

Risk Assessment

	Level	Risks	Control measures	Personnel responsible
Morning Assembly	H	<p>Pupils not lining up</p> <p>Pupils interacting with other pupils</p> <p>Parents not lining up</p> <p>Pupils not hand sanitising</p> <p>Pupils not sitting in their own seats on entry</p>	<p>Protocols for Daily Morning Assembly: See plan below</p> <p>The front and back gates and doors are opened at 8.30am</p> <p>Signs are put out showing entry point for each class at front and back</p> <p>First Class, Fourth Class and 3rd Class enter through the Front door. All pupils sanitize their hands. Fifth enter through the crash doors in the hall.</p> <p>Second, Sixth, Junior and Senior Infants enter through the back gate. There are two channels coming through the back gate – one for second and sixth who enter through the door beside sixth class and Junior and Senior Infants through the middle back door.</p> <p>Parents not to enter beyond the school gates in the morning with the exception of the Junior and Senior Infant parents for two weeks (wearing masks). Parents to leave immediately once their child has been handed over or if they have pupils in other classes proceed to their line up area and wait maintaining social distancing or wait in the car.</p>	<p>Catherine B Andrea</p> <p>Mags/Susan B</p> <p>Sharon/Margo/Mags</p> <p>Catherine B Christine Susan Burke</p> <p>Catherine B Andrea</p>

			<p>Videos showing each class their entry point sent out prior to the reopening of school</p> <p>Teachers to keep traffic moving upstairs and downstairs</p> <p>Classes will be supervised by own teachers from 8.30am until school begins at 8.50am</p> <p>Prior to entering a classroom the children will hang up their coats (junior/senior/first/third in the corridor area outside their classrooms.</p> <p>Pupils will sanitise their hands before entering the classroom. On entering the classroom the children will take their assigned seats.</p>	<p>Claire H</p> <p>Antoinette/AnneM/Trocaire</p> <p>All class teachers/pupils</p> <p>Class teachers</p>
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<p>Dismissal</p>	<p>H</p>	<p>Social distancing not being maintained by parents</p> <p>Late pick ups</p> <p>Pupils interacting with other children from different bubbles</p> <p>Pupils going to after school facilities outside of school</p> <p>Parents interacting with teachers</p>	<p>Daily Dismissal: See Exit Plan below</p> <p>Pupils from junior and senior infants will leave at 1.30pm. Senior Infants will be collected from the back yard in the sheds.</p> <p>Junior Infants will be collected from the front door.</p> <p>Those pupils going to the After School with outside providers will wait until the after school providers collect them in the back yard.</p> <p>First Class, Third Class Mrs. Chambers and Fifth class will leave through the front gate of the school at 2.30pm. Class teachers to accompany their children to the pick up point. Parents asked to move along quickly once their child has been collected.</p> <p>2nd Class, 4th Class, 3rd Class Mrs. Ostheimer, 6th Class to be collected from the back gate at 2.30pm. Class teachers to accompany their children to the pick up point. Parents asked to move along quickly once their child has been collected.</p> <p>Ensure that outside Afterschool Clubs must collect children on time.</p> <p>Parents asked not to linger and to move on quickly once they have collected their child. Parents asked not to have meetings at the gate with the teacher and that meetings will need to be arranged and preferably to take place over the phone.</p>	<p>Andrea Class Teachers</p> <p>Claire/Class teachers</p> <p>Class teachers</p> <p>Mrs. Ostheimer/Catherine</p> <p>Principal</p>
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SEN	H	<p>Size of the rooms.</p> <p>Tactile children</p>	<p>Risk Assessment SEN Smaller groups will be created where possible. Pupils from the same POD only to be taken out together</p> <p>Perspex Screens in place for extra protection for SET teachers</p> <p>After each group a teacher will use sprays and cloths to wipe down desks and door handles</p>	<p>SET</p> <p>AnneMarie</p> <p>SET team</p>

Junior Classes	H/M	<p>Sharing of resources Ready Set Go Maths Lining up Corrections of homework</p>	<p>Teachers to restrict pupil movement around the room as much as possible Pupils in younger classes to have assigned coat hooks Markings will be on the floor beyond which a child should not go so as to maintain distance between teacher and pupils in classes Use of visors and masks for those teachers at risk or for pupils at risk especially during flu/cold season. Mask or visor to be worn at all times when teaching. All pupil resources should clearly be labelled. Parents to be requested to do this. No Ready Set Go Maths for the first term at least. Teachers have to sanitise hands regularly if correcting copies. Lessons to cover all of the protocols to be taught in September Shared equipment within pods to be washed.</p>	Teachers
Breaks	H	<p>Pupils not staying in their own groups.</p> <p>Shortage of space/ Social distancing</p> <p>Pupils not lining up correctly.</p> <p>Administering First Aid</p>	<p>Break times – at normal times. Children to eat their lunches within the classrooms and within their own pods. Supervision rota drawn up. Rota drawn up for access to the front and back yards outside of break times and teachers themselves bring the children out for a run up to three times a day. Max two classes in the yard at any one time.</p> <p>No prefecting by Sixth Class for the first term at least to avoid mixing of class bubbles Injured children: If a child gets hurt the yard teacher will evaluate the child and if first aid needs to be administered the teachers will administer it. Any serious injuries/head injuries to be reported to the office. Packs of PPE for administering First Aid distributed to each teacher by AnneMarie.</p>	<p>Teachers/SNAs</p> <p>Teachers</p> <p>AnneMarie</p>

		Children with no lunches	<p>Parents have been requested to ensure that their child has their lunch in school with them each day to avoid parents having to call to the door throughout the day.</p> <p>Parents also to send in sufficient drinks as the communal water fountains in the school have been shut off due to restrictions.</p>	<p>Principal</p> <p>Parents</p>
Toilets		<p>Students: Social distancing in the toilets/Pupils not washing hands Different classes using the toilets at the same time</p>	<p>Parents encouraged to get children to go to toilet before coming to school/wash hands</p> <p>Toileting plan drawn up. Classes up to and including First are brought to the toilet by their teacher on a rota basis using the downstairs toilets. 2nd, 3rd, 4th and 5th classes using the toilets upstairs and only one child to left out at a time ensuring that</p>	<p>Parents</p> <p>Antoinette Teachers</p>

			<p>the max number of children in the upstairs toilets at any given time is 5. When classes are using the yard, the outside toilets can also be used. Sixth Class use their own toilets within the classroom. Teachers to show children correct protocol around handwashing after using the toilet</p> <p>Toilets will be cleaned on a daily basis and frequently touched surfaces in toilets will additionally be cleaned once a day</p>	<p>Cleaners/Catherine B</p>
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Staff-room	M	<p>Size of staffroom Social distancing not being maintained Sharing cutlery Queueing for microwave/dishwasher/water</p>	<p>Max no in Staffroom is 6 and the area outside the staffroom will accommodate another 7. Staff to maintain social distancing. Staff to use their own utensils. Staff to ensure that their own area has been cleaned up after use. Staff to maintain social distancing while using the microwave/hot water. All frequently touched surfaces will additionally be sanitised/cleaned once a day.</p>	<p>Staff</p> <p>Christine</p>
PE + PE equipment	H/M	<p>Sharing of equipment Social distancing</p> <p>Equipment</p>	<p>No shared equipment to be used. Teacher can use equipment that they only can touch – to be sanitised afterwards Focus on games/athletics</p>	<p>Pupils/staff</p>
Ipads and laptops	H/M	<p>Sharing of devices between classes could lead to transference of virus</p>	<p>Protocols drawn up for use and cleaning of shared devices by Annemarie.</p>	<p>AnneMarie/Teachers</p>

Knowledge of procedures	H	Staff or parents unaware of procedures	All staff to complete online training prior to return to school Information to be sent to parents from HSE and from Department Staff to familiarise themselves on all HSE and Department guidelines and the contents of Risk Assessment and Covid plan for school Return to work form to be completed by all staff prior to returning to school	All Staff Parents Principal
Class sizes for social distancing	H	Transference of virus due to lack of space in rooms	Third Class to be split Fifth Class to be located in the Halla in order to achieve social distancing requirements	Principal/Teachers
After school Clubs	H	Mixing of pupils from different classes	No after school clubs within the school for the first term at least After school from 1.30pm to 2.30pm to be provided with the four infant classes kept separate under the care of four after school leaders. All after school leaders to complete return to work form prior to return to school	After school leaders
Correcting work/ Homework		Transmission of virus through touching infected material	Teachers to sanitise before and after correcting of books. Self correcting by the children as much as possible	Teachers

			<p>Teachers to devise plans for homework to cut down as much as possible on books being sent in and out of school</p> <p>No homework notebooks this year</p> <p>Teachers to correct books from one POD at a time and not to take up all the books together for correction</p>	
Frequently touched surfaces	H	Infection through contact with frequently touched surfaces	<p>Additional cleaning to be undertaken during the day by all staff – each staff member having an allocated area to sanitise. This is in addition to the daily cleaning performed by our outside cleaners.</p> <p>All staff members to empty own bins</p> <p>Tissue bins to be emptied when full</p> <p>Weekly fogging of all rooms</p> <p>Photocopier to be cleaned by each teacher after use. No sending children to the office with photocopying.</p>	<p>All staff</p> <p>Paul/Jane</p>

Literacy Lift Off /Splits for Maths	M	Infection due to cross contamination	<p>No Literacy Lift off for the first Term at least</p> <p>No splits for maths from 2nd class upwards for the first term at least. SET teachers to be with 2nd, 4th, 5th and 6th at Maths time to help and correct work.</p>	<p>Teachers/ SET</p>
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Library Books	M	Infection through sharing potentially infected materials	Library books to be sent home as normal and when returned to be placed in a box for 72 hours before giving them out again	Teachers
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