

## Appendix 2 Risk Assessment (Reference doc: COVID-19 Response Plan for the safe reopening of Primary & Special Schools)

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 be reduced)	Is this control in place?	Action/ to do/ list outstanding controls  *Risk rating applies to outstanding controls	Person responsible	Signature and date when action completed
COVID-19	N	Illness	H	School Covid-19 Response Plan in place in line with Department of Education guidance and Return to Work Safety Protocol and public health service	Y	<b>Actions</b>  Follow public health guidance from HSE re hygiene and respiratory etiquette	All staff, pupils & school community	24/08/2020
					Y	Complete the School Covid-19 Policy Statement	J. Cunningham Principal	18/08/2020
					N	Return to Work forms received and reviewed	LWR S. Gillen J. Cunningham Principal	24/08/2020
					N	Induction Training provided	LWR and Ass. LWR (liaise with P/DP)	25/08/2020
					N	Contact log in place		24/08/2020
					N	Complete checklists: LWR Checklist, cleaning, Isolation area,	J. Cunningham Principal	24/08/2020
Person of high risk getting COVID -19	N	Illness	H	A person of high risk must consult their doctor before coming to school	y	Teachers asked to consult the list of high-risk categories as listed in the following; 1. School Response Plan 2. Circular 0049/2020	J. Cunningham Principal	17/08/2020  24/08/2020

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Class Bubbles mixing due to Fire or Fire Drill	N	Illness	M	The Health & Safety Officer will review the current protocols for evacuating the building in the event of a fire or fire drill	N	Review the Fire Drill (will take place when pupils return)	E. Martin	15/09/2020
Class Bubbles mixing on yard	N	Illness	H	The yard has been zoned using cones and class bubbles assigned designated areas. Teacher supervision in place. Reduced number of classes on yard at any one time Teachers have been informed of designated areas, supervision rota and responsibilities	N	Set up Zones	D. O. Brien	21/08/2020
					Y	Dissemination of information to all teachers, SNAs and staff	J. Cunningham	19/08/2020
Class Bubbles mixing at entry & exit points	N	Illness	H	Each class bubble has been assigned a designated point, reducing capacity of persons to enter/ exit at any of the designated points	y	Signs in place in both the hall and middle building.	J. Cunningham	17/08/2020
					y	Supervision list in operation including pupil's names	J. Cunningham	17/08/2020
					Y	Parents informed of the new system of entry/ exit points	J. Cunningham	20/08/2020
					Y	Teachers and SNA staff informed of the new system of entry/ exit points	J. Cunningham	19/25/08/20
Class Bubbles mixing at entry & exit times	N	Illness	H	Class bubbles will be staggered when leaving the school	y	Parents informed of the new system of the staggered entry & leaving arrangements	J. Cunningham	11/08/2020 20/08/20

					y	Teachers and SNA staff informed of the staggered entry & leaving arrangements	J. Cunningham	11/08/20 19/08/20
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Risk of class bubbles or children mixing on the corridors	N	Illness	M	Corridors have been marked with arrows with all traffic to keep left  Teachers to instruct children on how to walk on the corridors	N  N	Physical marking of corridors with arrows  Teachers to instruct children on how to use corridors	M.O' Brien  All teachers	25/08/2020  27/08/2020 28/08/2020
Risk of class bubbles or children mixing on the stairs	N	Illness	M	Stairs have been marked with arrows with all traffic to keep left  Teachers to instruct children on how to use the stairs – keep left	N  N	Physical marking of the stairs with arrows  Teachers to instruct children on how to use the stairs – keep left	M.O' Brien  All teachers	25/08/2020  27/08/2020 28/08/2020
Risk of a staff member contracting Covid-19 on site	N	Illness	H	Reduced access to the Staffroom and Michael's kitchen  Wearing of visors / masks in classrooms. Masks must be worn on corridors	Y  Y	Reduced access to the Staffroom, maximum number of persons to be in staff room is 6 - Notice  Maximum number in Michael's kitchen is 2 – Notice All staff informed to wear masks on corridors	K.O' Reilly  All staff	24/08/2020  24/08/2020 17/08/2020
Risk of inadequate cleaning	N	Illness	H	Caretaker employed to carry out cleaning each evening.  Caretaker to complete training for specialised cleaning to minimise the spread of COVID-19	y  N	Deep clean: during weeks of 01/ 08/2020 – 15/08/20  Waiting on training from DES	J. Cunningham  J. Cunningham	01/08/2020  Ongoing

			H	All metal surfaces, door handles, door plates push bars of emergency doors, stair railings, staffroom fridges, microwave, appliances, and toilets to be cleaned each evening		Cleaning checklist to be distributed to Caretaker	J. Cunningham	Ongoing
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Risk of a non- authorised person gaining access to the school yard and or building	N	Illness	H	Supervision of all entry/ exit points	Y	Supervision rota completed and a copy given to staff	J. Cunningham	24/25//08/2020
Risk of a family having travelled abroad and non-compliance with 14- day quarantine	N	Illness	H	Staff and parents informed of compliance with travel, 14- day quarantine may be applicable after travel on 11/07/2020	Y  Y	Reminder message will be sent to all staff via Aladdin reminding of the travel restrictions  Reminder message sent to all parents that the 14 day quarantine must be completed before children can return to school in the case of travel to a country NOT on the 'Green List'	J. Cunningham	18/08/2020  20/08/2020

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: Jean Cunningham

Date: / /

School Principal

