

2.0 Assessed by (job title / name):			
Date of assessment:			
11.01.2021		Mrs A.M. Charlton – HEAD of TEACHING and LEARNING Mr P Hankey HEADTEACHER	
2.1 Ref number:		2.2 – Other personnel involved with assessment:	
<ul style="list-style-type: none"> OCC considerations for returning to school 2 Government updates re Partial Reopening of Schools Jan 2021 Government Guidelines for full reopening of schools 08.03.2021 		SAFEGUARDING AND INCLUSION	
2.3 Address / site:		TETSWORTH PRIMARY SCHOOL	
3.0 Activity to be assessed (or scenario):			
SAFEGUARDING AND INCLUSION			
4.0 Identification of those at risk:	1) Pupils 2) Parents 3) Staff	4.1 Line manager / class teacher (if appropriate)	
5.0 Harm / hazards which could or has occurred to those at risk (include detail regarding activity at the time)	A) SAFEGUARDING PROCEDURES B) ATTENDANCE RECORDING C) EMOTIONAL HEALTH AND WELL- BEING		
6.0 What have you already done to control those risks and have those controls worked? (detail via bullet points)		7.0 What else should you do to control those risks – who is responsible and when by?	

SAFEGUARDING PROCEDURES

- Ai)** Safeguarding policy updated in view of all pupils to return to full time education on 08.03.2021.
- Aii)** 2 DSLs available on site. –plus 1 working remotely 1 day per week
- Aiii)** Liaison with families and professionals via phone, email and Zoom/TEAMS
- Aiv)** Disclosure handling and recording as normal – staff to observe social distancing
- Av)** Staff safeguarding briefing w/b 8th March 2020
- A (vi)** Route for pupil disclosures via face to face discussions with staff when in school and via Class email at any time.
Promoted to children by staff and through Relationship/Jigsaw curriculum.
- A (vii)**At risk families closely monitored by school’s DSL and Deputy DSL
- A (viii)** School receives police reports as normal when attending domestic incidents (via ENCOMPASS/MASH)
- A (ix)** Checking in on families via e-mail/phone conversations where concerns have been noted

ATTENDANCE RECORDING

- Bi)** Parents Handbook to make clear the Governments expectation that all children are expected to return to school in September 2020.
- Bii)** Attendance Policy Procedures and Expectation in place before lockdown will apply from March 8th 2021.
- Biv)** Staff to return to managing attendance registers in line with Government Guidance <https://www.gov.uk/government/publications/school-attendance>
- B(v)** Where a child is unable to attend school because they are complying with clinical health advice this will be recorded as a Y (unable to attend due to exceptional circumstances)
- B (vi)** Where a child or group are unable to attend due to Government Guidance (Track and Trace/isolating due to a family member have Coronavirus symptoms) it will be recorded as a Y.

EMOTIONAL HEALTH AND WELL- BEING

- C (i)** PSHE Circle Time a curriculum priority alongside maths and English when pupils return to school
- C (ii)** Reduced curriculum expectations where appropriate

**A(ii) – DSLs on site – Mrs A.M. Charlton
Mr J.Surman
DSL working remotely 1 day per week Mrs
S.Bestley**

C(iv) Updated parent handbook to include information/contact details should they wish to report a safeguarding concern (SLT)

<p>C (iii) Timetables to be managed to allow TAs and Teachers to have adequate break times C (iv) Admin/Staff meetings via zoom so all staff can be present C (v) Parent handbook detailing procedures and routines to ensure parents are aware that whilst the school is closed for face-to-face meetings – the staff will liaise with families as much as possible via other means. C(vi) FSM voucher system in operation over School Holidays for eligible and vulnerable families</p>				
<p>7.1 What is the level of risk after all controls possible have been put in place? (HIGH/MED/LOW)</p>	<p>Risk of spread of infection is reduced by implementation of these measures.</p>			
<p>8.0 Is this a safeguarding risk – if so, please describe:</p>				
<p>9.0 Additional notes as required:</p>				
<p>10.0 This risk assessment will be communicated to – and how – and when:</p>	<p>All staff – shared drive on School Network – email – staff meetings with teacher, TA, office, premises, lunch groups</p>			
<p>11.0 Risk Assessment signed off by (job title / name and signature):</p>	<p>Full Governing Body</p>			
<p>12.0 Date of assessment sign off:</p>	<p>22.10.2020</p>			
<p>13.0 Review dates:</p>	<p>Reviewed by staff 19.10.2020 (Highlighted)</p>	<p>Reviewed 11.01.2021 Staff consulted remotely Highlighted</p>	<p>Reviewed 04.03.2021 Staff consulted remotely</p>	