

Activity/Process Assessed	Covid – 19 re-opening of school
Location of activity	Whole school
Persons at risk	Staff, students/pupils, stakeholders
Date assessment prepared	1 September 2020 Reviewed 16 September 2020
Assessment prepared by	Jo Boulton

Ref	Control Measures
1	Exposure risks
2	<ul style="list-style-type: none"> • Ensure clarity of message regarding self-isolation with all staff through regular updates and reminders of requirements.
3	<ul style="list-style-type: none"> • Remind parents regularly of government guidance on self-isolation and not sending in children who may be exposed to the virus and potentially transmit. • All staff to maintain regular contact with HR and Manager if self-isolating. Where possible staff will be required to work from home if they are well and able to. • Review any individual risk assessment as necessary (maternity, clinically vulnerable etc). • Security, Reception and Estates staff to follow safety guidance for handling deliveries. Specific guidance is here. • Duty staff to follow safety guidance for welcoming students into school and ensuring safe and secure collection arrangements. • Security of the site to be managed to avoid all unknown/unexpected visitors. All staff communication to ensure all visitors are necessary and expected and notified to security and reception. • Ensure any contractors required on site are advised of school requirements for any visitor to be symptom free. Specific guidance is here. • Visitors to school will be by prior appointment only through reception and contact details will be taken by reception to comply with requirements for Track and Trace. All personal data will be kept secure for up to 8 weeks and solely for use by the school if needed. • The School will follow all relevant government guidance on the management of prevention specifically :- <ul style="list-style-type: none"> ➤ Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school. ➤ Where recommended, use of face coverings in schools. ➤ Clean hands thoroughly more often than usual. ➤ Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.

	<ul style="list-style-type: none"> ➤ Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach. ➤ Minimise contact between individuals and maintain social distancing wherever possible. ➤ Where necessary, wear appropriate personal protective equipment (PPE).
4	<p>Suspected case(s) at school</p> <ul style="list-style-type: none"> • Staff and students who are in school should go home and stay at home if they are experiencing signs of illness outlined on the NHS website. • Anyone with suspected COVID must avoid touching anything and ensure they use tissues for any cough or sneeze and dispose of the tissue securely. • Students in school must be isolated in one of the designated isolation rooms at each school and sent home through usual school procedures if they are experiencing any of the signs and symptoms of Covid 19 as given in NHS website or where staff have noticed these signs and symptoms. • When in use, isolation rooms must have open windows and the door must be kept closed except for Primary age children where supervision with appropriate PPE will be required. • All toilets and washing facilities near to or within the isolation room must also be thoroughly cleaned after use. • Where a student is required to be in isolation the usual safeguarding requirements apply and staff will be provided with a first aid kit and appropriate PPE including a mask, safety goggles, disposable plastic apron and gloves. • Any waste used by a student or staff member with COVID symptoms must be disposed of in a double bagged container retained securely for 72 hours before disposal into the normal bin. • If an isolation room is used it must be thoroughly cleaned and then sanitised with a fogging machine before it is used again. • Staff in school must follow the government guidelines given on the NHS site if they are experiencing the signs and symptoms on this site. • The School Nurse must be informed immediately of all cases and staff must follow the school procedure for sickness absence reporting <u>and</u> ensure HR are informed. • The School Nurse has two non-contact thermometers for temperature testing. • Lovell House and Junior School have non-contact thermometers and the school nurse has provided training to first aid qualified staff on how to use them. • Where a case is confirmed in school all relevant areas will be quarantined until a deep clean can be carried out with appropriate PPE for the cleaning team and staff informed where necessary. All students and staff in the affected group will be sent home and advised to self-isolate for 14 days in accordance with government guidance and all affected will be actively encouraged to seek a test.

- Where a case is confirmed in school, Public Health England and the local health protection team will be notified and the parents/carers for all students in the affected group. 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.
- RIDDOR reporting requirements will be followed.
- The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.
- The health protection team will work with school in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, school must 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: 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.
- The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we will keep a record of pupils and staff in each group, and any close contact that takes place between children and staff in different groups. This should be a proportionate recording process.
- School must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.
- Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#). They should get a test, and: if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. If the test result is positive, they should inform school immediately, and should isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)
- School will not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.
- In the majority of cases, school and 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, school may

consider refusal of the child if in our reasonable judgement it is necessary to protect our students 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.

- Where a case is confirmed in school consideration will be given to whether NGHS and or Hollygirt School need notification due to siblings or bus travel and if school bus travel is used relevant operators and bus users will be notified.
- The school has ensured that it understands the NHS Test and Trace process and how to contact our local [Public Health England health protection team](#). Staff members and parents/carers understand that they will need to be ready and willing to:
- [book a test](#) if they or their child are displaying symptoms. Staff and students 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 or their child 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 tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19).
- 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.
- The government will ensure that it is as easy as possible to get a test through a wide range of routes that are locally accessible, fast and convenient. The government will release more details on new testing avenues as and when they become available and will work with us so we understand the quickest and easiest way to get a test. The school has been provided with a small number of home testing kits that we can give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.
- We will expect all staff and parents to inform us immediately of the results of a test and follow this guidance.
- If someone tests negative, if they feel well and no longer have symptoms 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.
- If someone tests positive, they should follow the [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#) and must continue to self-isolate for at least 10 days from the onset of their symptoms and then

	<p>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 10-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>
5	<p>Travel to and from school</p> <ul style="list-style-type: none"> • Where staff have to travel to school using public transport they should ensure they follow the guidance on social distancing. • Face coverings are a requirement on all public transport from 15 June 2020. • School buses are operating as normal from 3 September 2020. Passengers have been asked to follow the same ruling in respect of face coverings for children aged 11 and over and are being asked to sit in their year group or with siblings. • The school bus operators have been asked to comply with strict notifications of any driver cases immediately and also supported to allow drivers to report any concerns relating to passengers appearing symptomatic. • Staff may request a face mask to wear on public transport. The School Nurse has a stock of FFP2 masks, disposable surgical masks and face visors which offer some protection. • Staff may request a small hand sanitiser for personal use on public transport. The School Nurse has a supply for staff. • Where staff are driving to work please consider parking arrangements and social distancing whilst parking and when moving to and from school. • Students and staff should be encouraged to walk or cycle to school if they can. • Buses for sports and co-curricular activities will be provided and year groups kept apart on journeys. • The school will follow the government guidance on school transport and namely:- <ul style="list-style-type: none"> ➤ social distancing should be maximised within vehicles ➤ children either sit with their 'bubble' on school transport, or with the same constant group of children each day ➤ children should clean their hands before boarding transport and again on disembarking ➤ additional cleaning of vehicles is put in place ➤ organised queuing and boarding is put in place ➤ through ventilation of fresh air (from outside the vehicle) is maximised, particularly through opening windows and ceiling vents
6	<p>Access to and egress from the school site</p> <ul style="list-style-type: none"> • Arrangements for drop off and collection of students has been planned to try and reduce the likelihood of year groups

	<p>mingling but access to the school site will depend on the student’s method of transport to school.</p> <ul style="list-style-type: none"> • Signs will be displayed at designated entrances where necessary and parents will be asked to either stay in their vehicle or outside of the school grounds. Infant school parents will be able to walk children onto the Lovell House site. • Access into the Senior School building will be by designated entrances for each year group. Each year group has been provided with specific requirements in respect of their school day. • Lovell House will utilise their three entrances for each year group. • The Junior School will enter the building by designated entrances to keep year groups apart. • Security and support staff will welcome all visitors and support students coming on site to follow social distancing with adults and ensure parents adhere to the measures we have put in place. • Security will be supported by additional staff during drop off and collection times to ensure staff and students are directed to maintain social distancing. Staff will be at all entrances to welcome students into school and ensure they know where to go and feel reassured. • Nottingham Girls High School students will not be permitted to access the school site as a walk through. • All students and staff are reminded to wash their hands on arrival to school. • At the end of the school day parents may be asked to wait to allow safe collection of students in safe numbers allowing social distancing measures to be observed.
7	<p>Cold/wet weather preventing access to outside during breaks</p> <ul style="list-style-type: none"> • Ensure students prepare for inclement weather to enable as much outdoor activity as possible and safe. • Staff to be prepared to supervise students in inclement weather where possible. • Each year group will have a designated play area. • Lunchtime break space will be allocated based on the allocated dining space and will vary daily. • All students must be reminded to stay safe in the sun and use sun cream and wear a cap/hat.
8	<p>Poor hygiene and cleaning regime</p> <ul style="list-style-type: none"> • The school to be kept clean and sanitised by the cleaners, and objects and surfaces to be frequently wiped using the disposable paper wipes and cleaning product provided by the school. • All new cleaning materials will have a COSHH risk assessment recorded. • Cleaning staff will have access to PPE – face masks, gloves, hand sanitiser and aprons. • Cleaning staff will follow updated cleaning schedules individually designed for their working time and designated area to meet the needs of the school. • Cleaners working times are adapted where possible and in agreement to meet the needs of school.

- Cleaners are grouped around key areas to mirror where possible the group arrangements and cleaners will report directly to their assigned area and not access other parts of school.
- Hand sanitiser will be made accessible in communal spaces where there are no hand washing facilities.
- Students will be asked to avoid bringing in any additional items from home into the school environment unless these are absolutely necessary and are appropriately treated before being distributed.
- Students to have their own equipment provided and remain with this equipment, for instance, laptops, pens, books, glue. These need to be wiped frequently.
- Infant children will work in small groups – year group bubbles - with a designated teacher and Teaching Assistant and will be provided with resources.
- Screens/partitions will be erected if required in spaces which don't allow 2 metre distancing.
- Students should work/play outside as often as possible.
- If not outside students should be in small groups in well ventilated areas.
- Students should be encouraged to observe social distancing with staff but recognising this is difficult within their own year group.
- Adults should wear vinyl gloves when performing any medical or care routines with students.
- When staff and students come into school they are required to wash their hands. Students have been taught how to wash their hands thoroughly using government guidelines, video links and posters. Posters will be kept around the school to remind them of hand washing.
- School promotion of the good respiratory hygiene practices in the NHS Campaign "Catch it, Kill it, Bin it".
- Students are taught to cough and sneeze into their elbow and away from the direction of other people.
- Visitors to the school will be asked to wash their hands and the poster giving guidelines on safe ways to do this are in all toilet facilities.
- Students should bring their own named water bottle which needs to be sent home and cleaned each night. Only the child whose name is on the bottle should handle the bottle, including collecting and filling it in school.
- Students will be required to wipe down shared resources such as computers, art equipment, DT kit, Science resources and any sports kit. Disinfectant wipes are available in all areas which need this.
- All classrooms and staff rooms will have additional tissues, disinfectant probe wipes and hand sanitiser gel accessible unless there is a hand washing facility in that room.
- The School has invested in fogging machines for regular sanitising of large space with soft furnishing and carpet.
- Changing rooms for sport and swimming will be regularly fogged.
- Photocopiers will have disinfectant wipes located on them for use by staff together with signage reminding of the need to keep sanitised.

9	<p>Dining arrangements and exposure to large number of people</p> <ul style="list-style-type: none"> • Catering staff to follow safety guidance for handling deliveries. Specific guidance is here. • Our School kitchen will continue to operate but must comply with the guidance for food businesses on coronavirus (COVID-19). • Staff and students will be required to follow proportionate social distancing measures in the dining hall between groups and when accessing lunch in the servery. • Staff will be required to manage social distance from queues of students accessing lunch service. • Students will queue in their year group and be asked to distance from another year group or staff. • The dining hall is zoned into 6 coloured zones to provide suitable seating to host 4 Junior year groups and then a maximum of 2 senior year groups at a sitting. • All serving areas have Perspex screens and staff are allowed to wear face coverings or face visors. • Lunch times will be staggered to enable a safe service. • Staff will be able to access a wide range of boxed salads and sandwiches from the Player Hall Facility from 11am until 2.30pm or they may be able to access limited areas of the dining hall at certain times depending on student groups. • Hot food will be introduced into the Player Hall from 16 September. • All Students accessing senior school dining will be issued with a card rather than thumb use but thumbs will be acceptable for back up and biometric readers will be kept sanitised. • Staff will not need to use the tills. • All food should be served directly by catering staff only with no self-service options at all. • All food will be served directly and the option provided for a disposable container. • The pot washer reaches adequate temperature for safe washing of crockery and cutlery and the pot washed setting is reduced to the slowest possible to allow for a longer wash period. • All areas of the dining hall will be wiped and cleaned throughout lunch service and a deep clean will be scheduled for morning and after service. • Water fountains will not be available across school. Students will have access to water served either into a personal bottle or a disposable paper cone. • Water can also be accessed in the Junior School Art room, Science Lab and Lovell House classrooms. • The water fountain in the dining hall will be available all day for students and staff to refill personal water bottles. • The tables in the dining hall will be set up to accommodate the groups and each group will be asked to sit in the same coloured zone for each lunch service. • Trays and pots will be stacked on temporary shelving to prevent the need for large numbers gathering at the pot wash
---	--

	<p>and avoid groups intermingling within the hall.</p> <ul style="list-style-type: none"> • Each group will be asked to sit at a specified table and exit the hall through the nearest designated door after stacking their trays and pots. • Cutlery will be issued directly with napkins to reduce the risk of gathering at the usual position. • Infant snacks will be served in individually wrapped pots and accessed by the Teaching Assistant or Teacher for their group. • Students will no longer be allowed to leave the school site at lunchtimes except for Sixth form students who will be required to sign out.
10	<p>Using toilet facilities</p> <ul style="list-style-type: none"> • All sinks and handwashing facilities will be regularly checked and soap and towels will be replenished. • All staff and students must wash their hands regularly and thoroughly. • Staff toilets will be designated and staff asked to wipe down door handles, toilet seats and flush handles. Wipes will be provided in designated staff facilities. • Toilets will be cleaned before school, after break, after lunch and after school and bins in classrooms will be emptied at lunchtime and at the end of the day. • Where possible some staff/visitor toilets will be redesignated for use by students. • Staff must use designated facilities on the first floor of the Senior School or the disabled toilet only.
11	<p>Number of people in close proximity in classroom</p> <ul style="list-style-type: none"> • All classrooms and teaching space will be designed to comply with guidance which avoids face to face seating but is side by side. • Students asked to sit at the same desk each day where possible in their form rooms. • Excess resources are moved out of classrooms to provide maximum space. • All classrooms designated for forms/classes will have open windows and doors where possible and unless adverse weather prevents it. • Doors across school to be propped open with the dorgard system. Fire doors cannot be wedged open. • All classrooms will have minimal resources required and access to disinfectant wipes for regular wiping of resources by the teacher, technician, teaching assistant or students where appropriate as and when needed. • Timetabling will be done to reduce the need for groups of children to move around the site and each form will have their own designated classroom. • Timetabling will consider activities which reduce risks associated with contact point activities.

	<ul style="list-style-type: none"> • Classrooms and spaces will only use non-cloth chairs which will be cleaned on a regular basis. • Cleaning regimes will be adapted to focus on regular cleaning and wiping of classrooms used for children. • Designated cleaning staff will be provided with clear guidance on times to enter classrooms for regular wiping of surfaces and to clean shared facilities. • Where possible there will be one-way signage for corridors and stairways to reduce the likelihood of face to face contact during movement in school. • Students will be asked not to access areas of the school when they can use an external route to get to their required destination. • Science has allocated entry points for laboratories and associated signage. • Subject to a revised Fire Risk Assessment, as many doors will be propped open as possible to reduce transmission points as much as possible. Fire doors fitted with dorgard system will be open but fire doors cannot be wedged open. • The lift will not be accessible to children and should be avoided by staff unless exceptional circumstances require its use. Where it is used the individual should travel alone and wipe surfaces before and after use. • All groups/cohorts in school should be kept in the same groups to reduce the risk of transmission. • Where possible and safe all doors, including classrooms, are to be left open to reduce the need to touch physical surfaces. • Year group assemblies will be held in the Founder Hall and the Recital Hall suitable seating will be cleaned and sanitised regularly. • Individual Music lessons will not take place in school for the first few weeks to enable students and the timetable to settle. • Specialist subjects such as Food, DT, Art, Sport, Drama and Science have specific risk assessments for their area and work activity. • All sport risk assessments have been reviewed to ensure compliance with National Governing Body Guidance. Parents and spectators attending Saturday sport will be required to comply with the rule of 6 and provide contact details on arrival at the venue.
12	<p>Adequate supervision of young children and maintenance of social distancing between all year groups</p> <ul style="list-style-type: none"> • All students will be supported and encouraged to enjoy their time at school but following safe measures such as being mindful of social distancing with staff and avoiding face to face contact with each other and regular hand washing. • Students should be asked to ensure they wash their hands regularly and thoroughly and this should be based on their timetable. • Floor markings and taping around school will serve to remind staff and students of the requirements.

	<ul style="list-style-type: none"> • Younger students will be supported to wash their hands thoroughly and regularly. • Students should be supported to engage in learning activities but not share resources and avoid physical contact with each other. • Staff supervision will need to be suitable and proportionate to the age groups. • Additional staff duties have been allocated to ensure full supervision of the new arrangements and compliance by students. • Staff ratios and availability for safe supervision will be monitored daily and if necessary the school will review arrangements based on safety.
13	<p>Social contact between staff on site</p> <ul style="list-style-type: none"> • Staff should avoid moving about the school site unnecessarily and ensure they wash their hands on arrival and adhere to the same discipline set for students. • Staff should ensure they adhere to the 2m rule when using staff room facilities or working with others. • Staff rooms have been adapted and there will be clear rules for how many staff are allowed to use facilities at any given time. • The Player Hall has been set up to provide a service to staff between 7.45am and 12.30pm and then 2pm - 3.30pm. The Hall is set up to seat a full year group of students at lunch time so staff are expected to sit at alternate desks to maintain 2 m distance. • Lovell House, Junior School and Science staff rooms will remain open with limited seating to ensure staff maintain social distance but can access facilities. They will be responsible for wiping down all surfaces and contact points throughout the day. • Staff should not share resources or materials or food. All food must be removed from shared staff rooms unless provide by the school catering department or is individually contained in a named container. • Staff briefings will be supported via online systems and communications via email.
14	<p>Wrap around care</p> <ul style="list-style-type: none"> • Normal wrap around care will be provided for children. • All control measures detailed will be adhered to where possible. • School will consult the guidance produced for providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children, as much of this will be useful in planning extra-curricular provision. This includes advising parents to limit the number of different out-of-school settings providers they access, as far as possible. • Where parents use childcare providers or out of school extra-curricular activities for their children, we encourage

	<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. DfE has also issued guidance for parents and carers.</p> <ul style="list-style-type: none"> • Co-curricular activities will resume in year groups and all activities will have risk assessments carried out including Sports and Games.
15	<p>Fire Evacuation contact</p> <ul style="list-style-type: none"> • Fire evacuations will be conducted in accordance with the School Fire Evacuation plans. Where possible groups will be kept separate but the requirement to evacuate a building quickly will be the overriding priority. The one-way stair system will NOT be used in the event of an alarm to evacuate. • Fire muster points will be the same. • Any PEEPs in place will be reviewed on a case by case basis. • Fire Marshalls will be assigned to groups and guidance provided on the arrangements. • All staff will be provided with copies of the Fire Evacuation and Floor plan for their working environment. • Muster points will be 2 metres apart and each group will muster together.
16	<p>Emotional well-being and support for students</p> <ul style="list-style-type: none"> • Emotional well-being and support for students is provided through teaching staff, teaching assistants and Tutors. • Where possible facilitate opportunities with children to talk about their worries and concerns. • The school Counsellor will continue support for students and his office facilitates social distancing • Staff will be aware of and support individual students who may be withdrawn or appear less engaged in their learning due to worries about the virus. • Staff must ensure they report any concerns to their DSL in accordance with the revised safeguarding risk assessments. • Supervision of drop off will ensure parents are not tempted to try and escort their child into school. Where necessary additional support will be called for to help students who may be anxious or fearful about returning to school.
17	<p>Emotional well-being and support for staff</p> <ul style="list-style-type: none"> • Emotional well-being and support for staff is available through the school Counsellor or where necessary through a referral to Right Steps. • HR are available at all times to discuss any confidential concern or worry. • Staff are encouraged to communicate directly with SMT on any issue they feel is of concern. • This risk assessment is fluid and dynamic and will be reviewed daily based on staff, student and parental feedback and guidance from the Government and Public Health.

	<ul style="list-style-type: none"> • Staff will be provided with a detailed guide on INSET prior to students returning to school on 3 September.
18	<p>First Aid Support</p> <ul style="list-style-type: none"> • Adequate First aid support is available on site and where possible Paediatric First Aid ratios are met. • The school has no-contact scan thermometers at each site for suspected cases. • Designated isolation rooms are set up for each area of the school. • Appropriate PPE is available for staff needing to provide care to a suspected case. Staff will be asked to wear gloves, goggles, mask and plastic disposable apron. • The school nurse will provide guidance on administering First Aid during this time.
19	<p>Staffing shortages</p> <ul style="list-style-type: none"> • All staff are required to report absences in the usual way to ensure appropriate cover can be arranged for absences • Additional supply staff have been identified to use in the event of absences not being covered with existing staff. • Any agency staffing requirements will be risk assessed and the agency asked to provide their specific risk assessment and details of staffing allocations prior to attending school.

Approved	Not approved	Date
Comments	<p>This risk assessment is dynamic and will be reviewed on a daily basis as we review our arrangements and/or receive feedback from staff, parents and students.</p> <p>Please email Boulton.ja@nottinghamhigh.co.uk with any comments or queries.</p> <p>Created using various sources and input into the school template for risk assessment.</p> <p>References :-</p> <ul style="list-style-type: none"> • https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings • https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020 • https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak 	

	<ul style="list-style-type: none"> • https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak • https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe • https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings • https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings • https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision • https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak • https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection • https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing • https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools • Various ASCL guidance • Ellis Whittam H&S guidance 	
Signed		
Circulation	Teaching Staff	1 September 2020
	Support Staff	1 September 2020
	Director of Finance and Operations	1 September 2020
	Other: SMT	1 September 2020
	Governors	1 September 2020
	Published	1 September 2020

Review Timescale:	Daily		
Yearly			
Date of Review:	16/9/20	Reviewed by:	SMT

--	--	--	--