

School:	St. Panteleimon Hellenic College	Persons undertaking the assessment:	Headteacher/ Senior Leadership Team
Headteacher:	Fr. Konstantinos Papageorgiou		
Work Activity being assessed:	Risk Assessment for Schools in response to Coronavirus	Risk Assessment Number:	1
Date of assessment:	11/09/2021	Date of next review:	<i>Review in the beginning of next term or sooner if Government advice changes</i>

SCOPE OF OPERATION, LOCATION AND TIME	ASSOCIATED GUIDANCE
<p align="center">Supplementary Church School to provide lessons for the Greek Language (Modern Greek)</p> <p align="center">Academic Year 2021-2022</p>	<p>NHS 111 https://111.nhs.uk/covid-19 Government guidance: https://www.gov.uk/coronavirus https://www.gov.uk/government/organisations/public-health-england www.gov.uk/government/publications/coronavirus-outbreak-faqs Actions for educational and childcare settings to prepare for wider opening from 1 June 2020 Coronavirus (COVID-19): implementing protective measures in education and childcare settings What parents and carers need to know about schools and other education settings during the coronavirus outbreak www.nhs.uk/live-well/health-body/best-way-to-wash-your-hands/ https://www.nursingtimes.net/news/research-and-</p>

	innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/ https://www.publichealth.hscni.net/news/covid-19-coronavirus
<p>Specific groups will not be able to attend school following reopening, the advice from DfE is as follows:</p> <ol style="list-style-type: none"> 1. Vulnerable children and young people (0 to 18 years of age) who have been classified as clinically extremely vulnerable due to pre-existing medical conditions have been advised to shield. These children should not attend school or childcare, and they should continue to be supported at home as much as possible. 2. Vulnerable adults Clinically vulnerable individuals who are at higher risk of severe illness (for example, people with some pre-existing conditions as set out in the Staying at home and away from others (social distancing) guidance should work from home where possible. Clinically vulnerable individuals who cannot work from home, should be offered the safest available on-site roles (staying 2 meters away from others when possible). 3. Living with clinically vulnerable person. If a child or a member of staff lives with someone who is clinically vulnerable including those who are pregnant, they can attend school or childcare setting. 4. Living with a shielded person, as set out in the COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable guidance, it is advised they only attend an education or childcare setting if strict social distancing can be adhered to. If social distancing cannot be adhered to, due to the nature of the children, those individuals should not attend the setting and be supported to learn or work from home. 	
<p>LOCATION: St. Panteleimon Hellenic College 660, Kenton Road, HA3 9QN, Harrow</p>	
<p>WHEN DOES THE ACTIVITY TAKE PLACE <i>Every Friday evening (18.00-21.00)</i> <i>Every Saturday (10.00-17.00)</i></p>	

Activity:	Risk Assessment for School in response to Coronavirus				
What are the hazards?	Who is at risk and How would they be harmed? (e.g. staff, students, parents/visitors)	What is currently done to reduce / control the risk?	Risk level scoring (H,M,L)	What more can be done to reduce risk?	Action by whom, by when?
<i>Preparation of the school before re-opening</i>		<p>Premises and utilities have been health and safety checked and building is compliant (use usual compliance checklist)</p> <ul style="list-style-type: none"> • Usual premises checks • Fire alarm testing • Repairs • Portable Appliance Testing • Boiler/ heating servicing • Internet services <p>• Any other statutory inspections</p> <p>Moving desks to allow social distancing Mark out social distancing, one way flows including entrances and exits and queuing arrangements Posters erected about handwashing and persons with COVID symptoms not to enter the school Review evacuation routes and signage Consideration given to premises lettings and approach in place. Consider the minimum staffing needed at any one time (and cover arrangements in case of</p>		<p>Carry out a formal / recorded full pre-opening premises inspection.</p> <p>Measure classrooms and other available rooms to assess capacity for staff and pupils. Arrangements in place to support individuals with reduced mobility for evacuation including cover arrangements in the case of reduced</p>	

		<p>staff absence/sickness) Consideration given to staffing roles and responsibilities with regards to the continued remote provision alongside in-school provision. The school's annual calendar of events has been reviewed and decisions made on cancelling or going ahead with events in the immediate term.</p>		<p>numbers of staff. Consider if there is space and ability to clean between lettings. Consider if lettings should be suspended at the current time.</p>
<p>Potential transmission of Covid-19 Coronavirus from staff/pupils with symptoms</p>	<p>WHO</p> <ul style="list-style-type: none"> • Pupils • Staff • Visitors to School Premises • Cleaners <p>HOW The virus is spread by droplets from coughs and sneezes and droplets picked up from surfaces</p>	<p>Anyone with symptoms of COVID-19 should not attend School and report to their relevant School Liaison. School staff should access NHS 111 online which is an online interactive and personal checklist: https://111.nhs.uk/covid-19 Staff/pupils who become symptomatic should self-isolate for 10 days. If a staff member or pupil is a household contact of someone who becomes symptomatic (the case) the staff member or pupil should self-isolate for 5 days. If the employee comes in contact with a case but is doubly vaccinated, it is enough to have a test every two days.</p> <p>If staff/pupil develop symptoms whilst at work, inform Head at school and immediately go home. Head should provide information of a swab test and provide information about returning to work when safe to do so. Handwashing</p> <ul style="list-style-type: none"> • Stringent hand washing should be taking place with soap and water. 		<p>Daily Staff Briefings, Internal communication channels and cascading of messages through Senior Leadership Team will be carried out regularly to reassure and support staff, parents and carers in a fast-changing situation. SLT will offer support to staff who are affected by Coronavirus or has a family member affected. Consistent monitoring of staff absence because of covid-19 contact / symptoms to ensure prompt return to work</p> <p>Staff, pupils to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – <i>Follow Catch it, Bin it, kill it</i> and to avoid touching face, eyes, nose or mouth with unclean hands. Consider making tissues will</p>

		<p>See hand washing guidance: www.nhs.uk/live-well/health-body/best-way-to-wash-your-hands/ Drying of hands with disposable paper towels is recommended. https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/ The following guidance is additional specific cleaning if there has been a Covid-19 case in the setting: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p> <p>Social Distancing Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Government/Public Health England. https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people Social distancing also to be adhered to in Classroom, Corridors, outdoor space etc.</p>		<p>be made available throughout the workplace. To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus Internal communication channels and cascading of messages through Senior Leadership Team will be communicated to all staff concerned.</p> <p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing.</p>	
Potential transmission of virus from working within enclosed		<p>Staff and Pupil Individual Risk Assessments should be reviewed in consultation with the member of staff, or parents in the case of the pupil, in light of the information and circumstances regarding COVID-19.</p>		<p>Contact cleaning company to discuss cleaning regime. Check capacity of cleaning staff is adequate to enable enhanced cleaning regime. Ensure that soap, sanitiser and paper towels</p>	

spaces, including Reception Office Classroom Printers Meeting rooms Toilets		<p>Enhanced cleaning of school. Frequently cleaning and disinfecting objects and surfaces, play equipment that are touched regularly particularly in areas of high use such as door handles, light switches, etc. using appropriate cleaning products and methods. Premises Staff should carry out their usual health and safety checks (i.e., fire safety checks, regular flushing regime) to ensure the building remains safe. Redesigning processes to ensure social distancing in place. One-way flows should be in place for circulation around the school where possible. Separate entry and exits with one way in and out. Mark out queuing arrangements. Fixed/standalone sanitisers stations or containers of hand sanitiser will be set up at various locations including entry and exit points. Staff are to regularly wash hands or use hand gel frequently i.e. on arriving at work, after handling parcels/post/books, moving from room to room. Avoid touching people, surfaces and objects where possible and regular handwashing. Cough and sneeze into a tissue and dispose of immediately into the bin (or the crook of their elbow if no tissue to hand) and wash hands afterwards. If possible open windows to ventilate rooms/corridors. Toilets - operate on a one-in-one-out basis if the space is not allowing 2 metre separation. Maintain hot water and soap at wash hand basins.</p>		<p>are checked and are replenished regularly</p>	
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		<p>distance.</p> <p>Regular cleaning regime of classrooms.</p> <p>Removal of any unnecessary items from classroom.</p> <p>Removal of soft furnishings, soft toys that are hard to clean.</p> <p>Regular/frequent cleaning of toilets for pupil use.</p> <p>Wipes and hand sanitisers available in class and pupils reminded to clean/wash their hands frequently.</p> <p>Staff to raise any concerns with the management as soon as possible.</p>				<p>If the school cannot achieve these small groups at any point the School should discuss options with the local authority</p>
Potential exposure to Coronavirus – Use of PPE		<p>The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including:</p> <p>Children, young people, and students whose care routine already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way.</p>				
Potential transmission of virus from desks		<p>Desks to be located or will be taped off so that available desks will be 2 metres apart.</p> <p>Clear desk policy will be robustly applied so as to enable effective cleaning</p> <p>Enhanced cleaning regime - including desks every night.</p> <p>Cleaning wipes available on each desk to clean desks and equipment as needed before and after use desk and throughout day as needed</p> <p>Regular handwashing by staff and pupils, or use a sanitiser if not near a wash hand basin.</p>				

<p>Potential transmission of virus from visitors/parents</p>		<p>Parents to observe social distancing when dropping and picking children from school. Only one parent to pick/drop the children. Staggered school start and finish timings to avoid crowding by the school exit point.</p> <p>When queues are likely parents to maintain 2 metre distance. Social distancing arrangements put in place with good signage, floor markings etc. Fixed/standalone sanitisers stations will be set up at the entry and exit points.</p> <p>Staff are to regularly wash hands or use hand gel frequently i.e. on arriving at work, after handling parcels/post/books, moving from room to room. Reduce intake of any paper documentation from parents. Advise parents to email any documentation. Where it is unavoidable, staff to ensure wash and sanitise hands regularly.</p>		<p>Where parents wish to discuss any concerns with the teacher, this to be done outdoors maintaining social distance. Notices displayed at the entrance reminding the parents not to send their child to school if they or anyone in the household have symptoms and to remind the public to practice social distancing when on school site.</p>	
<p>Accidents, security and other incidents:</p>		<p>In an emergency, for example, an accident or fire, people do not have to stay 2m apart if it would be unsafe. People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards including washing hands.</p>			