

Activities Risk Assessment

COVID 19 Risk Assessment PCT Education Services

Location and type of visit	Cleaning and the spread of coronavirus	Date(s)	
Establishment	PCT Education Services Ness Point School & Novaturient School	07/07/2020	Updated in line with government guidelines
Has Establishment's own Risk Assessment been secured?	N/A	Updated 01/09/2021	
Attendees	All students and staff		

Hazard	Rate of Hazard & Likelihood	Control Measure	Rate of Hazard & Likelihood	Action Required: by whom by when
Getting or spreading coronavirus into toilet facilities	High	<ul style="list-style-type: none"> - All surfaces and touchpoints to be cleaned and disinfected between each person using the facilities. - PPE available and hand sanitizer provided. 	Low	All relevant staff
Getting or spreading coronavirus on surfaces in classrooms	High	<ul style="list-style-type: none"> - All surfaces and touchpoints to be cleaned and disinfected before arrival, before and after lunch, and at the end of the day. - PPE available. - Students to have their own desks where possible – no more than four students at a table (sitting diagonally opposite) at any time. - Hand sanitizer. 	Low	All relevant staff and students

Getting or spreading coronavirus on communal areas	Med	<ul style="list-style-type: none"> - Touchpoints to be cleaned and disinfected. - PPE to be available - Cleaners to clean thoroughly every evening. 	Low	All staff and students
Getting or spreading coronavirus on equipment and stationery	High	<ul style="list-style-type: none"> - Learning equipment to be cleaned with a disinfectant wipe at the end of each day. 	Low	All relevant staff and students
Getting or spreading coronavirus in the kitchen	High	<ul style="list-style-type: none"> - All surfaces and touch points to be cleaned and disinfected. - Minimize traffic in and out of the kitchen - PPE made available - Hand sanitizer provided 	Low	All staff and students

Location and type of visit	Home visits	Date(s)	
Establishment	PCT Education Services	07/07/20	Updated in line with government guidelines
Has Establishment's own Risk Assessment been secured?	N/A	Updated 01/09/2021	
Attendees	All students and staff		

Hazard	Rate of Hazard & Likelihood	Control Measure	Rate of Hazard & Likelihood	Action Required: by whom by when
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Spread coronavirus between homes and school (and vice versa).	Med /High Med/high	<ul style="list-style-type: none"> - Phone/zoom contact is preferable to a home visit if the family is considered vulnerable. If home visit is agreed, staff will be double vaccinated and room should have maximum ventilation, and to maintain social distancing requirements – this should be done where possible. - Sanitise before and after every visit. - Phone before home visit to check if any occupants are exhibiting symptoms of coronavirus. - If so, any physical meeting will have to be cancelled for the designated quarantine period. - For meetings where social distancing is impossible, face masks will be offered. - Minimum resources should be taken to and from the home visits – there will be less points of contamination. 	<p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of transmission remains High.</p> <p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of transmission remains High.</p>	<p>David Harvey – School Therapist</p> <p>David Harvey – School Therapist</p>
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Location and type of visit	School break times and restrooms	Date(s)	
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Establishment	PCT Education Services	07/07/2020	Updated in line with government guidelines
Has Establishment's own Risk Assessment been secured?	n/a	Updated 01/09/2021	
Attendees	All staff and students		

Hazard	Rate of Hazard & Likelihood	Control Measure	Rate of Hazard & Likelihood	Action Required: by whom by when
Break time interaction	Medium	<ul style="list-style-type: none"> - Where possible, break time interaction should take place outside. - Where possible, students should remain within their class when socializing. If this is impossible, children should be reminded to interact according rules. If break time has to take place indoors, then groups will spread out across the school. 	<p>if all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of transmission remains Medium.</p>	All staff and students
Risk of cross contamination Toilets	Medium	<ul style="list-style-type: none"> - All students and staff should regularly wash their hands – in breaks etc. - All surfaces will have to be wiped down at the beginning and end of the day – this includes tables, whiteboards, door handles and railings. - Staff and students should not 	<p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of</p>	All staff and students

		<ul style="list-style-type: none"> share equipment if possible. - There will be designated toilets for boys and girls. - All students will be encouraged to wash hands before lunch. - Students will eat lunch in the dining room, lunch will be brought to them. 	transmission remains Medium	
Lunchtimes	Medium	<ul style="list-style-type: none"> - No swapping or sharing of food. 	Low	All staff and students

Location and type of visit and in school	Testing, cleaning and community engagement for all students and staff	Date(s)	Updated in line with government guidelines
Establishment	PCT Education Services	07/07/20	
Has Establishment's own Risk Assessment been secured?		Updated 01/09/2021	
Attendees	All staff and students		

Hazard	Rate of Hazard & Likelihood	Control Measure	Rate of Hazard & Likelihood	Action Required: by whom by when
Individuals getting or spreading Covid-19 through contact and equipment use. School closing due to	Med/ high	<ul style="list-style-type: none"> - Individual risk assessments to be followed for all travel and transport – please see transport risk assessment before trips. - All areas and surfaces will be maintained to high cleaning 	Med/low If all guidance is followed risk of transmission is	All staff and students.

<p>students or staff catching COVID.</p> <p>Spreading COVID to the wider community or vulnerable family members</p>	<p>High</p>	<p>standards – please see cleaning risk assessment.</p> <ul style="list-style-type: none"> - Students will only go out in to the community if they have completed a flow test on a Friday, that shows a negative result. - If students refuse to take a test in school, they are asked to complete one at home. - Covid testing is voluntary, but if students want to go out in the community, then they will have to demonstrate a negative test that week. Tests kits will be provided by school. Exemptions to be made only on proven medical grounds. - All staff are double vaccinated and tested at the same time as students, leading by example. 	<p>low.</p> <p>If pupils refuse instructions the risk of transmission remains High.</p>	<p>All staff and students</p>
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Location and type of visit	Academic related locations (both outdoors and indoors, on and off site)	Date(s)	
Establishment	Ranges from museums, possible sporting venues, shops and Great Yarmouth town centre.	07/07/20	Updated in line with government guidelines
Has Establishment's own Risk Assessment been secured?	It is expected (and can be checked) that all off-site establishments will observe and adhere to government guidelines and policy regarding COVID before entering the establishment.	Updated 01/09/2021	
Attendees	All staff and students		

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Hazard	Rate of Hazard & Likelihood	Control Measure	Rate of Hazard & Likelihood	Action Required: by whom by when
Covid contamination through contact with others	Low to medium	<ul style="list-style-type: none"> - All staff have been double vaccinated - All staff and students are tested weekly. - If possible, all attendees will wear face coverings in places that request it. Exemptions to be made only on proven medical grounds. - Hands will frequently be washed – with either soap or hand sanitiser. - Social distancing measures will be followed, according to government guidelines at that time. - When and where possible, utilise outdoor spaces and activities to aid learning (enrichment and academic). Outdoor activities will be prioritised over indoor activities. 	<p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of transmission remains Medium.</p>	By all involved
Not being able to attend the establishment due to covid restrictions (capacity of the venue).	Med/ high	<ul style="list-style-type: none"> - Ensure prior to planning off-site visits, the establishment is able to accommodate in terms of space and prevent policies. - Any last-minute trip should be checked with the establishment prior to departure. - All students and staff will have a negative flow test weekly. 	<p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of transmission remains High.</p>	<p>By staff involved in the planned trip</p> <p>Advise students afterwards if anything is required.</p> <p>Friday testing</p>
Breaking social distancing rules (indoors and outdoors).	Med/High	<ul style="list-style-type: none"> - Regular prompts and reminders from staff before and during the visit. - Be aware of other people, your 	If all guidance is followed risk of transmission is low .	All staff

		<ul style="list-style-type: none"> surroundings and yourself PPE used as required by law to be kept by staff and students – complying with PCT Education’s Covid-19 Guidance and delivery policy. 	If pupils refuse instructions the risk of transmission remains High .	
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Location and type of visit	Therapy Room and Board Room	Date(s)	
Establishment	PCT Education Services	07/07/2020	Updated in line with government guidelines
Has Establishment’s own Risk Assessment been secured?	N/A	Updated 01/09/2021	
Attendees	All staff and students		

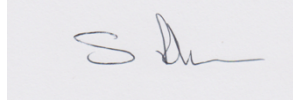
Hazard	Rate of Hazard & Likelihood	Control Measure	Rate of Hazard & Likelihood	Action Required: by whom by when
Spreading coronavirus in communal/commonly used areas.	Med/high	<ul style="list-style-type: none"> All staff have been double vaccinated Hand sanitiser and hand wash is available for all visitors Minimise contact between individuals and maintain when inside these rooms – in line with guidance. Area will be cleaned frequently using standard anti-bac products. 	<p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of transmission</p>	All relevant students and staff

		<p>This will also be done before and after every use.</p> <ul style="list-style-type: none"> - Students and staff will have their own resources to take with them for each session - Items that remain on site will be cleaned appropriately - Any individuals with Covid-19 symptoms will not be able to attend any meetings or sessions. - If an individual displays symptoms during a meeting or a session, the individual will be sent home and follow “stay at home” guidelines – as stated on the Covid-19 policy p.3 - All staff and students will follow PCT Education Services Covid-19 policy. - Staff have had training on Covid-19. 	remains High .	
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Location and type of visit	Car/ transport	Date(s)	
Establishment	PCT Education Services	07/07/2020	Updated in line with government guidelines
Has Establishment’s own Risk Assessment been secured?	n/a	Updated 01/09/2021	
Attendees	All staff and students		

Hazard	Rate of Hazard & Likelihood	Control Measure	Rate of Hazard & Likelihood	Action Required: by whom by when
Transmission of virus from person to person in confined places	High	<ul style="list-style-type: none"> - Face coverings will be worn on all transport – both public and transport provided by PCT Education Services. - Transport provided by PCT Education services will be limited to 2 member of staff and 4 students in the vehicle at any one time. - Windows to be open in the car to allow ventilation. - Driver and passengers need to be as spaced out as possible, throughout the journey. - Car should be used for as short a time as possible. - Staff and students only get into the vehicle once it has been cleaned. - No congregating in or around the vehicle. - Students will be given a briefing on the correct behaviour and reminders before each journey. - Car to be stocked with all relevant PPE and cleaning supplies. - No eating or drinking permitted in the vehicle. 	<p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of transmission remains High.</p>	<p>It is the responsibility of the driver to limit the number of passengers in the vehicle and provide relevant PPE.</p> <p>It is the responsibility of the passengers to follow the suggested guidance.</p>
Transmission of the virus from surfaces.	High	<ul style="list-style-type: none"> - Vehicle will be cleaned after and between each journey. - After any change of passenger, the vehicle will need to be cleaned. 	<p>If all guidance is followed risk of transmission is low.</p> <p>If pupils refuse instructions the risk of</p>	Driver and all relevant staff responsible for disinfecting the vehicle.

			transmission remains High .	
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Submitted by:	Name: Sally Alden	Approved by Head Teacher	
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All staff and students will follow PCT Education Services Covid-19 policy and relevant government guidance.
Staff have had training on Covid-19 and support Parents and Visitors.

All parents have signed the parent home agreement, supported their child's placement and agreed to positively support the school and its guidance.