

COVID-19 Response Plan for the safe and sustainable reopening of primary and special schools

Appendix 4 Risk Assessment

COVID-19 Risk Template (List identifies COVID-19 as the hazard and outlines control measures required to deal with this risk)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H=High M=Medium L=Low	Controls (When all controls are in place risk will)	Is this control in place?	Action/to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date when action completed
COVID-19	N	Illness	H	School Covid19 Response Plan in place in line with Department of Education guidance and the Return to Work Safely Protocol and public health advice		<p>Follow public health guidance from HSE re hygiene and respiratory etiquette</p> <p>https://www.gov.ie/en/publication/472f64-covid-19-coronavirus-guidance-and-advice/</p> <p>Complete School COVID-19 Policy Statement</p> <p>Return to Work Forms received and reviewed</p> <p>Induction Training provided</p> <p>Contact log in place</p> <p>Complete checklists as required: School Management How to deal with a suspected case Other school specific checklist</p>	Principal LWR	August 20 RTW form after all significant closures

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Covid-19	N	Illness	High	<p>Handwashing</p> <p>Handwashing facilities with soap and water in place.</p> <p>Stringent hand washing taking place.</p> <p>See hand washing guidance</p> <p>Drying of hands with disposable paper towels.</p> <p>Gel sanitisers in any area where washing facilities not readily available</p>	<p>Hand sanitiser distributed at all entry/exit doors in the school</p> <p>Soap and sanitiser placed in all classrooms/toilets</p> <p>Ensure that is an adequate supply of disposable tissues at all times</p> <p>Staff and children to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Where water and soap are not available, hand sanitiser will be used)</p> <p>https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html</p> <p>Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the school.</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice</p> <p>https://www.gov.ie/en/publication/472f64-covid-19-coronavirus-guidance-and-advice/</p> <p>Posters to be displayed around the school</p>	<p>All staff</p> <p>Parents</p>	
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Covid-19	N	Illness	High	<p>Cleaning</p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.</p>		<p>Purchasing of correct cleaning equipment</p> <p>Cleaning duties to be distributed among cleaning staff and teachers where necessary</p> <p>Checks will be carried out to ensure that the necessary procedures are being followed</p>	All staff	<p>August 20</p> <p>Reviewed regularly</p>
Covid-19	N	Illness	High	<p>Social Distancing</p> <p>Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health</p> <p>Taking steps to review entry and exit points to the school</p> <p>Redesigning processes to ensure social distancing in place.</p>		<p>Posters e.g. stand spot reminders to be placed wherever needed around the school</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in school and outside of it.</p> <p>Checks to ensure this is adhered to.</p> <p>Extra staff room in Junior building and extra appliances in Senior building staffroom.</p>	<p>All staff</p> <p>Pupils</p>	<p>Under constant review</p>

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				<p>Conference calls to be used instead of face to face meetings.</p> <p>Social distancing also to be adhered to in staff room.</p>				
Covid-19	N	Illness	High	<p>PPE</p> <p>Where PPE is a requirement for risks associated with the work undertaken the following measures will be followed-Tight-fitting respirators (such as disposable masks and reusable half masks) rely on having a good seal with the wearer's face. A face fit test will be carried out to ensure the respiratory protective equipment (RPE) can protect the wearer.</p>		<p>Purchasing of masks/visors/gloves for staff use</p> <p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing.</p> <p>Provide gloves and masks and visors where intimate care is being provided or to staff administering First Aid</p> <p>All masks will be checked to ensure they fit those using them</p> <p>https://www2.hse.ie/conditions/coronavirus/face-masks-disposable-gloves.html</p>	All staff	Monitored regularly

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Covid-19	N	Illness	High	<p>Symptoms of Covid 19</p> <p>If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance.</p> <p>The Principal will maintain regular contact with staff members during this time.</p> <p>If advised that a member of staff or public has developed Covid-19 and were recently on our premises the Principal will contact the Public Health Authority to discuss the case,</p>		Internal communication will be carried out regularly to reassure and support employees in a fast changing situation.	All staff Parents	

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				identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.				
Covid-19	N	Illness	H	<p>Mental Health and Wellbeing</p> <p>Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help</p>		Regular communication of mental health information for those who need additional support (Spectrum Life Wellbeing Together Programme)	<p>All staff</p> <p>Principal</p> <p>LWR</p>	

If there is one or more High Risk (H) actions needed, then the risk of injury could be high and immediate action should be taken. Medium Risk (M) actions should be dealt with as soon as possible. Low Risk (L) actions should be dealt with as soon as practicable.

Risk Assessment carried out by: J Thorp

Date: 25/8/20

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