

OCC COVID19: Updated September 2021 Risk Assessment and Action Plan

SCHOOL NAME: Long Wittenham C.E School

DATE: 4th January 2022

Purpose of this document:

This COVID19: Risk Assessment and Action Plan document sets out the decisions taken, and measures put in place [for the return to school January 2022](#) and ensure the school continues to operate in a safe way.

Existing policies and guidance continue to apply alongside the actions within this document, including but not limited to:

- School specific Health and Safety Policy
- First Aid Policy
- DFE Guidance relating to COVID19 [Guidance for schools: coronavirus \(COVID-19\) - GOV.UK \(www.gov.uk\)](#)
- [Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 - RIDDOR - HSE](#)
- [The Health Protection \(Notification\) Regulations 2010 \(legislation.gov.uk\)](#)
- Public Health England (PHE) (2017) [Health protection in schools and other childcare facilities - GOV.UK \(www.gov.uk\)](#)

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Theme	Control Measures	Risk to Implementation	Risk Level Pre-Action	Action Required / Decision Made	Action Completed Date	Risk Level Post-Action
Engagement in Risk Assessment and Planning	Risk assessment process fully engages staff, governing board and union representatives. Schools COVID-19 operational guidance - GOV.UK (www.gov.uk) Actions for early years and childcare providers	Low risk	L	Update staff, parents and governors early in the new term		Low risk
Site Arrangements Coronavirus: latest information and advice - HSE news	Review office space(s) to allow staff to continue to work safely.	Low risk	L	No further action one office staff desk	<input checked="" type="checkbox"/>	Low risk
	Review access/egress by pupils, staff, visitors and manage as appropriate for the safety of all- based on summer term processes/procedures. What worked/what didn't. Any other physical changes necessary?	Low risk	M	One-way system in place to enter and exit the school.	<input checked="" type="checkbox"/>	Low risk
	Review premises lettings and best practice, as required	Low risk	M	No lettings	<input checked="" type="checkbox"/>	Low risk
	Consideration given to the arrangements for any deliveries.	Low risk	L	Lobby area is separated from office, deliveries do not enter main school area	<input checked="" type="checkbox"/>	Low risk
	Regular communication with Parents/Carers confirming expectations/requirements when on the school site. Appointment only procedure still in place	Low risk	L	Currently no access to parents at drop-off collection except for breakfast/ after-school clubs	<input checked="" type="checkbox"/>	Low risk
	Safe Contractor management	Low risk	L	Contractors briefed on arrival	<input checked="" type="checkbox"/>	Low risk
Emergency Evacuations	Evacuation routes are confirmed, and signage accurately reflects these. <i>NB In the event of emergency the priority is getting out of the building calmly.</i> Consideration given to PEEP – buddies are assigned or reassigned according to available persons. Arrangements in place to support individuals with reduced mobility including cover arrangements in the case of reduced numbers of staff.	Low risk	M	Arrange a Fire drill as soon into the new term as possible		Low risk
Cleaning and waste disposal	Review enhanced cleaning regime is in place in line with COVID-19: cleaning of non-healthcare settings outside the home - GOV.UK (www.gov.uk)	Low risk		Contact points, cleaned and disinfected regularly. Hand towels and handwashing checked. Enhanced cleaning for toilet facilities	<input checked="" type="checkbox"/>	Low risk
	Cleaning staff capacity is adequate to enable enhanced cleaning regime – any adjustments required?	Low risk	L	Conscientious cleaning staff, daily cleaning schedule	<input checked="" type="checkbox"/>	Low risk

	Adequate cleaning supplies and facilities around the school are in place. Any further changes necessary? Arrangements for longer-term continual supplies in place.	Low risk	M	Hand sanitiser available at the school entrance. Lidded bins in classrooms. Disposable tissues in each classroom. Stock check and ordering schedule reviewed, and order made.	<input checked="" type="checkbox"/>	Low risk
	Sufficient time is available for the enhanced cleaning regime to take place.	Low risk	M	Daily after-school cleaning undertaken.	<input checked="" type="checkbox"/>	Low risk
	Waste disposal process in place for potentially contaminated waste, including testing waste.	Low risk		Waste bags and containers - kept closed 72 hours COVID-19: cleaning of non-healthcare settings outside the home - GOV.UK (www.gov.uk)	<input checked="" type="checkbox"/>	Low risk
	Safe and appropriate storage of large supplies of alcohol gel	Medium risk	H	Source appropriately sized flammable store		Low risk
Classrooms	Classrooms allow as much space between individuals as practical.	Low risk	L	Audit early in the new term		Low risk
	Review classroom entry and exit routes, any further changes required and is appropriate signage in place. Consider lessons learnt from earlier in the year.	Low risk	L	Audit early in the new term		Low risk
	Appropriate resources are available within all classrooms e.g. IT, age specific resources. Review non-essential equipment or resources which are not easily washable or wipeable. Review information posters which are displayed across the site; at the main entrance, places visible to those at the school gate, in the staffroom and in all toilets, are any changes necessary	Low risk	M	Remove soft furnishings <u>e-Bug</u> posters displayed: <ul style="list-style-type: none"> • <u>Horrid hands</u> • <u>Super sneezes</u> • <u>Hand hygiene</u> • <u>Respiratory hygiene</u> • <u>Microbe mania</u> 		Low risk
	Furniture arranged to minimise contact as much as possible e.g. Desks side by side, facing front, where age appropriate.	Low risk		May need to acquire more suitable chairs /stools		Low risk
	Increased ventilation (where reasonably practicable). 21/08/21 GOV.UK All schools to receive carbon dioxide monitors - GOV.UK (www.gov.uk) Currently under review by OCC H&S in conjunction with other LA's/DfE/HSE Guidance - <u>The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak</u> and <u>CIBSE COVID-19 advice</u> provides more information. The current <u>Schools COVID guidance</u> states DfE is working with Public Health England, NHS Test and Trace, and the Scientific Advisory Group for Emergencies (SAGE) on a pilot project to measure CO2 levels in	Reminder to keep windows/doors open as much as practically possible and/or purge fresh air at mid-morning and lunch break. Investigating options for improving mechanical ventilation system, where practicable to do so. Following DfE, HSE and CIBSE guidance, schools should, as part of their risk assessment, be identifying any areas of concern . e.g., where there's no natural ventilation/air flow; areas that feel stuffy etc.		Ventilation and air conditioning during the coronavirus (COVID-19) pandemic (hse.gov.uk)	<input checked="" type="checkbox"/>	Low risk

	<i>classrooms and exploring options to help improve ventilation in settings,</i>					
Staffing	Review staffing numbers required Pupils do not need to be kept in consistent groups so consider combing classes if staffing numbers are low	<i>Low risk</i>	<i>L</i>	<i>Staffroom and staff workroom plus SENCo office available as workspaces</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Approach to staff absence reporting and recording in place. All staff aware.	<i>Low risk</i>	<i>L</i>	<i>Memo to staff early in the new term</i>		
	Review any individual staff risk assessments (clinically extremely vulnerable, pregnant staff), are there appropriate and sufficient arrangements in place for mitigating risks as identified. Guidance on protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK (www.gov.uk) Coronavirus: how to stay safe and help prevent the spread - GOV.UK (www.gov.uk) Communication arrangements are in place and clear for staff concerning their role in continuing to support the working of the school.	<i>Low risk</i>	<i>H</i>	<i>Specific RA template available H&S A-Z</i>		<i>Low risk</i>
	Plans to respond to any increased sickness levels are in place. Cover arrangements determined (including leaders and safeguarding designated leads) – on a weekly rather than daily basis to minimise contacts.	<i>Low risk</i>	<i>M</i>	<i>Minimal movement of staff between classes except for outside or in the case of staffing shortages</i>		<i>Low risk</i>
	Where appropriate/necessary, consideration given to staff clothing expectations and information shared with staff to ensure clothes worn are easily washable and warm enough	<i>Low risk</i>	<i>L</i>	<i>Memo to staff early in the new term</i>		<i>Low risk</i>
	Approaches for meetings and staff training in place.	<i>Low risk</i>	<i>L</i>	<i>Penguin classroom or school hall used for meetings</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Staffing roles and responsibilities with regards to the contingency remote provision alongside in-school provision agreed and communicated.	<i>Low risk</i>	<i>L</i>	<i>Memo to staff early in the new term</i>		<i>Low risk</i>
	Consideration given to the options for redeployment of staff to support the effective working of the school. If redeployment is taking place staff are aware of controls and processes in respect of unfamiliar tasks	<i>TA s may be required to lead some groups if not enough teachers on site to cover numbers.</i>	<i>M</i>			<i>Low risk</i>
Approach to support wellbeing, mental health and resilience in place, including bereavement support. How staff are supported to follow this within their own situations and that of pupils and colleagues is clear.	<i>Low risk</i>	<i>M</i>	<i>Staff are aware of support and advice for schools and pupils available from OCC Schools who subscribe to the EAP can access this link http://schools.oxfordshire.gov.uk/</i>		<i>Low risk</i>	

				cms/content/employee-assistance-programme		
	Arrangements for accessing testing are in place. Staff are clear on how and when to access a test.	<i>Low risk</i>	<i>L</i>	https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested	<input checked="" type="checkbox"/>	<i>Low risk</i>
	The approach for inducting new starters has been reviewed and updated in line with current situation.	<i>Low risk</i>	<i>L</i>	<i>Induction includes Covid-19 safety arrangements</i>		<i>Low risk</i>
	Any staff contracts that need to be issued, extended or amended considering the current situation have been.	<i>Low risk</i>	<i>L</i>	<i>n/a</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Any HR processes that were in-train prior to or put on hold due to the COVID19 emergency, have been appropriately resolved.	<i>Low risk</i>	<i>L</i>	<i>n/a</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Review and communicate arrangements for any visitors/ contractors on site, protocols and expectations required.	<i>Medium risk</i>	<i>M</i>	<i>Check with the contractor any requirements their employer has specified before visit. Share school protocols.</i>		<i>Low risk</i>
	Arrangements in place for employed e.g. sports coaches, music tutors, forest school https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-3-curriculum-behaviour-and-pastoral-support	<i>Decide on delivery of learning Share amended procedures, obtain their assessments outlining controls, e.g limited activities which maintain distancing, all equipment stringently cleaned.</i>	<i>M</i>	<i>Memo to staff early in the new term</i>		<i>Low risk</i>
Mixing and 'bubbles' Schools COVID-19 operational guidance - GOV.UK (www.gov.uk)	GOV.UK no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). This means that bubbles will not need to be used. As well as enabling flexibility in curriculum delivery, this means that assemblies can resume, and you no longer need to make alternative arrangements to avoid mixing at lunch. You should make sure your contingency plans cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups. Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly and would need to take account of the detrimental impact they can have on the delivery of education.	<i>Low risk</i>	<i>L</i>	<i>Term 1 whole school worship twice weekly, whole school playtime.</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Identified solutions to any workforce capacity issues are in place.	<i>Low risk</i>	<i>M</i>			<i>Low risk</i>
Social Distancing? Hands, face, space and fresh air!	From GOV.UK; Social distancing measures have now ended in the workplace and it is no longer necessary for the government to instruct people to work from home. Employers should be able to explain the measures they	<i>Low risk</i>	<i>M</i>		<input checked="" type="checkbox"/>	<i>Low risk</i>

	<p>have in place to keep CEV staff safe at work. The Health and Safety Executive (HSE) has published guidance on protecting vulnerable workers, including advice for employers and employees on how to talk about reducing risks in the workplace.</p> <p>If necessary, review arrangements for any continuation of protocols from summer term 2021:</p> <ul style="list-style-type: none"> • Staggered school drop off/pick up times and locations (if possible) without reducing teaching time • Staggered or limited amounts of moving around the school/ corridors • Classroom design • Break and lunch times are staggered. Plans for social distancing during these times in place, such as when queuing for lunches • Toilet arrangements 			<p><i>Consider zonal organisation to reduce movement and interaction between 'bubbles' in corridors and communal spaces.</i></p>		
	Approach to avoiding children and young people entering school congregating in large numbers	Low risk	M	Parents do not congregate on school grounds	<input checked="" type="checkbox"/>	Low risk
	Approach to assemblies – https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-1-public-health-advice-to-minimise-coronavirus-covid-19-risks	Consider and review any alternative outdoor areas (weather permitting) for assemblies, classes etc.,	M	Term 1 whole school worship twice weekly	<input checked="" type="checkbox"/>	Low risk
	Review arrangements in place for the use of the playground, including equipment	Low risk	L	Outdoor equipment used by all classes	<input checked="" type="checkbox"/>	Low risk
Transport	Information shared with parents regarding pupils travelling to school, encouraging walking and avoiding public transport as much as possible.	Low risk	L	n/a public transport not available in this area		Low risk
	Dedicated school transport follows the grouping/ bubble arrangement in line with the protocols in school, as much as possible.	Low risk	L	One pupil using school transport		Low risk
	Support in place for CYP who have no alternative, to access public transport safely, recommending social distancing protocols where possible.	Low risk	L	n/a		Low risk
	Arrangements in place with transport providers to support any staggered start/end times.	Low risk	L	n/a		Low risk
	Children and young people reminded to wear face coverings on public and school transport. See Visors/Face Covering below	Low risk	L	Memo to the pupil using school transport		Low risk

Catering	Review arrangements in place to provide food to CYP on site, including the requirement of universal free school meals. Liaise with catering team/Contractor re any changes to processes and procedures/RA update	<i>Low risk</i>	<i>L</i>	<i>Review early in the new term</i>		<i>Low risk</i>
	Review arrangements for when and where pupils and staff will take lunch (and snack time if necessary) – any adjustments necessary?	<i>Low risk</i>	<i>L</i>	<i>Well-ventilated school hall, separate kitchen and serving hatch, several rooms for staff</i>		<i>Low risk</i>
	Review arrangements for food deliveries in place – any adjustments necessary?	<i>Low risk</i>	<i>L</i>	<i>Review early in the new term</i>		<i>Low risk</i>
PPE	Review PPE requirements and are appropriate supplies in place?	<i>Low risk</i>	<i>L</i>	<i>Supplies available in the Staff Work Room</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
Visors/face coverings	Schools COVID-19 operational guidance - GOV.UK (www.gov.uk) Face coverings Face coverings to be worn by staff and visitors in communal areas. The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school or college. Contingency framework: education and childcare settings (publishing.service.gov.uk)	<i>Low risk</i>	<i>L</i>	<i>Review regularly</i>		<i>Low risk</i>
Response to suspected/ confirmed case of COVID19 in school	Approach to confirmed COVID19 cases in place: during school day <ul style="list-style-type: none"> Which staff member/s should be informed/take action Area established to be used if an individual is displaying symptoms during the school day and needs to be isolated Cleaning procedure in place Arrangements for informing parent community in place 	<i>Low risk</i>		Disposable mop heads recommended, see link: COVID-19: cleaning of non-healthcare settings outside the home - GOV.UK (www.gov.uk) See outbreak management plan		<i>Low risk</i>
	Approach to confirmed COVID19 cases in place: outside of school hours <ul style="list-style-type: none"> Cleaning procedure in place Arrangements for informing parent community in place Contact tracing arrangements if needed 	<i>Low risk</i>		Continue to keep under review		<i>Low risk</i>
	Review any changes to the school day/timetables and communicate with parents.	<i>Low risk</i>		Continue to keep under review		<i>Low risk</i>

	All students instructed to bring a NAMED water bottle each day. Robust water fountain cleaning arrangements in place, if determined safe to use/re-instate!	<i>Low risk</i>	<i>L</i>	Continue to keep under review	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Approach to supporting wellbeing, mental health and resilience, including bereavement support is in place.	<i>Low risk</i>	<i>M</i>	<i>Zones of regulation introduced</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Consideration of the impact of COVID19 on families and whether any additional support may be required: <ul style="list-style-type: none"> Financial Increased FSM eligibility Referrals to social care and other support PPG/ vulnerable groups 	<i>Low risk</i>	<i>M</i>	Continue to keep under review		<i>Low risk</i>
Remote Education Plan	Contingency plan for remote learning developed should self-isolation or restricted attendance be required.	<i>Response to positive case(s) of COVID19.</i>	<i>L</i>	<i>Remote learning contingency available and ready to be 'switched-on' when needed.</i>		<i>Low risk</i>
	Technology support/DfE laptop allocation in place.	<i>Low risk</i>	<i>L</i>	<i>Refer to GOV.UK guidance</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
Safeguarding	Staff are prepared for supporting wellbeing of pupils and receiving any potential disclosures.	<i>Low risk</i>	<i>M</i>	<i>Staff refresher training session on processes and procedures and the revised wellbeing material.</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Reviewed/updated Child Protection Policy in place	<i>Low risk</i>	<i>M</i>	<i>Adopted most recent Child Protection Policy</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Where appropriate, work with other agencies, such as social care, has been undertaken to support vulnerable CYP and families to complete risk assessments and planning.	<i>Low risk</i>	<i>M</i>	Continue to keep under review	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Where physical contact is required in the context of managing behaviour, ensure appropriate hygiene measures are in place to mitigate any risk of transmission.	<i>Low risk</i>	<i>M</i>	<i>Review individual consistent management plans to ensure they include protective measures.</i>		<i>Low risk</i>
Curriculum / learning	Current learning plans, revised expectations and required adjustments have been considered.	<i>Low risk</i>	<i>M</i>	<i>Autumn Term curriculum planning addresses gaps</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>

environment	Each activity should be risk assessed and run if risks can be mitigated <ul style="list-style-type: none"> PE guidance on the phased return of sport and recreation and guidance from Sport England for grassroot sport. Advice from organisations such as the Association for Physical Education and the Youth Sport Trust Practical science lessons https://www.cleapss.org.uk/ DT/ FT https://www.data.org.uk/for-education/primary/ Swimming https://www.swimming.org/swimengland/pool-return-guidance-documents/ Contents (oeapng.info) 	Low risk				Low risk
	Whole school approach to adapting curriculum (S/M/L term), including: <ul style="list-style-type: none"> Wellbeing curriculum recognising 'non-curriculum' learning that is being done at home, where/if applicable capturing pupil achievements/ outcomes utilising the DFE 'catch-up' funding and programmes contingency remote learning plan 	Low risk	M	staff are trained and supported in front of classroom delivery style and aware of how best to provide students with additional support.		Low risk
	Student behaviour policy reviewed and amended where necessary to reflect the current circumstances.	Low risk	L		<input checked="" type="checkbox"/>	Low risk
	Arrangements for teaching pupils how to keep themselves safe online in place and aligned to contingency remote learning ..	Low risk				Low risk
SEND PUPILS	Approach to provision of the elements of the EHCP including health/therapies in place. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#B	Low risk	L	One pupil with EHCP with no significant health needs		Low risk
	Annual reviews.	Low risk	L	Experienced SENCo	<input checked="" type="checkbox"/>	Low risk
	Consider any SEN pupils who may need support with their return to school and consult with the family and other agencies.	Medium risk	M	Review early in the new term		
	Requests for assessment considered.	Low risk	M	Review early in the new term		Low risk
Attendance	Approach to promoting and supporting attendance for all-pupils determined, including those who may be anxious.	Low risk	L	Refer to GOV.UK guidance	<input checked="" type="checkbox"/>	Low risk

	Approach to support for parents where rates of persistent absence were high.	<i>Low risk</i>	<i>L</i>	<i>Attendance is good</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
Communication	Information shared with staff around the Sept 2021 return to school and any amendments to usual working patterns/practices and groups.	<i>Low risk</i>	<i>L</i>	<i>Refer to GOV.UK guidance</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Union representatives informed of Sept 2021 return to school plans.	<i>Low risk</i>	<i>L</i>	<i>No Union reps in school</i>		<i>Low risk</i>
	Updated Risk Assessment published on website.	<i>Low risk</i>	<i>L</i>		<input checked="" type="checkbox"/>	<i>Low risk</i>
	Communications with parents on the: <ul style="list-style-type: none"> • Sept 2021 return to school • Any continuing social distancing requirements? • Wellbeing/ pastoral support/ support and acknowledgement to parents of home learning • Attendance • Uniform • Transport • Behaviour • NHS Test and Trace • Staggered start and end times • Expectations when in school • Anticipated sanctions for breach of school guidelines and processes • Contingency plans – Outbreak Management Plan 	<i>Low risk</i>	<i>L</i>	<i>Communicate with parents early in the new term</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Pupil communications around: <ul style="list-style-type: none"> • Any changes to timetable • Any continuing social distancing arrangements • Any staggered start times • Expectations when in school • Travelling to and from school safely 	<i>Low risk</i>	<i>L</i>	<i>Whole school assembly early in the new term, classroom posters</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	On-going regular communication plans determined, parents are kept well-informed	<i>Low risk</i>	<i>L</i>	<i>Letters, website updates, social media</i>		<i>Low risk</i>
Governors/ Governance	Meetings and decisions that need to be taken are prioritised.	<i>Low risk</i>	<i>L</i>	<i>Liaison between HT and Chair of Governors</i>	<input checked="" type="checkbox"/>	<i>Low risk</i>
	Governors have oversight of Sept 2021 return to school and risk assessments. Approach to communication between Leaders and Governors is clear.	<i>Low risk</i>	<i>L</i>	<i>Liaison between HT and Chair of Governors</i>		<i>Low risk</i>
	Review any aspects of Governance which may have been on-hold in order to review/reinstate as required	<i>Low risk</i>	<i>L</i>	<i>Liaison between HT and Chair of Governors</i>		<i>Low risk</i>
	Governors have oversight of all staff wellbeing and appropriate arrangements in place to support Headteacher and SLT. <i>Refer to Headteacher wellbeing materials.</i>	<i>Low risk</i>	<i>M</i>	<i>Liaison between HT and Chair of Governors</i>		<i>Low risk</i>

School events, including trips	Review school's annual calendar of events. Schools COVID-19 operational guidance - GOV.UK (www.gov.uk)	Low risk	L	Review early in the new term		
Finance	Review any continuing additional costs incurred due to COVID19; are they clearly documented.	Low risk	L	Liaison between school bursar, school office/finance manager and HT	<input checked="" type="checkbox"/>	Low risk
	Review any claims submitted for reimbursement e.g., increased premises related costs, additional cleaning, additional waste removal, support for FSM etc	Low risk	L	Liaison between school bursar, school office/finance manager and HT	<input checked="" type="checkbox"/>	Low risk
	Any loss of income understood, including the impact of lettings and the financial implications of possibly not restarting.	Low risk	M	Liaison between school bursar, school office/finance manager and HT	<input checked="" type="checkbox"/>	Low risk
	Insurance claims, including visits booked previously.	Low risk	M	Liaison between school bursar, school office/finance manager and HT	n/a	Low risk
	Reintroduction or re-contracting of services, e.g. cleaning, IT , catering, waste	Low risk	L	Liaison between school bursar, school office/finance manager and HT	n/a	Low risk
	Consideration given to any support that may be brokered through working together, for example, partnerships, trusts etc.	Low risk	L	Liaison between school bursar, school office/finance manager and HT		Low risk
Before and after school clubs	Before/after school clubs implements the necessary protective measures including restricted attendance 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	Low risk	M		<input checked="" type="checkbox"/>	Low risk

[Actions for early years and childcare providers](#)

[Schools COVID-19 operational guidance - GOV.UK \(www.gov.uk\)](#)

[Contingency framework: education and childcare settings \(publishing.service.gov.uk\)](#)

[All schools to receive carbon dioxide monitors - GOV.UK \(www.gov.uk\)](#)[Coronavirus \(COVID-19\): advice for pregnant employees - GOV.UK \(www.gov.uk\)](#)

[Guidance on protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK \(www.gov.uk\)](#)

<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-school-settings-during-the-coronavirus-covid-19-outbreak#who-can-attend>