

This Risk Assessment was implemented on 14/07/2021 by Compliance Education and reviewed on 20/08/2021 following updated Government guidance. It will be reviewed on a regular basis and when there have been significant changes in government, public health and local authority guidance. The risk assessment highlights all control measures the school has put in place to ensure the school is COVID-Secure for all staff, pupils, visitors and contractors. See the school Plan for further information on how these control measures will be implemented.

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		Severity	Probability	Risk		Severity	Probability	Risk	Controls
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## Risk Assessment

Risk Assessment No: Activities

1

School reopening after easing of restrictions

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- Where necessary the building has been deep cleaned before reopening.
- All staff are competent and instructed with regards to the procedures in place for the protection against infection from Covid-19.
- From September, breakfast and after-school provision will operate as normal. Zig Zags are responsible for this provision.
- Restrictions such as keeping children in small consistent groups and adults wearing face coverings in communal areas is no longer necessary and is down to personal preference.
- School will continue to regularly clean areas and equipment thoroughly including frequently touched surfaces.
- School have produced an outbreak management plan which will include the measures required following an outbreak as a result of several confirmed cases over a 10 day period.
- School will encourage vaccine take up and enable staff who are eligible for a vaccination to attend booked appointments where possible (even if during term time).

### Contingency Plans

- For individuals or groups of self-isolating pupils, remote education plans are in place and school will provide this provision when necessary.
- School have produced an outbreak management plan which will include the measures required following an outbreak as a result of several confirmed cases over a 10 day period.

### Ventilation

- Adequate ventilation is provided whilst pupils and staff are on site.
- Windows may be partially opened in conjunction with heating systems to maintain a comfortable balance.
- School will ensure any events held in the school i.e. plays etc will be in a location where ventilation is maximised.
- If possible, systems will be adjusted to full fresh air or, if this is not possible, systems will be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.

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				<b>Testing</b> <ul style="list-style-type: none"> <li>• PCR tests are available via the <a href="#">gov website</a> or via local testing centres. NOTE: if a PCR test is taken with 2-days of a positive lateral flow test, and is negative, it overrides the self-test LFD and staff and pupils can return to school as long as they don't have COVID-19 symptoms.</li> <li>• Staff will be supplied with LFD test kits to self-swab and test themselves twice a week at home and will report their result to NHS Test and Trace as soon as the test is completed, this will be either online or by telephone as indicated in the home test kit. Staff will also share their result, whether void, positive or negative, with their school. This will be reviewed at the end of September.</li> <li>• Close contacts will be identified by NHS Test and Trace.</li> <li>• Staff and pupils are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply: <ul style="list-style-type: none"> <li>• they are fully vaccinated</li> <li>• they are below the age of 18 years and 6 months</li> <li>• they have taken part in or are currently part of an approved COVID-19 vaccine trial</li> <li>• they are not able to get vaccinated for medical reason</li> </ul> </li> <li>• If contacted by NHS Track and Trace, staff and pupils (parents) will be informed they have been in close contact with a positive case and advised to take a <a href="#">PCR test</a>.</li> <li>• School will encourage all individuals to take a PCR test if advised to do so.</li> </ul>				
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2	Coronavirus spread from one country to another	4	3	12	<ul style="list-style-type: none"> <li>Current UK Government Travel guidelines will be followed.</li> <li>Children under the age of 18 are exempt from quarantine on returning to England from amber countries.</li> <li>Staff who have been fully vaccinated with an NHS administered vaccine in the UK (plus 14 days) or are on a formally approved UK vaccine clinical trial, returning to England from amber list countries no longer need to quarantine.</li> <li>It is recommended that school do not go on any international visits this academic year up to and including 5 September 2021.</li> </ul> <p>Up to date information on travel requirements can be found in the guidance below:</p> <p><u><a href="https://www.gov.uk">Red, amber and green list rules for entering England - GOV.UK (www.gov.uk)</a></u></p>	4	1	4	
3	Staff/Pupils at increased risk (CEV/ BAME/Expectant Mothers)	5	4	20	<ul style="list-style-type: none"> <li>Staff / pupils who may be at increased risk may attend the workplace/school as long as they are able to follow current control measures.</li> <li>Where necessary individual risk assessments will be carried out (school will consult with Compliance Education).</li> <li>Staff / pupils will follow advice given to them by their GP/Medical professional.</li> <li>Staff / pupils are to follow the latest government guidance at all times, regarding the workplace.</li> <li>Staff identified as being at increased risk can discuss with their Head Teacher any additional controls they feel necessary.</li> <li>Head/SLT to be notified.</li> </ul>	5	2	10	School will support the mental health and wellbeing of all staff and pupils

4	Staff and pupils displaying symptoms	4	4	16	<ul style="list-style-type: none"><li>• Staff and pupils displaying symptoms of Coronavirus will be sent home and asked to follow latest government guidance.</li><li>• Where necessary, the infected person will be moved to a designated isolation room whilst arrangements are made for the person to be collected and taken home. A dedicated toilet has been made available. In a case of a positive result, these areas will be deep cleaned / fogged before use.</li><li>• Suitable PPE is available for staff.</li><li>• Staff and pupils who have been in contact with anyone displaying symptoms will wash their hands thoroughly for 20 seconds.</li><li>• A staffing plan is in place to ensure safe staffing levels are achievable and appropriate to group sizes / pupil needs and the activities required.</li><li>• If a pupil / staff member is sent home with a suspected case, their work area will be cleaned / fogged / wiped down, with PPE available for staff.</li><li>• Where pupils cannot attend site, distance learning will be available via online learning.<ul style="list-style-type: none"><li>○ Free School Meals: support will be provided to those who are eligible for benefits-related free school meals</li><li>○ SEND: school will work collaboratively with families to put in place reasonable adjustments</li><li>○ Access: school will work with families to ensure all pupils are able to access remote education (devices, internet etc)</li></ul></li><li>• If staff member or pupil develops symptoms away from site, they must not attend school and will follow local government guidance for isolation / testing.</li><li>• School has developed an Outbreak Management Plan.</li></ul>	4	2	8	<p>The Headteacher will use their reasonable judgement when making the decision to refuse a pupil.</p>	
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					<ul style="list-style-type: none"> <li>Following several cases over a 10 day period, school may activate their Outbreak Management Plan following advice from Public Health or following advice due to increased cases in the local community.</li> <li>If school identify several cases over a 10 day period, we will contact Local Health Protection via the DFE helpline for further advice on 0800 046 8687 and select option 1.</li> </ul> <p><b>Positive Result</b></p> <ul style="list-style-type: none"> <li>From 16 August 2021, those who are fully vaccinated and children under the age of 18 years and 6 months old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact. Instead these individuals will be required to undertake a PCR test.</li> <li>Symptomatic individuals and those who record a positive test result, will still be required to self-isolate.</li> </ul> <p><b>Further guidance for staff can be found in</b></p> <ul style="list-style-type: none"> <li><u>Schools COVID-19 operational guidance (applies until Step 4) - GOV.UK (<a href="http://www.gov.uk">www.gov.uk</a>)</u></li> </ul>				
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5	Lack of control over contractors/visitors coming onto site	4	2	8	<ul style="list-style-type: none"> <li>During school hours contractors or visitors will be allowed onto the school premises and into the school building by making a prior appointment with the Head Teacher or Site Manager.</li> <li>All contractors and visitors are instructed to report to the main school reception upon arrival.</li> <li>All contractors and visitors are asked for verbal or written evidence to confirm that:               <ol style="list-style-type: none"> <li>I am at present not suffering from any symptoms or have tested positive for coronavirus within the last 10 days.</li> <li>No member of my household are displaying symptoms or have tested positive for coronavirus within the last 10 days.</li> <li>I have not travelled abroad to any country on the 'amber list' within the last 10 days.</li> <li>I have not been contacted by the NHS Test and Trace service within the last 10 days.</li> </ol> </li> <li>The school reserves the right to deny access or request a person to leave the school premises if the person was deemed to be displaying coronavirus symptoms or being aggressive or abusive to school staff.</li> <li>Were possible, school will endeavour to ensure contractors and visitors attend outside of normal school operating hours if safe to do so,</li> <li>The school will adopt a flexible approach to interviews, with alternative options to face-to-face interviews offered where possible</li> </ul>	4	1	4	
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6	Group Activities/ Lessons	4	4	16	<ul style="list-style-type: none"> <li>Resources that are shared between different learning groups, such as Science, Art, DT and sports equipment, will be cleaned frequently / after each use.</li> <li>Outdoor apparatus will not be used.</li> <li>Physical Education should take place outside where possible to maximise ventilation.</li> <li>Pupils will attend in PE kit for their designated PE day.</li> <li>All outdoor sports and supervised activities for children can take place without restrictions on attendance. Activities taking place outdoors can happen in groups of any number. This is because the transmission risk is lower outside.</li> <li>If communal areas are used for group activities / lessons they should be cleaned down after use.</li> <li>All communal areas in use should remain well ventilated.</li> <li>Activities such as singing should be carried out following latest government guidance / risk assessment.</li> <li>CLEAPSS Covid 19 guidance will be followed for all DT, Science, Sports and Food Tech Practical lessons.</li> <li>School will remain vigilant and aware of the additional risk of infection in environments where singing, chanting, dance or drama takes place.</li> </ul>	4	2	8	
7	Cleaning	4	3	12	<ul style="list-style-type: none"> <li>A high standard of cleaning will be maintained.</li> <li>Cleaning checklists / records are kept in accordance with the contractor's policy.</li> <li>Additional cleaning will remain where required i.e. were toilets, outdoor/ indoor equipment is being shared by different learning groups.</li> <li>PPE is provided for cleaning staff.</li> <li>Staff are trained in the safe use of PPE and COSHH.</li> <li>The school is cleaned with normal household disinfectant.</li> <li>Any contaminated (suspected/confirmed) waste should be double bagged and stored for 72 hours before disposal.</li> <li>All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately (always wear PPE).</li> </ul>	4	1	4	

8	Unable to social distance on public transport	4	4	16	<ul style="list-style-type: none"> <li>Public Transport</li> <li>Staff and pupils are advised to follow current government guidelines. Wearing of face masks whilst travelling on public transport is advised, but no longer mandatory.</li> </ul>	4	2	4	
9	Unable to social distance when administering first aid	5	2	10	<ul style="list-style-type: none"> <li>The school will ensure an adequate number of First Aiders (Paediatric First Aid for EYFS, First Aid at Work, Emergency First Aid) are always available.</li> <li>The school will ensure all First Aiders receive refresher training as required.</li> <li>For advice on CPR during COVID-19 please follow the link below</li> <li><a href="https://www.resus.org.uk/covid-19-resources/covid-19-resources-general-public/resuscitation-council-uk-statement-covid-19">https://www.resus.org.uk/covid-19-resources/covid-19-resources-general-public/resuscitation-council-uk-statement-covid-19</a></li> <li>The school will work closely with the Local Health Protection Team and follow their advice.</li> <li>The school will contact Compliance Education to report any confirmed Coronavirus cases or serious injuries as it may be necessary to file an HSE RIDDOR report.</li> </ul>	5	1	5	
10	Lack over control over external clubs hiring the school facilities	4	3	12	<ul style="list-style-type: none"> <li>The school will only allow external clubs and organisations to use/hire their facilities in line with latest government guidance.</li> </ul>	4	1	4	
11	Educational Visits	4	4	16	<ul style="list-style-type: none"> <li>Educational visits that are integral will take place following the completion of an individual risk assessment.</li> <li>Individual local authority guidance will be followed if traveling between counties.</li> <li>Local government transport guidance will be followed</li> <li>School will not go on any international visits up to and including 5 September 2021.</li> </ul>	4	2	8	Ensure any new bookings have adequate financial protection in place

12	Unable to stop the virus from spreading <b>Personal Hygiene</b>	4	3	12	<p><b>Transmission</b></p> <ul style="list-style-type: none"> <li>All staff and pupils are reminded on a regular basis to follow good respiratory and hand hygiene to minimise the chance of transmission.</li> </ul> <p><b>Handwashing</b></p> <ul style="list-style-type: none"> <li>Handwashing facilities are available throughout the school.</li> <li>Handwash notice and instructions are located throughout the school.</li> <li>All staff and pupils are aware of best practise.</li> </ul> <p><b>Coughing and sneezing</b></p> <ul style="list-style-type: none"> <li>All staff and pupils are encouraged to cover their mouth and nose with a tissue.</li> <li>Staff and pupils will wash hands after using or disposing of tissues.</li> <li>Spitting is discouraged.</li> </ul> <p><b>Personal protective equipment (PPE).</b></p> <ul style="list-style-type: none"> <li>PPE in place for cleaners as per MSDS and/or COSHH risk assessments</li> <li>PPE in place for cleaners when completing a Deep Clean</li> <li>The correct PPE should be used when handling cleaning chemicals.</li> <li>PPE is worn as per the cleaning chemicals COSHH risk assessment or MSDS.</li> <li>PPE is worn by First Aiders.</li> </ul> <p><b>Nappy or Pad Changing (PPE)</b></p> <ul style="list-style-type: none"> <li>Disposable gloves and aprons are provided and worn</li> <li>Staff will wear fluid resistant type IIR surgical mask and disposable eye protection (where there is a risk of splashing).</li> </ul>	4	1	4
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13	Unable to stop the virus from spreading <b>General Cleaning</b>	4	3	12	<b>Cleaning of the environment,</b> <ul style="list-style-type: none"> <li>The school is cleaned with normal household disinfectant.</li> <li>All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including: <ul style="list-style-type: none"> <li>Objects which are visibly contaminated with body fluids will be disinfected.</li> <li>All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells are cleaned on a regular basis.</li> </ul> </li> <li>Use of disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings.</li> <li>The school will monitor cleaning contracts and ensure cleaners are appropriately trained with access to PPE.</li> </ul>	4	1	4	
					<b>Cleaning of blood and body fluid spillages.</b> <ul style="list-style-type: none"> <li>All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately (always wearing PPE).</li> <li>Staff are aware to never use mops for cleaning up blood and body fluid spillages – use disposable paper towels and discard clinical waste as described below. A spillage kit is available for blood spills.</li> </ul> <b>Clinical waste.</b> <ul style="list-style-type: none"> <li>Procedure in place to segregate domestic and clinical waste, in accordance with local policy.</li> <li>Used nappies/pads, gloves, aprons and soiled dressings are stored in correct clinical waste bags in foot-operated bins.</li> <li>All clinical waste is removed by a registered waste contractor.</li> <li>All clinical waste bags will be less than two-thirds full and stored in a dedicated area.</li> </ul>				

## ACTION ARISING FROM RISK ASSESSMENT

No	Risk Rating	Action Required:	Person (s) Responsible	Target Date	Date Completed
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**Useful Websites**

Health and Safety Responsibilities	<a href="https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools">https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools</a>
	<a href="https://www.hse.gov.uk/services/education/sensible-leadership/school-leaders.htm">https://www.hse.gov.uk/services/education/sensible-leadership/school-leaders.htm</a>
	<a href="https://www.hse.gov.uk/services/education/faqs.htm#a1">https://www.hse.gov.uk/services/education/faqs.htm#a1</a>
Business Continuity Plan	<a href="https://www.gov.uk/guidance/emergencies-and-severe-weather-schools-and-early-years-settings">https://www.gov.uk/guidance/emergencies-and-severe-weather-schools-and-early-years-settings</a>
Guidance for full opening – schools (published 2 <sup>nd</sup> July 2020)	<a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</a>
Current guidance on shielding	<a href="https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19">https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</a>
Current guidance on Clinically vulnerable	<a href="https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people">https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people</a>
Other nonmedical vulnerable people	<a href="https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes">https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes</a>
Providing extra mental health support	<a href="https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers">https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers</a>
	<a href="http://www.educationsupport.org.uk/">http://www.educationsupport.org.uk/</a>
	<a href="https://www.eventbrite.co.uk/e/dfe-supporting-pupil-and-student-mental-wellbeing-tickets-110796856380">https://www.eventbrite.co.uk/e/dfe-supporting-pupil-and-student-mental-wellbeing-tickets-110796856380</a>
Behaviour Expectations	<a href="https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools">https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools</a>
Remote Education Support	<a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res</a>
	<a href="https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources">https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources</a>
	<a href="https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/">https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/</a>

	<a href="https://edtech-demonstrator.lgfl.net/">https://edtech-demonstrator.lgfl.net/</a>
	<a href="https://get-help-with-tech.education.gov.uk/about-bt-wifi">https://get-help-with-tech.education.gov.uk/about-bt-wifi</a>
Coronavirus Symptoms	<a href="https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus">https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus</a>
Stay at home guidance	<a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</a>
Arranging a Test	<a href="https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested">https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</a>
Testing and Tracing	<a href="https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/">https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/</a>
Contacting your Local Health Protection Team	<a href="https://www.gov.uk/guidance/contacts-phe-health-protection-teams">https://www.gov.uk/guidance/contacts-phe-health-protection-teams</a>
Guidance on staff wearing PPE	<a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe</a>
Site Manager/Caretaker	<a href="https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm">https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm</a>
	<a href="https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown">https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown</a>
	<a href="https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm">https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm</a>
Cleaning	<a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a>
Catering	<a href="https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19">https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19</a>
Safer Travel	<a href="https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers">https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</a>
Educational Visits	<a href="https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings">https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings</a>
	<a href="https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits">https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits</a>
Extra-curricular provision	<a href="https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-">https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-</a>



	<a href="#">school-settings-during-the-coronavirus-covid-19-outbreak</a>
Physical Education and Sports	<a href="https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation">https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation</a>
	<a href="https://www.sportengland.org/how-we-can-help/coronavirus">https://www.sportengland.org/how-we-can-help/coronavirus</a>
	<a href="https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf">https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf</a>
Science and Design Technology	<a href="http://www.cleapss.org.uk/">http://www.cleapss.org.uk/</a>
	<a href="https://www.ase.org.uk/resources/health-and-safety-resources">https://www.ase.org.uk/resources/health-and-safety-resources</a>
	<a href="https://www.data.org.uk/for-education/health-and-safety">https://www.data.org.uk/for-education/health-and-safety</a>

**Acknowledgement**

The following members of staff have read this risk assessment.  
Their signatures are confirmation that they have read and understood all of that which is within its contents.

Name	Signature	Date	Name	Signature	Date