**RISK ASSESSMENT SUMMARY MARCH 2021**

* Staff socially distance from each other or wear a mask (e.g in office).
* Supervise children’s hand washing on entry to school, before and after break times, before and after lunch and before hometime.
* Wipe down taps, handles, toilet handles, light switches, bannisters, phones, photocopier, keyboards, kitchen surfaces after each use with Dettol wipes provided.
* Wipe down classroom tables at lunchtimes, same seat every lesson.
* Children use own pencil pot and resources (no pencil cases)
* Children use their own water bottle.
* Children sit in dinner hall in same groups as in classroom every day
* Outdoor equipment can be used but wipe down metal bars and handles after use.
* Shed monitors wipe down skipping rope handles and hoops when replacing in shed.
* **Open all windows wide during break** to allow complete refresh, close windows more if necessary for draughts when children are in class).
* **Break time,** staggered and supervised handwashing:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Morning Break hand  washing | After break | Lunch break hand  washing |  | Afternoon break - flexible but allow for spacing and supervision | Home  time |
| Oak | 10.30 | 10.50 | 11.55 | 12.55 |  | 3.05 |
| Year 1 | 10.30 | 10.50 | 11.55 | 12.55 |  | 3.05 |
| Year 2 | 10.35 | 10.55 | 12.05 | 1.00 |  | 3.10 |
| Year 3 | 10.30 | 10.50 | 12.05 | 1.00 |  | 3.05 |
| Year 4 | 10.35 | 10.55 | 12.10 | 1.05 - after tidying and cleaning equipment |  | 3.10 |

* Staff continue to home-test with Lateral Flow Devices **Sunday and Wednesday** evenings. Report result on NHS site. Inform JD immediately if positive.
* **First Aid** - encourage children to clean, apply plasters themselves if possible or put on a face mask if they need support. Visors and aprons and gloves are also available in the office.
* **Marking** - use Visualisers, self-marking, verbal feedback where possible and wash hands after touching books.
* **Reading books** - still to be changed by adults, wash hands afterwards, sit side by side with a child with a gap between. Encourage them to hold and point at pages themselves or use a pen.