



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

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Area	Recommended control, mitigation and/or protective measure	Details of action taken by Holmleigh Park High School	Responsibility of
Awareness of and adherence to policies and procedures	Health and Safety Policy has been updated in light of the COVID-19 advice	Health and Safety Policy updated and approved by Chair of Governors. Appendix entitled “Additions to Health and Safety Policy re: COVID-19” created.	PFa
	All staff, parents and students are aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> • Health and Safety Policy • First Aid and Supporting Students with Medical Needs Policy • Infection Control Procedure 	Copies of policies and procedures shared with staff by email, staff confirmed receipt and awareness.	PFa
		A tracker of receipt of staff confirmation is kept on file.	LHr
		Student Parent Information Packs shared (Year 7-11 , Sixth Form) Copies of policies and procedures shared with parents and students on the HP website.	PFa
		Infection Control Procedures are summarised in a “knowledge organiser” style document displayed on every teacher desk.	RSe
	All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> • The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 	The following links to those relevant guidance sources and legislations shared with staff by email, staff confirmed receipt and awareness. <ul style="list-style-type: none"> • RIDDOR • Health Protection Regulation • PHE • DfE 	PFa



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

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	<ul style="list-style-type: none"> • The Health Protection (Notification) Regulations • Public Health England (PHE) 'Health protection in schools and other childcare facilities' • DfE Guidance for schools: coronavirus (COVID-19) 	A tracker of receipt of staff confirmation is kept on file.	LHr
	The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training	All staff receive a detailed Staff Information Pack including written guidance regarding minimising the spread of infection.	PFa
	The school keeps up-to-date with advice issued by, but not limited to, the following: DfE; NHS; Department of Health and Social Care; PHE	<p>The Headteacher has automated update notification emails from the relevant sources.</p> <p>The Senior Leadership Team meets daily, any updates can be discussed and actioned.</p> <p>The Headteacher meets with colleagues from across the trust including the Director of Secondary regularly, this forum enables the latest guidance to be shared.</p>	PFa
	Parents are aware of the Infection Control Procedure and are well informed that they must not send their child to school if they, or someone in their household, has coronavirus (COVID-19) symptoms	Infection Control Procedure and Student Parent Information Pack clearly state the appropriate course of action if someone develops symptoms and includes links to the relevant government Stay at Home guidance.	PFa
	Students are made aware of the school's infection control procedures in relation to coronavirus and are informed that they	All students will receive induction and orientation on their first day, this will include explicit training on the infection control procedure.	JKi/TOG



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

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	must tell a member of staff if they begin to feel unwell		
	Staff, Volunteer and Student confidentiality are respected at all times	Staff and students are reminded of the importance of confidentiality. Names of staff, students, visitors or community members with suspected or confirmed cases of coronavirus (COVID-19) are not shared beyond the required information sharing for engagement with NHS Test and Trace.	PFa
Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school	Ensuring that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms , or have tested positive in the last 7 days	Infection Control Procedure and Student Parent Information Pack clearly state the appropriate course of action if someone develops symptoms and includes links to the relevant Stay at Home guidance.	PFa
		Roll Call (in Tutor Rooms), and the late gate process for those who are not on time, runs every morning. This ensures all students are greeted by a staff member individually and acts as an opportunity to share information about developed symptoms. Heads of Year to check in with every tutor group and check whether anyone is in who was sent home with symptoms previously.	JKi
		Students can not enter the building unless via their roll call, or late gate process for those who are not on time. This is secured through locks on external doors that permit entry only to key holding staff. Roll call doors are opened manually by leaders at 8:15am to students.	JKi
		Signage reminds students that entry is not permitted until 8:15 and that they must enter through their designated gate only.	JKi



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	<p>Staff are informed of the symptoms of possible coronavirus infection, e.g.</p> <ul style="list-style-type: none">• high temperature – this means feeling hot to touch on the chest or back• new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours• loss or change to your sense of smell or taste – this means noticing you cannot smell or taste anything, or things smell or taste different to normal <p>They are also kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus.</p>	<p>Symptoms have been outlined in the Staff Information Pack and will be included in inset training. Changes or updates to guidance relating to symptoms will be shared via staff briefings and email.</p>	<p>PFa</p>
	<p>Ensuring anyone developing those symptoms during the school day is sent home and while awaiting collection are kept in a designated area where they can be kept at least 2m away from others.</p>	<p>If symptoms develop in a student, staff call for student to be sent to medical as per process in the Staff Information Pack. Staff follow the detailed process to ensure that symptomatic cases are sent home and the appropriate actions are taken while they're awaiting collection, this is detailed in the Infection Control Procedure.</p>	<p>TOG</p>
		<p>If symptoms develop in a staff member they will inform their line manager or a member of SLT and be required to go home.</p>	<p>PFa</p>



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	Parents are advised to contact 999 if their child becomes seriously ill or their life is at risk.	When a parent collects they are given a pamphlet with the required guidance. This includes what to do if the illness becomes more serious etc.	TOG
	Any medication given to ease the unwell individual's symptoms, e.g. paracetamol, is administered in accordance with the First Aid and Supporting Students with Medical Needs Policy.	Training for first aiders ensures they are reminded of the policy, this includes logging any medicine administered. A copy of the policy is shared with all staff.	TOG
	Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell	During lesson time the on-call staff member will identify if anyone has come into contact with the individual displaying symptoms and report to senior staff. Any individuals identified will be taken for handwashing.	TOG
		Regular thorough hand washing is part of the First Aid Routine for those staff in contact with unwell individuals (whether symptomatic or not).	TOG
	The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people	A room has been identified which will be used to isolate symptomatic individuals who are awaiting collection. Explicit signage will be used to ensure other people don't enter the space. The appropriate cleaning of this space will be undertaken once the room is no longer occupied.	JKm
	PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained	PPE available to be used by First Aiders should it be required. This is stored alongside guidance for its safe use, including guidance to put on and take off .	TOG
Clean hands thoroughly	There are enough hand washing or hand sanitising stations available so that all pupils and staff can clean their hands regularly	Bathrooms allocated to each bubble and wall-mounted hand sanitiser dispensers available at all rooms. Sanitiser stations	JKm



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

more often than usual		(table with instructions, tissues and hand sanitiser) at all entry doors, including roll call doors.	
	Cleaning hands built into the school culture, supported by behaviour expectations	Consistent and clearly displayed posters are situated throughout the school to promote a cleaning hands culture. This includes both instructional posters at bathrooms about effective hand washing and guidance at all wall-mounted sanitisers about their use.	TOG
		All students will receive induction and orientation on their first day, this will include explicit training on hand washing routines.	TOG
		Clear transition routines, including the embedding of hand sanitising as part of lesson changeover and entry to roll call.	JKi
Good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach	Must ensure there are enough tissues and bins available in school	Tissues and bins are available in all rooms.	JKm
	All students and staff are able to follow this routine	Consistent and clearly displayed posters are situated throughout the school promoting the 'catch it, bin it, kill it' approach.	PFa
	Must ensure younger children and those with complex needs are helped to get this right	Additional training for students who require help will be provided in lessons. Staff who work closely with this group will support them to get this right through regular reminders and modelling.	EPr
	Pupils are instructed to cough or sneeze into their elbow and use a tissue to cover their mouths where possible, disposing of the tissue in waste disposal units and cleaning their hands afterwards.	This expectation is built into the induction and orientation on student's first day. Posters remind students to "catch it" including the expectation of using tissues.	TOG



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	Students with complex needs who struggle to maintain good respiratory hygiene should be considered in risk assessments	SENco to identify any students who this is applicable for. PPE to be worn for staff who cannot maintain 2m distance from them, for example during intimate and personal care. Student to be identified in the seating plan to ensure appropriate distancing can be used.	EPr
	Face coverings are not required in school	Expectation regarding face covering is made clear in the Student parent information Pack.	PFa
Enhanced Cleaning	The COVID-19: cleaning of non-healthcare settings guidance is followed	Brayborne, in collaboration with the school, have developed a full and detailed cleaning regime. Each area of the school has a cleaning specification check sheet which will be completed after each Brayborne clean. Copies of the cleaning specification check sheet are kept by the Brayborne Management and monitored regularly by the School Facilities Manager.	Brayborne/JKm
	<p>A cleaning schedule is in place that ensures cleaning is generally enhanced and includes:</p> <ul style="list-style-type: none"> • more frequent cleaning of rooms / shared areas that are used by different groups • frequently touched surfaces being cleaned more often than normal 	Additional cleaning staff hours have been procured to ensure both regular cleaning throughout the day and deep cleaning at the end of each day. The school timetable has been shared with Brayborne to organise for the enhanced cleaning of those spaces that are used by different groups.	Brayborne/JKm
		Cleaning materials, including surface wipes, are available at every teaching desk, both in classrooms and non-teaching spaces, to enable the frequently touched surfaces (like the computer keyboard) to be wiped by staff sharing it. Staff are aware of the cleaning required for frequently touched surfaces through inset training and the Infection Control Procedure summarised in a “knowledge organiser” style document displayed on every teacher desk.	Brayborne/JKm/RSe
	Student computers in ICT rooms are frequently touched surfaces. To support students to clean these a flow chart of	Brayborne/JKm/RSe	



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

		instructions, with timings, for use of surface wipes is displayed on every student machine. This routine is built into all lessons based in ICT rooms.	
	Enhanced cleaning to be undertaken where required	Should enhanced cleaning be required this can be arranged through the Facilities Manager	Brayborne/JKm
	Sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitisers in classrooms and other learning environments.	Wall-mounted hand sanitiser dispensers are placed outside each classroom, learning environment and other room. Handwashing facilities are available to each bubble.	JKm
	Toilets will need to be cleaned regularly	Toilets are cleaned frequently and this is embedded into the Brayborne cleaning schedule.	Brayborne/JKm
		Site Team daily checks ensure regular checks of toilets. Duty positions ensure that students only use the toilets for their bubble designation and that they use them at the appropriate times only. Furthermore, any signs of inadequate cleaning or where enhanced cleaning is required can be quickly identified. This can be passed to Brayborne for rapid action through the Facilities Manager.	Brayborne/JKm
	Pupils must be encouraged to clean their hands thoroughly after using the toilet	Posters in the toilets remind students of the need to clean hands thoroughly	TOG
		Students with complex needs are supported during transitions and social times by a designated adult, they will remind them to clean their hands thoroughly after using the toilet	EPr
	Keeping groups separate in “bubbles”, likely the size of a year group	Year group “bubbles” are set up with their own entrances/exits, transition routes, teaching spaces and social spaces. Resource Base students, who aren’t taught in year	JKi



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

Minimising contacts and mixing		group classes normally, have been allocated to main school year groups to be part of their “bubble”	
	Staff maintain distance between individuals as much as possible, ideally 2 metres	Adjustments to entry routine ensure staff are not standing at door threshold for meet and greet, so can keep their distance from within the room. Roll call location have large enough space to enable staff to maintain distance. Briefings and training adjusted to either use physical space that enables 2m distancing or be held remotely.	JKi
	Staff in secondary schools maintain distance from their pupils, staying at the front of the class, and away from their colleagues where possible	Teachers are directed to teach from the front and maintain their distance. Teacher desk and pupil desks are set up to accommodate this structure.	RSe
	Avoid close face to face contact and minimise time spent within 1 metre of anyone	Training provided to LSA during inset in delivering support to students without this being face to face. This includes providing additional resources like mini whiteboards so they can communicate at a distance. LSAs to generally work by withdrawing students in small groups, thus ensuring full social distancing.	EPr
	Educational and care support should be provided as normal	SENco to identify any care needs, including intimate and personal care, that require contact. Staff administering these are to be provided with PPE for us during contact.	EPr/TOG
	For children old enough, they should also be supported to maintain distance and not touch staff and their peers where possible	Behaviour policy updated to include no touching, this extends to not sharing food of equipment. This is also outlined in the information pack.	JKi
		Additional duties on the rota to ensure continued coverage when students are spread between 5 bubbles.	JKi



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	Practical subjects, like Drama, where touching may be part of the normal lesson curriculum have updated Schemes of Learning.	APa
Schools should make small adaptations to the classroom to support distancing, including <ul style="list-style-type: none"> • seating pupils side by side and facing forwards, rather than face to face or side on, • moving unnecessary furniture out of classrooms to make more space. 	All teaching rooms are laid out with forward facing desks where possible. Where not possible (Art, students to sit to one side of desk, rather than facing it) Where required unnecessary furniture has been removed.	RSe
Schools should avoid large gatherings such as assemblies or collective worship with more than one group	Assemblies are year group only and scheduled into the school calendar to ensure no more than one group uses the Sports Hall at one time.	JKi
Groups should be kept apart and movement around the school site kept to a minimum, particularly avoiding busy corridors, entrances and exits	Transition routines are established and these are shared with staff during inset and with students in induction. Routines are set for exit/entry for lessons and designated queue spaces are outlined on corridors to ensure they are orderly. Bubbles of students are allocated to designated corridors and the majority of their lessons remain on that corridor so groups are kept apart during transition. Where students move from their bubble area to a specialist teaching room (Performing Arts, ICT, PE, Food Technology) they will be escorted by the relevant teacher in a single file supervised queue.	JKi
	Break and Lunch time staggered by location not time, with one internal and one external social time space designated	JKi



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	Consider staggered break times and lunch times (and time for cleaning surfaces in the dining hall between groups)	for each bubble. Transition routes to and from these locations also delineated.	
		Remaining within the designated location has been added to the behaviour policy.	JKi
	Plan how shared staff spaces are set up and used to help staff to distance from each other and use of staff rooms should be minimised	Shared staff PPA space used in the staff room, IT2 and VS1.	PFa
		Maximum person signs on each department base to support staff to not overcrowd these areas.	JKm
Measures for arriving at and leaving school	Consider staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave school	Starts and finishes are staggered by location not time, each bubble has a designated entrance gate and route both onto and off site.	JKi
	Remind parents of the process for drop off and collection, including that gathering at the school gates and otherwise coming onto the site without an appointment is not allowed	Parents are reminded that drop off and pick up must happen off site (not within the school boundary) in the information pack. During the day gates are locked and entrance is only permitted through the maglock pedestrian gate which is manned on an intercom by reception.	PFa
	Schools should also have a process for removing face coverings when pupils and staff who use them arrive at school and communicate it clearly to them. Pupils must be instructed: <ul style="list-style-type: none"> not to touch the front of their face covering during use or when removing them they must wash their hands immediately on arrival (as is the case for all pupils) dispose of temporary face coverings in a covered bin or place 	All entrance gates display a poster instructing students of the safe way to remove a face covering. Hand sanitising is part of the entrance process. Covered bins available at all sanitising entrance stations for roll call for the safe disposal of temporary face coverings.	JKm



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	<p>reusable face coverings in a plastic bag they can take home with them</p> <ul style="list-style-type: none"> then wash their hands again before heading to their classroom. 		
Other Considerations	<p>All forms of visitors, including but not limited to:</p> <ul style="list-style-type: none"> supply teachers peripatetic teachers temporary staff contractors specialists therapists <p>should be considered to ensure site guidance, physical distancing and hygiene practices are adhered to.</p>	<p>Visitor sign in protocol is used including an additional form for visitors signing to confirm they understand guidance shared and they are not symptomatic etc.</p>	LHr
		<p>Routine use of peripatetic music teachers will resume when all teaching rooms can comply with full social distancing and when pupils attending can be organised into a consistent rota.</p>	JKi
		<p>Facilities Manager to organise on-site contractors and share information about who is visiting. This is timed to ensure none or very limited contact with times of the day when students are on site. Brayborne follow a compliant visitor protocol.</p>	JKm
	<p>A record should be kept of all visitors</p>	<p>A visitors book is kept by reception</p>	LHr
	<p>For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared.</p>	<p>This expectation is shared in the information pack and checked through roll call to ensure all pupils have their own equipment.</p>	JKi
	<p>Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces.</p>	<p>Resources will be allocated to classrooms and each classroom will only be used by one bubble meaning those resources won't be shared.</p>	RSe
<p>Resources that are shared between classes or bubbles, such as sports, art and science</p>	<p>A hierarchy of measure are used for shared specialist equipment. These are outlined in the staff information pack</p>	PFa	



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

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	equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles	and include the adaptation of Schemes of Learning to minimise shared use, the separation of supplies and the cleaning/quarantining of equipment between groups.	
	It is important to ensure good ventilation following the advice of the Health and Safety Executive . In classrooms, it will be important that schools improve ventilation (for example, by opening windows)	Training for maintaining ventilation, including keeping windows open and doors propped open (where appropriate) will be embedded into inset training.	PFa
	Pupils do not share cutlery, cups or food. All utensils are thoroughly cleaned before and after use.	Catering adhere to required hygiene standards. The menu has been reduced and all food provided will be done via disposable packaging and cutlery to adhere to requirements for no sharing.	DVD
Personal Protective Equipment	<p>PPE is only needed in a very small number of cases, including:</p> <ul style="list-style-type: none"> • where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained • where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used 	PPE stocks are held by First Aid with a back up supply in each zone to be used in the circumstances required. These supplies are checked by leaders to ensure they are in good supply.	TOG
Test & Trace and the	Schools must ensure they understand the NHS Test and Trace process and how to	Guidance related to NHS test and trace is clear in both information packs shared.	PFa



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

management of confirmed cases	contact their local Public Health England health protection team .		
	Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19) this includes working with the Health Protection Team to follow the actions required to be taken	We will contact the Health Protection Team as required and follow guidance, this is outlined in the Staff Information Pack. Daily SLT meetings will ensure that ongoing actions are adhered to.	PFa
	Schools keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups	The standard use of SIMs registration and SIMs timetabling will ensure that the contacts of a student/staff can be traced to a reasonable degree. Additional recording of students attending onsite extra-curricular activities will also be taken. Keeping students within bubbles will ensure that the number of contacts remains, on the most part, limited.	JKi
	Work with the local health protection team and follow actions required if there is deemed to be an “outbreak” (either two or more confirmed cases or an overall rise in sickness absence where coronavirus COVID-19 is suspected)	We will follow the advice of the local health protection team and keep a record of advice given in a tracker to ensure it is followed, this includes flagging email communication sent.	PFa
	The Headteacher contacts the Secondary Schools Director from GLT if there are any suspected cases of coronavirus, even if they are unsure, and discusses if any further action needs to be taken	The Headteacher will contact the Secondary Schools Director by mobile to inform of any suspected cases	PFa
Transport	In relation to dedicated school transport consideration should be made of: <ul style="list-style-type: none"> how pupils are grouped together on transport, where possible this 	The school uses its own minibus for some students in areas with poor public transport. Here the group using the bus will be a pre-defined consistent group who need support with attendance and punctuality. Additional cleaning will be completed and students will be spaced if possible. A supply of	JKi



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	<p>should reflect the bubbles that are adopted within school</p> <ul style="list-style-type: none"> • use of hand sanitiser upon boarding and/or disembarking • additional cleaning of vehicles • organised queuing and boarding where possible • distancing within vehicles wherever possible • the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet 	<p>sanitation equipment will be placed on the bus. If spacing cannot be used then students will be required to wear face coverings, which will be provided by the school.</p>	
	<p>Schools should work with partners to consider staggered start times to enable more journeys on wider public transport to take place outside of peak hours</p>	<p>Staggered times will be possible in a minimal way. For example Y11 students leave at a later staggered time, extra-curricular provision will provide some additional staggering</p>	<p>APa</p>
	<p>Schools should encourage parents, staff and pupils to walk or cycle to school if at all possible</p>	<p>Encouraging students to walk or cycle is built into the Student Parent Information Pack. Bike locking facilities are provided for all.</p>	<p>PFa</p>
<p>Workforce</p>	<p>School leaders should be flexible in how those members of staff who are clinically vulnerable (including pregnant) and those who would otherwise be at greater risk of coronavirus COVID 19 are deployed to enable them to work remotely where possible or in roles in school where it is possible to maintain social distancing.</p>	<p>Vulnerable or greater risk staff all received, where requested, individual meetings with the HR Manager. This then leads to individual RAs for those affected. These can be reviewed where concerns are raised through LM or directly to the Headteacher or HR lead.</p>	<p>LHr</p>



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

	Schools should ensure they have explained to all staff the measures they are proposing putting in place and involve all staff in that process.	Staff were invited to 2 remote briefings to outline plans, and then answer any subsequent questions. Further training and discussion will be part of the September inset programme, along with the Staff Information Pack being issued.	PFa
	Employers have a duty of care to their employees, this extends to mental health, mechanisms to support staff wellbeing are particularly important	Details of how staff can access support have been shared and welfare checks are a fixed part of the line management cascade.	PFa
	Avoid increases in unnecessary and unmanageable workload burdens.	Careful planning and additional resourcing has addressed this, including ensuring additional equipment is available in all teaching rooms to make sure they're standardised for use, a schedule of PPA locations has been shared and training to ensure transitions are supportive of one another will be in the inset agenda.	PFa
Extra-Curricular Provision	Schools should carefully consider how they can make such provision work alongside their wider protective measures, including keeping children within their year groups or bubbles where possible. If it is not possible to maintain bubbles being used during the school day then schools should use small, consistent groups.	Extra-curricular activities will take place in year group bubble or through a sign up in advance system so groups can be consistent.	JKi
		Year group allocations will be placed on regular social time activities like Hegarty Club and the Library	JKi
	Schools should note that there may be an additional risk of infection in environments where you or others are singing, chanting, playing wind or brass instruments or shouting.	Year 7 and 8 choir will be temporarily paused to prevent a high-risk activity taking place. Extra-curricular activities that include any of the activities listed will not yet be permitted.	JKi/APa
	Pupils should be kept in consistent groups	PE is timetables within year group bubbles	APa



Holmleigh Park High School: COVID-19 Risk Assessment September 2020

Work hard. Be kind. Take responsibility.

Physical Activities	Sports equipment thoroughly cleaned between each use by different individual groups	Sports equipment has been organised so different equipment is allocated to each bubble and Schemes of Learning adjusted so two bubbles won't require the same equipment	JPu
	Contact sports avoided.	Schemes of Learning are adjusted to avoid contact sport	JPu
	Outdoor sports should be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils	Schemes of Learning are adjusted to prioritise the use of outdoor space. The Head of PE has devised a subject specific RA.	JPu
Contingency planning	For individuals or groups of self-isolating pupils, remote education plans should be in place.	Remote Education will continue and the provision is through GLT	PFa
	The school ensures an appropriate number of staff are available	The usual cover systems will be in place to ensure lessons are fully staffed. Cover supervision will take place where lessons would have been rather than through the cover room collapsed model. Staff with spare loading will support cover in accordance with their timetabled session.	APa
	All pupils' emergency contact details are up-to-date, including alternative emergency contact details, where required.	All emergency contact information is in SIMs including alternative emergency contacts.	LHr

Assessment carried out by:	Patrick Farmbrough, Headteacher	Assessment reviewed by:	Lloyd Warren, Chair of Governors
Date of assessment:	21/08/2020	Date of review:	01/09/2020