



REDCAR AND CLEVELAND BOROUGH COUNCIL RISK ASSESSMENT

As required by the Health and Safety at Work Regulations 1999

Type of Work: Covid19 Premises Specific Risk Assessment

Building: South Bank Primary School

Date: 18th May 2020

Reviewed 26.6.20 & 5.7.20 & 21.8.20 & 2.9.20

Assessment carried out by: Sue Cochrane,

Who is at Risk? Employees, Pupils, Contractors and Visitors

HAZARD		RISK					CONTROL MEASURES		Residual Risk L. M. H.
Identified Hazards	Hazard Effect	Probability. L. M. H.	X	Severity L. M. H.	=	Risk Rating L. M. H.	Actions Taken to Reduce Risk		
1	Staff or pupils infected with Covid19 virus attending the school	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions	M	X	H	=	H	<ul style="list-style-type: none"> Staff/parents instructed to contact school immediately by telephone if they or their family have any symptoms of coronavirus. The main symptoms of coronavirus (COVID-19) are a high temperature, a new, continuous cough and a loss or change to your sense of smell or taste. Any staff displaying these symptoms are not to attend the workplace and are to follow published guidance on self-isolation procedure. Sickness reporting procedures amended to take account of this guidance. Staff members developing COVID symptoms will access a COVID 19 test by self-referral and will not return to 	As low as reasonably Practicable

							<p>work unless either the test shows a negative result or 10 days have elapsed</p> <ul style="list-style-type: none">• If a member of staff/pupil becomes unwell in the workplace with COVID 19 symptoms (a new, continuous cough a high temperature, or loss or sense of smell or taste) they will be sent home immediately and advised to follow Government advice to self-isolate and obtain a test.• If a pupil develops symptoms while in school:<ul style="list-style-type: none">○ Teacher contacts office on 7009/7011 to advise.○ HT/SEMH lead will collect child from classroom & isolate.○ Office will contact parents to ask them to collect child, self isolate & obtain COVID test○ Once child is collected, HT/SEMH lead will clean down surfaces in isolation room(s) immediately.• If a person becomes seriously ill, office staff will contact 999.• Non-contact thermometers are made available from HT/general offices to take staff/pupils temperature if they are displaying other symptoms.• If a symptomatic person needs to stay in school until collected, they must remain either outside or in designated isolation room (KS2 Group room) and only use visitor toilets. If a pupil that needs to be supervised by an adult, the	
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								<p>adult will be provided with PPE (facemask, disposable apron and gloves).</p> <ul style="list-style-type: none"> • PPE used for this purpose to be double bagged, labelled and stored in designated area of KS2 group room for 72 hours before disposal in general waste. • All surfaces that a symptomatic person has come into contact with will be cleaned and disinfected, especially objects visibly contaminated with body fluids and all potentially contaminated high-contact areas such as toilets. See specified guidance in Further Controls section. This will be carried out by the HT/SEMH lead or domestic supervisor. Classroom cleaned by net morning, isolation rooms cleaned immediately following departure of affected person. • School will check which other staff have had in school contact with symptomatic person and advise them to stay alert and report any symptoms developing. • Parents of other pupils in the group with a symptomatic person will be notified on the same day by way of a letter home. • If a person has COVID 19 confirmed by test, the school will notify NHS Test and Trace for further advice and take further steps as advised by NHS Test and Trace. Staff/pupils will only 	
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								be sent home if advised by NHS Test and Trace.	
2	Arrangements for workers and pupils who fall within groups considered to be higher risk	Increased risk to staff /pupils with underlying health conditions from transmission of virus and those from BAME groups, or who are pregnant.	M	X	H	=	H	<ul style="list-style-type: none"> Staff in higher risk groups will have a personal risk assessment and/or an Occupational Health assessment completed, and will only return to work if risks can be reduced to an acceptable level through controls. While transmission rates remain low in the local area, and staff in these groups may return to work, they must follow the school controls contained within their personal risk assessment. If transmission rates in the local area increase, the school will follow advice from NHS Test and Trace and HR adviser about measures necessary to protect staff and pupils at higher risk. 	L
3	Arrangements when entering and exiting building and during arrival and collection of pupils.	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions	M	X	H	=	H	<ul style="list-style-type: none"> Staff to use main entrance to enter and exit building, and use their own fob to eliminate need to touch surfaces. Staff to sanitise hands using sanitiser provided immediately on entrance to the building. Staff to enter and exit building alone or accompanied only by colleagues from their own working team. Staff to retain their belongings within their working area during the day. At pupil arrival and collection times, staff will be posted at both gates and in the playground to control numbers entering and leaving the site. 	L

								<ul style="list-style-type: none"> • Parent/pupils to use designated entrance and enter school by left hand gate, observe social distancing and one-way system around schools site, and exit as quickly as possible by right hand gate. • Parents advised that only one adult per family allowed on site to deliver/collect children –.Pupils’ arrival window extended to 8.45 – 9.00 to ease pressure of numbers of families on site. • Parents do not enter the school building, and any necessary contact between staff/parents is made by telephone/email. • Queuing points and waiting areas for pupils/parents clearly marked to encourage social distancing to be maintained. 	
4	Lack of social distancing arrangements in circulation areas.	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions	M	X	H	=	H	<ul style="list-style-type: none"> • One-way systems to be followed – walk on the left of the corridor. • Vision screens in doors kept clear at all times • Floor markings/graphics to be displayed showing 1 way systems and 2 metre distance • Doors can be wedged open including fire doors so long as they are clearly marked and closed immediately in the event of an emergency alarm. 	L

								<ul style="list-style-type: none"> • Timetabling to be implemented to reduce numbers moving around the building at any one time 	
5	<p>Pupil learning areas general. Lack of social distancing Contamination of surfaces with virus causing indirect transmission</p>	<p>Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions</p>	M	X	H	=	H	<ul style="list-style-type: none"> • Pupils organised into bubbles with designated members of staff. <ul style="list-style-type: none"> ○ Nursery/2YO– Bubble 1 ○ Rec/KS1/SB1 – Bubble 2 ○ SEN 2 Bubble 3 ○ Y3 – Bubble 4 ○ Y4 – Bubble 5 ○ Y4/5 – Bubble 6 ○ Y5 – Bubble 7 ○ Y6 – Bubble 8 • Class bubbles allocated designated rooms or areas. • Bubbles are not mixed with one another and remain within their designated rooms/areas wherever possible. • Staff organised to remain with their group of children as much as possible to reduce cross contact with other people. 	L

								<ul style="list-style-type: none"> • Staff to remain within their working area, and not to move around building unless absolutely necessary. • Staff do not mix with other staff outside their bubble. • Once children have left for the day, staff encouraged to go home, unless specifically required to stay in school for staff meetings or after school CPD, or because their role includes delivery of out of school activities. <ul style="list-style-type: none"> ○ Staff not to arrive on site before 7.45am ○ Staff to leave site no earlier than 3.30pm (unless contracted to leave earlier) and no later than 4.00pm • Where more than one member of staff required per bubble, they remain 2 metres apart wherever possible. • Children shown how to clean equipment when they have finished using it. • Children given their own set of equipment (e.g. pens, pencils, rubbers) Cleaning resources provided within the classroom area and replenished regularly. • Tissues provided and children encouraged to follow “Catch it Kill it Bin it”. • Children discouraged from bringing items in from home (apart from book 	
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								<p>bag, lunch (preferably in disposable plastic bag), coat, PE kit).</p> <ul style="list-style-type: none">• Class based resources are only used and shared within the bubble and are cleaned regularly.• Books and shared resources can be taken home but only when they are absolutely necessary for educational reasons, and should be cleaned on return to school.• Pupils provided with named, school water bottle that remains in school.• Children and staff to wash/sanitise hands immediately on arrival in the building and at key points during the day e.g. after blowing noses, using the toilet, using shared equipment, before and after eating, before and after break times, on return from working outside the classroom.• Children & staff wearing face coverings on arrival at school, remove and dispose of these in a safe manner before entering the school and washing hands (disposable masks placed in bin, reusable masks place in sealed plastic bag) and placed in child's bag or coat pocket.• Used cleaning materials, disposable face coverings and tissues to be disposed of in waste bins lined with plastic bags.• If bins need emptying at lunchtime because they are full, staff must securely tie the bin bag and place it	
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								<p>outside the classroom door for collection by 12.15pm.</p> <ul style="list-style-type: none"> • Curriculum activities shall be delivered out of doors as much as possible (where risk of transmission is lower) • Pupils visit toilets one at a time – managed by the adult supervising the group. Each class to have designated toilet area. • Classroom areas cleaned thoroughly each evening. • Appropriate (including age appropriate) signage to be displayed in all areas of building to communicate new arrangements to staff/pupils. • No large gatherings or whole school events (e.g. assemblies, sports day/parental consultation) to be organised. 	
6	EYFS Specific controls	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions	H	X	H	=	H	<p>All controls identified for general learning areas plus:</p> <ul style="list-style-type: none"> • If personal care is required for younger children, staff use PPE and dispose of contaminated material in designated hygiene bins. • Children shown how to clean shared outdoor equipment when they have finished using it (e.g outdoor bikes) 	M (not able to reduce to low because of difficulties in maintaining social distancing with EYFS age children)
7	Mainstream classrooms Lack of social distancing	Increased transmission of virus, within school and wider community.	H	x	H	=	H	<ul style="list-style-type: none"> • KS2 - Desks arranged in rows face forward, with the front row being 2 	L

	Contamination of surfaces with virus causing indirect transmission	Illness, fatality and exacerbation of existing health conditions						<p>mtrs away from teacher to minimise face to face contact.</p> <p>Group interventions to take place in classrooms wherever possible – group rooms not to be used apart from KS1 phonics (if absolutely necessary), SEMHW and Y3/6 satellite classes.</p> <p>Internal rooms limited to 4 people, doors to be propped open to aid ventilation.</p>	
8	<p>SEN Base classrooms – Lack of social distancing.</p> <p>Contamination of surfaces with virus causing indirect transmission.</p>	<p>Increased transmission of virus, within school and wider community.</p> <p>Illness, fatality and exacerbation of existing health conditions</p>						<p>All controls identified for general learning areas plus:</p> <ul style="list-style-type: none"> Individual risk assessments carried out in consultation with parents for pupils who may be at a higher risk (underlying health conditions) or pose a higher risk (e.g those who spit) 	M
9	Staff shared between bubbles, peripatetic staff or other adults working across groups increasing risk of transmission	<p>Increased transmission of virus, within school and wider community.</p> <p>Illness, fatality and exacerbation of existing health conditions</p>	M	x	H	=	H	<ul style="list-style-type: none"> Adults maintain 2 metres distance from children and other staff as much as possible. Peripatetic staff, other adults are made aware of need to follow school control measures on arrival at the building. Records kept of adults attending and which children/classes worked with. 	L
10	Increased risk to pupils being transported using statutory transport organised by LA	<p>Increased transmission of virus, within school and wider community.</p> <p>Illness, fatality and exacerbation of</p>	H	x	M	=	H	<ul style="list-style-type: none"> LA Transport or transport companies to provide specific RAs as required. There is to be no contact between the adults providing transport and the children being transported. 	L

		existing health conditions						<ul style="list-style-type: none"> • The child is put into the vehicle and safety belt fastened by the parent on collection. • On arrival at the school, the children will be collected from the vehicle by a member of the SEN base staff and escorted into school. • Wherever possible, children on transport are grouped within their school support bubbles. 	
1 1	Increased risk of transmission in toilets	Transmission of Covid19 virus	M	X	H	=	H	<ul style="list-style-type: none"> • Staff/pupils instructed to follow good hygiene practice at all times while at work (ie regular handwashing, using tissues and disposing of them appropriately, etc). • Site manager/cleaners to ensure that adequate hand cleaning resources are provided; all staff toilets to be supplied with adequate supplies of hot water, liquid soap, paper towels. • Handwashing instructions and posters are displayed in all toilet and classroom areas. • Only 2 members of staff in the toilet areas at a time • Increased environmental cleaning, especially in and around toilets and restrooms special attention to be paid to frequently touched surfaces such as door handles, toilet flush handles, light switches, etc • Increase toilets/washrooms inspections to check for cleanliness/adequate stock of soap/toilet paper, etc. 	L

1 2	Risk of transmission in staff shared areas eg staff room/hub/photocopiers/resource storage areas.	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions	H	X	M	=	H	<ul style="list-style-type: none"> • Staff breaks staggered to reduce the number using the facilities. • Staffroom only to be used to prepare food or drinks, and breaks need to be taken in classrooms/working area. Numbers in the staffroom limited to 4. • Maximum occupancies identified on the door of shared spaces • Vision panels in shared area doors kept clear at all times or door wedged open to assist staff in identifying visually if the capacity has been exceeded. • Designated fridges for staff teams for storage of food/milk. • Staff reminded that social distancing applies outside of the work premises (e.g if leaving the building to smoke and mixing socially with other staff) • Staff responsible for washing and drying their own crockery and cutlery following breaks. • Disposable towels only – no multi use towels. • All toilets and kitchens provided with hand washing facilities with soap, disposable towels and hot running water and washing up liquid. Regular inspection and replenishment whenever required. Signage to be provided as to who to contact when stock requires replenishment • Posters displayed in toilets and kitchens asking staff to wash their hands. 	L
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								<ul style="list-style-type: none"> • Ask employees to bring their own food and keep it in their own working area or designated fridge. • Staff to use the photocopier nearest to their designated area and to print all required copies in one batch to reduce need for multiple trips to the copier. • Only one member of staff to use photocopiers at a time, and clean touch screen with a wipe when finished. 	
1 3	<p>Office areas (general office and HT/SEMHW office/PPA room) – lack of social distancing, Contamination of surfaces with virus causing indirect transmission, contact with members of the public.</p>	<p>Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions</p>	M	x	H	=	H	<ul style="list-style-type: none"> • Maximum capacity of office areas calculated and displayed on door. (Gen office 2, SBM 1, HT 4) • Workstations set up to maintain social distancing of 2 metres • Workstations allocated to individuals to reduce risk of cross contamination. • Staff provided with tissues, hand sanitiser and cleaning equipment and clean their desk, telephone handset and workstation before starting and after finishing work. • Cleaning materials disposed of in waste bins lined with plastic bags, and emptied at the end of the day. • Natural ventilation encouraged by keeping windows open as much as possible. • Where possible, staff work side by side or facing away from colleagues, do not hot desk or share stationary. • School staff instructed to contact office staff by telephone not in person – 	L

								<p>telephone numbers displayed in each classroom.</p> <ul style="list-style-type: none"> • PPA room not to be used for working – PPA to be done at home. • Where PPA room needs to be used only one person at a time working in the room (plus one may use the photocopier), and occupant cleans the desk, computer and telephone after use with wipes provided. 	
1 4	<p>Increased risk from use of pupil shared spaces – dining hall and outdoor spaces</p>	<p>Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions</p>	H	x	H	=	H	<ul style="list-style-type: none"> • Break times are staggered to limit numbers in the dining hall, or meals taken in classrooms – see rota. • Pupils queueing for food stand at 2mtr distance – safe queuing route and distances marked on the floor. • Food served to children by kitchen staff. • Trays, cutlery and drinking glasses kept behind servery and handed to children • One way circulation route implemented in dining hall and clearly marked. • Pupils kept within their bubbles in the dining hall, and 2 metres distance maintained between bubbles. • Children supervised by their designated adults or lunchtime staff during lunch, then go out to play through main exit to playground before returning to classroom via designated entrance. 	

								<ul style="list-style-type: none"> • Children encouraged to stay in bubbles during playtime. • Play equipment organised into designated bubble sets to avoid sharing of equipment. • All surfaces cleaned by lunchtime staff in between lunch sittings. • Lunchtime staff provided with PPE (aprons and gloves) to use while cleaning shared area. 	
1 5	Risk of transmission from contaminated surfaces -general	Indirect transmission of COVID 19 leading to illness, fatality or exacerbation of existing health conditions.	M	X	H	=	H	<ul style="list-style-type: none"> • Hand washing facilities available in all classrooms/staff room and toilets containing hot water and soap. Children occupying group rooms (Y3 and Y6) will be included in the main class bubble and their designated handwashing area will be the same as for the rest of their year group. These rooms will be supplied with hand sanitiser. • Hand sanitising products also available in all occupied rooms and at strategic points throughout the building. These are maintained on a daily basis • Frequent cleaning by the site manager throughout the day of objects and surfaces outside classrooms that are touched regularly, such as door handles, stair handrails. • Staff provided with anti-bac wipes to clean keyboards and other high contact areas within classes during the day 	L

								<ul style="list-style-type: none"> • Cleaning materials available to allow staff to clean their areas before and after use. • Thorough cleaning of all occupied areas of the building carried out at end of each working day by domestic staff. • Specific cleaning procedure of isolation areas carried out by supervising staff (usually HT/SEMH manager) immediately once area has been vacated. • Process for cleaning of classrooms occupied by people with suspected Covid19 agreed with RFM. RFM cleaning manager (Kerry Ord) notified if an area has been contaminated and domestic supervisor has been trained and takes responsibility for cleaning these areas before the following day. 	
1 6	Increased risk of transmission on educational visits	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions	H	x	H	=	H	<ul style="list-style-type: none"> • No overnight educational visits to be delivered until further notice. • No day visits to be delivered until after October half term at the earliest. • Children to be kept within their bubble while on visits. • COVID secure measures, including those in place at visit venue to be determined as part of risk assessment for visit. • Transport should be organised so as to be maintain 2 metre distance between staff/driver and pupils wherever possible. 	

1 7	Increased risk of transmission during physical education sessions	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions						<ul style="list-style-type: none"> • Staff delivering PE across groups (sports coach), maintains social distancing from children. • PE equipment set up in bubble specific packs or cleaned after use with antibacterial spray or left for 48 hours (72 hours for plastic items) before being used for another group. • PE to take place outside wherever possible. • KS1 PE kits to be brought in on Monday and remain in school until Friday and then sent home for washing. KS2 children to come in wearing their PE kit on PE days, to eliminate need to change in school. 	
1 8	Increased risk of transmission during meetings	Increased transmission of virus, within school and wider community. Illness, fatality and exacerbation of existing health conditions	M	X	H	=	H	<ul style="list-style-type: none"> • Wherever possible meetings are to be held using remote working tools such as Microsoft Teams or Zoom. • If meetings must be held in face to face setting they should be held outdoors or in the hall where social distancing between bubbles may be maintained. • If meetings must be held in face to face indoor setting limitation of attendees and social distancing measures must be implemented. • Signage to be posted informing personnel of maximum capacity of meeting rooms to allow social distancing to be effective. • Floor markings to be implemented to assist in social distancing. 	L

								<ul style="list-style-type: none"> • Hand sanitiser dispenser to be positioned in meeting rooms • Windows in meeting rooms to be opened prior to meeting to aid ventilation. • Cleaning procedure to be implemented following meeting 	
19	Staff/pupils/parents/public unaware of procedures leading to lack of compliance with safety measures	Increased risk of virus transmission	M	X	H	=	H	<ul style="list-style-type: none"> • Risk Assessment and planning document to be shared with all staff and staff consulted on H&S controls. • Risk assessment to be made available on school website and shared with parents. • Building specific information posters to be displayed at all entrances and exits and in each occupied room. • All staff/pupils to receive a briefing from their manager/teacher. highlighting all control measures. Staff briefing weekly (more frequently if required e.g. if any changes), pupil briefings daily. • Handwashing procedure posters to be displayed alongside all handwashing facilities. • Floor markings to be displayed to assist with 2 metre social distancing. • All one way systems to be clearly signposted. 	L
20	Visitors to premises: Including	Transmission of Covid19 virus	M	X	H	=	H	For all visits to the premises the following must be considered: Are there methods of working that can:	L

	Contractors and customers							<ul style="list-style-type: none"> - Eliminate the need for the visit? (Use of technology to carry out appointments) - Reduce the number of employees the visitor could potentially encounter (Out of hours working, school holidays, evenings weekends). - Reduce the amount of time within our premises - Limit the numbers of visitors (Appointment system, Access controls) • Restrict visitors to essential visits only. • Essential visits (e.g. those associated with statutory assessment of children), arranged by appointment. • Signage displayed instructing visitors with symptoms not to enter the premises, and to remind both staff and visitors to always keep 2 metres from other people, wherever possible. • Visitors asked “Have you or anyone in your household displayed any of the following symptoms?” If yes prevent access to the premises. • Visitors given copy of site specific controls on entry. • Public instructed to queue outside the building while waiting to speak to reception staff only one member of public allowed at reception at a time. • Floor marking indicate position 2 metres away from reception window. 	
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								<ul style="list-style-type: none"> • Hand sanitiser provided and compulsory for all visitors entering the building • Records kept by office of all visitors to the building to support Track and Trace. Signing in sheets completed by office staff rather than visitors • Discontinue use of visitor badges • Waiting room furniture rearranged to ensure social distancing. 	
2 1	Building maintenance and servicing requirements.	Increased numbers of personnel in building leading to increased risk of virus transmission	M	X	H	=	H	<ul style="list-style-type: none"> • Maintenance contractors to liaise directly with site manager to arrange appointments, to reduce contact with office staff • Liaison with service providers to be carried out to determine whether maintenance activities such as servicing and inspection regimes can be completed outside of normal operating hours (early morning / evenings or weekends) • All maintenance staff to receive building specific briefing before being allowed on site to complete activities • Where buildings have been closed for an extended period all Statutory checks/inspections to be completed prior to reoccupation. 	L
2 2	Changes in Emergency procedures due to building occupancy or layout.	Failure of emergency procedure leading to increased risk to personnel	M	X	H	=	H	<ul style="list-style-type: none"> • Review emergency procedures to ensure that arrangements remain valid for Fire Safety including the numbers and locations of trained fire wardens and the validity of Personal Emergency 	L

								<p>Evacuation Plans considering social distancing measure where possible.</p> <ul style="list-style-type: none"> • Everyone must maintain 2 metre separation as far as possible during evacuation and at assembly points. • Social distancing enforced where possible at assembly points. • Review current first aid provision to ensure we have enough first aiders including where required a Paediatric First Aider. • First aid kits – updated to include (where already not supplied) surgical masks and rubber gloves, hand sanitisers. First Aid points positioned in staff room, at main exit from the school and in EYFS. • If first aid treatment required from First Aider, they are provided with PPE – gloves, aprons and mask if necessary. • Ensure First Aiders for the premises are issued with the current advice and guidance produced by St Johns Ambulance. (see further controls). • Contaminated materials to be disposed of as clinical waste. 	
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FURTHER CONTROLS:

Further guidance is available at the following link <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>

Self-isolation procedure guidance is available at the following link <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Specific cleaning procedure following contact by person with suspected Covid19 is available at the following link <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Latest guidance for first aiders from St Johns Ambulance is available at the following link <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>

Initial reviews of this risk assessment to be undertaken on a weekly basis to assess effectiveness of control measures and allow for adjustments to be made.

Probability Key:

L = No Chance

M = Medium Chance

H = High Chance, Very High Chance

Severity Key

L = No injury/Minor first aid

M = First aid treatment, Doctor or Hospital.

H = Major injury/Reportable Accident.

Key:

L X L = L

L X M = M

L X H = M

M X M = M

M X H = H

H X H = H

Residual Risk

Low = Acceptable

Medium & High
Requires additional
Action to reduce
risk

To be completed by building manager undertaking the assessment			
<p>At the time of producing this assessment, as far as I can reasonably foresee, the risks involved with this activity have been reduced as far as reasonably practicable.</p> <p>Signature: _____ Position: SCHOOL BUSINESS MANAGER</p> <p>Date: _____</p>			<u>Review date:</u>
<p>To be completed by the Senior Manager:</p> <p>I consider this risk assessment to be suitable and sufficient to control the risks to the health and safety of both employees undertaking the tasks involved and any other person who may be affected by the activities.</p> <p>Name: TAMMY COOPER Job Title: HEAD TEACHER</p> <p>Signature: <i>T Cooper</i> Date: 2.9.2020</p>			