

RA to be completed by Friday 22 May	This RA is intended to cover the return of students from Sept 1st 2020	Overall recommendation on school opening below		
Area	Risks and concerns - list only once	Mitigating actions	Priority	Oversight by Whom
<i>People and HR considerations</i>	• Staff mental health issues	Reissue holiday guidance to staff for summer holidays	2	HR
<i>People and HR considerations</i>	• Staff not adhering to new guidance creates infection spread	Clarify and reissue HR FAQs including advice on how to deal with a suspected case	2	HR
<i>People and HR considerations</i>	• Lack of Communication creates increased risk of infection	Risk assess the extremely clinically vulnerable staff before any possible return - establish how many staff will likely not be able to return, if any	1	HR
<i>People and HR considerations</i>	• Insufficient PPE for key staff	Increase first aid provision – embed first aid into all new support staff JDs	3	HT
<i>People and HR considerations</i>	• New staff are not aware of policies and procedures prior to starting at the school when it reopens	Those staff required to wear PPE (e.g. SEND intimate care; receiving/handling deliveries; cleaning staff) have been instructed on how to put on and how to remove PPE carefully to reduce contamination and also how to dispose of them safely.	1	HT
<i>People and HR considerations</i>	• Office staff at risk from high contact with outsiders	Consider the impact on staff and pupils with protected characteristics, including race and disability	3	HR
<i>People and HR considerations</i>	• Clinically extremely vulnerable students/staff are put at risk	Staff are encouraged to focus on their wellbeing and this is discussed in line management meetings along with workload.	3	HT
<i>People and HR considerations</i>	• First Aid staff face greater exposure	Check on supplies of PPE for First Aiders : mouth guards; full face mask; glove supplies; hand san stations	1	SBM
<i>People and HR considerations</i>	• Staff are not trained in new procedures, leading to risks to health	Teachers instructed to spray and wipe down areas they teach	1	HT
<i>People and HR considerations</i>	• Staff not adhering to new guidance	Organise lunchtime LG dismissal rota	1	SENCOs
<i>People and HR considerations</i>	• Insufficient First Aid provision within the school	No personal items to be delivered to the school	3	HT
<i>People and HR considerations</i>	• Vulnerable staff at greater risk of serious illness	Organise dedicated movement timetable to ensure minimal crossover of children	2	SBM
<i>People and HR considerations</i>	• Pupils and staff are grieving due to loss of friends or family	One way system around the building/ and or designated staircases - organise signage and training	2	HT
<i>People and HR considerations</i>	• Classroom sizes will not allow adequate social distancing	Re -Issue guidance on face to face working - prefer side by side or facing away from each other where possible	1	HT
<i>People and HR considerations</i>	• Poor air circulation aids virus spread	Ensure hand sanitiser in meeting rooms	2	SBM
<i>People and HR considerations</i>	• Available capacity of the school is reduced when social distancing guidelines are applied	Provide advice and training for staff in managing children safely and to reduce the risk of cross infection as part of training plan	2	HT
<i>People and HR considerations</i>	• Deliveries risk bringing in virus from outside	Provide support mechanisms for staff to address any bereavement, anxiety or concerns	3	HT
<i>People and HR considerations</i>	• Toilets aid spread of disease	Dept safety proforma to be carried out prior to reopening	3	HT
<i>People and HR considerations</i>	• High-touch areas aid spread of disease	Identify extremely vulnerable students	2	HT
<i>People and HR considerations</i>	• Possible transmission through food eg open counters	For the RP, list what protective equipment may be required for staff to carry out duties. Ensure separate RP RA is completed and RAs for children completed	2	Pat Collins
<i>Estate considerations</i>	• Evening lets may be unsupervised	Allocate rooms for ICT use for students by year group at lunchtime where possible and communicate this	2	HT
<i>Estate considerations</i>	• Food preparation and service spreads covid 19 through touch	Get HODs to issue departmental level guidance on safety in their subjects	2	HT
<i>Estate considerations</i>	• Bacteria spreads through food utensils	Get card readers or ensure strict cleaning and finger scanning protocols in place for meals	2	HT
<i>Estate considerations</i>	• Cooking staff transmit virus to food	FOR TCS - open the sensory garden	2	HT
<i>Estate considerations</i>	• Virus transmission via medical waste	FOR FGCS - Open all staircases	2	HT

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<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Virus transmission in high contact areas</li> </ul>	Establish queuing system for breaktime snacks for children	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Pupils with underlying health issues or those who are shielding are not identified and so measures have not been put in place to protect them</li> </ul>	Establish a protocol for opening the windows in every classroom - students may need to wear jackets	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Virus transmission from person to person</li> </ul>	Increase cleaning in the school between lessons	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Movement around the school risks breaching social distancing guidelines</li> </ul>	Catch it Kill it Bin it procedures - tissues in every classroom and a bin - ensure this is checked	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Pupils eligible for free school meals do not continue to receive vouchers on the days that they are not in school</li> </ul>	Zone the playground into year group areas and agree on rotation	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Inadequate supplies of soap and hand sanitiser mean that pupils and staff do not wash their hands with sufficient frequency</li> </ul>	Agree on separate entrances of entry and exit for year groups	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Statutory compliance has not been completed due to the availability of contractors during lockdown</li> </ul>	Lunch queues to be organised by year group with sittings if necessary - inform parents, staff & students	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Contractors on-site whilst school is in operation may pose a risk to social distancing and infection control</li> </ul>	Staff to eat at separate table not with year groups	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Medical rooms are not adequately equipped or configured to maintain infection control</li> </ul>	LG rota to ensure movement between lessons is as smooth as possible.	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Pupils and parents congregate at exits and entrances, making social distancing measures difficult to apply</li> </ul>	Slim down the lunch offering to ensure speedy food is delivered - sandwiches if required - liaise with the canteen know and of any staggered times for lunch, takeaway service	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• The configuration of staff rooms and offices makes compliance with social distancing measures problematic</li> </ul>	Ensure all desks face the front in all lessons except practical subjects	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Fire procedures are not appropriate to cover new arrangements</li> </ul>	Purchase additional hand san stations	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Fire evacuation drills - unable to apply social distancing effectively</li> </ul>	Establish a protocol for wiping down shared equipment between lessons in subjects with shared equipment	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Fire marshalls absent due to self-isolation</li> </ul>	Check heating systems can be turned up if windows opened	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• All systems may not be operational</li> </ul>	Dining room cleaning procedures instigated daily to minimise infection control	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Children remain anxious re covid</li> </ul>	Reinstate chairs that have been removed	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Students have gaps in learning which prevent progress</li> </ul>	Plan and review increased cleaning schedule and buy extra cleaning equipment if required	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Practical subjects encourage high touch transmission of disease</li> </ul>	Allocate a quarantine room and spare rooms	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>• Children unaware of how to conduct themselves</li> </ul>	Purchase extra door props to keep doors open where possible to discourage touching	2	HT

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<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Practical subjects increase interaction and hence spread of disease</li> </ul>	Quarantine room cleaning protocol established - to be cleaned with full PPE – if it has been used	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Pupils moving on to the next phase in their education do not feel prepared for the transition</li> </ul>	Quarantine bathroom to be allocated for potential infected/isolated	2	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Educational provision must still be maintained for priority children when the school reopens</li> </ul>	Socially distance the chairs in the staffroom	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Safety elements cannot be addressed with social distancing in place</li> </ul>	Toilets area to be cleaned more frequently - start, pre-break, after break and after lunch - staff and students	2	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Challenges of social distancing with significant numbers of students</li> </ul>	Staff toilets to have toilet lids installed	3	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Availability of staff and class sizes</li> </ul>	More wall mounted antibacterial wipes for Gym areas	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>School is an unsafe environment for all stakeholders</li> </ul>	Establish a rota to check hand sanitisers	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Insufficient First Aid provision within the school</li> </ul>	Space lines on the floor in the kitchen area	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Insufficient PPE for key staff</li> </ul>	Using floor tape or paint to mark areas to maintain distance	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Contamination via clothing from school to home</li> </ul>	Frequent cleaning and disinfecting of objects and surfaces 2x per day	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Contamination through high contact areas/ surfaces</li> </ul>	Using outside premises for queuing eg parents/carers if coming to the office	1	Office manager
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Staff and students not adhering to social distancing protocols</li> </ul>	For areas where regular meetings take place, using floor signage to help people maintain social distancing	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>High risk of contamination from those showing symptoms</li> </ul>	Ensure adequate hot water, soap and hand towels for teachers at all times	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Risks are not comprehensively assessed in every area of the school in relation to COVID-19</li> </ul>	Review groups and activities for letting - decide who we will let to	2	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Provision of PPE for staff where required is not in line with government guidelines</li> </ul>	Checking all windows work – fresh air circulation	3	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Groups of people gather in reception (parents, visitors, deliveries) which</li> </ul>	All chairs to go back to class	1	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>High risk of some staff journeys to school</li> </ul>	Cost alternatives to touch-based security devices such as keypads	3	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>School is an unsafe environment for all stakeholders</li> </ul>	Ensure protective screening for staff in receptions or similar areas	2	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Insufficient First Aid provision within the school</li> </ul>	Issue meeting protocols for staff so that groups face the front	2	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Insufficient PPE for key staff</li> </ul>	Water fountains must be closed	2	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Contamination via clothing from school to home</li> </ul>	Students bring own water to school	1	SBM

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<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Contamination through high contact areas/ surfaces</li> </ul>	Cancelling face to face parents' evenings	1	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Staff and students not adhering to social distancing protocols</li> </ul>	The number of entrances and exits to be used is maximised and planned		SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>High risk of contamination from those showing symptoms</li> </ul>	Pinch points and bottlenecks are identified and managed accordingly	2	SBM
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Risks are not comprehensively assessed in every area of the school in light of COVID-19, leading to breaches of social distancing and hygiene guidance.</li> </ul>	New fire procedures to be put in place in line with social distancing, fire wardens, staff and students to be briefed. Organise fire drill before Oct half term	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Provision of PPE for staff where required is not in line with government guidelines</li> </ul>	Updated Covid-19 Risk Assessment completed and will be published on our website	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Groups of people gather in reception (parents, visitors, deliveries) which risks breaching social distancing guidelines</li> </ul>	Catering staff must wear PPE to prevent contamination	2	Olive
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>High risk of some staff journeys to school</li> </ul>	Organise meeting with catering providers and agree protocol	1	CFO
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Protocols/Documentation does not address issues raised by Covid19.</li> </ul>	Check adequate PPE for intimate care needs	1	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Challenges of social distancing and effective support for students</li> </ul>	Decide on new procedures for the library - quarantine for books system	3	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Concern from community if infections do happen within the school</li> </ul>	Throw stuff out. Environment check ahead of full return	2	HT
<i>Estate considerations</i>	<ul style="list-style-type: none"> <li>Panic and anger if a second lockdown is required</li> </ul>	Purchase staff care package: hand san and masks and vitamin d, spray for calssroom and wipes	1	HT
<i>Curriculum considerations</i>	<ul style="list-style-type: none"> <li>Governors are not fully informed or involved in making key decisions</li> </ul>	Revise PE curriculum	2	HT
<i>Curriculum considerations</i>	<ul style="list-style-type: none"> <li>Existing policies on safeguarding, health and safety, fire evacuation, medical, behaviour, attendance and other policies are no longer fit for purpose in the current circumstances</li> </ul>	Stop singing in Music and woodwind instruments and instrument sharing	2	HT
<i>Curriculum considerations</i>	<ul style="list-style-type: none"> <li>The costs of additional measures and enhanced services to address COVID-19 when reopening places the school in financial difficulties</li> </ul>	Stand down science experiments with children	2	HT
<i>Curriculum considerations</i>	<ul style="list-style-type: none"> <li>Lack of governor oversight during the COVID-19 crisis leads to the school failing to meet statutory requirements.</li> </ul>	Organise subject specific curriculum for practical subjects - Art, PE, DT, Mu, Dr	2	HT
<i>Curriculum considerations</i>	<ul style="list-style-type: none"> <li>Mixed messages will cause confusion for parents</li> </ul>	Brief exams officers that there will be resits in Autumn term on your site	2	HT

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<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Need to reduce risk of cross contamination</li> </ul>	Open all doors to the school at all times to allow air flow into corridors	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>High risk of some staff journeys to school</li> </ul>	Get a list of after school clubs and decide which will run - keep in year groups	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Need to reduce risk of cross contamination between schools</li> </ul>	Make contact with additional tutors early for catch up sessions - approach universities	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Fears of parents will reduce student attendance</li> </ul>	Establish a plan to ascertain gaps in students knowledge	3	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Need to reduce risk of contamination from visitors</li> </ul>	Decide whatever will be stood down from the calendar to reduce risk	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Poor information will increase risk. Reassurance also required.</li> </ul>	Ensure no trips are planned for foreseeable future	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Staff perceived and actual concerns re contamination</li> </ul>	Changing room techniques to be discussed with PE teams	3	HOD PE
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Need for long term planning for Covid19 beyond July</li> </ul>	Remove live marking restrictions temporarily	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Both actual and perceived risks of contamination from those handling food</li> </ul>	System to provide on-line and remote learning for cohorts not yet able to access school	2	HT and SBM
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Cross contamination from use of toilet facilities by multiple staff or students</li> </ul>	Build in time for adjustment of curriculum and schemes of work to address and re-teach significant gaps in knowledge	2	DCEO
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>High risk in primary. Risk of contamination from parents to other students</li> </ul>	Look at a whole school education around COVID 19 that students can access and contribute to through master mission and assemblies	3	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Parents and carers may not fully understand their responsibilities should a child show symptoms</li> </ul>	Decide - will Saturday intervention continue/exams skills – could this be done remotely	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Risk of social distancing balanced against more students being able to attend</li> </ul>	All assemblies are virtual	2	HT
<b>Curriculum considerations</b>	<ul style="list-style-type: none"> <li>Key stakeholders are not fully informed about changes to policies and procedures due to COVID-19, resulting in risks to health</li> </ul>	Commission school virtual tours	3	HT
<b>Timetable considerations</b>	<ul style="list-style-type: none"> <li>Parents and carers are not fully informed of the health and safety requirements for the reopening of the school Staff, pupils and parents are not aware of the school's procedures should there be a confirmed case of COVID-19 in the school</li> </ul>	Organise staggered starts and end to lessons and organise a rota, reduce time from end of day if required	2	HT
<b>Timetable considerations</b>	<ul style="list-style-type: none"> <li>Social distancing at lunch with high numbers will be very challenging</li> </ul>	Reorganise exam skills to classroom areas only	2	HT
<b>Timetable considerations</b>	<ul style="list-style-type: none"> <li>Risk of cross contamination from parents</li> </ul>	Appropriate duty rota and levels of supervision are in place. Duty rota revised and new instructions. PPE for staff on duty if they want it.	2	HT

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<b>General Health &amp; Safety</b>	• Poor communication amongst senior leaders and governors lead to confusion/mixed messages	Check you have relevant PPE with your first aid trained staff	2	HT
<b>General Health &amp; Safety</b>	• Safeguarding of more vulnerable students	Designate someone i/c this risk assessment and covid arrangements	2	HT
<b>General Health &amp; Safety</b>	• Little/poorly communicated information will mean the community does not follow safe guidance	Review health and safety policy	2	CFO
<b>General Health &amp; Safety</b>	• Safeguarding risks to those students who do not attend	Check CPR training for all first aiders – No mouth to mouth resuscitation - guidance sent and training to be in house	1	SBM
<b>General Health &amp; Safety</b>	• Vulnerable students not receiving adequate food at home	Weekly checks to be done on stock levels of PPE, hand sanitiser and other safety equipment so that it can be reordered and does not run out	2	SBM
<b>General Health &amp; Safety</b>	• Staff not adhering to new guidance	Reissue mask policy	2	HT
<b>General Health &amp; Safety</b>	• Pupils' mental health has been adversely affected during the period that the school has been closed and by the COVID-19 crisis in general	Clarify staff dress code	1	Ht
<b>General Health &amp; Safety</b>	• Contamination via clothing from school to home	Re-ssue sharing equipment guidance and ensure teachers use only their own equipment	2	HT
<b>General Health &amp; Safety</b>	Insufficient First Aid provision within the school	Issue signage on guidance for staff kitchen area	2	HT
<b>General Health &amp; Safety</b>	• Need for swift identification of those with symptoms	Departments list the take home articles and limit this as much as possible	3	HT
<b>General Health &amp; Safety</b>	• Contamination risk and parental concerns re transition	Storage of lost property arrangements reviewed to minimise handling	3	HT
<b>Pastoral and Welfare considerations</b>	• Contamination risk and parental concerns re transition	Instruct parents to purchase fully waterproof jackets for wet breaks and lunch - children not inside the building at all	2	HT
<b>Pastoral and Welfare considerations</b>	• Current Behaviour policy does not address specific C19 issues	Organise new line up protocols	2	HT
<b>Pastoral and Welfare considerations</b>	• Non lesson activities/food/recreation pose higher risks of contamination	Hold a fire drill before half-term	3	HT
<b>Pastoral and Welfare considerations</b>	• Contamination from loaned items	Establish hand sanitising procedures with children during form time - encourage them to bring their own	2	HT
<b>Pastoral and Welfare considerations</b>	• Challenges of social distancing with significant numbers of students	Set out clear behaviour expectations on day one and new lockdown procedures - ensure children are prepared	2	HT
<b>Pastoral and Welfare considerations</b>	• Increased duty of care responsibilities	Risk assess those children who will now be attending but were not previously due to shielding being stood down	2	HT
<b>Pastoral and Welfare considerations</b>	• Safeguarding of more vulnerable students	Train staff in briefing on mental health signs and clearly explain signposting - keep focus on positive not deficit model	2	HT
<b>Pastoral and Welfare considerations</b>	• Student wellbeing	Check that Covid planning and well-being is in the assembly masterplan	1	HT
<b>Pastoral and Welfare considerations</b>	• Contamination through contact	Establish a checklist protocol for home learning for children who self-isolate - can they remote dial in?	2	HT
<b>Pastoral and Welfare considerations</b>	• Challenges of social distancing and effective support for students	Re-establish breakfast club but keep children to their year group area	2	HT

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<i>Pastoral and Welfare considerations</i>	• Need for swift identification and follow up of those with symptoms including protection of staff	Ensure children with EHCP plans have had their RAs checked	2	HT
<i>Pastoral and Welfare considerations</i>	• Contamination via clothing from school to home	Ensure summer FSM arrangements are in place for children	1	HT
<i>Pastoral and Welfare considerations</i>	• Social distancing with high numbers will be very challenging	Purchase year group badges so year groups can be easily identified	2	HT
<i>Pastoral and Welfare considerations</i>	• Students transition poorly to next phase due to lock down	Students who refuse to attend - establish protocols	3	HT
<i>Pastoral and Welfare considerations</i>	• Lockdown leaves our most vulnerable are at higher risk than normal	Students to be asked to wash clothes as soon as they get home - Letters to be sent HT/CEO	1	HT
<i>Pastoral and Welfare considerations</i>	• High risk of contamination at points when students gather	Train and communicate with staff, students and parents/carers on the symptoms of COVID 19 and the required actions	2	HT
<i>Pastoral and Welfare considerations</i>	• The continued prioritisation of vulnerable pupils and the children of critical workers will create 'artificial groups' within schools when they reopen	Remind children to bring their own equipment	2	HT
<i>Pastoral and Welfare considerations</i>	• Pupils forget to wash their hands regularly and frequently and pass on virus	Ensure there is an agreed point of contact to allow the passage of information to any legitimate contact tracing professionals	2	Ht
<i>Pastoral and Welfare considerations</i>	• Pupils may not observe social distancing at lunch times	Secure support from external agencies in anticipation of larger than normal numbers of disclosure	3	HT
<i>Pastoral and Welfare considerations</i>	• Queues for toilets and handwashing risk non-compliance with social distancing measures	Ensure graduation events are rescheduled for year 11	3	HT
<i>Pastoral and Welfare considerations</i>	• Pupils with underlying health issues or those who are shielding are not identified and so measures have not been put in place to protect them	Safeguarding policies are up to date	2	HT
<i>Pastoral and Welfare considerations</i>		Hand shaking to be discouraged - letters to be sent HT/CEO	1	Heads/CEO
<i>Pastoral and Welfare considerations</i>		Students with low personal hygiene to be supported by pastoral staff	3	HT
<i>Pastoral and Welfare considerations</i>		For dual registered children - check they are safe and RA	3	HT
<i>Pastoral and Welfare considerations</i>		Establish process for vulnerable students and students with an EHCP plan who may not understand why social distancing is taking place, eg those with ASD	1	HT
<i>Pastoral and Welfare considerations</i>		Check that student medications are still in date and check with parents/carers for any changes	1	HT
<i>Pastoral and Welfare considerations</i>		Children to be told to arrive with thoroughly washed hands, and must wash hands and use the hand sanitisers that are placed at entrances and in classrooms		HT
<i>Pastoral and Welfare considerations</i>		Induction days for pupils and parents are planned	1	HT
<i>Pastoral and Welfare considerations</i>				
<i>Pastoral and Welfare considerations</i>				
<i>Policy Framework considerations</i>		Ensure there is a clear decision making process in case of the need for further closures, or partial closures, to address local infections	2	SBM
<i>Policy Framework considerations</i>		Going back into Lockdown – planning and preparation	3	CEO

RA to be completed by Friday 22 May	This RA is intended to cover the return of students from Sept 1st 2020	Overall recommendation on school opening below		
Area	Risks and concerns - list only once	Mitigating actions	Priority	Oversight by Whom
<i>Policy Framework considerations</i>		Retain online meetings and ensure they are held regularly with governors	3	HT
<i>Policy Framework considerations</i>		Governing bodies are involved in key decisions on reopening	2	HT
<i>Policy Framework considerations</i>				
<i>Policy Framework considerations</i>				
<i>Policy Framework considerations</i>				
<i>Policy Framework considerations</i>				
<i>Policy Framework considerations</i>				
<i>Transport considerations</i>		Reissue minibus usage guidance	3	SBM
<i>Transport considerations</i>				
<i>Communication/stakeholders considerations</i>		Share this RA with all stakeholders before we leave for summer and set deadline of July 16th for responses.	2	HT
<i>Communication/stakeholders considerations</i>		Communicate to parents the likelihood of further lockdown and what support we can offer for ICT, laptops, dongles	2	HT
<i>Communication/stakeholders considerations</i>		Carry out enhances ICT audit - make sure each child has their own access to a PC	2	HT
<i>Communication/stakeholders considerations</i>		Organize virtual staff training. Consider socially distanced 10 minute playground check-in at start.	2	HT
<i>Communication/stakeholders considerations</i>		Reinstate uniform policy for children on day 1 and clarify ties	2	HT
<i>Communication/stakeholders considerations</i>		Issue guidance to parents on attendance and expectations that children should attend	2	HT
<i>Communication/stakeholders considerations</i>		Issue guidance to parents on transport to and from school including guidance on storing of bikes and scooters	2	HT
<i>Communication/stakeholders considerations</i>		Issue clear guidance letter to parents on what happens if their child has symptoms or the school has an outbreak	2	HT
<i>Communication/stakeholders considerations</i>		Communicate new briefing procedures to staff	2	HT
<i>Communication/stakeholders considerations</i>		Issue clear staff room guidance on social distancing and consider allocating workspaces if possible	2	HT
<i>Communication/stakeholders considerations</i>		Instruct teachers on standing at front where possible, no live marking	2	HT
<i>Communication/stakeholders considerations</i>		Instruct teachers in new routines to include staggering of the day to reduce transmission	2	HT
<i>Communication/stakeholders considerations</i>		Tell parents again about drop off and pick up bans and no loitering zones outside school	2	HT
<i>Communication/stakeholders considerations</i>		Strongly communicate to parents that they cannot drop in forgotten items and their child MUST be sent in with drink, lunch, equipment. Parents to label items and to discuss the importance of their children not forgetting their coats, bags, losing PE kit etc.	1	HT
<i>Communication/stakeholders considerations</i>		Mental Health and Wellbeing resources are in parent update letters and on website	3	HT
<i>Communication/stakeholders considerations</i>		Signage around the building needs to be updated as per the guidance	2	HT
<i>Communication/stakeholders considerations</i>		COVID-19 section on the school website is updated.	2	HT
<i>Communication/stakeholders considerations</i>		Set out clear behaviour expectations on day one and new lockdown procedures - ensure children are prepared	3	HT
Overall Recommendation	Can school be opened with sufficient mitigation?	Red - no; green - yes		