved to an area which is at least 2 metres away from other people.</p> <p>If children who are unwell need to go to the bathroom while waiting to be collected, they will use the bathroom for the disabled on the ground floor. This bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).</p> <p>Information on PPE: the safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE) guidance.</p> <p>As usual in an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>A clear message will go to parents that they must collect children immediately and must have their child tested, and follow all current guidance for their family. COVID-19: getting tested guidance.</p>		
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		<p>Tests can be booked online through the NHS</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/</p> <p>Testing kits will be provided to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where providing one will significantly increase the likelihood of them getting tested.</p> <p>Staff and pupils who are tested must inform the school of the result and test date.</p> <p>Parents will be asked to collect their child from the side door closest to the new COVID-specific medical room (ex SBM office).</p> <p>Members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive or they have been requested to do so by NHS Test and Trace.</p> <p>Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone</p>		
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			<p>who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left, to reduce the risk of passing the infection on to other people.</p> <p>See the COVID-19: cleaning of non-healthcare settings guidance</p> <p>Staff should take into account the evidence that suggests that most infections in schools have been caused by staff to staff transmission with staff bringing the virus into schools from outside contacts. Staff should adhere to all government guidance regarding social interactions and safety measures outside school.</p> <p>Staff who become unwell in school must inform SLT and then leave the school premises as quickly as possible avoiding contact with others and avoiding possible spread of virus.</p> <p>Staff absence cover arrangements by staff in each bubble are in place should they be required.</p> <p>A system for closing one or more bubbles at short notice will be put in place.</p>		
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Hazard 3	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
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Positive Case in School	As above	HIGH	<p>In the event of a positive case the local health protection team will be contacted and their advice followed.</p> <p>Public Health England East of England: 0300 303 8537 opt 1 https://www.gov.uk/guidance/contacts-phe-health-protection-teams#east-of-england-hpt</p> <p>Records will have been kept of pupils and staff in all groups and of all close contacts to aid track and trace.</p> <p>We will use the template letter which will be provided to schools, on the advice of the health protection team, to send to parents and staff if needed.</p>	MED	
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Hazard 4	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Appropriate and safe use face coverings	Spread of Covid	HIGH	<p>The government is not recommending universal use of face coverings in all schools. Primary school children will not need to wear a face covering.</p> <p>Where social distancing is more difficult in areas outside of classrooms between members of staff or visitors, the Head Teacher has the discretion to decide whether to ask staff and other adults in school to</p>	LOW	Ensure have adequate supply of face coverings and that the process for putting them on and

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		<p>wear, or agree to them wearing, face coverings.</p> <p>Based on current evidence and the measures that Eden is already putting in place, such as the system of controls and consistent bubbles, face coverings will not be necessary in the classroom even where social distancing is not possible. Face coverings may have an impact on teaching.</p> <p>Some adults and children may want to wear face coverings and this will not be refused as long as they are used safely. See below.</p> <p>If there is arise in infections locally or local lockdowns or restrictions are in place, the Head Teacher may ask for face coverings to be worn by adults in areas outside classrooms when moving around communal areas where social distancing is difficult to more difficulty to maintain. This will be communicated quickly and clearly.</p> <p>Exemptions</p> <p>Some individuals are exempt from wearing face coverings. This applies to those who:</p> <ul style="list-style-type: none"> • cannot put on, wear or remove a face covering because of a physical or mental illness or impairment or disability • speak to or provide assistance to someone who relies on lip reading, clear sound or facial expression to communicate 	<p>removing them is clearly communicated.</p>
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		<p>Where anybody is struggling to access a face covering, or where they are unable to use their face covering due to having forgotten it or it having become soiled or unsafe, the school will have a small contingency supply available to meet such needs.</p> <p>No-one should be excluded from education on the grounds that they are not wearing a face covering.</p> <p>Safe wearing and removal of face coverings:</p> <p>There will be a process for removing face coverings when those who use face coverings arrive at school, and when face coverings are worn at school in certain circumstances. This process will be communicated clearly to pupils and staff.</p> <p>Safe wearing of face coverings requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them in individual, sealable plastic bags between each use. Where a face covering becomes damp, it should not be worn and the face covering should be replaced carefully.</p> <p>Pupils must be instructed not to touch the front of their face covering during use or when removing it and they must dispose of temporary face coverings in a ‘black bag’ waste bin (not recycling bin) or place reusable face coverings in a plastic bag they can take home with them,</p>		
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			<p>and then wash their hands again before heading to their classroom.</p> <p>Further guidance on face coverings</p> <ul style="list-style-type: none"> • Safe working in education, childcare and children’s social care provides • Face coverings in education settings 		
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Hazard 5	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Ineffective Hand Hygiene	<p>Spread of Covid 19</p> <p>As above</p>	HIGH	<p>Schedule for handwashing to be established in each class and followed rigorously.</p> <p>Build routines into school culture and support with teaching and behaviour expectations. We will also encourage parents and children to read and use education resources such as e-bug and PHE schools resources.</p> <p>Staff to repeatedly teach adequate 20 second handwashing, soaping and drying and supervise carefully.</p> <p>Hands to be washed with warm water and soap that lathers for at least 20 secs. Handwashing technique to follow NHS guidance and posters to be available in all handwashing areas.</p>	MED	<p>Additional handwashing basins may need to be installed: to be reviewed in first week of school.</p>



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			<p>Children and adults to sanitize on arrival at gate.</p> <p>Hand sanitiser stations to be available at entries to classrooms and in other locations throughout the school.</p> <p>Children and adults to wash hands at arrival, before leaving school, before and after eating, after the toilet, before and after breaks, before and after being in a space other than their classroom and whenever else staff feel this would be necessary.</p> <p>We will ensure the school has sufficient hand washing or hand sanitising stations, soap and paper towels to fulfil the requirements for our school population.</p> <p>Ensure suitable supervision of hand sanitiser use, given risks around ingestion.</p> <p>Small children and pupils with complex needs must be supervised and helped to clean their hands properly.</p> <p>Hand washing areas to be regularly cleaned, and consumables checked at the start and throughout the day.</p>		
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Hazard 6	Potential Injury	Risk	Control Measures Required for Opening	Residual	Further
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	or Damage/Persons at Risk	Level		Risk Level	measures Needed
Inadequate Respiratory Hygiene	Spread of Covid 19 as above	HIGH	<p>Catch it, Bin it, Kill it taught and reinforced with posters and through reminder lessons. We will also encourage parents and children to read and use education resources such as e-bug and PHE schools resources.</p> <p>Staff and students to use tissues when coughing or sneezing and discard used tissue in bin with lid, before washing hands thoroughly.</p> <p>Ensure there are enough tissues and bins available for the school population to maintain 'catch it, bin it, kill it' at start and throughout the day.</p> <p>Children and adults do not touch eyes, mouth or nose unless they are certain their hands are clean.</p> <p>Ensure younger children and those with complex needs are helped with respiratory hygiene.</p> <p>Ensure children who spit uncontrollably or use saliva as a sensory stimulant are supported and methods of managing behaviour are in place. Risk assessment completed if necessary.</p>	MED	

Hazard 7	Potential Injury	Risk	Control Measures Required for Opening	Residual	Further
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	or Damage/Persons at Risk	Level		Risk Level	measures Needed
Inadequate Cleaning	Spread of COVID 19 as above	HIGH	<p>Enhanced and detailed cleaning schedule documented and, in place including regular cleaning of frequently touched surfaces using standard products such as detergents and bleach.</p> <p>Introduce enhanced cleaning of all facilities throughout the day and at the end of each day. Clean all contact surfaces between each use by different groups.</p> <p>Office areas and devices throughout the school to be thoroughly cleaned with appropriate wipes/spray including phones, key boards, etc.</p> <p>Deep cleaning once a week.</p> <p>Rooms and areas that are shared are cleaned thoroughly and frequently in between groups.</p> <p>Frequently touched surfaces (handrails, door handles, switches, flushes, tables and desk tops, bannisters, telephones, keyboards,) are cleaned and disinfected regularly throughout the school day.</p> <p>Toilets cleaned regularly throughout the school day.</p> <p>Table tops cleaned before and after lunch.</p>	LOW	Weekly audit of cleaning materials and purchasing

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		<p>Cleaning materials (e.g. disinfectant spray / wipes) available to staff in all areas. Manufacturer’s instructions for dilution, application, PPE and contact times for all detergents and disinfectants will be followed.</p> <p>Only cleaning products supplied by the school and contract cleaners are to be used.</p> <p>School to obtain the risk assessment from contract cleaning staff for assurance on social distancing measures and their schedule / methods for cleaning the school site.</p> <p>All control measures and instructions for safe cleaning to be made clear to cleaners by PM and SBM and supervision of cleaners of adherence to measures and cleaning by PM and SBM to be robust.</p> <p>Rooms will be thoroughly cleaned at the end of each day.</p> <p>In the event of a suspected case / confirmed positive case on site:</p> <ul style="list-style-type: none"> • For disinfection (e.g. following a suspected case) use a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.). • See PHE advice COVID-19: cleaning of non-healthcare settings guidance 		
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			<p>When cleaning a contaminated area:</p> <p>Cleaning staff to:</p> <ul style="list-style-type: none"> • Wear disposable gloves and apron • Wash their hands with soap and water once they remove their gloves and apron • Wear a fluid resistant surgical mask (Type IIR) if splashing likely • Hands should be washed with soap and water for 20 seconds after all PPE has been removed. <p>PPE to be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished.</p> <p>Any cloths and mop heads used must be disposed of as single use items.</p>		
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Hazard 8	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Response to infection	Spread of Covid 19 as above	HIGH	Ensure that we understand the NHS Test and Trace process and how to contact local Public Health England health protection team . See Haringey Public Health slide sent to schools with flow chart .	MED	

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		<p>Ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> • book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit • provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace • self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19) <p>Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing Schools should ask parents and staff to inform them immediately of the results of a test:</p> <p>if someone tests negative, if they feel well and no longer have symptoms</p>		
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		<p>similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.</p> <p>if someone tests positive, they should follow the ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’ and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.</p> <p><u>Confirmed cases</u></p> <p>Eden will take swift action by contacting the local health protection team when we become aware that someone who has attended has tested positive for coronavirus (COVID-19). This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.</p> <p>The health protection team will work with Eden in this situation to guide us</p>		
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		<p>through the actions needed. Based on the advice from the health protection team, the school will send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:</p> <ul style="list-style-type: none"> • direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin) • proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual • travelling in a small vehicle, like a car, with an infected person <p>In the majority of cases, the school and the parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian insists on a child attending school, the school can take the decision to refuse the child entry if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID-19). Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice.</p>		
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Hazard 9	Potential Injury or	Risk Level	Control Measures Required for Opening	Residual Risk	Further measures
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	Damage/Persons at Risk			Level	Needed
Transmission of virus due to contact between individuals	<p>Spread of virus if social contacts are not minimised and if social distancing is not encouraged.</p> <p>As above</p>	HIGH	<p>Eden will do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum.</p> <p>Eden will reduce the number of contacts between children and staff by adhering to the one class size bubble and social distancing arrangements.</p> <p>Eden will keep careful records of people in groups that have contact. All groups will remain clear and consistent and will be recorded.</p> <p>Group lists to be prepared and available from start of term from administrative staff and all other staff.</p> <p>Each class of up to 30 children and its assigned staff team will constitute one bubble and the individuals within that bubble will not come into contact with individuals in other bubbles in school.</p> <p>Staff will only enter the bubbles they are assigned to.</p> <p>Interaction and sharing of rooms and social spaces around the school will be at an absolute minimum between groups throughout the school and made possible in the following ways:</p> <p>Movement around inside the school will be very limited in communal areas and on stairs. There will be one way systems and children and staff</p>	MED	<p>Portaloos and portobasins to be considered if toilet use is too time consuming or seems over crowded</p>

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		<p>will be asked and taught to avoid unnecessary lingering or touching.</p> <p>The hall/Café Eden will only be used for PE (when it is impossible to be outside) as well as for individual music tuition. Appropriate cleaning, as detailed in the sections above, will be in place.</p> <p>Communal spaces will only be used for minimal traffic, access to toilets and single class interventions in spaces that will be arranged and only used by one bubble.</p> <p>Shared spaces will be cleaned before and after use by groups.</p> <p>Staff who work across the school for curriculum purposes may teach remotely, in the hall, outside and at 2m socially distanced in classrooms. This applies to the Hebrew Teacher, Eli Abu who will be assigned to the Year 6 bubble but teach Hebrew across the school, the PE teacher, Santi Perez-Rodriguez who will be assigned to Year 2 bubble but teach across the school, one teacher (Sara Marshall) working in two bubbles, Year 6 and Reception, Laura Fox studio teacher who will work in one bubble each half term and one teacher (Martin Lubich) working in Year 3 bubble but also providing some tuition in one other bubble.</p> <p>Staff to follow social distancing guidance in offices/staff room areas/communal spaces etc., i.e. 2m wherever possible.</p> <p>A policy for supply teachers and peripatetic teachers working across</p>		
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		<p>bubbles will be adhered to: this applies to visiting music teachers and SEND therapists. They should ensure they minimise contact and maintain as much distance as possible from other staff and children.</p> <p>Where staff move across groups (bubbles) hands will be washed / sanitised before and after and social distancing (2m) will be maintained from other staff and adults.</p> <p>Where children move across rooms for interventions, music tuition, SEND support, etc. hands will be washed / sanitised before and after and social distancing (2m) to be maintained as far as possible.</p> <p>Each class will have its own designated toilet and hand washing facilities which will have clear signage.</p> <p><u>Guests, visitors and other workers</u> will only enter the school premises if the visit is essential. If a visit is absolutely necessary, as far as possible it should occur outside school hours.</p> <p>All visitors / building users will be made aware of school's expectations before or on arrival. They must follow social distancing, hand washing / use of sanitiser on entry and adhere to any restrictions on accessing parts of the building stipulated by the school. Volunteers, temporary / supply staff and other providers will be briefed on our arrangements for managing and minimising risk, including the need to maintain distance (2m where possible) from other staff and pupils.</p>		
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		<p>All adults and children working in or visiting the school will be told which toilets they are allocated and which staff refreshment areas they may use.</p> <p>Parents will only come onto premises by appointment or in event of an emergency. Parents will meet with staff on the phone or by video conferencing.</p> <p>A record will be kept of all visitors or the lead member for a group e.g. a hiring (records maintained for 21 days) to aid Track and Trace. (Name, contact phone number, date of visit arrival / departure time).</p> <p>Signage in reception and around the school will remind all individuals of control measures. Visual markers will reinforce social distancing (2 m where possible).</p> <p>The SBM and PM will manage visitors to the site, such as contractors, explaining carefully control measures, site guidance on physical distancing and hygiene on or before arrival. Where visits can happen outside of school hours, they should. A detailed record will be kept of all visitors.</p> <p>A safe system for signing in will be in place for staff and visitors.</p> <p>Outside classroom doors will be used for entry and exit to the building at all times. All adults will be allocated their specific entry and exit door to avoid crowding.</p>		
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		<p>SLT and other designated staff will supervise communal areas, stairs and outside areas when children are arriving, leaving or moving around the school to ensure social distancing of 2m is maintained wherever possible.</p> <p>Arrival and Dismissal</p> <p>Arrival and Dismissal will be staggered with soft start and finish periods in every class so that teaching time is not diminished and to reduce congestion and contact. This was clearly communicated to parents in August 2020.</p> <p>Security issues - terrorism and anti-Semitism related, must be considered whilst queueing to enter the school. Share plans with CST and discuss with security guards. Queues to be inside school in drive way to avoid assembling outside the school.</p> <p>On arrival, pupils and parents will enter through the fire gates, line up on socially distanced spots and parents will leave through the pedestrian gate.</p> <p>At dismissal parents will enter through the fire gates and wait for their children on socially distanced spots at the front of the school at the allocated times. They will leave through the pedestrian gate.</p> <p>Visual aids and floor markings will help parents and children socially distance and remember arrangements. Parents and children need to stay</p>		
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		<p>2m away from Security Guards.</p> <p>Parents will not enter school site after the arrival queue and will not gather outside the school or in the surrounding area.</p> <p>No parents must enter the school site apart from Reception parents who may go to the back door in a staggered socially distanced system to drop off and collect children. During the staggered start while settling in children, a gazebo will be provided for parents to stay close to the classroom as they will not be able to enter the building. Year 1 parents may go to the classroom door on the first day.</p> <p>A procedure for hand sanitising and removing face coverings worn by children and staff arriving at school will be in place at the entrance. Disposable coverings will be put into a bin or reusable face coverings placed in a plastic bag to be taken home at the end of the day.</p> <p>Children and staff will sanitise hands at the gate and then wash their hands upon arrival at the classroom for at least 20 seconds.</p> <p>Independent travellers must use the queue system and stand 2ms apart.</p> <p>Independent travellers must maintain social distance when leaving school and go straight home.</p> <p>Breaks</p>		
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		<p>Breaks will be staggered so that only one bubble is in any outside space at any time. Breaks will be supervised by bubble staff only.</p> <p>Activities that require pupils to be in close physical contact with each other will not be permitted and children will be encouraged to social distance and not touch each other. We will supervise and teach children carefully to aid the enforcement of social distancing as far as is reasonable.</p> <p>Staff will teach children games for outside play that can be socially distanced. Children will also be taught to practice talking and socialising two metres apart and to understand what 2m looks like. They will learn socially distant greetings and ways to play together.</p> <p>The additional land to the rear of the playground will be used to provide more space for play and learning, and each classroom has a designated outdoor area for learning either next to the classroom for EYFS and KS1 or on the deck area for KS2.</p> <p>The climbing frame and monkey bars will be assigned to different classes on a rota basis and will be cleaned between each use by different groups.</p> <p>Each class will have their own set of outside play and sports equipment to be cleaned after use or left for period of 48 hrs (72 hrs for plastic) between each use by different groups and to be kept safely in the classroom.</p>		
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		<p>Pupils will wash / sanitise their hands before and after they use the climbing equipment, monkey bars or any outside play equipment.</p> <p>LUNCH and SNACKS</p> <p>Lunch and snacks will be eaten in each bubble classroom with bubble staff.</p> <p>Snacks for Years R-2 will continue to be provided by DfE. Children in Years 3-6 to bring own fruit and vegetable snacks to school. These will be kept in children's individual boxes along with their water bottles. Any packaging, and the water bottle, will be taken home for cleaning daily.</p> <p>PPA and breaks will be covered by staff assigned to each bubble so that they do not need to cross between bubbles.</p> <p>Staff will receive all necessary food hygiene training and guidance.</p> <p>Staff Refreshment and Work Areas</p> <p>Staff will have designated staff refreshment areas (where they must socially distance) and their own toilets. Staff rooms will not be used for interactions or meetings but for brief periods to prepare drinks and food only.</p> <p>Maximum occupancy figures will be communicated to staff and are as follows: one person at a time in the kids' kitchen and music room. Two</p>		
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		<p>people max at any one time in the main staff room.</p> <p>Staff need to use their own water bottles and cup for coffee/tea which they should bring to school clean, keep for themselves and take home each day. There should be no communal cups/glasses/plates due to risk of ineffective washing up and lack of washing up facilities in music room. Food items must not be washed up in toilet sinks.</p> <p>Staff must do all work in their own bubbles. Staff may use printers and photo copiers but must clean and disinfect these before and after use. The staff workroom will be allocated as a work space to a named member of staff and cannot be used by others.</p> <p>Administrative Areas and Office</p> <p>The SBM will move to the DHT/Inclusion Lead office.</p> <p>All office staff must be seated 2m away from each other and rooms should be well ventilated.</p> <p>Comfortable arrangements will be agreed with all staff.</p> <p>Desks, keyboards and phones to be cleaned regularly and between users.</p> <p>Before and After School Provision</p>		
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		<p>After School Provision and clubs will be organised in class bubbles in classroom or in spaces cleaned before and after use. These will be run by bubble staff or by other adults who will maintain 2m distance and adhere to all control measures.</p> <p>Outside providers will provide their own Risk Assessment and make the school clear of their control measures, agreeing these with us. Eden will work closely with external providers to ensure children are in the same bubble group as during the school day.</p> <p>Breakfast Clubs will be run by bubble staff in each classroom.</p> <p>Staff will receive all necessary food hygiene training or guidance.</p> <p>In wrap-around provision, groups will replicate bubbles in place during the school day to minimise potential transmission between the school's groups.</p> <p>As with physical activity during the school day, contact sports should not take place.</p> <p>Eden will consult the guidance produced for out of school providers.</p> <p>The school will advise parents to limit the number of different out of school setting providers they access. Where parents use childcare providers or out of school activities for their children, Eden will encourage</p>		
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		<p>parents and carers to seek assurance that the providers are carefully considering their own protective measures, and children should only attend settings that can demonstrate this.</p> <p>Offsite visits/educational trips will be considered on a case by case basis.</p> <p>No overnight or overseas visits will be run.</p> <p>Any visits run will keep children within their bubble group and Eden will require re-assurance of COVID-secure measures in place at the destination to be undertaken as part of usual planning and offsite visit risk assessment.</p> <p>SEND</p> <p>Children with SEND (whether with Education, Health and Care Plans or on SEN support) will receive specific help and preparation for the changes to routine that this will involve. Teachers and the Inclusion Lead will plan to meet these needs, for example using social stories, and communicate in advance with parents and children. These children will be carefully supported and supervised.</p> <p>In the rare case where a child attends more than one setting on a part time basis, for example because they are dual registered at a mainstream school and an alternative provision setting or special school or because they are receiving support elsewhere, school will work through the system of controls collaboratively, enabling them to address any risks identified and</p>		
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			<p>allowing them to jointly deliver a broad and balanced curriculum for the child.</p> <p>Reception staggered start</p> <p>Parents may enter the Garinim playground in small groups and socially distanced and may not enter the classroom.</p> <p>Gazebos purchased to protect outside space form rain etc.</p>		
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Hazard 10	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Ineffective classroom and school organisation	Spread of virus	HIGH	<p>School organisation, classroom set up and teaching plans will minimise contact and will maximise social distancing in all classes as far as possible.</p> <p>Rooms to be kept as well ventilated as possible by keeping windows and doors open at all times. Children and staff are encouraged to wear layers to keep warm or cool.</p> <p>Classroom and Resource Set Up</p> <p>Any unnecessary items will be removed from classrooms and other learning</p>	MED	Long term plan – should we be buying lino for the classrooms this summer?

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		<p>environments and stored elsewhere.</p> <p>Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) will be removed from the classrooms and stored in suitable spaces.</p> <p>Children may not sit on carpets and these will be removed.</p> <p>Ideally the teacher's teaching space / workstation should be 2m from pupils.</p> <p>Staff are to maintain a safe distance between each other (2 metres wherever possible).</p> <p>Where possible we will keep space at the front of the class for teachers and other staff to enter and be present whilst maintaining social distancing.</p> <p>All staff will avoid close face to face contact and minimize time spent within 1 metre of anyone.</p> <p>Staff will minimize contact with children's work. Marking guidance to be provided.</p> <p>Children will be seated side by side and facing the front of the room and will not be facing each other.</p>		
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		<p>Classrooms should be adapted to support distancing where possible.</p> <p>All children to be supported to maintain distancing or sensible spacing for younger children from other children and staff.</p> <p>Unnecessary furniture will be moved out of classrooms.</p> <p>In Reception and Year 1, the classroom and planning will ensure that children are able to learn age appropriately and also avoid close contact with other children as much as possible. No touching each other will be permitted. In Reception and Year 1 the classrooms will be organised to prevent crowding.</p> <p>In Years 2-6 children will be expected to social distance as far as possible and touching will not be permitted.</p> <p>Each child will have the following:</p> <ul style="list-style-type: none"> • A designated seat where they will sit for learning, snacks and lunch • A box in which they will keep personal belongings: outside wear, water bottle, snacks, Eden back pack, mobile phones, etc. • A large pencil case containing personal toolkit of their own and teaching resources to prevent sharing. 		
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		<ul style="list-style-type: none"> • A tray in which they will keep their own work and books. <p>Bubble staff will contribute to regular cleaning of spaces in classrooms and common contact surfaces socially particularly when children are sharing areas or of anyone moves areas. This applies to chairs, desktops and devices.</p> <p>Use of shared resources between children and bubbles will be minimised and resources will be allocated to individual children or to single bubbles where possible.</p> <p>Classroom resources which are shared within bubbles will be cleaned at the end of the day.</p> <p>Those resources shared across groups (some sports, art, science, computing devices, etc.) must be cleaned between use.</p> <p>Books in the library may be taken to classrooms by staff for children to use, But not taken from the library by children. Staff should wear gloves or hand sanitise before touching library books in the library.</p> <p>Books in classroom should be displayed selectively and handled minimally. Each child should have a small selection of books kept in their own tray. Books used should be returned to safe return box, dated and quarantined for a week before further use by others.</p>		
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		<p>Most equipment used will be quarantined between users for 48 hours or 72 hours if plastic. Where equipment is quarantined bubble staff will ensure this is clearly labelled with day used / next day available for use.</p> <p>Staff may not share tools or stationery items, and will have their own personal toolkit with all items named, in a named toolbox.</p> <p>Classroom Management (general)</p> <p>Any lining up for toilets, handwashing, arrival or departure must be socially distanced by 2m. Floor markings will aid this in some areas where possible.</p> <p>All windows to be open and doors to be wedged open for good ventilation.</p> <p>Children should have their hair tied up.</p> <p>We will maintain a good supply of tissues in all classrooms</p> <p>We will teach children about not touching things as they walk through the school.</p> <p>Cleaning and tidiness in class</p> <p>Classrooms must be clean and tidy at all times. Clutter must be avoided.</p> <p>Bubble staff will build tidying up and cleaning into end of lesson activity</p>		
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		<p>routine.</p> <p>Cleaning materials and anti-bacterial wipes will available in all rooms and teachers will ensure children wipe down all computing devices after use. If children are too young or cannot manage this task effectively, then bubble staff will do this.</p> <p>Parents to ensure children have their own water bottles in school each day that are taken home, cleaned and refilled each day. Bubble staff to closely supervise hygiene and organisation at start and end of the day. Bottle kept in each child's box.</p> <p>Each class and all communal areas will have suitable and sufficient rubbish and recycling bins with regular removal and disposal. We will ensure sufficient foot pedal operated, lidded bins to comply with 'catch it, bin it, kill it.' guidance.</p> <p>Families will be told to limit the amount of equipment children bring into school each day to essentials such as hats, coats, books and mobile phones. Eden back packs are now allowed and kept in boxes but should be kept light.</p> <p>Outside Learning and PE</p> <p>Bubble staff should plan for as much outside learning opportunities as possible to make use of outside learning space attached to classrooms,</p>		
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		<p>playground, additional land and Coldfall Woods.</p> <p>Our PE subject lead, Santi Perez-Rodriguez, will review all existing risk assessments and schemes of work to include management of COVID-19 risks.</p> <p>Pupils will be taught in consistent class groups.</p> <p>Each bubble will have their own sports resources which will be stored in lidded boxes so as to maintain hygiene and keep them in a well organised condition.</p> <p>Shared sports equipment will be thoroughly cleaned between each use by different groups, and contact sports avoided.</p> <p>The outdoor climbing frame and monkey bars will be used by one group at a time according to our schedule and cleaned between groups</p> <p>Sharing of equipment during PE will be limited to the absolute minimum.</p> <p>Outdoor sports are prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils.</p> <p>Time will be built in for handwashing / sanitising before / after PE lessons.</p>		
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		<p>We will have regard to the following advice and risk assessments:</p> <p>Association for Physical Education AfPE .</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation</p> <p>Staff must maximise opportunities for outside learning to aid social distancing and to maintain health.</p> <p>INSET will provide an opportunity for looking at how to teach the planned curriculum outside.</p> <p>Each class must use their designated outside PE and break times on every occasion.</p> <p>Each class is to go to Coldfall Woods for learning for two hours or more at least once a week.</p> <p>Pupils will not need to change in to PE kit. They will wear appropriate clothing and footwear for outside learning and PE at all times.</p> <p>Parent volunteers for offsite activity should be consistent and well briefed</p>		
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		<p>on all control measures.</p> <p><u>Swimming will not be happening until further notice.</u></p> <p>Swimming pools (including school pools) were able to open from July 25th following a relaxation in <u>Government restrictions.</u></p> <p><u>Follow PWTAG and Swim England advice on reopening school pools.</u> <u>Review swimming pool risk assessment and operating procedures.</u></p> <p>Music</p> <p>There will be no singing, chanting or playing wind or brass instruments. This will be reviewed regularly according to new government guidance.</p> <p>Instrumental tuition (guitar, violin, and piano) will be taught at different times in the hall, which is appropriately spaced and ventilated. Control measures will be agreed and strictly adhered to by staff and children.</p> <p>Other</p> <p>Assemblies will be conducted via video link.</p> <p>As far as possible teachers and children should avoid taking anything home other than reading books. Careful cleaning and hand washing around these items should be maintained.</p>		
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			<p>Homework and other learning tasks will be set using remote learning platforms and communication with parents around home-school reading will be done online, NOT using the usual home-school reading book.</p> <p>Children will be gradually provided with kits of tools and materials to keep at home.</p> <p>Marking should not be done close to children. Whole class feedback is encouraged. Staff may look at children's work after school and should always handle books with clean and sanitised hands.</p>		
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Hazard 11	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Attendance	Mental Health and wellbeing of children and academic achievement	MED	<p>It is important for all children to return to school to minimise, as far as possible, the longer-term impact of the pandemic on their education, wellbeing and wider development.</p> <p>School attendance will be mandatory from the beginning of the autumn term. The usual rules on school attendance will apply, including:</p> <ul style="list-style-type: none"> parents' duty to secure that their child attends regularly at school where 	LOW	

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		<p>the child is a registered pupil at school and they are of compulsory school age</p> <ul style="list-style-type: none"> • schools' responsibilities to record attendance and follow up absence • the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct <p>Where a pupil is unable to attend school because they are complying with clinical or public health advice, we will immediately offer them access to remote education and monitor engagement with this activity. Where children are not able to attend school as parents and carers are following clinical or public health advice, for example, self-isolation or family isolation, the absence will not be penalised.</p> <p>Eden will bear in mind the potential concerns of pupils, parents and households who may be reluctant or anxious about returning and put the right support in place to address this. This may include pupils or families who have previously been shielding or those concerned about the comparatively increased risk from coronavirus (COVID-19), including those from Black, Asian and Minority Ethnic (BAME) backgrounds or who have certain conditions such as obesity and diabetes.</p> <p>Eden will discuss concerns and provide reassurance of the measures they are putting in place to reduce the risk in school. Eden will be sensitive and at the same time be clear with parents that pupils of compulsory school age must be in school unless a statutory reason applies. Fining will only be looked at as a very last resort in extreme circumstances.</p>		
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		<p>Eden will carefully follow guidance on recording attendance at <u>addendum: recording attendance in relation to coronavirus (COVID-19) during the 2020 to 2021 academic year</u>.</p> <p>Eden will:</p> <ul style="list-style-type: none"> • work with families to secure regular school attendance from the start of term • Communicate clear and consistent expectations around school attendance to families (and any other professionals who work with the family where appropriate) ahead of and during the start of the new school year. • Identify pupils who are reluctant or anxious about returning or who are at risk of disengagement and develop plans for re-engaging them. This should include disadvantaged and vulnerable children, especially those who were persistently absent prior to the pandemic or who have not engaged with the school regularly during the pandemic. • Use the additional funding schools will receive, as well as existing pastoral and support services, attendance staff and resources and schools' pupil premium funding to put measures in place for those families who will need additional support to secure pupils' regular attendance. 		
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			<ul style="list-style-type: none"> Work closely with other professionals as appropriate to support the return to school, including continuing to notify the child's social worker, if they have one, of non-attendance. 		
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Hazard 12	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Hiring and Letting	Spread of Covid 19 AS above	HIGH	<p>Hiring and letting will be minimal in the Autumn Term,</p> <p>Risk assessments will be required from providers and their controls must be as robust as the school's risk assessments. Hirers must be made aware of and adhere to the school's protocols.</p> <p>Social distancing (ideally 2m, 1m+ only with mitigation) must be maintained.</p> <p>Maximum occupancy based on the room size and nature of activities (static vs a range of movement) will be agreed based on activity.</p> <p>We will review any hirer's activity against the relevant Government guidance and any existing restrictions.</p>	LOW	

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		<p>See https://www.gov.uk/government/publications/further-businesses-and-premises-to-close/further-businesses-and-premises-to-close-guidance</p> <p>Room layouts and areas able to be accessed will be agreed and additional furniture may not be used by hirers.</p> <p>Time of hire will avoid any unnecessary mixing with members of the school community and access is arranged to avoid such contact.</p> <p>Welfare facilities are cleaned before / after use by hirers and adequate supplies of soap/water, paper towels, hand sanitiser etc. are provided.</p> <p>We will require hirers to open windows / doors where appropriate in order to maintain good ventilation.</p> <p>We will provide additional signage for the space hired to remind users of social distancing, hand washing etc.</p> <p>All areas used, particularly touch surfaces will be cleaned before and after use.</p> <p>School equipment will as far as possible not be used by hirers. Where this is agreed, it will be thoroughly cleaned after use -or left in 'quarantine' for 72 hours before being used by the school / other users.</p> <p>A clear and adequately detailed record will be kept of all visitors / lead booker (maintained for 21 days) to aid Track and Trace.</p>		
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			In the event of a subsequent positive case returned by a hirer or a member of a 3 rd party group, we will ensure there is a process in place to notify the school.		
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Hazard 13	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Food and catering	Spread of Covid 19 AS ABOVE	HIGH	<p>Reinforce handwashing prior to eating food.</p> <p>Hand sanitiser will be available in any room where people eat or prepare food and should be used by all persons when entering and leaving the area.</p> <p>Food operators continue to follow Food Standard Agency's (FSA) guidance on good hygiene practices in food preparation and their Hazard Analysis and Critical Control Point (HACCP) processes.</p> <p>Lunch delivery discussed and agreed with Martyne Burman/Cooking Crew. Arrangements made to prepare suitable food and deliver to classrooms according to schedule.</p> <p>Additional necessary equipment purchased: trolleys etc.</p> <p>Children will use their own water bottles for drinking at lunch time. Sink areas must be kept clean at all times. Children may not use water fountains</p>	LOW	



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			<p>or kitchens in school. All water fountains will remain switched off and covered.</p> <p>Staff to receive guidance on food hygiene and food serving.</p> <p>All rubbish and waste should be put straight in the bin by the user and not left for someone else to clear up.</p> <p>All areas used for eating must be thoroughly cleaned before and after eating, including table tops and anything that has been touched.</p>		
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Hazard 14	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Use of Public Transport	Spread of Covid As above	HIGH	<p>Eden families will be encouraged to walk or cycle to school and we will communicate the risks to parents and staff involved with using public transport and the measures to be taken.</p> <p>Travel plan to be reviewed.</p> <p>Families must follow government guidance at all times with regards transport and gathering. Parents and children should be socially distancing on their walk to school. If the school learns that this has been challenged HT reserves right to refuse entry to school.</p>	LOW	



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			<p>Bikes and scooters can be stored in the usual place but care will need to be taken when parking and collecting them so as to keep socially distant from families in the queue. All families will be reminded of this.</p> <p>Children must be careful not to touch other children's bikes or scooters.</p> <p>All individuals to limit their use of public transport, and if this is not possible individuals should follow government advice on the wearing of face coverings. (mandated from 15th June) . Guidance on how to wear and make a cloth face covering is available.</p> <p>We will follow guidance and use resources received from Transport for London and Haringey as appropriate.</p> <p>Children should only travel in their own family cars.</p>		
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Hazard 15	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Use of First Aid and PPE	Spread of Covid 19 HIGH	HIGH	<p>The majority of staff in education settings will not require PPE beyond the requirement they would normally need for their work. PPE is only needed in a very small number of cases, including:</p> <ul style="list-style-type: none"> • where an individual child or young person becomes ill with coronavirus 	MED	

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		<p>(COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained</p> <ul style="list-style-type: none"> • where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used. <p>Social distancing may not be possible to maintain during the delivery of first aid, but physical contact should be kept to a minimum e.g. pupils can self care and apply cold pack, wipe, plaster where able to do so.</p> <p>Staff and children all wash hands before / after treatment.</p> <p>Those administering first aid should wear PPE appropriate to the circumstances. Where the injury is significant and requires close care for an extended period then it would be reasonable to wear PPE.</p> <p>First aiders to be aware of advice on CPR from The Resuscitation Council https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/</p> <p>The medical room for illness will now be in the ex SBM office with access to the side door and windows for ventilation. The old medical room will now be for injuries, medication and first aid.</p> <p>The first aid rooms may become busy and are small. Only one person can</p>		
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		<p>be treated or looked after in the first aid room at a time and bubble staff will make other spaces available if there is a waiting room which are removed from other children and where 2m distancing is possible.</p> <p>PPE will be available in both medical spaces.</p> <p>PPE is available for intimate care where needed. Individual ongoing cases should be risk assessed and based on nature of task and level of contact PPE arrangements should be agreed if necessary(e.g. use of disposable apron, gloves, fluid resistant surgical mask (type IIR) and if there is a risk of splashing to the eyes e.g. coughing, spitting, vomiting then eye protection should be worn.)</p> <p>Where a child falls ill with Coronavirus symptoms whilst on site (new continuous cough, high temperature cough or a loss of, or change, in your normal sense of taste or smell) then school staff supervising the child while they await collection should wear PPE (a fluid resistant surgical mask) if a distance of 2m cannot be maintained.</p> <p>If direct care (such as for a very young child or a child with complex needs) is required then staff giving care to wear a fluid resistant surgical mask, disposable apron and gloves.</p> <p>We will refer to guidance on safe working in education, childcare and children's social care for more information about preventing and controlling infection, including when and how PPE should be used, what</p>		
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			type of PPE to use, and how to source it.		
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Hazard 16	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Emergency Procedures	Spread of Covid 19	HIGH	<p>Emergency evacuation and invacuation procedures will be reviewed and shared with all staff at the start of term.</p> <p>They will take place following social distancing principles as far as is reasonably practicable.</p> <p>Staff in bubbles must practise the new arrangements as soon as possible in the first two weeks of school.</p> <p>Maintain bubbles and silence at assembly points.</p>	LOW	

Hazard 17	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Deliveries and waste	Spread of Covid 19 as above	MED	<p>Eden staff will not approach delivery staff but allow packages to be left in a safe place.</p> <p>Hands are to be thoroughly washed after handling all deliveries or waste</p>	LOW	



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			<p>materials.</p> <p>Waste collections to be made when the minimum number of persons are on site (i.e. after normal opening hours).</p> <p>See notes o infected waste above.</p>		
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Hazard 18	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Premises	Various including fire, legionella, electrocution etc.	HIGH	<p>SBM to ensure that all 'normal' tasks / compliance checks are being carried out/planned such as fire alarm testing, legionella controls, servicing of equipment, PAT testing etc.</p> <p>Ensure all key services are operational</p> <p>Legionella</p> <p>Follow normal practices for re-opening after summer holiday period. i.e. where weekly flushing of outlets has not taken place then chlorination / flushing of whole system should take place.</p> <p>PM to ensure key fire doors are not being compromised / wedged open (those protecting stairwells, cross-corridor, on single directional routes etc.)</p>	LOW	



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Hazard 19	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Lack of awareness	Spread of COVID-19	HIGH	<p>An immense amount of communication will be needed with staff, parents and children before and after opening, which could include letters, photos, videos and information about security measures to reduce negative impact, to ensure safety and security.</p> <p>All adult members of the school community must read all communications thoroughly.</p> <p>All staff have been consulted and informed of plans and all risk assessments in a new Staff Handbook, risk assessment, INSET, and weekly (and daily if necessary) briefings.</p> <p>Parents/carers and pupils are informed of measures in place to protect them through the new Parent Handbook, Risk Assessment and are required to read and return a new Home School Agreement.</p> <p>Posters and signage are displayed in all suitable places around the site to remind everyone of procedures and control measures to mitigate risks.</p>	LOW	Regular reminders for parents

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			<p>A clear briefing will be provided for all personnel coming on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance.</p> <p>Volunteers, peripatetic, temporary / supply staff and other providers are briefed on school's arrangements for managing and minimising risk, including need to maintain distance (2m where possible) from other staff and pupils.</p>		
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Hazard 20	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Mental health and wellbeing of staff	The school will not be able to run without healthy and positive staff and their mental health and well-being is therefore a priority.	HIGH	<p>The full RA is presented to staff for feedback, comment and understanding. Staff therefore have input into hazard identification and control measures.</p> <p>Staff will commit to reading fully and understanding the RA.</p> <p>Staff will also read all other relevant documents to ensure they receive the best possible guidance and support.</p> <p>A reporting system is in place to allow staff to urgently alert school leaders to any shortcomings or concerns and when systems are not working as they should be. This can be done with SLT on site or with SLT at home by phone,</p>	MED	

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		<p>text or other methods.</p> <p>All staff meetings and CPD will be run remotely unless these are within one bubble. Face to face meetings will not take place. Staff meetings will take place virtually, allowing all to participate to discuss concerns and shared control measures.</p> <p>Staff have the opportunity to talk to supervisors each day and to access any support the school insurance provider (SAS) and we as a school can provide.</p> <p>We encourage all staff to liaise with SLT to discuss concerns regarding work load, anxieties or personal concerns.</p> <p>At least one SLT member of staff will be on site every day for staff to share concerns with and others will always be available during the working day.</p> <p>Risk assessments will be reviewed after day one, week one and fortnightly after that – this is flexible.</p> <p>Designated staff areas will be available for different bubbles and staff will have the opportunity to take breaks. The provision of two or more staff in each bubble in school will allow staff breaks to happen.</p> <p>For teachers, time will be available for planning and preparation within the week for at least 10% of total teaching time. This may be provided in</p>		
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			<p>separate chunks or as one block, and teachers are encouraged to take this time at home if timings and staffing allow. For TAs there will also be time for planning and preparation. This can be worked out within bubble teams.</p> <p>The use of Google Classroom and other online platforms will aid information sharing between staff.</p> <p>Work load will be monitored carefully by SLT and staff who may be struggling should always raise concerns early to allow SLT to give proper support.</p> <p>The SLT will continuously assess whether the school can operate well with the staffing levels available and will also determine the risk to teaching and learning at home if necessary.</p> <p>The FGB will support and continually assess the mental health and wellbeing of the Head Teacher.</p>		
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Hazard 21	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Careless use of Face Coverings in some	Spread of COVID-19 As above	MED	From Saturday 8 August, Government guidance changed and members of the public are required to wear a face covering inside a wider list of indoor settings such as libraries, museums, galleries, visitor attractions etc. unless they have a legitimate reason for not wearing one. See full list here	LOW	



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circumstances			<p>https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own</p> <p>Staff and pupils should comply with expected requirements when visiting such venues.</p> <p>The use of face coverings does not replace social distancing, good hand washing and hygiene protocols.</p> <p>If staff choose to wear face coverings this will be supported by employers. At Eden we respect the desire for some staff to wear face coverings, and we will support their use if they wish to do so, but face coverings are not required for working in school.</p>		
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Hazard 22	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
RECOVERY CURRICULUM for the return to school	Worry and uncertainty for some children and families	HIGH	<p><u>First Days Back at School: September 7th and 8th</u></p> <p>Based on our experience in the summer term 2020 and what the children told us about the importance of coming back to school in small groups in the bubbles, we realise that it is extremely important for children to have an</p>	LOW	

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	<p>Inability of children to adjust to school life once again and to being with other children</p> <p>Inability of children to fully understand and process the unusual year we have had</p> <p>Workload and unreasonable deadlines causing stress, illness and staff absence.</p> <p>Risk to achievement for</p>	<p>opportunity to ‘debrief’ about their time away from school and any questions and anxieties they have about returning. This cannot be done effectively in a class of 30, and indeed many children who returned in June and July told us that they really enjoyed having time in small groups where they could talk to their teacher and calmly listen to and be heard by other children. This is designed to support the mental health and well-being and assessment of all children and to identify any particular concerns.</p> <p>Therefore we will give every child an opportunity to spend one half-day at the start of term in a small group before they are exposed to the full class situation. On 7th and 8th September, children will return to school in a small group of 10 for half a day (either morning or afternoon of the 7th or morning of the 8th) before the full class comes together for the first time on the afternoon of 8th September.</p> <p>This exceptional arrangement will allow for:</p> <ul style="list-style-type: none"> • Time to rebuild and form important attachments, relationships and comfort in school • Children to share their experiences of the last few months in a safe and calm environment where there is plenty of time for their voices to be heard and supported by a teacher and their peers • A nurturing environment in which staff can pay close attention to the individual needs and state of each child in our community • Each child to settle into school and become engaged with greater support and ease 		
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	some children	<ul style="list-style-type: none"> • The beginning of a process of careful and accurate evaluation of social, emotional, behavioural and academic states and needs which will need to be addressed before successful further teaching and learning can occur. • Essential safeguarding opportunities for all children and for staff after a long period away from school. <p><u>Initial Whole School Two Week Transition Project</u></p> <p>Our aim is to rapidly and fully re-engage and excite the children about learning; to ignite the flame through a stimulating, creative and cross curricular programme incorporating and starting to rebuild all aspects of curriculum with breadth, balance and depth. To do this, we are planning a careful reintroduction for all children to school life and to teaching and learning.</p> <p>For the first two weeks all children in Years 1-6 will engage in a creative and carefully planned two-week whole school project on the themes of connections and being together again. This will be designed to restore a sense of personal identity in school, a sense of our strong whole school identity and community, to develop collaboration and to encourage the social interactions and relationships necessary for learning for all children.</p> <p>It will also provide excellent opportunities to observe, evaluate and assess each and every child and give us the opportunity to rebuild new routines around the control measures.</p>		
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		<p><u>Recovery Curriculum Plans</u></p> <p>Many of the children will have made good progress and worked quite effectively independently, and important skills will have been learned since March. We will build on what has been learned during this period about the importance of developing independent work skills, limiting the impact of peer pressure, providing choice for learners, the immense potential of blended learning using work with teachers and technology and the development of high quality resources and detailed planning.</p> <p>However, we also recognise that careful assessment and planning is required to ensure that every child can reach their full potential for growth during the next school year, and for this we need to understand where each child is in all areas of their development and mental health and wellbeing.</p> <p>We prefer not to use the term ‘catch up’ but will carefully consider the position, requirements and needs of each child based on what we know already and what we discover whilst teaching in the first few weeks. The care and education required will be identified and gaps will be filled with careful precision teaching. Teachers will plan the normal curriculum paying particular attention to initial assessment when starting each unit of work, filling gaps before moving on either as a whole class, individually or in small groups if required. We will use a best practice formative assessment for learning approach with a normal cycle of plan, teach, assess, plan.</p> <p>By half term we will have completed Pupil Progress Meetings and established</p>		
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		<p>a provision map of additional support for groups and individuals across the school where required.</p> <p>Additional funding will be used to fund staff already employed as extra, and to supplement resources to support learning for all.</p> <p>We may adjust the curriculum to make time for work in greater depth and to allow for precision teaching to occur where gaps are identified. The breadth and depth of our rich and creative curriculum will remain.</p> <p>We will continue to develop and use our online platforms and we are developing a policy for this. This is now considered best practice with huge potential for improved outcomes and builds on what we have learned about teaching and learning and our learners over the last few months.</p> <p>This will be integrated into school and homework and immediately available for any time out of school due to lockdown or self-isolation.</p> <p><u>Curriculum</u></p> <p>We will agree the curriculum to be delivered and the style of lessons that will be possible to avoid contagion. This will be reviewed through weekly staff meeting and CPD sessions.</p> <p>At Eden we want to be certain that we are teaching and working on what is relevant and important in order to ensure the best possible return to school</p>		
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		<p>for all the children, e.g. providing a recovery curriculum to address academic achievements and the mental health and wellbeing of pupils.</p> <p>Lessons will be at tables and socially distanced or outdoors and socially distanced, always appropriate to the age and needs of the children.</p> <p>Close attention will be paid to emerging reliable medical advice regarding where contagion is highest, as far as is practicable. Singing and talking activities using louder voices, as well as activities requiring facing each other directly, will be avoided indoors.</p> <p>Children will have a limited number of exercise books to work in, which they will keep in their own tray. Bubble staff will supervise to ensure that each child only touches their own tray and equipment. We will employ the best methods of marking and giving feedback to pupils to avoid touching books or leaning over pupils as far as is possible.</p> <p>Assembly will take place by Zoom for the whole school, including any pupils who are at home.</p> <p><u>Resources to support the curriculum</u></p> <p>In each classroom we will limit the number of resources children will be touching so as not to increase the burden of cleaning on teachers. There will be minimal equipment and stimulus material out in the classroom, linked only to the immediate topics and areas of study. Practical resources will be stored</p>		
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			<p>in cupboards and taken out when needed, then cleaned and put away again. To this end all classroom cupboards have been emptied and sorted during the summer, so that clear, clean, neat storage can be used efficiently for learning resources.</p> <p>Practical lessons can go ahead only if equipment can be cleaned thoroughly between each use by different children.</p> <p>Staff will place resources, tools and materials on tables and should ensure they have washed their hands before handling things given to children.</p> <p>Classroom resources will be washed with Milton fluid or in washing machine bags in washing machine or dishwasher at very high temperatures. Bubble staff will ensure that they use disinfectant /alcohol spray of suitable concentrate.</p> <p>Resources to aid the recovery curriculum will be reviewed and purchased where relevant to Eden Primary</p>		
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Hazard 23	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Mental health, wellbeing and	Children may have been	HIGH	Effective and timely communication with families is key to being able to provide support for children during the transition back to school and longer	MED	

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<p>behaviour of pupils</p>	<p>adversely affected by the pandemic in a number of ways</p> <p>(see also Curriculum section above)</p>	<p>term.</p> <p>We will contact families before the return to school to provide all the necessary information and to encourage them to tell us of anything we need to know in order to be able to meet all the children’s needs from the first day back at school.</p> <p>Parent/teacher consultations have been moved to the third and fourth week of term in order that teachers can seek information from families about lockdown experiences, social and emotional wellbeing and academic progress during the time away from school. Similarly, curriculum evenings have been moved to the second week of school in order to maintain the close relationships of families to their children’s learning. We are mindful that a lockdown or the closure of a bubble may occur at any time and that we and families will need to be ready for remote learning.</p> <p>Some pupils will return to school having been exposed to adversity and trauma including bereavement, anxiety and in some cases increased welfare and safeguarding risks. This may lead to an increase in social, emotional and mental health concerns and some children will need additional support and access to services. Additionally, provision for children who have SEND may have been disrupted during partial school closure and there may be an impact on their behaviour. Eden will work with school and local services to ensure the services and support are in place for a smooth return to schools for pupils.</p>		
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		<p>Training and resources will be provided for staff on supporting mental health and wellbeing. We will use the Heads Up programme, Marc Berelowitz training, government guidance, training and resources, staff INSET.</p> <p>Trauma support for pupils will be sought where appropriate from internal counsellors, Grief Encounter or other agencies. Staff will receive guidance on dealing with bereavement.</p> <p>Routines and expectations of children will be written into an updated addendum to the behaviour policy and a new Home School Agreement. These will be shared with children, parents and all staff and governors.</p> <p>Sanctions will be adjusted to back up expectations and address children who deliberately break rules for health and safety. If children can't manage to co-operate with controls and work within the school's rules and expectations, sanctions will be used up and to including a possible temporary exclusion for children who may cause harm to others. This particularly relates to restrictions on movement within school and new hygiene rules. Where a child working with outside agencies is at risk of exclusion, the agencies will be informed and involved in relevant conversations.</p> <p>Children with social emotional and behavioural needs in an inclusive school may find it difficult to follow new rules as well as cope with the effects of the pandemic and they will need to be very carefully prepared before</p>		
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		<p>school, supported effectively, taught thoroughly and reminded each day.</p> <p>Special mentions, recognition boards, communication with parents, other class and whole school rewards will provide positive feedback and opportunities for children to receive praise.</p> <p>Adverse experiences or lack of routines of regular attendance and classroom discipline may contribute to disengagement with education upon return to school, resulting in increased incidence of poor behaviour. Eden will work with those pupils who may struggle to reengage in school and are at risk of being absent or persistently disruptive, including providing support for overcoming barriers to attendance and behaviour and to help them reintegrate back into school life.</p> <p>Eden will carefully consider the provision of pastoral, extra-curricular and PSHE activities to all pupils designed to:</p> <ul style="list-style-type: none"> • support the rebuilding of friendships and social engagement • address and equip pupils to respond to issues linked to coronavirus (COVID-19) • support pupils with approaches to improving their physical and mental wellbeing <p>Eden will provide more focused pastoral support where issues are identified that individual pupils or groups may need help with, drawing on external support where necessary and possible.</p>		
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			<p>Where there is a concern a child is in need or suffering or likely to suffer from harm, Eden led by the DSL and DDSL will follow the child protection policy and part 1 of the statutory safeguarding guidance keeping children safe in education and consider any referral to statutory services (and the police) as appropriate.</p> <p>The school will work closely with nursing services to support the health and wellbeing of their pupil.</p>		
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Hazard 24	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Safeguarding disclosures and concerns increase	Children and staff	HIGH	<p>PSHE focus and plenty of opportunities to discuss experience of lockdown and how children are doing. Children’s voice will be strongly encouraged and built in to teaching and learning on every available opportunity.</p> <p>DSL on site or available every day</p> <p>Increase number of DDSLs</p> <p>Ensure all DSLs and DDSLs and all staff are aware of referral protocols</p> <p>Comprehensive annual training for all staff on the new KCSIE, Safeguarding</p>	MED	



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		<p>Policy and procedures will take place on September 4th.</p> <p>There will also be refresher training for all staff on Staff Code of Conduct.</p> <p>Included in the training will be a reminder to staff to be vigilant and prepared to receive children should they wish to make a disclosure; Safeguarding, Whistle-blowing, etc.</p> <p>DSLs to identify those children who are vulnerable (social worker attached / family support in place / history of social service involvement) and assess the needs of these children.</p> <p>Bubble leaders advised confidentially of those children who are vulnerable and who they should monitor closely.</p> <p>Monitor attendance of vulnerable children and follow up absences immediately as per agreed policy.</p> <p>DSLs maintain emergency contact numbers with social services, where appropriate (this will be to the attached social worker). Check SCR up to date and all checks made against staff.</p> <p>Should staff have any cause for concern raise these with the DSL using the designated form.</p> <p>Safeguarding policy to be reviewed, policy to be updated and to reflect the</p>		
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			<p>return of more pupils. Eden will have regard to the statutory safeguarding guidance, Keeping children safe in education.</p> <p>Designated safeguarding leads (and deputies) may need more time, especially in the first few weeks of term, to help provide support to staff and children regarding any new safeguarding and welfare concerns and the handling of referrals to children’s social care and other agencies where these are appropriate.</p> <p>Communication with school nurses is important for safeguarding and supporting wellbeing, as they have continued virtual support to pupils who have not been in school.</p>		
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Hazard 25	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Contingency in case of outbreaks- Tiers of Restriction- Government Information received 28u.08.20	School Closure	MED	<p>In local areas where restrictions have been implemented for certain sectors (from national direction), it is anticipated education and childcare will usually remain fully open to all.</p> <p>There may be exceptional circumstances in which some level of restriction to education or childcare is required in a local area. In those situations, restrictions will be implemented in a phased manner – the key aim being to retain as much face-to-face education and access to childcare as possible. These ‘tiers of restriction’ will ensure that extensive limitations on</p>	LOW	

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		<p>education and childcare are a last resort, and that priority is given to vulnerable children and children of critical workers for face-to-face provision in all cases.</p> <p>Even in areas of national intervention, where restrictions have been implemented for other sectors, the government anticipates that education and childcare provision will usually remain fully open to all.</p> <p>In the exceptional circumstances where some level of restriction to education or childcare is required in a local area, local and national partners will carefully consider which of the tiers is the most appropriate one to implement. Under the Coronavirus Act 2020, ultimately the decision to order the closure of school and childcare settings is one for central government.</p> <p>Decisions will need to be made on a case-by-case basis in the light of local circumstances, including information about the incidence and transmission of coronavirus. Attendance may therefore need to be restricted in different ways to those outlined below if there is specific health evidence that doing so is a necessary measure to help control that specific outbreak or transmission risk.</p> <p>As measures are relaxed following local restrictions, these tiers can be implemented in reverse.</p> <p>As part of our contingency planning we are planning how we would</p>		
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		<p>operate at each tier in the event that these restrictions become necessary in our local area. At each tier we will clearly inform parents pupils should be in school or college at any given time.</p> <p>Tier 1: The default position for areas in national government intervention is that education and childcare settings will remain open. An area moving into national intervention with restrictions short of education and childcare closure is described as ‘tier 1’. There are no changes to childcare. All nurseries, childminders, schools, colleges and other educational establishments should remain open and continue to allow all their children and young people to attend, on site, with no other restrictions in place.</p> <p>Tier 2: Early years settings, primary schools and alternative provision (AP) providers, special schools and other specialist settings will continue to allow all children/pupils to attend on site.</p> <p>Tier 3: Childcare, nurseries, primary schools, AP, special schools and other specialist settings will continue to allow all children/pupils to attend on site.</p> <p>Tier 4: All nurseries, childminders, mainstream schools, colleges and other educational establishments allow full-time attendance on site only to our priority groups: vulnerable children and the children of critical workers. Remote education to be provided for all other pupils.</p>		
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Hazard 26	Potential Injury or Damage/Persons at Risk	Risk Level	Control Measures Required for Opening	Residual Risk Level	Further measures Needed
Remote Learning	Loss of learning and lack of readiness to support children and families who are at home	HIGH	<p>Where a class, group or small number of pupils need to self-isolate, or there is a local lockdown requiring pupils to remain at home, Eden will have the capacity to offer immediate remote education. Our existing offer will be built on and improved and we will have a strong contingency plan in place for remote education provision.</p> <p>Policy on Blended Learning to be complete by end of Sept 2020.</p> <p>Working party team meeting regularly.</p> <p>Online learning platforms to be integrated into weekly teaching in school and for homework to ensure all children and staff are comfortable and confident and to build on benefits of what was learned during lockdown for better teaching and learning: Google classroom, Purple Mash, Zoom, investigating Seesaw for younger children.</p> <p>Computing devices audited and additional items purchased to support this work: Laptops for children and staff, webcams, etc.</p> <p>Support provided to parents through parent teacher consultations, online class meetings, email communication, individual phone calls to children and</p>	LOW	

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		<p>parents according to agreed schedule.</p> <p>In developing our contingency plans, we have taken account of the following:</p> <ul style="list-style-type: none"> • the use of a curriculum sequence and planning that allows access to high-quality online and offline resources and teaching videos, and that is linked to the school’s curriculum expectations • giving access to high quality remote education resources • the use of carefully researched and selected online tools that will be consistently used across the school in order to allow interaction, assessment and feedback, and staff are trained in their use • the need to provide some printed resources, such as textbooks and workbooks, for pupils who do not have suitable online access • younger pupils and some pupils with SEND who may not be able to access remote education without adult support, and we will therefore work closely with families to deliver a broad and ambitious curriculum. <p>When teaching pupils remotely, we expect teachers to:</p> <ul style="list-style-type: none"> • set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects • teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is 		
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		<p>intended to be taught and practised in each subject</p> <ul style="list-style-type: none"> • provide frequent, clear explanations of new content, delivered by a teacher in the school or through high quality curriculum resources and/or videos • gauge how well pupils are progressing through the curriculum, using questions and other suitable tasks with a clear expectation on how regularly teachers will check and give feedback on work • enable teachers to adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure pupils' understanding • plan a programme that is of equivalent length to the core teaching pupils would receive in school, ideally including daily contact with teachers <p>Eden will consider these expectations in relation to the pupils' age, stage of development and/or special educational needs, for example where this would place significant demands on parents' help or support. We expect teachers to avoid an over-reliance on long-term projects or internet research activities.</p> <p>We will investigate and make use of resources available to us from the DfE when relevant to our setting and whom the quality is as high as what we have and area able to provide such as:</p>		
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		<ul style="list-style-type: none"> • curriculum maps for key subjects aligned to resources • Oak National Academy • Oak National Academy specialist content for pupils with SEND. • a network of schools and colleges for help and support on effective use of tech for remote education that can be accessed through the EdTech Demonstrator Programme. • following pupils returning to school in the autumn term, laptops and tablets will be distributed directly to schools affected by a local coronavirus (COVID-19) outbreak. These will be available for disadvantaged pupils in years 3 to 11 and clinically extremely vulnerable children from all year groups unable to attend school. These devices will be owned by the school and provided to children and young people who would otherwise be unable to access remote education. • In addition to 4G routers provided to local authorities and academy trusts, the Department for Education is working in partnership with BT to offer free access to BT WiFi hotspots for disadvantaged pupils. We are also working with the major telecommunications companies to expand this offer and provide access to free additional data to families who rely on a mobile internet connection while the response to coronavirus (COVID-19) requires pupils to learn from home and access social care services online. More information on increasing internet access for vulnerable and disadvantaged children is available. <p>Further support is available from:</p>		
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			<ul style="list-style-type: none"> • The National Cyber Security Centre, on which video conference service is right for you and using video conferencing services securely • annex C of the guidance on Safeguarding and remote education during coronavirus (COVID-19), as well as statutory guidance on online safety in Annex C of keeping children safe in education 		
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Risk Assessment Method

In order to assess a risk associated to a hazard, two factors need to be considered:-

i - the possible severity of the outcome

Realistically, what is the worst likely outcome? This method defines four categories of severity:-

Fatality or permanent disability Major injury or long-term absence 3-day injury or temporary disability Minor injury

ii - the likelihood of the outcome to occur

How likely is it that the severe outcome will occur? Five categories are defined:-



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Likely	A repetitive occurrence should be expected
Probable	Foreseeable
Possible	Could occur sometime
Remote	Unlikely, though conceivable
Improbable	Almost negligible

Once those two factors are assessed, the matrix on the next page can be used to determine the level of risk. This information was then used to prioritise any control measures necessary to eliminate or reduce the risk to an acceptable level.

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Risk Assessment Method (continuing).

Matrix

	Likely	Probable	Possible	Remote	Improbable
Fatality or permanent disability	VERY HIGH	VERY HIGH	HIGH	MEDIUM	LOW
Major injury or long-term absence	VERY HIGH	VERY HIGH	HIGH	MEDIUM	LOW
3-day injury or temporary disability	HIGH	HIGH	MEDIUM	MEDIUM	LOW
Minor injury	MEDIUM	MEDIUM	LOW	LOW	VERY LOW

Action Level

VERY HIGH	Unacceptable risk - immediate action required
HIGH	Risk reduction required - high priority
MEDIUM	<u>Medium risk - action required so far as is reasonably practicable</u>
LOW	Low priority - further risk reduction may not be feasible or cost effective
VERY LOW	Low risk - no further action required



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