

## RISK ASSESSMENT (CLEANING)

Location: LOWTON WEST PRIMARY SCHOOL

Assessor: J.WESTHEAD

Signed: .....

Date of Assessment: 22.05.20

Review Date: OPEN

Activity: Cleaning During Covid-19 Pandemic from 8<sup>th</sup> June 2020

Hazard	Risk	Individuals at risk	Risk – Low, Medium, or High	Control Measures (Current)	Control Measures (Additional – Proposed)
<p>On the 20th March 2020 the UK Government in response to the coronavirus pandemic, designated by the WHO as COVID-19, introduced a lock-down of the working population except for key workers as a medical control measure to reduce the spread of the virus and allocate resources to supporting those who are infected and maintain minimal services for running the country. Schools remained open for the children of designated Key Workers and those children identified as vulnerable. This has resulted in a reduction in the use of the premises and staff implementing alternative working patterns, including educational support to the pupils being educated at home under the supervision of their parents.</p> <p>Now that the UK has made sufficient progress in reducing the transmission of the coronavirus, the government has directed, subject to scientific advice, to start a phased reopening of the school to welcome back pupils in nursery, reception, year 1 and year 6 classes alongside the existing priority groups of the children. At Lowton West, we will be welcoming back increased numbers of children in the priority group (i.e. pupils whose parent(s) are key workers and vulnerable pupils) but will not be able to invite any further pupils back into school at this point.</p> <p>This assessment is undertaken in compliance with the Management Regulations to aid the planning and monitoring of a safe reintroduction of the staff and pupils of the school. The period of closure and/or partial use of the premises has been for a period of two months.</p> <p><b><u>Staff should implement the measure below as far as they are able, whilst ensuring children and themselves are kept safe and well. If required, PPE is available from the School Business Manager (D.Willoughby).</u></b></p>					
<p><b><u>Building Safety</u></b></p> <p>Deep clean of all areas of the school</p>	<p>Compliance with current hygiene standards published by the UK Government</p>	<p>All building users</p>		<p>It is important that arrangements remain in place to ensure that pupils and staff are safe.</p> <p>Additional cleaning requirements have been discussed with ISS and agreed cleaning schedules and additional cleaning hours will be in place from 08.05.20.</p> <p>As school has remained open during the pandemic, deep cleaning has been ongoing in classrooms. A deep clean of the rooms which have not been in use has been undertaken. The kitchen has continued to be used and cleaned.</p>	<p>Actions for educational and childcare settings to prepare for wider opening from 1 June 2020</p> <p>The standard to be followed will be the GOV-UK</p>

				<p>The school will be deep cleaned prior to the re-opening. Cleaning staff will undertake a thorough clean and disinfect of all areas and surfaces prior to reopening.</p> <p>Pest control has continued to attend site and will continue to do so as per the schools SLA.</p> <p>Additional cleaning measures have been actioned and will continue to be implemented. All classrooms will be cleaned in an afternoon and surfaces including desks etc. will be wiped down during the day. Antibacterial spray to be available in each room and disposable cloths.</p> <p>Hand sanitiser to be placed in each room and in reception for contractors and visitors to use before they enter the secure school area.</p> <p>If available, antibacterial wipes also to be placed in each room.</p>	<p>guidance COVID-19: cleaning of non-healthcare settings guidance</p>
EYFS / Classroom Management	Nursery / Reception	Staff/Pupils	Medium /High	<ul style="list-style-type: none"> <li>• Ensure play equipment that is used is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously.</li> <li>• Remove soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts)</li> <li>• In addition to the cleaning of tables before and after school, tables will be cleaned during the day and if an occasional situation requiring a table or other furniture to be wiped down is needed, further cleaning will take place (we have cleaners on site throughout the day). A simple bacterial wipe can also be used by staff if needed (e.g. small spillage)and left to dry or the use of a general detergent and water would suffice and dried. Staff/ pupil toilets will also be cleaned additionally during the day.</li> </ul>	
Classroom layout, cleaning and resources / Classroom Management	Use of equipment and furniture	Staff and Pupils	Medium / High	<ul style="list-style-type: none"> <li>• Hand sanitiser and tissues to be available in each room.</li> <li>• Signs displaying rules to be followed for social distancing including markings on the floor where possible.</li> <li>• Caretaker or cleaner to empty bin, wipe down all desks and equipment during break and lunchtimes when pupils are not in. PPE to be worn. Lidded bins have been purchased for classrooms.</li> <li>• Antibacterial spray and disposable cloths to be available in each room to clean any item or furniture should any pupils sneeze or cough on them (in addition to aprons, gloves and masks).</li> <li>• Doors to be propped open and windows opened to allow ventilation in the room. Door should be shut upon everyone exiting the room.</li> </ul>	

Pupils using classrooms and equipment / Classroom Management	Social distancing / Contamination	Staff/Pupils	Medium /High	<ul style="list-style-type: none"> <li>• Pupils to wash hands as soon as they arrive in school, before and after playtimes/ PE, before and after eating, any other times as deemed necessary. Ensure all parts of the hands are cleaned.</li> <li>• Pupils to use the same stationery, books and resources each day and store them in their own wallet. If resources are shared, they should be cleaned after use using disinfectant.</li> <li>• If iPads are used, they should be wiped down after each use.</li> <li>• Pupils to be reminded to sneeze or cough into their elbow or use a tissue which is to be immediately thrown away (catch it, bin it, kill it).</li> </ul>	
Staff on site	Safety / Protection against infection.	Staff	Medium /High	<ul style="list-style-type: none"> <li>• Staff to wash hands as soon as they enter the building and re-wash as frequently as possible for 20 seconds each time.</li> <li>• No jewellery or watches should be worn.</li> <li>• Hair should be tied back where possible.</li> <li>• Tissues and hand sanitiser to be placed in each room.</li> <li>• PPE <b>does not</b> need to be worn unless dealing with a pupil with intimate care needs or an ill pupil or if the topic requires; gloves, masks and aprons are available for all bubbles.</li> <li>• Staff are advised to immediately put their clothes in the wash when they return home and shower.</li> <li>• Floor stickers in every classroom 2 metres away from the teacher's desk to indicate where a child should stand if they need to; however pupils should be advised by staff to stay seated and put their hand up to prevent movement around the room.</li> <li>• Minimise contact and mixing with others.</li> <li>• 2 metre lines to be placed on the floor in classrooms and around site where possible to help ensure social distancing.</li> <li>• In an enclosed space where the 2m rule cannot be applied, meetings should be held in a large room or in a quiet area outside.</li> </ul>	
Cleaning (generic)	Safety	Staff	Medium /High	<ul style="list-style-type: none"> <li>• Cleaning contractor agreed to different working pattern and the additional requirements to undertake the cleaning.</li> <li>• Staff undertaking cleaning duties should wear the appropriate PPE, including disposable gloves, aprons, and face masks (eye shields should be worn when cleaning an area with a suspected case).</li> <li>• Staff to wash hands as often as possible for at least 20 seconds.</li> <li>• All rooms to continue to be cleaned to a high standard each day.</li> <li>• In addition, desks in classrooms to be cleaned with disinfectant during break and lunchtime.</li> <li>• Bins to be emptied regularly around site throughout the day. All bins containing used PPE should be double bagged, then stored securely for 72 hours then thrown away in the regular rubbish bin</li> </ul>	

				<ul style="list-style-type: none"> <li>• Door handles/ light switches to be cleaned frequently throughout the day.</li> <li>• Deep clean of all rooms on a Friday when school will close at lunchtime.</li> <li>• Should there be a suspected case, the area which the staff member or pupil has been should be deep cleaned whilst wearing PPE.</li> <li>• The reception area is to be disinfected throughout the day including the signing in screen and any area where a contractor or visitor has been.</li> <li>• COSHH assessments should be held for chemicals used.</li> </ul>	
Illness potentially related to Covid-19	Safety	Staff/Pupils	Medium /High	<ul style="list-style-type: none"> <li>• If anyone has a cough/temperature/loss of taste or smell or feels unwell at school, they should be removed from class and placed in a room with the door closed and a window open (supervised).</li> <li>• The staff member dealing with the person should immediately obtain PPE including gloves, facemask and apron (and eye protection if they cannot guarantee a 2-metre distance).</li> <li>• If the child needs to go to the toilet, they should use the disabled toilet which should be disinfected before anyone else uses it.</li> <li>• The pupil and their family, under current guidance, should be isolated for at least 14 days and all should be tested.</li> <li>• If the test is negative the pupil/staff member can return to school. School will require evidence of the test outcome from the parent.</li> <li>• If the test is positive the pupil and their family remain in isolation and all pupils and staff members who are part of their class group to be sent home and advised to isolate for 14 days.</li> <li>• The remaining staff and pupils who are in should move to a different room so the one where the poorly pupil was can be disinfected.</li> <li>• Any PPE used to clean this area should be double bagged, then stored securely for 72 hours then thrown away in the regular rubbish bin.</li> <li>• Surfaces should be cleaned first with hot soapy water followed by cleaning with a disinfectant.</li> <li>• Surfaces include handrails, handles, chairs, desks, bathrooms, corridors but this is not an exhaustive list.</li> <li>• Cleaner to wash hands for at least 20 seconds when finished.</li> </ul>	
Visitors and Contractors	Knowledge of control measures and lack of social distancing	Staff/Pupils/Visitors and Contractors	Medium /High	<ul style="list-style-type: none"> <li>• Visitors and contractors must not enter school if they are displaying any symptoms of coronavirus.</li> <li>• Only visitors and contractors who have made an appointment will be allowed entry to the building. Preferably, and where possible, works to be carried out before or after school.</li> <li>• Upon entry they will sign in then stand away from the hatch on the</li> </ul>	

