

HFCS Risk Assessment

COVID-19 Risk Template (List identifies COVID-19 as the hazard and outlines control measures required to deal with this risk)

Hazards Is the hazard present? Y/N	What is the risk?	Risk rating H=High M=Medium L=Low	Controls (When all controls are in place risk will be reduced)	Is this control in place?	Action/to do list/outstanding controls	Person responsible	Signature and date when action completed
Covid-19	N	Illness	H	Yes		SMT	
			School Covid-19 Response Plan in place in line with Department of Education guidance and the Return to Work Safely Protocol and public health advice	Yes		SMT	
			School COVID-19 Policy Statement completed and published	Yes		COVID Aides	
			Rooms reorganised and desks placed 1 metre apart	Yes		Company employed	
			Perspex screens placed in front of the teachers' desks and on students' desks in certain practical rooms	Yes		COVID Aides	
			One-way system implemented	Yes		COVID Aides	
			Signage posted encouraging good hygiene and respiratory etiquette appointed	Yes		SMT	
			Induction Training undertaken by staff	Yes		Tutors at Wellbeing time	
			Induction videos for all year groups re a safe return to school	Yes		SMT	
			Protocol for how to deal with a suspected case established and explained to staff	Yes		School Receptionist/ secretary COVID Aides	
			Log of staff, student and visitors maintained	Yes		SMT	
			PPE and additional cleaning products ordered	Yes		SMT/ School secretary	
			No unnecessary visitors/ appointments required	Yes		SMT	
			Log set up of students placed in the isolation room	Yes		SMT	

If there is one or more High Risk (H) actions needed, then the risk of injury could be high and immediate action should be taken. Medium Risk (M) actions should be dealt with as soon as possible. Low Risk (L) actions should be dealt with as soon as practicable.

Risk Assessment carried out by:



Date:

24/8/21