

Risk Assessment

A. Outline of activity or task to be assessed: Phased return to school following COVID 19 closure

Form No

Directorate: Kinnerley CE Primary School

Workplace/Team – Zone: Breakfast club

Date of Assessment: March 8th 2021

Name of Assessors: Mrs Elizabeth Madin

Manager/Headteacher: Marilyn Hunt

Date for Re-assessment

Signature:

Signature:

Hazard is something with the **potential** to cause **harm**. **Risk** is the **likelihood** of someone being hurt multiplied by the **severity** of the occurrence.

Level of risk = likelihood x severity

B. Risk Matrix – This section is used for guidance to complete section C.

5 x 5 RISK ASSESSMENT MATRIX

Increasing consequence or severity ↑	5	5 low	10 med	15 med	20 high	25 high
	4	4 very low	8 low	12 med	16 med	20 high
	3	3 very low	6 low	9 low	12 med	15 med
	2	2 very low	4 very low	6 low	8 low	10 med
	1	1 very low	2 very low	3 very low	4 very low	5 low
		1	2	3	4	5

Increasing likelihood or probability →

PRIORITY OF ACTION

High 17 - 25 Unacceptable – Stop work or activity until immediate improvements can be made.

Medium 10 – 16 Tolerable but need to improve within a reasonable timescale, e.g., 1-3 months depending on the situation.

Low 5 - 9 Adequate but look to improve by next review.

Very Low 1 – 4 Residual risk acceptable and no further action will be required all the time the control measures are maintained.

Score	Likelihood / Probability	Description
5	Very likely / Almost certain	Event is expected to occur in most circumstances
4	Likely	Event will probably occur in most circumstances
3	Fairly likely / Possible	Event could occur at some time
2	Unlikely	Event is not likely to occur in normal circumstances
1	Very unlikely	Event may occur only in exceptional circumstances

Score	Consequence/Severity	Description
5	Catastrophic / Severe / Fatality	Death or permanent disability to one or more persons
4	Major injury / ill health	Hospital admission required, eg, broken arm or leg
3	Moderate (over 7-day injury)	Medical treatment required, over 7-day injury
2	Minor injury / ill health	First aid is required
1	Insignificant / no injury	Injuries not requiring first aid treatment

C. Use information from section B to identify level of risk for each hazard

HAZARD		Who's Affected	Existing Controls	Risk Level Low/Med/High	What else is required	Risk Level Low/Med/High	Action	
							Who	When
1	Risk of transmission between parents and staff/children	Staff + children	Parents are to drop off and collect children directly at the hall door, whilst wearing face coverings. Parents are not to enter the school building.	med				
2	Risk of transmission of virus from other children/adults	Children + staff	Children and staff are to wash hands before entering and after leaving the hall. Children are encouraged not to touch each other and spread out as much as possible.	med	Staff to allow enough time for each pupil to wash hands at the beginning and end of each session		Breakfast club supervisors	
3	Risk of transmission through close contact and mixing of bubbles.	All	Different 'bubble' areas are to be arranged - one for Barn Owl pupils, Snowy Owls and LEOs. Children are to remain in their assigned areas. Adults to maintain a distance of 2m wherever possible.	med	Tables/ areas to be rearranged appropriately Pupils to be reminded of social distancing		Breakfast club supervisors	
4	Risk of transmission through shared tables/benches	All	Tables and benches to be wiped before and after every session.	med			Breakfast club supervisors	
5	Risk of contamination through coughs and sneezes.	All	Everyone to adhere to and encourage the 'catch it, bin it, kill it' rule and use nappy sacs to put tissues in before placing in the bin. Tissues to be available in the hall and hand washing to occur after sneezing, blowing noses, coughing etc	Med	Regular reminders & policing from staff. Provision of nappy sacs and lined bin.		Breakfast club supervisors	
5	Risk of transmission through sharing of equipment	All	Separate resources/equipment to be provided for each 'bubble' and regularly sanitised.	med			Breakfast club supervisors	
6	Risk of transmission through aerosol	All	The hall will be well ventilated. Breakfast club supervisors to wear face coverings.	med			Breakfast club supervisors	
7	Risk of transmission through use of communal toilets/ washing facilities	Pupils	The toilet areas will have been cleaned before use by Breakfast club and will be cleaned after use by club supervisors ready for school use.	med				

If more hazards are identified please add more boxes

D. Safe Systems of Work to be outlined below by using the information in Section C once completed:

