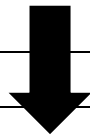
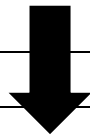
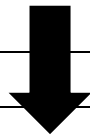


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RISK ASSESSMENT FORM

HAZARD AND RELATED ACTIVITIES	PERSONS AT RISK	EXISTING CONTROLS e.g. Personal Protective Equipment (PPE), Guards, Safe Systems of Work, Training, Instruction, Authorised Users, Competent Persons GIVE FULL DETAILS	POSSIBLE OUTCOME (using rating chart from Page 1)		RESIDUAL RISK RATING AFTER EXISTING CONTROLS (if 16 or more and no further controls practicable add to the risk register)	FURTHER CONTROLS REQUIRED?	RESIDUAL RISK RATING AFTER ADDITIONAL CONTROLS (if 16 or more add to the corporate risk register If 23+ STOP ACTIVITY)
			Potential Harm	Likelihood			
Access to the sports day	All	Staggered times to reduce numbers and allow social distancing. Arrival and exit outdoors and following a one-way system - arrive at the entrance by school and leave via the exit by the lunch hall. (This ensure no mixing with any other bubble-as this gate is not usually used.) Children to access after adults have arrived and from the school gate and children leave the field before adults.	4	2	8	No further controls required	
Exposure to COVID-19	Anyone exposed to the virus or an infected person may contract Covid-19 – with associated range of health outcomes	Event to be held on the school field - lower risk of transmission outside. Adults reminded not to attend the event if they have any symptoms and a reminder will be sent out prior to the day. Large field to enable social distancing between adults to take place. All adults to stand in their zone and socially distanced apart. Zone marked for pupils to sit separately from the adults. All adults to wear masks and only clapping permitted.	4	2	8	No further controls required	

Use of toilets	All	Adults / carers informed that there will be no access to toilets on the school site during the event. Weekly newsletter and sports day protocol letter shared with all parents and on the website.	4	1	4	No further controls required	
Transmission between bubbles	All	<p>All equipment to be disinfected between bubbles or fresh equipment for each bubble to be used.</p> <p>Children to do sports day within their bubble in groups of no more than 26 pupils.</p> <p>Groups to have staggered times throughout the week</p> <p>Monday 19th July:</p> <p>Reception 2.15-3.00</p> <p>Tuesday 20th July:</p> <p>Year 1 bubble 1 9.15-10.00 Year 1 bubble b 10.30-11.15 PM Year 2 2.15-3.00</p> <p>Wednesday 21st July:</p> <p>Year 3 9.15-10.00 Year 4: 2.15-3.00</p> <p>Thursday 22nd July</p>	4	2	8	No further controls required	

		Year 5 9.15-10.00 Year 6: 2.15-3.00					
Policies / Emergencies	All	At each event there will be a minimum of 1 adult fully First Aid trained. In the event of a pupil or adult requiring First Aid full PPE will be worn. Miss Woodward will be the emergency contact in the school office, should assistance be required from emergency services.	4	3	12	Children will practise each activity to ensure they are familiar with the activity to reduce the risk of accidents. Activities will be adapted to the age and ability of the pupils.	
Track & Trace	All	A QR Code to be created for adults to use at the event using the NHS app. For those adults without the app, contact information will be collected at the start of the event by SLT.	4	3	12	Children will be kept in their bubble and this will be separate to the track and trace of adults. In the event of a positive case, information will be provided to NHS Track and Trace.	

ACTION PLAN (insert additional rows if required)		TO BE ACTIONED BY			ACTION COMPLETE	
Further control measures identified to reduce risks so far as is reasonably practicable		POSITION	NAME	DATE	SIGNATURE	DATE
1						
2						
3						
4						
Confirm risk assessment findings and controls have been communicated to staff (and others who need to know)? Record the process for this in the comments box below.						
1. COMMENTS AND INFORMATION						
(Use this section to record how the risk assessment has been communicated and any other comments and information)						
ie: shared drive, email, ParentHub						

SCHEDULED DATE OF NEXT REVIEW (MINIMUM ANNUALLY)	ARE THERE ANY CHANGES TO THE ACTIVITY SINCE THE LAST ASSESSMENT? CLARIFY THAT ALL CONTROLS ARE STILL IN PLACE & MONITORED ON A REGULAR BASIS.	SIGNATURE OF MANAGER	DATE OF REVIEW