

COVENTRY SCHOOL FOUNDATION

Foundation Area/Foundation School:	King Henry VIII Senior School
Date of Assessment: 07.Sept.20	Name of Assessor: Sally Pike (SCP)
Location & Subject of Assessment:	
Review Date:	Other Relevant Information: This risk assessment is in response to the DfE guidance for full-reopening

Area/Activity Assessed:	
Summary of significant risks where action is required	Summary of controls to be implemented
Contamination and infection from covid-19 virus	<p>To enable full re-opening various prevention methods must be in place, which will reduce the opportunities for infection and, if a case reaches school, how the possibility for further spread will be reduced</p> <p>The measures include:</p> <ul style="list-style-type: none"> ▪ Robust hand and respiratory hygiene ▪ Enhanced cleaning arrangements ▪ Active engagement with NHS Test and Trace ▪ Reduction in contacts and maximising the distancing between those in school wherever possible by: <ul style="list-style-type: none"> o grouping children together (referred to in this RA as 'their group') o avoiding contact between groups o arranging classrooms with forward facing desks o staff maintaining distance from pupils and other staff ▪ Use of PPE in specific circumstances <p>The measures taken together follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level while still allowing us to maintain a broad and balanced curriculum</p>

What are the hazards?	Who will be affected?	Risk (possible harm)	Control Measures		By whom	When	Risk after measures
			In place	Action Required (to reduce risk)	Name	Date	
Infection within the Careers Room	Careers Adviser Students	HIGH		<ul style="list-style-type: none"> ▪ Guidance issued to Careers Adviser about staying a safe distance from pupils ▪ Careers Room re -arranged to provide a space where Careers Adviser can stay at least 2m from any pupil ▪ All soft/material chairs to be removed – replaced with 4 plastic chairs ▪ If used, Careers Adviser to clean computer keyboard and mouse using wipes ▪ Middle computer to be marked off limits, so pupils are distanced and face away from each other ▪ Careers Room has a maximum capacity, clearly indicated on the door (4) 	SCP	07/09	LOW/MEDIUM

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| | | | | <ul style="list-style-type: none"> ▪ Careers Room to have year group allocation for use – Mondays and Tuesdays for Year 13 / Wednesdays and Thursdays for Year 12 ▪ Appointment register to be used for pupils using the Careers Room to support track and trace ▪ Unfortunately, the Careers Room will not be accessible for pupils not in the Sixth Form ▪ Work carried out with Year 11 to take place in their zone (MFL Dept – ML4 booked) ▪ Hand sanitiser available in the Careers Room and pupils instructed to use it each time they enter the room ▪ Careers Room to be provided with gloves and disinfectant spray in case a pupil coughs or sneezes on a piece of equipment or furniture ▪ Careers Room to have a supply of tissues and regularly checked/restocked by cleaners ▪ Careers Room to have lidded and double bagged bin that is emptied daily ▪ Careers Room cleaned daily (if used by the same group) or twice daily if used by more than one group. ▪ Cleaning includes a focus on frequently handled surfaces such as door handles, light switches, table/counter tops, handrails and bannisters, chairs, computers including mouse and keyboard, shared learning resources, sinks, taps, and other areas touched regularly ▪ Career Room windows do not open, door to be propped open with door wedge ▪ Careers Adviser instructed to wipe down chair/desk/mouse/keyboard before and after use | | | |
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