



MGSG reopening: risk assessment

This risk assessment must be read through completely and thoroughly. Please note that our risks and controls may change at any time based on changes to Government advice and local circumstances (possible cases of COVID-19), etc.

This documents the risk control measures MGSG has have in place for term 6 2020.

These are based on current (as at 11 June 2020) government guidance:

- > [Actions for education settings to prepare for wider opening](#)
- > [Implementing preventative measures in education settings](#)
- > [Guidance for secondary school provision](#)
- > [Safe working in education settings](#)

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		<p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance.</p> <p>If a student or a staff member working with students tests positive for coronavirus, the rest of their student group will be sent home and advised to self-isolate for 14 days (as will any staff member who looked after them in school while they were symptomatic).</p> <p>If other cases are detected at school, the local health protection team from Public Health England will be in touch to advise on appropriate action, such as asking more people to self-isolate.</p>	<p>Premises / Cleaning</p> <p>SLT</p>	<p>15/6/2020</p> <p>15/6/2020</p>	
<p>Contact with coronavirus when getting to and from school</p>		<p>Everyone will be warned to avoid taking public transport during peak times.</p> <p>For anyone who needs to take public transport, they'll be referred to the government guidance on public transport.</p> <p>If home to school transport will be running (i.e. buses), discussions will be held with the providers to make sure their staff:</p> <ul style="list-style-type: none"> • Follow hygiene rules • Try to keep their distance from passengers where possible • Do not work if they or a member of their household are displaying coronavirus symptoms 	<p>All staff and students</p>	<p>15/6/2020</p>	

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		<p>Students should be dropped off site wherever possible and walk to the appropriate site. Site entrances will be the Pelham Road entrance for the Main site or via the car park in Grange Road for IN. Other entrances will not be open.</p> <p>Students should maintain social distancing when entering the site.</p> <p>Anyone wearing non-disposable face coverings when arriving to school will be expected to bring a plastic bag to keep these in during the school day.</p>			
Spreading infection due to touch, sneezes and coughs		<p>Hand sanitiser stations will be available at all entrances to school buildings and in all teaching rooms in use. They will also be in toilets, reception areas, offices and staff areas.</p> <p>Everyone in school will:</p> <ul style="list-style-type: none"> • Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands • Clean their hands on arrival, before and after eating, and after sneezing or coughing • Be encouraged not to touch their mouth, eyes and nose • Use a tissue or elbow to cough or sneeze, and use bins for tissue waste <p>Students will be encouraged by posters put up across the school.</p> <p>Supplies for soap, hand sanitiser and disposable paper</p>	<p>Premises</p> <p>All staff and students</p> <p>Premises / cleaning</p>		

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		<p>Areas of the school that have been in use will be cleaned thoroughly at the end of the day or between each session where the cohort changes.</p> <p>Areas of the school not in use will be shut off to make cleaning more manageable.</p> <p>Unnecessary items and soft furnishings that are hard to clean will be removed from areas being used and stored elsewhere.</p> <p>Any equipment that is shared will be cleaned between groups of children using it and multiple groups won't use it simultaneously.</p> <p>Shared rooms, such as halls and dining areas, will be cleaned between different groups using them.</p> <p>If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following decontamination guidance.</p> <p>Cleaning supplies will be topped up regularly and monitored to make sure they're not close to running out.</p> <p>Teachers will wash their hands and surfaces before and after handling pupils' books.</p>	<p>Premises / Cleaning</p> <p>Premises / Cleaning</p> <p>Teaching staff</p>	<p>15/6/2020</p>	
<p>Spreading infection due to excessive contact and mixing between pupils and staff in</p>		<p>Students will be organised into small groups. These groups will be a maximum of 14 and probably less depending on the capacity of the room.</p> <p>Only a quarter of students in year 10 and 12 combined will be in on any day. A timetable will be produced to ensure the student numbers and number of teaching sessions is manageable.</p>			

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classrooms		<p>Vulnerable children or children of key workers will continue to attend full-time.</p> <p>Space will be maintained between students, 2m apart where possible, with seats and desks arranged to allow this.</p> <p>The amount of take-home resources will be limited, and the sharing of stationery and other equipment will be prevented where possible. If shared equipment is used, it will be cleaned thoroughly between each group using it.</p>	Teaching staff / premises		
Spreading infection due to excessive contact and mixing between students and staff around the school		<p>Students will be kept in the same small groups at all times each day.</p> <p>Where possible, student groups will have staggered break and lunch times to avoid too many students being in one place at the same time.</p> <p>Students will stay in the same classroom at the same desk throughout the day wherever possible.</p> <p>A one-way system is in place in all buildings.</p> <p>All shared rooms, such as sport halls and dining areas, have been assessed for maximum capacity to allow groups to keep apart when using them. They will be cleaned between each use.</p> <p>Toilet use will be managed to avoid crowding. Each session will be allocated a toilet area and will only be able to use the ones allocated. Toilets areas will have maximum capacity numbers and 2 metre spacing when queueing. Staff will ensure that students are allowed to</p>			

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		<p>access the toilets a few at a time to avoid overcrowding.</p> <p>Wherever possible students will only be allowed to go to the toilet at specified break times so that the queue can be supervised if necessary.</p> <p>Staff rooms and offices will be clearly labelled to specify maximum occupancy. Staff work space will be available in room 8, room 35 and room 21. Maximum occupancy signs will be clearly on display.</p> <p>Staff and contractors not working with student groups will be asked to maintain 2m distances from each other and from the student groups.</p>			
Spreading infection due to the school environment		<p>Checks to the premises have been done throughout March, April, May and June as the school has not closed.</p> <p>Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with limited staff and changes to how the school space is being used.</p> <p>Areas in use will be well ventilated by opening windows or using ventilation units. Doors will be propped open, where fire safety and safeguarding wouldn't be compromised.</p> <p>The use of lifts will be avoided unless essential.</p> <p>Bins will be provided in classrooms and other key locations to dispose of tissues and any other waste.</p> <p>Outdoor space will be used for exercise and breaks, and for education where possible.</p>	Premises Manager		
Spreading infection due		Where possible, all meetings will be conducted by telephone or using video conferencing. This includes			

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to excessive contact and mixing in meetings		meetings with staff, parents, visitors and governors. Where this isn't possible, essential meetings will be conducted outside, or in a room large enough to allow for social distancing.			
Individuals vulnerable to serious infection coming into school		Staff and students are expected to attend school as directed to do so, except in the following circumstances: 1. If they're clinically extremely vulnerable <ol style="list-style-type: none"> a. have had a solid organ transplant – kidney, liver, pancreas, heart or lung b. are having treatments for some cancers c. have severe long-term lung disease including cystic fibrosis and severe asthma d. have some rare diseases that increase their risk of infection e. are on medication that compromises their immune system and so are much more likely to get infections and become seriously unwell from them f. are pregnant and have significant heart disease they will continue to learn or work from home			

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		<p>2. If they're clinically vulnerable / they meet the criteria that make them eligible for the annual flu vaccination and they do not meet the CMO criteria for the high risk group for COVID-19</p> <p>This includes the following patient groups:</p> <ul style="list-style-type: none"> a) aged 70 or older (regardless of medical conditions) b) under 70 with an underlying health condition listed below (for adults this is usually anyone instructed to get a flu jab as an adult each year on medical grounds): c) chronic (long-term) respiratory diseases, such as asthma, chronic obstructive pulmonary disease (COPD), emphysema or bronchitis d) chronic heart disease, such as heart failure e) chronic kidney disease f) chronic liver disease, such as hepatitis g) chronic neurological conditions, such as Parkinson's disease, motor neurone disease, multiple sclerosis (MS), a learning disability or cerebral palsy h) diabetes i) those with a weakened immune system caused by a medical condition or medications such as steroid tablets or chemotherapy j) being seriously overweight (a BMI of 40 or above) k) those who are pregnant. <p>Parents should follow medical advice if their child is in this category. Staff in this category will continue to work from home wherever possible. If these staff members cannot work from home, they will be given a role that allows them</p>			

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		<p>to be kept 2m away from others wherever possible.</p> <p>3. If students or staff live with someone who's clinically extremely vulnerable, they will only attend if stringent social distancing can be adhered to.</p>			