

	<b>Department</b> <b>Physical Education</b>	<b>Academy Risk Assessment</b>					
<b>Name and Address of Academy</b> <b>Link Academy Trust, Landscope, Nr Ashburton, TQ13 7LY</b>							
<b>Person(s)/Group at Risk</b> <b>Key Year groups (children), staff and parents returning to school</b>		Initial Assessment <input checked="" type="checkbox"/> X Review <input type="checkbox"/> Following Incident <input type="checkbox"/>					
<b>Activity/Task/Process/Equipment</b> Return to school risk assessment – based on the principles and guidance contained within DfE Guidance: Covid-19 Implementing protective measures in education and childcare settings (15 May 2020) and updated following the publication of Guidance for Full Opening (2 July 2020) and Managing School Premises during the Covid-19 outbreak (7 July)		<b>Date of Assessment 18/07/2020</b> <b>Assessor(s) Matt Tanner (Trust PE Lead)</b> <b>Reviewed and updated 23/07/2020 following DCC advice re RA</b> This document is to remain under constant review due to the fast-changing nature of DfE / Government guidance in response to the challenges posed by Covid-19.					
<b>Significant Hazard and possible Outcomes/injuries</b>	<b>Control Measures in Place</b>		<b>Are any additional measures or actions required? (if yes put on the Action Plan)</b>				
<b>Is government advice being regularly accessed, assessed, recorded and applied?</b>	<ul style="list-style-type: none"> <li>E.G DfE advice is checked daily.</li> <li>risk assessment is a live document and will be changed according to latest guidance. new date will be applied and RA will be sent to all staff after any alteration</li> <li>changes are reviewed by senior leadership (sent to CEO)</li> <li>Trustees interrogate risk assessments</li> </ul>		<table border="1"> <tr> <th>Yes</th> <th>No</th> </tr> <tr> <td></td> <td>X</td> </tr> </table>	Yes	No		X
Yes	No						
	X						
<b>Staff Training: using and monitoring new practices to reduce risk of COVID19 transmission</b>	<ul style="list-style-type: none"> <li>Training of all staff via briefing prior to start – to include contents of this RA, Fire policy &amp; procedures, alternative layouts, use of PPE, location of designated space for suspected cases.</li> <li>Use of PPE: Donning &amp; Doffing guidance given to all staff &amp; discussed at debrief.(in September 2020)</li> <li>PE teachers to monitor arrangements throughout the day and make remedial actions where needed.</li> </ul>		<table border="1"> <tr> <th>Yes</th> <th>No</th> </tr> <tr> <td></td> <td>X</td> </tr> </table>	Yes	No		X
Yes	No						
	X						

	<ul style="list-style-type: none"> <li>• Ensure there are opportunities for all staff to raise concerns / make suggestions~ via briefings</li> <li>• <a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#how-should-ppe-and-face-coverings-be-disposed-of">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#how-should-ppe-and-face-coverings-be-disposed-of</a></li> </ul>		
<b>Social distancing &amp; reducing risk of transmission</b>			
<b>Overcrowding in classrooms, corridors and PE spaces</b>	<ul style="list-style-type: none"> <li>• Children are grouped into consistent Class Bubbles with contact between bubbles avoided by ensuring each class is back in their classroom before the next class takes part in a PE lesson.</li> <li>• There will be no other group on the school field or in the school hall for a PE lesson until the previous class has left and the area has been sanitised.</li> </ul>		<b>X</b>
<b>Staff social distancing</b>	<ul style="list-style-type: none"> <li>• Staff should maintain Public health guidance of 2m wherever possible. Reduced to 1m if mitigations are in place, e.g. not face to face</li> <li>• The priority is always to try to maintain 2m social distancing, but where this cannot be achieved, regular hand washing/cleaning and good respiratory hygiene are also held at important for both staff and pupils.</li> </ul>		<b>X</b>
<b>Student contact in lessons</b>	<ul style="list-style-type: none"> <li>• Lessons have been appropriately adapted to reduce physical contact made by students. Lessons being delivered will be non-contact activities only.</li> <li>• All students will be asked to sanitise hands upon arrival and departure of the lesson.</li> </ul>		<b>X</b>
<b>Increased respiratory rate</b>	<ul style="list-style-type: none"> <li>• We are aware that although increased respiratory rate is unavoidable in PE, lessons will take place outside as much as possible, reducing the likelihood of transmission. If unforeseen circumstances require an indoor lesson be delivered, activities will be adapted appropriately.</li> </ul>		<b>X</b>
<b>Contact when administering first aid</b>	<ul style="list-style-type: none"> <li>• In addition to a first aid trained PE teacher, there will be another member of staff present/available from within each class bubble to administer first aid as necessary.</li> </ul>		<b>X</b>
<b>Premises related matters</b>			
<b>School owned outdoor play</b>	<ul style="list-style-type: none"> <li>• Use of climbing frames and similar areas will not be allowed during the school day as cleaning is difficult to maintain between possible groups or community</li> </ul>		<b>X</b>

<p><b>equipment</b></p>	<p>use.</p> <ul style="list-style-type: none"> <li>• Parents will have been informed that children are not allowed to use this during before / after school hours</li> <li>• Play equipment can be used (limited range) and will be kept in classrooms during the day to avoid being used by other Bubbles and are then to hand for cleaning at the end of the day.</li> </ul>		
<p><b>First aid, illness &amp; PPE</b></p>	<ul style="list-style-type: none"> <li>• First aid box present during every PE lesson and PPE use by those administering first aid.</li> <li>• First Aid risk assessment (RA22) reviewed and shared with all staff. Systems in place to ensure adequate numbers of first aid and PFA trained staff in school. Communication of first aid arrangements during weekly TEAM staff meetings.</li> <li>• Approach to confirmed/suspected COVID19 cases in place: during school day</li> <li>• Staff member attached to class will take action: First aid area for an ill child will be in the entrance hall next to the window. Child to sit under window, staff to ensure ventilation by opening window &amp; front door</li> <li>• If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home a face mask should be worn by the supervising adult if a distance of 2 meters cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn Ensuring that fluid resistant face masks are available for all schools and that a supply is maintained.</li> <li>• Cleaning procedure in place should this occur. (remove throw or wash at 60 degrees. Wipe down plastic chair with disinfectant solution. Ensure deep clean of area by cleaning contractors. Jill to discuss at end of day if necessary.)</li> <li>• Arrangements for informing parent community in place (Letter to all parents of set group after making contact with Nicky Dunford to discuss all details. Letter format already in place for use in such emergencies)</li> <li>• PPE is available for all staff should they need it: masks, gloves and aprons.</li> <li>• PPE : masks, gloves and aprons is available to staff who administer first aid.</li> </ul>		<p><b>X</b></p>

	<ul style="list-style-type: none"> <li>• PPE : masks, gloves and aprons is available to staff who may need to care for an ill child whilst waiting for parents to come and pick up.</li> <li>• First aid room for normal ‘bumps and scrapes’ is our normal first aid room.</li> </ul>		
<b>Cleaning and reducing contamination</b>			
<b>Contaminated surfaces spreading virus</b>	<ul style="list-style-type: none"> <li>• School will follow government cleaning guidance if a someone becomes ill with suspected COVID-19 at the setting <a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe</a></li> </ul>		<b>X</b>
<b>PE Equipment use and shared use increasing spreading</b>	<ul style="list-style-type: none"> <li>• All equipment used within PE lessons will be sanitised thoroughly between classes.</li> <li>• Prevent the sharing of equipment where possible, but if equipment is to be used by others, it will be sanitised before and after use.</li> <li>• If any soft equipment has been used i.e bibs, bean bags, these will not be used by other classes and will be cleaned and left for 72 hours between uses.</li> <li>• All students will be asked to sanitise hands upon arrival and departure of the lesson, using a walkway system to ensure every child’s hands have been sanitised. This will be monitored by the PE teacher.</li> </ul>		<b>X</b>
<b>Cleaning</b>	<ul style="list-style-type: none"> <li>• Deep clean to take place during summer holidays</li> <li>• Adequate cleaning supplies in place and longer-term arrangement for cleaning at set times during the school day and between PE classes.</li> </ul>		<b>X</b>
<b>Sufficient handwashing facilities for staff and pupils and time to do complete hygiene routines</b>	<ul style="list-style-type: none"> <li>• All students will wash hands upon return to the school building.</li> <li>• All students will have their hands sanitised before and after each PE lesson before returning to the school building.</li> <li>• Planned regular access to facilities throughout the day.</li> <li>• PE Staff will encourage children not to touch their mouth, eyes and nose.</li> </ul>		<b>X</b>

<b>Classroom organisation and infection controls</b>	<ul style="list-style-type: none"> <li>Lessons will take place outside wherever possible. These will be carefully timetabled to ensure distancing of groups in school.</li> </ul>		<b>X</b>
<b>Staff issues</b>			
<b>Staff measures to reduce contact and transmission</b>	<p><i>When assessing the return to full opening in September the following section of the DfE guidance must be followed: <a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-1-public-health-advice-to-minimise-coronavirus-covid-19-risks">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-1-public-health-advice-to-minimise-coronavirus-covid-19-risks</a></i></p> <p><b><i>Where this cannot be met, then the school must record why and what other control measures they will adopt.</i></b></p> <ul style="list-style-type: none"> <li><i>All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.</i></li> <li><i>PE staff will teach each class within school but will maintain social distancing. There will be a member of staff from each specific bubble present in the lesson to administer any first aid and make close contact with students if needed. This will not be done by the PE teacher.</i></li> </ul>		<b>X</b>
<b>Anxiety levels of staff and community causing breakdown in staffing ratios, compromising group sizes.</b>	<ul style="list-style-type: none"> <li>Talk to staff about (and/or put in writing) the plans (for example, safety measures, timetable changes and staggered arrival and departure times), including a discussion on whether training would be helpful.</li> <li>If appropriate, seek GP or occupational health advice.</li> </ul>		<b>X</b>
<b>Staff understanding of new changes – safe practice at work &amp; in classroom. Teaching in a safe environment</b>	<ul style="list-style-type: none"> <li>Talk to staff about the plans (for example, safety measures, timetable changes and staggered arrival and departure times), including discussing whether training would be helpful.</li> </ul>		<b>X</b>

<p><b>Accessing testing arrangements are clear for all staff</b></p>	<ul style="list-style-type: none"> <li>• Guidance about testing, including the NHS 'Test and Trace' service, is available via this link <a href="https://inside.devon.gov.uk/task/guidance-for-dealing-with-coronavirus-covid-19/essential-worker-testing/">https://inside.devon.gov.uk/task/guidance-for-dealing-with-coronavirus-covid-19/essential-worker-testing/</a></li> </ul>		<p><b>x</b></p>
<p><b>Conditions for use of fluid resistant face mask and other equipment when dealing with a symptomatic child are clear and understood by staff.</b></p>	<ul style="list-style-type: none"> <li>• If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home a face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained.</li> <li>• Complete set of PPE available in school for such times</li> </ul>		<p><b>X</b></p>
<p><b>Staff use of PPE Use of PPE Lack of understanding</b></p>	<ul style="list-style-type: none"> <li>• If any pupil coming into school whose care routinely already involves the use of PPE due to their intimate care needs this will continue in the same way. Follow guidance <a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe</a></li> <li>• Guidance on the appropriate selection and use of PPE from DCC can be found here: <a href="http://devon.cc/ppe">http://devon.cc/ppe</a></li> <li>• Adequate training / briefing on use and safe disposal of PPE</li> <li>• Follow guidance on putting on and taking off standard PPE <a href="https://www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-non-aerosol-generating-procedures">https://www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-non-aerosol-generating-procedures</a> and above guidance on use in education settings.</li> </ul>		<p><b>X</b></p>

<p><b>Dealing with suspected and confirmed case/ cases and outbreak.</b></p>	<ul style="list-style-type: none"> <li>• Trust level procedure in place for suspected cases of COVID 19</li> <li>• Letter template available for use</li> <li>• If we have any infection control concerns or questions, call the South West Health Protection Team on 0300 303 8162.</li> <li>• If the matter is not urgent we can also email <a href="mailto:swhpt@phe.gov.uk">swhpt@phe.gov.uk</a>. Devon County Council's Local Outbreak Management Plan (LOMP) is available here: <a href="https://www.devon.gov.uk/coronavirus-advice-in-devon/lomp/">https://www.devon.gov.uk/coronavirus-advice-in-devon/lomp/</a>.</li> <li>• IF A SUSPECTED OR CONFIRMED CASE IN SCHOOL ALWAYS Contact your local Health Protection Team on 0300 303 8162 or <a href="mailto:swhpt@phe.gov.uk">swhpt@phe.gov.uk</a> and inform the local authority by emailing <a href="mailto:educate.schoolspriorityalerts-mailbox@devon.gov.uk">educate.schoolspriorityalerts-mailbox@devon.gov.uk</a> . If there is a complex situation or an outbreak is declared in your setting, you may be asked to join an Outbreak Control Team or Local Incident Management Team Meeting. School should up-date the Schools Emergency Plan to incorporate the above links.</li> </ul>		<p><b>X</b></p>
<p>Pupil related issues</p>			
<p><b>Vulnerable groups who are clinically, extremely vulnerable.</b></p>	<ul style="list-style-type: none"> <li>• Shielding advice for all adults and children will pause on 1 August meaning that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding.</li> <li>• Covid-19 shielding guidance from the Royal College of Paediatrics for children and young persons should be followed, and those under the care of a specialist encouraged to discuss their return to school.</li> <li>• Any additional temporary recommendations received from local health agencies due to localised higher rates of transmission should be implemented as required.</li> </ul>		<p><b>X</b></p>
<p><b>Children with EHCP</b></p>	<ul style="list-style-type: none"> <li>• If necessary a risk assessment should be completed before attendance.</li> </ul>		<p><b>X</b></p>
<p><b>Pupils unable to follow guidance</b></p>	<ul style="list-style-type: none"> <li>• Some pupils will need additional support to follow these measures. 1:1 support will be given if necessary.</li> </ul>		<p><b>X</b></p>
<p><b>Member of a class becoming unwell with COVID-19</b></p>	<ul style="list-style-type: none"> <li>• If a child is awaiting collection, they will be moved to the front entrance where they can be supervised.</li> <li>• The window and door will be opened for ventilation. This area is at least 2 metres away from other people. School will communicate intentions to staff.</li> </ul>		<p><b>X</b></p>

	Ensure suitable PPE (including fluid resistant face mask) is available at this location.		
<b>Safeguarding all pupils</b>	<ul style="list-style-type: none"> <li>• Our behaviour policies have been updated to reflect the new rules and routines necessary to reduce risk in our setting. This has been communicated to staff and parents.</li> <li>• Back gate remains locked during school hours. Back playground is secure.</li> <li>• The front door remains locked during school hours</li> <li>• Safeguarding lead info is available to all staff: Should the above be unavailable for any reason, please contact one of the other DSL's within our Trust:- Bearnese – Dan Turder 01626 353980 Broadhempston: Mathew Medd 01803 812689 Cheriton Bishop – Alex Waterman 01647 24817 Diptford – Lizzie Lethbridge 01548 821352 Drakes - Pete Halford 01395 443871 Harbertonford – Anne Burns 01803 732352 Hennock – Vic Pooler 01626 833233 Otterton - Pete Halford 01395 568326 Stoke Gabriel – Alice Eeles 01803 782469 Tedburn St Mary – Andy Keay 01647 61338 Yeoford – Alex Waterman 01363 84234 Landscape - Jill Ryder 01803 762656 Mob 07788561678 DSL: Karen Barlow “ Mob 07504059812</li> </ul> <p>Devon County Council Local Authority Designated Officer (LADO) can be reached on 01392 384964.</p>		<b>X</b>
<b>Curriculum</b>			
<b>Planned return to normal curriculum in all subjects by Summer Term 2021</b>	<ul style="list-style-type: none"> <li>• Modifications have been made to the PE programme of study to ensure contact sports are not taught. Topics have been chosen to allow least amount of contact between groups.</li> </ul>		<b>X</b>
<b>Physical activity in schools</b>	<ul style="list-style-type: none"> <li>• PE specialist will attend Link Academy schools on a weekly basis.</li> <li>• Pupils should be kept in consistent groups, sports equipment thoroughly cleaned</li> </ul>		<b>X</b>

	<ul style="list-style-type: none"> <li>between each use by different individual groups, and contact sports avoided.</li> <li>Outdoor sports should be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene. This is particularly important in a sports setting because of the way in which people breathe during exercise.</li> <li>Activities such as active miles, making break times and lessons active and encouraging active travel help enable pupils to be physically active while encouraging physical distancing.</li> </ul>		
<b>Educational visits</b>	<ul style="list-style-type: none"> <li>All educational visits should be planned and risk assessed following the usual school procedures and taking into consideration the Covid-19 DfE travel guidance for educational settings</li> <li>For additional information check with EVOLVE guidance on website.</li> </ul>		<b>x</b>
<b>Communications with parents &amp; others</b>			
<b>Communications to parents and staff</b>	<ul style="list-style-type: none"> <li>Regular communications in place</li> </ul>		<b>x</b>
<b>Pupils and families anxious about return</b>	<ul style="list-style-type: none"> <li>Support in place to address concerns and communications with parents on measures in place to reduce anxiety.</li> <li>Clear messaging on expectations for attendance and identification of those who may be disengaged, disadvantaged or vulnerable and where catch up funding may need to be applied.</li> <li>IIH support available within Trust</li> </ul>		<b>x</b>

## Assessor's Recommendations - Additional Control Measures or Actions

List Actions / Additional Control Measures	Date action to be carried out	Person Responsible
1. Share this risk assessment with Academy Heads and all staff delivering PE.	3 <sup>rd</sup> September 2020	Matt Tanner
2. Inform teaching staff of arrangements for PE lessons.	3 <sup>rd</sup> September 2020	Matt Tanner
3. All staff delivering PE lessons are equipped with cleaning spray, hand sanitiser and other cleaning products as necessary.	Monday 7 <sup>th</sup> September 2020	Class Teacher
4. Place on school website to keep all parents fully informed		PE specialists to work with school administrator.

**Signed: Academy PE Lead:**

***Matthew Tanner***

**Date 18th July 2020**

The outcome of this assessment should be shared with the relevant staff

A copy of the completed assessment to be kept on file and copied to the Health & Safety Co-ordinator