



Coronavirus Risk Assessment

Active Communities Experiences

As at 12th March 2021



Please note: Information is evolving constantly to support and guide educational settings and holiday/recreational clubs so this document is liable to change over time. Active Communities Experiences will be guided by the Government and both the national and local pictures so timings of 'Phases' currently have no fixed timescale or dates.

Risk/Hazard	Control Measures and Actions	
Minimise numbers of people on site to limit risk of transmission	(i) Pupils ONLY PUPILS FROM BRIDGE HALL PRIMARY SCHOOL TO USE THE PLAY SCHEME. We have three 'bubbles' of children on site at the Play Scheme. Bubbles are planned to minimise cross interaction between groups and take account of siblings and multiple activities as much as possible.	Letters sent to parents/carers prior to organisation to ascertain definitive numbers of children likely to be on site to optimise safety. Families to be made aware of the increased risk of using more than one holiday club provider.
	(ii) Coaches and Support staff	4 members of staff to lead and supervise the Play Scheme.
	(iii) Catering Staff PPE: Disposable aprons, face shields, masks, gloves.	1 member of team providing hot lunches. Staff to maintain social distancing and work in separate rooms or side by side and NOT opposite each other. Staff follow guidelines in document: https://www.gov.uk/government/publications/covid19-guidance-for-food-businesses/guidance-for-foodbusinesses-on-coronavirus-covid-19
	(iv) Site/Cleaning Staff PPE: Disposable aprons, face shields (toilets), masks, gloves.	Cleaning and site staff have their own small bubble.
	<ul style="list-style-type: none"> • Parents delivering to Holiday Club deliver to school gate or outside bubble fence • No non-Bridge Hall visitors on site 	Clear signage on site and website and information sharing with community and stakeholders. Users of site to be aware of risks and control measures.



Minimising contact of groups of children with other children during 'pressure points' of the day	No communal activities or contact between bubbles inside, and socially distanced outside.	Lunchtimes are held in separate groups with supporting adult within bubble daily. Social distancing will be maintained as far as possible.
	Use of toilets and handwashing facilities.	Specified toilets used for each 'bubble' as far as possible. Markings on the floor/ use of demarcated sinks, spaced out for social distancing. Limits on numbers of children handwashing at any one time (2 max) Staggered use of facilities. Handwashing will be enforced every 2nd hour of the day in addition to other essential reasons. Washrooms/toilets will be cleaned additionally in the middle of the day following COVID recommendations
	Bubble Meet and Greet - Drop Off and Pick Up times.	Drop off time is from 10am for Holiday Club. Pick up time is at 2pm. The three different bubbles will have three separate allocated areas for drop off and pick up. A distance of at least 2m will be maintained.
Minimising risk from air born transmission	Non-contact Sporting Activities only	Children participating in Sporting Activities will do so outside where possible or in the Sports Hall with doors open if the weather is poor.
	Pupils sitting side by side, not face to face, in classrooms for Art/Craft activities (where applicable).	Tables will be spaced out and the classrooms rearranged.
	Plenty of outdoor playtimes.	Activities will be taken outside as much as possible. Doors and windows will be kept open as far as possible.
	During lunchtimes pupils sit distanced and side by side.	Outdoor lunches will be taken using the shelters. Children eat in same bubble group.



	Outdoor break times are staggered.	Children play in same bubble during outdoor breaks with the same play equipment.
	Each bubble uses a different outdoor play area.	There are playgrounds, trim trails, fields, Multi-use Games Area. Bubbles have their own outdoor resources.
	Good ventilation to be ensured to minimise person to person transmission.	Windows to be kept open in classrooms. Doors wedged open also. Corridor doors also held open.
Minimising risk from direct contact transmission	Car parking.	All visitors using the car park to park vehicles leaving a space between themselves and another vehicle to respect social distancing measures.
	Hand sanitising before entry to school building.	Hand sanitiser stations are established at each entrance to school, and in each classroom.
	Additional handwashing routine throughout day.	Every 2nd hour, everyone to wash hands including before exiting the building, and both before and after eating lunch.
	Resources/Toys to be used by small cohort bubble only.	Every child to have own (labelled) water bottle. Each bubble to use own resources/toys only.
	Additional cleaning in the middle of the day to clean toilets and wipe down after lunch.	Cleaning of mats (outdoors) or classroom if lunch eaten indoors, completed after lunch and before reuse.
	Additional daytime cleaning of high traffic areas eg door handles, light switches and banisters.	Shift rota of cleaning staff working in teams if necessary so in contact with same team member only. Full cleaning before staff on site and/or after staff leave.
	Minimising transmission of germs on Laptops	The same laptops to be used daily and cleaned by anti viral wipes after uses.



	Avoidance of contact of door handles where possible.	Doors to be wedged open wherever possible (classrooms/staffroom/hall etc) avoiding the need for contact.
	Minimising of contact with food during food prep.	Catering staff to change gloves regularly and if they move away from or out of food prep area. Utensils used where possible to avoid handling of food.
	Minimising of contact with food carrying equipment.	Children to wash hands after holding equipment before eating.
	Social distancing measures and 2m rule to be in place across the site for adults and as far as possible for children.	Hall/rooms to be rearranged for side-side working and desks to be removed to allow extra spacing for remaining desks. Pupils to be encourage to play side by side and not face to face
	Temperature testing before any person is admitted into school.	Information shared with families on symptoms and procedures.
Detection and management of any person with COVID symptoms on site.	Any child with a temperature of 37.5 degrees or above will need to return home. Data will be kept of numbers of pupils exhibiting a raised temperature.	No one on site with a new cough or temperature or signs of (COVID) illness. Signage on doors. Briefing to staff.
	Rapid response using COVID protocol to anyone displaying symptoms on site.	Use of First Aid room and protocols previously established to isolate person until they can leave site. Staff managing a child with symptoms to wear a face shield and mask. An adult who develops symptoms on site to be advised to wear a mask to travel home to isolate.
Transmission of infection on materials	All adults and children to wear newly washed clothes each day including face masks if worn. Masks are not mandatory.	Information and protocols to be shared with families.



	No toys or home items brought to school.	
	School to be cleaned at lunchtimes and after school including extra cleaning of high traffic areas.	See above. Desks to be cleaned 2X daily. After lunch and at the end of the day.
	Resources to be used only by specific bubble of children.	Bubble to have own resources (named).
	After handwashing, instead of air-drying hands, paper towels will be used as friction is effective in removing viruses.	Paper towels to be used for hand drying and disposed of in bins.
Supporting pupils' mental health	Wellbeing and relaxation activities to support pupils with the lockdown experience and to help them adapt to this new way of life.	Opportunities for children to share their feelings, wellbeing and mental health including yoga and relaxation activities.
Supporting Staff with the transition back to the workplace	Number of staff on site to be minimised	Staff on site to work in small teams and on a rota with same adults and children.
	Staff to feel 'safe'	All safety measures to be shared with staff asap so they are aware of the procedures in place and all safety measures being taken.
	Breaks	Breaks to be taken in shifts and with the same people. Rota to be drawn up. Social distancing to be maintained and limit of 2 people in the staff room at any given time. An outdoor lunch space will also be created.



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	PPE	The Government states that masks do NOT need to be worn in educational settings unless managing a sick child however this will be down to personal choice. Masks/ Face coverings will be supplied for all staff by the school. Reusable face coverings cannot be brought in from home daily.
	Work environments and rooms	Staff/children will only use the rooms that they are allocated and will not be moving between rooms if they are occupied. There will be minimum movement in corridors through the school day.
	Arriving and departing	Staff need to book in when they arrive on site via phone but will use set entrances according to bubbles/role. Timings will be staggered and with small teams working together arriving and departing together where possible.