



Great Sampford Primary School

Supplementary Health & Safety Policy Covid-19

**Updated: July 2020
Reviewed: July 2020**

SUPPLEMENTARY HEALTH & SAFETY POLICY

Great Sampford Primary School

Summer 2020

1. Introduction

Our setting recognises the requirements of the Health & Safety at Work Act 1974 (and associated Regulations) and has an existing Health, Safety and Wellbeing Policy which sets out how we do this. However, in recognition of the current circumstances due to COVID-19, this supplementary document sets out the arrangements in relation to the health and safety of our children, staff and the wider school community during this time. This document has been written in accordance with guidance from the DfE in relation to managing risk associated with COVID-19. All of our risk assessments can be found on our school website.

In order to ensure we continue to operate in a safe way, thorough risk assessments are undertaken and any necessary adjustments to ensure the safety of children, staff and the wider community are implemented.

2. Risk assessment

We have continued to undertake risk assessments during the period of partial closure due to COVID-19. As part of the preparation for wider opening (from June 2020) a detailed risk assessment has been undertaken and an action plan to make any necessary adjustments to mitigate risk has been produced. The risk assessment and accompanying action plan cover the following Health and Safety elements:

- Buildings & Facilities
- Emergency Evacuation
- Cleaning & Waste Disposal
- Classrooms
- Staffing
- Group Sizes
- Social Distancing
- Catering
- PPE
- Response to suspected / confirmed Covid-19 cases
- Curriculum / learning environment
- Communication
- Governance
- School events (including trips)

The risk assessment and action plan are dynamic and are regularly reviewed to ensure they meet current need. All appropriate documentation is shared with staff and any necessary training to support implementation of the plan is provided.

3. Roles and responsibilities

The Governors will:

- Regularly assess the effectiveness of the policy, risk assessment and action plan
- Ensure all documentation is regularly reviewed to meet current need and any updated guidance from the Government
- Ensure staff have access to any training or instruction required to implement the action plan
- Prioritise the wellbeing of all children and staff and ensure there is appropriate support in place

The Head Teacher will:

- Have overall responsibility for the development and implementation of the policy, risk assessment and action plan
- Ensure all documentation is regularly reviewed to meet current need and any updated guidance from the Government
- Prioritise the wellbeing of all children and staff and ensure there is appropriate support in place

All staff will:

- Carry out all work in accordance with the policy, risk assessment and action plan, including additional tasks as part of the response to COVID-19
- Take the opportunity to contribute to the risk assessment and action planning process
- Be responsible for reporting any (potential or actual) Health and Safety risks related to COVID-19 to the Manager
- Undertake any training to support implementation of the action plan and to identify any individual needs which may impact on the delivery of the plan
- Prioritise the wellbeing of all children and other staff

Parents will:

- Adhere to any recommendations from the setting to help reduce the risk of transmission
- Keep their child at home if they or anyone within the household is displaying symptoms of COVID-19, or if otherwise advised to by the setting or another appropriate Body (GP or NHS Track and Trace, for example)
- Adhere to drop-off and collection arrangements put in place by the setting
- Ensure their child is aware of any protective measures put in place by the setting and to encourage them to comply
- Adhere to Government guidance at all times to reduce the risk of transmission
- Ensure their child does not mix socially outside of school, other than as permitted by current Government guidance

Children will:

- Observe the Health and Safety rules of the school, including new arrangements in response to COVID-19 set out in our current Behaviour Policy
- Make staff aware if feeling unwell
- Report any Health and Safety concerns to a member of staff

Relevant Health and Safety information has been communicated to all staff and the wider school community. *(Amend according to what has been done in your school to communicate)*