Elburton Primary School and Stepping Stones

Covid-19 Risk Assessment

(Individual Classrooms and Children) : Klub Kidz

This section of the risk assessment assumes that the whole school Covid-19 Risk Assessment has been read and is being followed

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| Hazard | Risk | Control measures | Persons at risk | Suggested Alterations |
|  | **Exposure to COVID-19 and potential exposure of staff and children.** | * Tables should be spaced in the hall in zoned areas for each Year group bubble. * Children to follow one way systems in and out of school and only enter/exit from their zoned area. * Social distancing should also be followed by any member of staff working with the group of children. * Groupings will be for Year group bubbles. * Staff will remain with their allocated bubbles. | Individual workers  Pupils | Y3-6 KK will enter via the main entrance and bring the children through reception where they will be met by KK worker. After KK breakfast, they will exit hall via doors by 2EL classroom and walk to classes. Y5/6 will walk the one-way loop around KS2 buildings, by the swimming pool and in the doors via 5JM. Y3/4 will follow the one-way system but enter class doors 3HJ and 4SB. F, 1 and 2 will be escorted to classes using one-way system through the decking and be dropped at F class doors on decking. Y1/2 will be taken to playground to await collection by staff.  They will exit from KK hut or reception at the end of the day. KK staff will handover F-Y2 parents from hut – parents wait at bottom of steps. KS2 children will be handed over to parents outside of the main reception. The Intercom will be used along with the 2 walkie talkies in F/KS1 and KS2 area. The mobile phone will be used solely by the KK manager (LY). Hand sanitiser will be installed by the intercom for parents to use before use. KK staff will clean the intercom at regular intervals.   * Use KK (F/1 group and 2 group) and Hall (zoned for each year group) only to avoid mixing with other year group bubbles. * When using the toilets, only children from the same Year group bubble to access at a time. * KK staff to be aware of toilet areas and patrol in the corridor and around the toilet areas to avoid congregating in these areas. * KK team staff team to use by hall toilets to avoid other staff bubbles. * Children keep their equipment/bags/coats in their zoned area. * Timetabled toilet times to avoid mix with other bubbles. * Bubble year groups to stay in zoned areas outside when playing as marked by tape. * All doors to be propped open to ensure air through the rooms and no touching of handles. * Windows to be opened and closed by class lead. * Parents do not enter the school buildings other than bottom of the steps at KK and reception of main school. * Area taped to ensure 2m rules is adhered outside of collection points. * All food is served by KK staff rather than use of platters to avoid cross contamination. |
| Hygiene Facilities within the classroom. | **Exposure to COVID-19 and potential exposure of staff and children.** | * KK hut and hall can access designated toilet areas. * Pump dispensed soap will be available in each KK area. * Anti-bacterial gel will be provided in each KK area- but handwashing is a first priority for maintaining high levels of hygiene. * Hand washing should take place regularly through the KK session. Careful attention should be paid to children who might suffer skin irritation with regular washing. * Hands should be dried using a paper towel with bins emptied twice daily. * Handwashing should take place before/after toileting and before/after play times outside. * Supplies of tissues will be available in every class room to follow guidance of ‘catch it, kill it, bin it.’ * Bin will be emptied regularly every day. | Individual workers  Pupils | * Enter the building via KK hut/Reception entrance and wash hands straight away. * Exit building by handwashing and same exit. * Wash hands in classroom as much as possible to avoid congestion in toilet areas. * Bin emptied by KK at end of each session. * Individual plates/cups will be provided for the session and washed at the end of the session. * Children eat in own bubbles. * All food is served by KK staff rather than use of platters to avoid cross contamination. * A simplified breakfast menu will be offered to avoid use of toasters in hall. * A simplified menu will be offered in the evening, prepared by one member of staff and placed in each bubble area. |
| Learning resources | **Exposure to COVID-19 and potential exposure of staff and children.** | * Where possible resources should not be shared between children in different bubbles. * Resources will be cleaned with Milton after each session. * If resources must be shared between bubbles e.g. practical equipment, then it must be fully cleaned before it is used by a new bubble. * Resources that are made of fabric or have a texture that prevents suitable cleaning should not be used. Cuddly toys, bean bags etc should be removed from general use. * If you are unsure about the cleanliness of a resource, it should not be used until it has been cleaned first. * Laptops/learnpads and class ipads used must be cleaned thoroughly before being used by another child. Where possible, the touchscreens should be used as these are easier to clean than between the keys of the keyboard. | Individual workers  Pupils | * All other resources within the room that are not used by KK will removed/made inaccessible * Children from Y2-Y6 bring own stationary resources in pencil cases. * Children bring own colouring pencils/felts Y2-6. * Colouring/pencils for F/Y1 to be cleaned. * All sides of window sills to be kept as clear as possible for ease of cleaning each day. * All resources including any learning/worksheets to be taken home at the end of the day or kept in bubble zoned area. * Only F children to use Trim Trail. |
| Individual Learners | **Exposure to COVID-19 and potential exposure of staff and children.**  **Safeguarding Concerns** | * Please list the needs of individual children that could provide a risk of harm to staff or pupils during this time and reasonable steps to mitigate this in the column to the right. * For behavioural issues a second risk assessment will be needed- this will completed by the class teacher and given to SLT to ensure the right measures are in place.   (This could be, but is not limited to *safeguarding flight risks, spitting, unable to practice personal hygiene tasks effectively, general behavior which might make them more likely to break social distancing regulations)* | Individual workers  Pupils | * This will be completed/reviewed as children book on COB in September. * Child Risk assessments will be completed is there is a behavioural or SEND concern. |