



## RISK ASSESSMENT FORM

Assessors name: C. Fox S. Adams	Date of Assessment: 17 <sup>th</sup> May 2021	Activity/Task: Using School, Post COVID-19 Pandemic Lockdown, in the summer term.
Directorate: Education	Service: Schools Group:	Headteacher: Mrs C. Fox

Hazards	Who may be harmed & How	Existing Controls	Risk Rating	Further Controls	Residual Risk	Actions by whom & when	Actioned Y/N
<b>Exposure to COVID-19</b>	Anyone exposed to the virus or an infected person. May contract Covid-19 – with associated range of health outcomes	SLT to check latest Government guidance on a daily basis. <a href="https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings">https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings</a>	Likelihood: 2 Consequence: 4 Risk Level: 8	All required safety control measures put in place as per central government guidance, reviewed and updated on a regular basis.	Likelihood: 1 Consequence: 4 Risk Level: 4	SBM SLT Site Team	Y
<b>Shortage of staff</b>	Pupils & Staff	Review absence reporting procedures to ensure sufficient time to notify parents of affected group.  Staff may transfer from one year group to one or more others if operationally required, with no reasonable alternative option available.  If the staff member tests positive for Covid-19, the year group bubble (Infants) or close contacts (Juniors) would then be required to isolate for a period of 10 days.	Likelihood: 3 Consequence: 3 Risk Level: 9	Extent of provision adjusted to match available staff.  Contingency for staff absences included within planning.  Areas to be used are re-arranged to permit any required distancing.	Likelihood: 2 Consequence: 2 Risk Level: 4	SBM SLT Site Team	Y

		Any siblings who cannot be brought to school by a third party would also be required to isolate.					
<b>Virus entering premises</b>	Staff, Pupils, Contractors and their families.	Contractors and all authorised external agencies/professional staff asked health check questions and/or requested to produce a negative test result upon arrival.	<p>Likelihood: 4</p> <p>Consequence: 4</p> <p>Risk Level: 16</p>	<p>Parents/visitors/external agencies are discouraged from entering the school building unless absolutely necessary or in an emergency situation.</p> <p>Contractors only permitted to enter buildings at planned times, other than in an emergency situation.</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	SBM Site Team	Y
<b>Reception</b>	Staff, Pupils, Parents, Contractors & Visitors	<p>Communicate by telephone or electronically rather than face to face.</p> <p>Use cashless payments where possible.</p> <p>If cash handling or handling of deliveries takes place staff must wash their hands after handling.</p> <p>If handwashing facilities are not available in the immediate vicinity then gloves to be worn and disposed of correctly.</p> <p>Covid-secure reception (e.g. screened-off)</p> <p>Mark out any required distancing, where possible, and as age appropriate</p> <p>Restrict numbers in reception to enable required distancing</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	<p>Where possible late pupils should be admitted into the school as quickly as possible to prevent congestion at any time.</p> <p>Continue with single use visitor ID stickers, as per current school policy.</p> <p>See also contractors' section/ventilation section.</p>	<p>Likelihood: 2</p> <p>Consequence: 2</p> <p>Risk Level: 4</p>	SLT	Y

<b>Clothing</b>	Staff, Pupils, Contractors and their families.	<p>Develop work wear policies which allow for daily laundering of clothing where possible, taking account those who may need to travel on public transport on a daily basis.</p> <p>Staff offered the provision to change their clothing before leaving school.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	<p>All pupils to resume wearing full school uniform, school to recommend frequent laundering of uniform items, including PE kits.</p> <p>PE kits to be worn to school on PE days.</p> <p>All staff to be able to change clothes before leaving work, if preferred.</p> <p>Disposable gloves, face masks, visors and protective aprons offered to staff who wish to use these for any part of their duties.</p> <p>Hand sanitiser available in classrooms.</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	SBM SLT Site Team Duty Staff	Y
<b>Arrival &amp; Departure</b>	Staff, Pupils, Parents, Carers	<p>Year groups to arrive and depart at designated gates, at staggered set time.</p> <p>Year groups to be staggered at 15min intervals at start of day.</p> <p>Staff, parents and pupils to be directed to relevant markings. Signage displayed.</p> <p>One-way entry and exit system to be set up on both school sites (maps to be distributed).</p>	<p>Likelihood: 4</p> <p>Consequence: 3</p> <p>Risk Level: 12</p>	<p>Holding areas to be designated for each year group, for parents to be able to wait at a distance until their child is handed over to them (maps to be provided).</p> <p>Markings outside for all one way routes</p>	<p>Likelihood: 2</p> <p>Consequence: 2</p> <p>Risk Level: 4</p>	SBM SLT Site Team Duty Staff	Y

				<p>All duty staff and parents/adults on site to wear face coverings at the start/end of the school day.</p> <p>Pupils must be handed over in an order, which will allow social distancing, of parents and children who are leaving, to be maintained.</p>			
<b>Classrooms (Y3 upwards)</b>	Staff/Pupils	<p>Teachers to ensure that they maintain a reasonable distance from the pupils.</p> <p>Pupils to be allocated set desks spaced out as far as possible. Pupils sitting side by side in pairs or individually for class lessons.</p> <p>Staff members to maintain social distancing in all communal areas including staffrooms.</p> <p>Shared equipment needs to be suitable for disinfection between users and groups. Windows and doors (where appropriate) to be opened and kept open to maximise ventilation.</p> <p>If marking is required encourage self-marking by pupils/verbal teacher feedback, alongside written feedback.</p> <p>Disinfection/cleaning – see section on Surface Transfer.</p>	<p>Likelihood: 4</p> <p>Consequence: 4</p> <p>Risk Level: 16</p>	<p>HLTAs/Cover Supervisors used in year group/phase bubbles.</p> <p>Individual resources allocated (e.g. personal stationery packs)</p> <p>Pupils are only allowed to bring in book bags, packed lunches and PE kits.</p> <p>A system is in place to manage the storage and collection of coats on coat pegs</p> <p>Books used by pupils at home must be placed in quarantine before being returned for use by another pupil. (E.g. put books into a box and store securely).</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	SBM SLT Site Team Duty Staff	Y

<b>Early Years (Nursery, Reception, Year 1, Year 2)</b>	Staff/Pupils	<p>Equipment available must be capable of being quickly disinfected. Remove all fabrics etc. from area.</p> <p>Disinfection of all surfaces &amp; equipment is undertaken between sessions.</p> <p>Hands must be washed immediately after contact with a child. Apply moisturiser to hands.</p> <p>Staff to carry class cleaning kits to clean high contact points on discarded equipment (e.g. trikes etc.).</p> <p>Pupils to be encouraged to wash hands regularly and apply moisturiser (to be provided by parents for allergy reasons).</p> <p>Years N, R and 1 to resume sitting at group tables, limited to 4 children per table (Year 2 to follow when advised).</p> <p>Staggered break times will ensure a minimum number e.g. each year group, in playground.</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	<p>Outdoor play to be encouraged.</p> <p>Play equipment where hand contact is required and many pupils can use in turn (e.g. slides) should be removed.</p> <p>Water only to be used for water play if chlorinated</p> <p>Sand only to be used for sand play if regularly disinfected</p> <p>Playdough – If playdough is being used it should be issued individually and not shared.</p> <p>Lego/wooden resources – quarantine after group use for before next use. (E.g. divide the stock of resources into 1/3 and use a separate stock each day).</p> <p>All wooden resources should be disinfected daily.</p> <p>Home Corner – to be disinfected during lunch break and end of day. Items must be capable of being disinfected.</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	SBM SLT Site Team Duty Staff	Y
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<b>Transmission between groups</b>	Everyone	<p>Classes will remain in designated room at all times unless it is their allocated break-time or for toilet use.</p> <p>Supervisors will continue to supervise the same groups throughout the time covered by this assessment.</p> <p>Cover staff will maintain required distancing.</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	<p>Pupil regularly prompted to wash hands – songs and games used for EYFS/KS1 pupils.</p> <p>Briefing for KS2 pupils.</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	SBM SLT Site Team Duty Staff	Y
<b>Staff &amp; student competence</b>	Anyone in building	<p>Staff to receive briefing and complete hand washing e-learning.</p> <p>Pupils to receive briefing and watch handwashing e-learning.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	<p>Staff providing 1:1 support e.g. intimate care, first aid etc. to use additional PPE e.g. aprons/visors.</p> <p>All staff who wish to use PPE, including masks to undergo relevant training.</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	SBM SLT Site Team Duty Staff	Y
<b>Competence of any staff wearing PPE</b>	Staff using PPE & anyone exposed following onward transmission	<p>In addition to general items listed in section above.</p> <p>Staff to complete:</p> <ul style="list-style-type: none"> <li>• Infection Prevention &amp; Control e-learning;</li> <li>• Putting on and taking off PPE e-learning;</li> </ul>	<p>Likelihood: 4</p> <p>Consequence: 4</p> <p>Risk Level: 16</p>	<p>All new staff to be inducted via required Health and Safety training modules.</p> <p>Training attendance registers to be signed and retained in school records.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	SBM SLT Site Team Duty Staff	Y
<b>Play/Sport/Exercise</b>	Staff/Pupils	<p>Required distancing to be maintained during all play/sport/exercise sessions.</p> <p>Year groups will be rostered so access to outside areas is restricted to one group at a time.</p> <p>Any equipment used must be capable of being easily sterilised (e.g. plastic). Sterilisation must take place after each session.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	<p>All break times to be closely supervised and children reminded re required distancing</p> <p>No two year groups in the same area at any one time.</p> <p>No fabric resources to be used.</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	SBM SLT Site Team Duty Staff	Y

		<p>If balls are used they must only be kicked or used by one student and then sterilised (no hand contact in any games). Balls to be limited to each year group.</p> <p>If team sports are to be played, then a separate risk assessment must be carried out.</p> <p>Halls must only be used for any sessions if well ventilated at all times. Halls must be vacated for one hour after use to ensure that an "air change" has taken place.</p>		<p>Specific care to be taken with metal resources re contamination.</p> <p>No hand ball games until further notice.</p>			
<b>Lunch</b>	Staff/Pupils/ Catering staff	<p>Pupils to wash hands before eating.</p> <p>Lunches to be staggered to include inside/outside time.</p> <p>Catering to provide cold/hot meal services to classrooms in disposable packaging, with some year group bubbles eating in the hall and the remainder in classrooms.</p> <p>Take into account pupils with allergies. Consider menu options for the group concerned.</p> <p>Advice to be given to parents on allergies.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	<p>Revised fire drill procedures to be shared with staff, including PEEPS where required.</p> <p>Fire drill practice undertaken with each school in the autumn term.</p> <p>Hot meals to be delivered to the classrooms and handed over to midday staff who will hand these out to pupils once seated.</p> <p>Rooms to be cleaned by midday staff with some site staff support and all slip hazards mitigated.</p> <p>Warm liquids e.g. gravy to be used sparingly and all spillages promptly cleared.</p>	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	SBM SLT Site Team Duty Staff	Y

				Long handled dustpans and brushes to be provided to all classrooms.			
<b>Emergency Evacuation</b>	Staff/Pupils/contractors	Where practicable maintain social distancing on evacuation routes. If impracticable priority is evacuation.	Likelihood: 3 Consequence: 4 Risk Level:12	PEEPS should be reviewed and amended accordingly.	Likelihood: 3 Consequence: 3 Risk Level: 9	SBM SLT Site Team Duty Staff	Y
<b>First Aid &amp; Administration of Medicines</b>	Staff/Pupils	<p>Pupils to be directed to undertake own first aid where applicable (e.g. washing grazes, application of self-adhesive dressings).</p> <p>If first aider needs to get closer to injured party/suspected infection with Corona Virus to assess or treat they are to wear disposable aprons, gloves, face shield and RPE (FFP2). (see also PPE competence, hand to mucous membrane transfer, and PPE transfer sections of RA)</p> <p>Temperature checks with infra-red forehead thermometers.</p> <p>A separate quarantine area to be identified within the school, for any children with suspected symptoms to wait for parental collection, with a rostered member of staff.</p>	Likelihood: 4 Consequence: 4 Risk Level: 16	<p>Older pupils to be encouraged to carry out own first aid, under adult supervision.</p> <p>Younger pupils to be administered first aid, with appropriate PPE used.</p> <p>Temperature checks undertaken before first aid commenced.</p> <p>Allergy declaration form sent to all relevant parents.</p> <p>Pupils with allergies to wear masks with parental consent</p> <p>Parents to be advised.</p>	Likelihood: 1 Consequence: 4 Risk Level:4	SBM SLT	Y



<b>Student Behaviour</b>	Anyone in building	Review risk assessments relating to individual behaviour and introduce controls to prevent the spread of virus through various transmissions routes.	Likelihood: 3 Consequence: 4 Risk Level: 12	Trust Behaviour Policy amended to reflect COVID-related incidents of inappropriate/unsafe behaviour.	Likelihood: 2 Consequence: 3 Risk Level: 6	SBM SLT Site Team Duty Staff	Y
<b>Access/ Egress in Building</b>	Staff/Pupils/Contractors	Access and egress through common areas to be kept to minimum.  External routes to be used whenever practicable.  One-way systems to be introduced where internal routes have to be used.	Likelihood: 4 Consequence: 4 Risk Level: 16	A one-way pedestrian system set up.  Back gate opened for exit only.  Staff to remind children to walk at distanced intervals.  Corridors and stairways to be monitored by senior staff.	Likelihood: 3 Consequence: 3 Risk Level: 9	SBM SLT Site Team Duty Staff	Y
<b>Toilets</b>	Staff, Pupils, Contractors	Year groups to be allocated a set of toilets for their use.  In shared toilets consider allocating particular cubicles and basins to particular groups.  When groups have to share toilet facilities, allocate staggered timings wherever possible for different groups. Control access to ensure distancing between groups  Look at capacity of the toilet area to identify how many can safely use the area.  Liquid anti-bacterial soap and paper towels to be provided.	Likelihood: 3 Consequence: 4 Risk Level: 12	Toilets restricted to one pupil per use to ensure distancing.  Intra-cleaning of toilets to be undertaken during the school day, and signed off on cleaning logs.  Everyone to wash hands and apply moisturiser (Pupils' parents to supply for allergy reasons) upon return to classroom.	Likelihood: 3 Consequence: 3 Risk Level: 9	SBM SLT Site Team Duty Staff	Y

<b>Hand to Mucous Membrane Transfer (Eyes, Nose, Mouth)</b>	Staff, Pupils, Contractors	<p>Regular hand washing - in particular:</p> <p>On arrival/before leaving; Before eating; Before donning PPE/after removing PPE; After using the toilets.</p> <p>Cold/warm running water available for hand washing, with liquid detergent and paper towels at easily accessed areas.</p>	<p>Likelihood: 4</p> <p>Consequence: 4</p> <p>Risk Level: 16</p>	<p>All pupils reminded of need for regular hand washing on entry, after toilet breaks, before food.</p> <p>Hot water, soap dispensers and paper towels always available for use.</p> <p>Tissues promptly disposed of and not kept about the body or person or left on any surface.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	SBM SLT Site Team Duty Staff	Y
<b>Surface Transfer</b>	Staff, Pupils, Contractors	<p>Cleaning schedule in place which details all areas to be cleaned/sanitised/disinfected and the frequency.</p> <p>Method statements to be used for each item of equipment. This includes</p> <ul style="list-style-type: none"> <li>• Product to be used;</li> <li>• Method of application; including dwell time;</li> <li>• Cleaning order;</li> <li>• Disposal of product;</li> <li>• PPE.</li> </ul> <p>Interim spot cleaning of highly used areas e.g. handles, hand rails, toilet areas, recorded on displayed cleaning logs.</p>	<p>Likelihood: 4</p> <p>Consequence: 4</p> <p>Risk Level: 16</p>	<p>A regime of interim cleaning introduced to include high contact point such as toilet areas, door handles/rails, food areas, bins etc. using recommended disinfectant products.</p> <p>Classrooms allocated only to dedicated groups of children and adults.</p> <p>Cleaning logs to be displayed in each main building e.g. EYFS Unit/Infant School/Junior School/Upper School Block/Nursery.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	SBM SLT Site Team Duty Staff	Y
<b>Contractors Working On Site</b>	Staff, Pupils & contractors	<p>Only essential maintenance work or essential repairs (e.g. school has no lighting) or work in segregated compounds to be undertaken.</p> <p>Contractors to work out of school hours where possible.</p>	<p>Likelihood: 4</p> <p>Consequence: 3</p> <p>Risk Level: 12</p>	<p>Where possible, all contractors and maintenance visits to be scheduled for out of school hours.</p> <p>No contractors to have any contact with pupils or staff, in emergencies only at the required distance.</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	SBM SLT Site Team Duty Staff	Y

		<p>Contractors not to work in spaces when occupied by class/year groups.</p> <p>Contractors' operatives to use social distancing, or appropriate PPE, if tasks being undertaken cannot be completed whilst maintaining required distancing.</p>					
<b>Transfer of Virus Onto/Off PPE</b>	Staff and potential onwards transfer	<p>Wash hands before handling PPE.</p> <p>Don &amp; remove PPE in specified order.</p> <p>After use double bag disposable PPE, storing securely (dry) for 72 hours and then add to normal rubbish arrangements.</p> <p>Re-usable PPE (e.g. rubber gloves used for general disinfection tasks) should be immersed in disinfectant, rinsed in clean running water and left to dry.</p> <p>Wash hands at end of processes.</p>	<p>Likelihood: 4</p> <p>Consequence: 4</p> <p>Risk Level: 16</p>	<p>All staff to be trained in the use of PPE.</p> <p>Double bagging of all PPE compulsory, plus safe disposal of this waste ensured.</p> <p>No PPE is re-used, all PPE to be disposed of after use.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	SBM SLT Site Team Duty Staff	Y
<b>Suspected case of COVID-19 in School</b>	School staff/parents/visitors to school	<p>Identify a quarantine room where the staff/pupil/visitor etc. can be isolated whilst waiting for collection.</p> <p>Ideally with a window that can be opened to provide ventilation.</p> <p>If masks are available and the person is an adult a mask should be put on the person who is suspected of Covid-19.</p>	<p>Likelihood: 4</p> <p>Consequence: 5</p> <p>Risk Level: 20</p>	<p>If one confirmed case within a year group bubble the DfE NHS Business Support Helpline to be advised.</p> <p>The LA to be advised, as per the LA Outbreak Management Plan.</p> <p>Close contacts to be sent home, as identified by the rapid risk assessment undertaken with the NHS helpline.</p>	<p>Likelihood: 3</p> <p>Consequence: 3</p> <p>Risk Level: 9</p>	SBM SLT Site Team Duty Staff	Y

		<p>If a pupil/child, the mask should be worn by the supervising adult in the isolated area. Required distancing should be in place.</p> <p>Isolation of the area where the person has been in contact and deep cleaning of the area (sanitised with viruscide).</p>		DfE mobile testing kits to be used, if required.			
<b>Those with Specified Health Conditions</b>	Staff/pupils	<p>Those with specified medical conditions who have received medical notification that they are categorised as Extremely Clinically Extremely Vulnerable (ECV) to COVID-19 should follow government advice.</p> <p>Appropriate individual controls to be introduced, as referenced by staff risk assessments and government guidance.</p> <p>Staff over 60 years of age and pregnant members of staff in their first two trimesters, with no underlying health conditions, to continue to take all required precautions at all times as a high priority.</p>	<p>Likelihood: 4</p> <p>Consequence: 5</p> <p>Risk Level: 20</p>	<p>Children with underlying conditions should follow any advice issued by their medical practitioner relating to their attendance.</p> <p>Staff classified as ECV should be told not to report to work (evidence to be seen)</p> <p>CV staff/pupils can return to work/school as outlined.</p> <p>Individual risk assessments, including a BMI categorisation, to be carried out for all members of staff.</p> <p>Pregnant members of staff to be risk assessed at regular intervals.</p>	<p>Likelihood: 1</p> <p>Consequence: 5</p> <p>Risk Level: 5</p>	SBM SLT Site Team Duty Staff	<p>Y</p> <p>Y</p>
<b>Communal Areas</b> e.g. halls, staff areas, reprographics areas	Staff/Pupils/ visitors	<p>Minimise the use of communal areas.</p> <p>Assessment of how the transmission risk will be managed and ventilation will be maximised for each area.</p>	<p>Likelihood: 3</p> <p>Consequence: 4</p> <p>Risk Level: 12</p>	Reminders re social distancing to be displayed in all communal spaces.	<p>Likelihood: 2</p> <p>Consequence: 3</p> <p>Risk Level: 6</p>	SLT MMT Site Team	Y

<b>Airborne Transfer Risk</b>	Staff/Pupils/visitors	Open windows and <b>internal</b> doors to create an airflow, whilst ensuring that a reasonable temperature is maintained during the colder weather.	Likelihood: 2 Consequence: 4 Risk Level: 8	Fire doors will only be held open by automatic release devices	Likelihood: 2 Consequence: 3 Risk Level: 6	SLT Site Team	Y
<b>The Use of Volunteers</b>	Staff/Pupils/volunteers	The use of volunteers should be restricted to essential needs.  The volunteer should stay with their allocated group at all times.  Ensure volunteer's health allows.	Likelihood: 3 Consequence: 4 Risk Level: 12	Complete the same training as employees.  Volunteers must remain at the required distance. Activities to be modified e.g. both child and volunteer have a copy of the same book to read.	Likelihood: 2 Consequence: 4 Risk Level: 8	SLT MMT	Y
<b>Educational Visits</b>	Staff/Pupils/volunteers/members of the public	Schools must carry out a separate risk assessment.  See standard procedures to cover educational visits.	Likelihood: 3 Consequence: 5 Risk Level: 15	Any educational visits which score at an unacceptable level to be postponed and reviewed.	Likelihood: 2 Consequence: 3 Risk Level: 6	SLT EVC	Y
<b>Sports Day</b>	Staff/Pupils/Members of the public	Virtual parental attendance to be implemented.	Likelihood: 1 Consequence: 2 Risk Level: 2	See also section detailing Play/Sport/Exercise requirement		SBM SLT	Y
<b>Before &amp; After School Clubs</b>	Staff/Contractors/Pupils	Maintain school day bubbles	Likelihood: 3 Consequence: 4 Risk Level: 12	Keep groups to less than 15 Maintain consistent groups (including staff) Where possible use outside areas – if not only use areas with good ventilation	Likelihood: 2 Consequence: 3 Risk Level: 6	SBM SLT Site Team	Y

<b>Singing/wind instruments</b>	Staff/Pupils	To be undertaken outside	Likelihood: 2 Consequence: 5 Risk Level: 10	Musicians to be spaced out at 2m Instruments not to be shared	Likelihood: 2 Consequence: 2 Risk Level: 4	SLT MMT	Y
<b>Transitional &amp; Taster sessions</b>	Staff/Pupils/Visitors	Virtual transitional and taster sessions to be implemented.	Likelihood: 2 Consequence: 3 Risk Level: 5			SBM SLT MMT Site Team	Y
<b>Open Days</b>	Staff/Pupils Visitors	No face-to-face open days.	Likelihood: 2 Consequence: 2 Risk Level: 4	Virtual tours to be implemented		SLT MMT	Y

Review date:  
July 2021

Date communicated to staff: May 2021

If a new activity/equipment/any changes have been identified then Risk Assessment must be reviewed otherwise it should be reviewed annually.

## Risk Matrix

The matrix below is designed to help you in identifying a risk level for a given task or activity. Using your experience, the available evidence and existing precautions/ control measures in place you will have already determined the consequence of harm, and the likelihood of the harm being realised. The level of risk for the respective task or activity can now be determined using the following matrix.

# CONSEQUENCE

Catastrophic	5	5	10	15	20	25	17-25 Unacceptable Stop activity and make immediate improvements
Major	4	4	8	12	16	20	10-16 Tolerable Look to improve within specified timescale
Moderate	3	3	6	9	12	15	5-9 Adequate Look to improve at next review
Minor	2	2	4	6	8	10	1-4 Acceptable No further action, but ensure controls are maintained
Insignificant	1	1	2	3	4	5	
		1	2	3	4	5	
		Very unlikely	Unlikely	Fairly likely	Likely	Very likely	
		LIKELIHOOD					