

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

<b>Service: Education and Learning</b>	<b>DESCRIPTION OF WORK ACTIVITY OR AREA OF THE WORKPLACE ASSESSED:</b>  <b>Coronavirus(COVID-19) – all school staff and pupils</b>			<b>Name of Assessor:</b> <b>Tracey Fraser-Lee</b>		
<b>Area: South</b>				<b>Date completed:</b> <b>10.08.20</b>		
<b>Location: Beaully Primary</b>				<b>Date of Review:</b> <b>8<sup>th</sup> January 2021</b>		
<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>			<b>STEP 5</b>
List potential Hazards here:	List groups of people at risk from hazards. Including those most vulnerable:	List existing control measures or note where information may be found:	Calculate the residual risk - taking account of existing control measures <b>Severity x Likelihood = Risk Rating</b> (1 TO 3)      (1 TO 3)			List further risk reduction control measures (include implementation date if known)
1. Coronavirus(COVID-19) – schools risk of infection	Staff, pupils, visitors and contractors.	In line with procedures and guidance, only allow staff and pupils in good health to be on premises - Where staff or pupils have a high temperature, new continuous cough or loss or change to their sense of smell or taste, they should remain at home and follow infection control guidelines in line with Government guidance.  Staff, pupils and any visitors must clean their hands	<b>3</b>	<b>1</b>	<b>3</b>	If allergies to hand gel consider the provision of bottles of (tap) water, soap and paper towels with them to remove the need for hand gels.  Parents to let school know of any issues.

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>either before or on entering the building and classrooms. They must also wash or sanitise hands on leaving the classroom. This must be done every time the classroom is entered or left.</p> <p>Any visiting staff should only visit one school per day, e.g. music tutors, supply teachers, CSW, health professionals.</p> <p>Build handwashing and sanitising into daily routine for all.</p> <p>Where tissues are used, bin immediately, then wash hands. Staff, pupils and visitors should cough into the crook of the elbow or tissue.</p> <p>Staff and pupils can enter and leave using fire exits if required.</p> <p>Practice good hygiene with regular hand washing and sanitising by all staff, pupils and visitors.</p> <p>Preferred options for cleaning hands from HSE guidance on this:</p> <ol style="list-style-type: none"> <li>1. soap and hot water</li> <li>2. soap and cold water</li> <li>3. 65% + alcohol hand sanitisers.</li> </ol> <p>Wash hands for at least 20 seconds when:</p> <ul style="list-style-type: none"> <li>Before leaving home</li> <li>On arriving at school</li> <li>After using the toilet</li> <li>After breaks</li> <li>After sporting activities</li> </ul>				<p>Hand washing or sanitising stations in each classroom and at entrance doors.</p>
--	--	---	--	--	--	---

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>Before food preparation Before eating any food, including snacks Before leaving school On arrival at home Avoid touching eyes, nose and mouth with unwashed hands.</p> <p>Adults to minimise physical contact with others – e.g. no hand shaking. Social distancing to be adhered to at all times between adults. Adults to avoid kneeling/bending down near children’s faces, where possible.</p> <p>All adults to wear face masks or coverings in the school buildings and grounds if 2metre social distancing cannot be practised, with the exception of ELC or if exempt.</p> <p><b>For ELC- face coverings should be worn by all adults when physical distancing is not possible; this is not necessary when interacting or working directly with children on the floor or supporting children around the building or with toileting. Adults in nursery must wear face coverings if within 2m of another adult and at all times when not working with children.</b></p> <p>All staff must wear face coverings/masks in all communal areas, such as offices, canteen and staff room, unless exempt.</p> <p>Parents should wear face masks or coverings in the school grounds at drop off and pick up times and at</p>			
--	--	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>any other time in the grounds or buildings.</p> <p>When pupils or staff leave the school premises as part of their learning, e.g. local shop or Cnoc wooded area, accompanying adult will ensure they take hand sanitiser with them and ensure that pupils (and staff) wash/sanitise hands</p> <ul style="list-style-type: none"> <li>• before leaving school</li> <li>• before entering another premises</li> <li>• when leaving another premises</li> <li>• when touching any object out with their own belongings, e.g. jacket, bag</li> <li>• on return to the school</li> </ul> <p>Minimise contact with surfaces if possible, e.g. tables, furniture. Spray bottles containing disinfectant or cleaner/sanitiser will be provided for each room along with disposable blue roll and will be replenished by FM/Cleaning as required.</p> <p>An enhanced cleaning service will be in operation each day, which includes the wiping and disinfections of frequently touched objects and hard surfaces, e.g. table tops, chairs, door handles, light switches, sinks, toilets telephones, keyboards, etc.</p> <p>Use of fire exits for entry and exits to buildings to ease congestion and crossover of staff and pupils.</p> <p>Staff and pupils should leave any paper based resources which they are finished with, eg reading books, in designated areas for 72 hours before</p>			
--	--	---	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>being reused by another class.</p> <p>Nursery and school toys and equipment that children access should be cleaned and disinfected each day, at the end of the day or in the morning before the session begins</p> <p>Children should be discouraged from bringing toys from home to the setting.</p> <p>Each classroom/area should be cleaned every night or when groups of children change, in preparation for a new group of children being in the next day/session.</p> <p>All crockery and equipment used in the provision of meals and snacks for children should be cleaned with general-purpose detergent and dried thoroughly before being stored for re-use or be put through a dishwasher.</p> <p>Mail, including Christmas Cards, should be placed in a holding box for 72 hours before being opened. Essential mail should be opened with gloves and outer packaging should be discarded.</p> <p>After washing hands, where possible avoid direct contact with taps when turning off e.g. use paper towel.</p> <p>Where possible, keep windows open.</p> <p>Where and when possible make as much use of the outdoor space for learning.</p>				<p>Water bottles to be clearly labelled for each child.</p> <p>Staff to have their own dishes and cutlery if required.</p>
--	--	---	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>Do not share items that come into contact with your mouth such as cups &amp; bottles.</p> <p>Staff and pupils' hair tied back where appropriate and clothes changed daily.</p> <p>Staff and pupils should bring their own snack items and bottled water and packed lunch if applicable.</p> <p>If staff or pupils leave the school grounds and return on the same day, i.e. home lunches or appointments, then hands should be washed/sanitised on return.</p> <p>Any staff personal belongings, eg. handbags and jackets, should be brought straight to staff's own classrooms, or left in cars, not left in communal areas,</p> <p>Where appropriate, pupils will hang jackets and bags in the cloakroom or take them to their designated space in the classroom.</p> <p>Handwashing/sanitising posters displayed in classrooms, toilet areas and staffroom.</p> <p>All classroom and corridor doors to be wedged open throughout the school day.</p> <p>Exterior toilet doors in pupil toilets will be wedged open. Only 1 pupil per class will be permitted into the toilets at one time. Only one pupil per class will</p>			
--	--	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>be permitted out of class at one time to go to the toilet, with the exception of Nursery and P1/2.</p> <p>Nursery staff to wear apron, gloves and masks when administering intimate care, e.g. nappy changing. Nappy waste to be disposed in nappy bin, before PPE is also removed and binned.</p> <p>All staff to stay 2m apart at breaks/meal times and at all other times whenever possible. Physical distancing between adults remains a fundamental protective measure.</p> <p>As much as possible classes should not be in close contact with other classes. Classes should gather, line up and play in designated areas wherever practical.</p> <p><b>As from 6<sup>th</sup> January, 2 groups have been created to accommodate key worker and other identified pupils who will be attending school during the lockdown period. These groups will be supported with staff according to the correct adult:child ratio (minimum 1:8). Groups will be kept separate at all times during the school/nursery day, including at break times and in the canteen. Staff will provide childcare from 6-8<sup>th</sup> January, then support children in their online learning from 11<sup>th</sup> January. There will be no face to face teaching during this period. Groups will operate in the same way as classes have previously. Staff will only work with one group of children per day.</b></p>			
--	--	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>These principles of ensuring classes keep apart apply when using all spaces. Staff should be aware at all times of the need to physically distance from each other and to encourage classes to distance from others in the vicinity.</p> <p>There should be minimal sharing of equipment or resources between classes. Resources should be cleaned between uses. Pupils will be provided with their own stationery items. Water and playdough should be changed on a daily basis.</p> <p>Do not share items such as pencils, pens and glue sticks, with the exception of Nursery and P1/2.</p> <p>Staggered breaks and lunchtimes will be in place to reduce numbers in communal areas, such as the canteen and staffroom.</p> <p>Physical distancing applies to staff, parents and any adults, including external contractors or delivery people.</p> <p>Wherever possible, visitors, contractors and some deliveries should be by appointment only or pre-arranged (exceptions will include regular postal and kitchen deliveries).</p> <p>Parents, visitors, delivery drivers and contractors should avoid entering the school building wherever possible.</p> <p>Any concerns with standards of cleanliness should be first reported to the head teacher who will direct</p>				
--	--	---	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**



**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>their concerns to the main contact for Cleaning &amp; FM Service, and if not resolved satisfactorily escalated to the Area Education and Learning Manager.</p> <p>No visitors, including parents, allowed in the building unless pre-arranged and social distancing enforced.</p> <p>No contractors in the building unless pre-arranged and social distancing enforced.</p> <p>Arrangements for parents to drop off and collect children ensure that large gatherings of people can be avoided, and physical distancing maintained.</p> <p>It is recognised that a physical handover of very young children will be required. However, where possible parents should not enter buildings.</p> <p>Where parents are dropping off young children and it is not possible to maintain physical distancing between adults, staff and children should wash hands after the child is safely in school</p> <p>Only one parent per child to drop off and collect each day at the school gates, unless previously arranged with the head teacher. Parents should leave promptly to avoid gatherings. For Nursery and P1 both parents can accompany their child on the first day, one parent can accompany their child to the entry door.</p> <p>Parents and pupils should be encouraged as much</p>			
--	--	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL**  
**RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>as possible to walk or cycle to school to avoid congestion, especially on Croyard Road.</p> <p>Pupils should be dropped at 9am (8.45am for nursery) to the school grounds and social distancing should be adhered to at all times. Where children arrive on buses they will be asked to wait in a designated area of the playground.</p> <p>Staff will be in the playground prior to morning start time, during break times and at the end of the school day to encourage all parties to social distance.</p> <p>Staff will only be permitted to work in one school per day and cannot move between 2 different premises.</p> <p>Teaching staff will oversee pupils entering and exiting the buildings to ensure hand hygiene and social distancing is taken account of.</p> <p>The response to the coronavirus COVID-19 outbreak is complex and fast moving. Relevant websites will be checked daily and advice will be adapted accordingly. Note the following links:</p> <p><a href="#"><u>Health Protection Scotland.</u></a> and <a href="https://hpspubsrepo.blob.core.windows.net/hps-website/nss/2973/documents/1_covid-19-guidance-for-non-healthcare-settings.pdf"><u>https://hpspubsrepo.blob.core.windows.net/hps-website/nss/2973/documents/1_covid-19-guidance-for-non-healthcare-settings.pdf</u></a> which includes guidance on Educational settings (section 2.3).</p>			
--	--	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p><a href="https://www.gov.scot/publications/coronavirus-covid-19-phase-3-guidance-on-reopening-early-learning-and-childcare-services/pages/groups-and-cohorts/">https://www.gov.scot/publications/coronavirus-covid-19-phase-3-guidance-on-reopening-early-learning-and-childcare-services/pages/groups-and-cohorts/</a> which provides further guidance on re-opening early learning and childcare services.</p> <p><b>As of Wednesday 6<sup>th</sup> January – all individual risk assessments for shielding staff will be reviewed. The Chief Medical Officer has issued a fit note to applicable staff. Staff were advised by letter to seek advice but any who have been unable to do so should work from home in the meantime. When in receipt of guidance from the clinician/GP the individual assessments will be reviewed.</b></p>				
<p><b>2.</b> Provision of assistance to person developing symptoms Covid-19 (Coronavirus) and/or when dealing with spillages or cleaning up body fluids, blood, vomit, etc.</p>	<p>Staff and pupils</p>	<p>Staff and children who develop symptoms consistent with COVID-19 must follow the Test and Protect guidance, which includes staying at home, self-isolating, and contacting the NHS for advice on testing. Those who do test positive for COVID-19 will be asked to continue to self-isolate for 10 days and their close contacts, identified through contact tracing, will be asked to self-isolate for 14 days. Follow procedures to remove from setting where someone becomes unwell.</p> <p>Health Protection Scotland guidance always followed <a href="#">Health Protection Scotland</a>. (<a href="mailto:hpt.highland@nhs.net">hpt.highland@nhs.net</a>)</p> <p>If a staff member or pupil was dropped off by a family member and they subsequently develop symptoms of Covid-19 whilst at school, they must be removed from the setting and isolated until they can be picked up.</p>	<b>3</b>	<b>1</b>	<b>3</b>	

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>A suitable room/area in the school has been identified to ensure the person can be isolated. This will be the ASN room.</p> <p>Where assistance is needed with an unconfirmed case of Covid-19 (e.g. someone is isolated and awaiting pick up), use of Personal Protective Equipment (PPE) may be appropriate where social distancing cannot be maintained. Disposable gloves (nitrile) and disposable plastic apron are recommended. Fluid Resistant Surgical Mask (Type IIR) where social distancing cannot be maintained. Disposable eye protection (such as face visor or goggles) should be worn if there is a risk of splashing into the eyes.</p> <p>If at work, employee must report by telephone to Line Manager, return home and self-isolate immediately and arrange a test in accordance with government guidance.</p> <p>If a member of staff or visitor who has been in the workplace and subsequently identified as a positive Covid-19 case, please inform your line manager and RPO</p> <p>Line manager should consider workplace and follow HPS Guidance on non-healthcare settings on arrangements for the workplace following report of suspected Covid 19.</p> <p>Ensure appropriate cleaning materials available.</p> <p>May need to consider contact with other teams in</p>			
--	--	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>shared areas and FM/cleaning staff.</p> <p>Arrange for deep clean to be carried out subsequently of person's work area and door knobs, handles and other items with which they may have come in contact.</p> <p>Emergency contact list for staff and pupils should be accessible and up to date. This will be stored in the main school office.</p> <p>An up to date supply list for teaching staff should be readily available if cover for staff is required.</p> <p>Get advice from Highland Health Protection Team on 01463 704886 if required.</p>				
<b>3. Waste</b>	Staff, pupils, visitors and contractors	<p>Consumable waste items that have been in contact with a person with symptoms, including used tissues, should be put in a plastic rubbish bag, double bagged and tied.</p> <p>Any clothing, towels or other laundry used by the child should be bagged in accordance with service policy or into disposable plastic bags (double bagged and tied).</p> <p>Bag should be set aside in a secure location pending assessment of the possible case by a healthcare professional.</p> <p>If the test result of the person is negative, the laundry can be managed as per normal service policy/practice.</p>	<b>3</b>	<b>1</b>	<b>3</b>	

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>If the person tests positive, secure double bag for 72 hours and then put in normal waste</p> <p>Double bag placed in a secure location. If person tests negative for Covid-19, bag can be put in normal waste. If person tests positive, then bag should be kept secure for at least 72 hours and this can then be put in normal waste. This would be in the ASN room.</p>				
<b>4. Fire</b>	Staff, pupils, visitors and contractors	<p>Emergency evacuation procedures up to date.</p> <p>Ensure all are familiar with the sound of the fire alarm, procedures and evacuation routes.</p> <p>Register for staff and children.</p> <p>Sign in book for visitors and contractors.</p> <p>Fire drills to be held on different days at the start of the term to ensure all pupils have experienced this and know correct procedures.</p> <p>Weekly alarm testing, ensuring fire doors/exits are operating correctly.</p> <p>Keep corridors and fire exits clear.</p> <p>Staff familiar with telephony.</p>	<b>3</b>	<b>1</b>	<b>3</b>	Emergency evacuation procedures should be updated to reflect the current situation.
<b>5. First Aid</b> (in the event of an accident)	First Aiders / Emergency FAs, staff, pupils, visitors and contractors	<p>Ensure all staff are aware of who the designated first aiders are.</p> <p>All staff familiar with First Aid box locations.</p>	<b>3</b>	<b>1</b>	<b>3</b>	

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		<p>First Aid boxes kept up to date.</p> <p>First aiders to wear appropriate PPE when dealing with incidents.</p> <p>First aiders and all staff to watch 'donning and doffing' video for removal of PPE Staff familiar with telephony. Note following links to guidance for first aiders: <a href="https://www.greencrosstraining.com/blog1/COVID-19-First-Aider-Advice">https://www.greencrosstraining.com/blog1/COVID-19-First-Aider-Advice</a> and HSE guidance <a href="https://www.hse.gov.uk/news/first-aid-certificate-coronavirus.htm">https://www.hse.gov.uk/news/first-aid-certificate-coronavirus.htm</a></p>				
6. Slips/trips at the same level	Staff, pupils, visitors and contractors	<p>Spillages should be mopped up immediately. Floor and stair areas should be kept clear of obstructions.</p>	<b>2</b>	<b>1</b>	<b>2</b>	
7. Working at height	Staff	<p>Council/NHS staff should avoid working at height where possible. Only ladders, steps or stepladders for use at work should be used (EN 131)</p>	<b>3</b>	<b>1</b>	<b>3</b>	
8. Dangerous machinery (e.g. in technology workshops)	Unauthorised persons	<p>No unauthorised access to any stores and cupboards.</p> <p>Keep all such classrooms locked. Restrict access to the kitchen.</p>	<b>3</b>	<b>1</b>	<b>3</b>	
9. Contact with chemicals	Unauthorised persons.	<p>No unauthorised access to any stores. Keep all cleaning products out of reach of small children. Keep cleaning cupboards locked. No access to kitchen.</p>	<b>3</b>	<b>1</b>	<b>3</b>	

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

10. Moving and handling	Staff	Staff should avoid moving furniture items meantime. Once desk positions and room layouts have been established, suitable arrangements will need to be made with suitably trained staff in view of the extent of the moving and handling required.	2	1	2	
11. Violence and aggression towards staff	Staff	Security system to school. School lockdown procedures. Sign in and out system written by clerical. This should not involve sharing a sign in book or sharing pens or pencils.	2	1	2	
12. Traffic management (being struck by a moving vehicle)	Staff, pupils, visitors and contractors	Traffic management in place. Pedestrian crossing points. Restricted access around building for contractors. Restrict car parking for staff and for disabled needs. Encourage parents and pupils to walk or cycle to school to reduce congestion.	3	1	3	
13. Provision of lunches/Canteen	Staff and pupils	Surfaces in dining or snack areas should be wiped down and disinfected in between use by each group/class of children.  Class groups to have designated tables to sit at in the canteen.  Only hot option meals to be collected from canteen hatch. Sandwich options will be placed on designated tables prior to children entering canteen.  Classes will have staggered times to enter and use the canteen to limit groups mixing.  All crockery and equipment used in the provision of meals and snacks for children should be cleaned	3	1	3	Kitchen staff to wipe down canteen tables and benches between use.

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**



**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

		with general-purpose detergent and dried thoroughly before being stored for re-use or be put through a dishwasher.				
<b>14. PE Indoors</b>	Staff and pupils	<p>The hall must have windows open at all times to allow air to circulate.</p> <p>On arrival to the hall, all pupils and staff should sanitise hands.</p>	<b>2</b>	<b>1</b>	<b>2</b>	
		<p>Whilst children do not require to distance from each other, the staff should maintain a 2 metre distance if possible.</p> <p>Pupils can share PE equipment within their class but this should not be used with another class that day unless it is cleaned between use. Larger items can be sprayed outside to clean, if cleaning is not possible then equipment must be quarantined for 72hours before use again.</p> <p>During the PE lesson, care should be taken to minimise the amount of surfaces touched by pupils and staff.</p> <p>At the end of the PE lesson, hands should be washed/sanitised before returning to class. Touch points should be wiped down before the next class arrives to the hall.</p> <p>Pupils can change for PE if they wish, however, only the pupil themselves should touch their clothing.</p>				

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

REF: \_\_\_\_\_  
SHEET NO: \_\_\_\_\_

<p><b>15. Ross County Football</b></p>	<p>Staff and pupils</p>	<p>Coaches only to attend 1 school per day</p> <p>Sessions to take place outside in Braeview Park</p> <p>Pupils to wash hands before attending session</p> <p>Coaches should sanitise hands prior to each session</p> <p>Whilst children do not require to distance from each other, coaches and staff should maintain a 2 metre distance if possible.</p> <p>Pupils can share PE equipment within their class but this should not be used with another class that day unless it is cleaned between use. Larger items can be sprayed to clean, if cleaning is not possible then equipment must be quarantined for 72hours before use again.</p> <p>At the end of the session, hands should be washed/sanitised before returning to class.</p> <p>Pupils can change for the football session if they wish, however, only the pupil themselves should touch their clothing.</p>	<p><b>2</b></p>	<p><b>1</b></p>	<p><b>2</b></p>	
--	-------------------------	---	-----------------	-----------------	-----------------	--

<p>Assessor Signature</p>	<p>Tracey Fraser-Lee</p>	<p>Grade / Location</p>	<p>HT Beaully Primary</p>	<p style="text-align: right;">Date</p> <p>10.08.20 Updated 3.9.20 Updated 7.9.20 Reviewed 28.09.20 Updated 2.10.20 Updated 3.11.20</p>
---------------------------	--------------------------	-------------------------	---------------------------	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**

**THE HIGHLAND COUNCIL  
RISK ASSESSMENT SHEET**

**REF:** \_\_\_\_\_  
**SHEET NO:** \_\_\_\_\_

				Updated 11.11.20 Updated 14.12.20 Updated 08.01.21
--	--	--	--	--

**\* NOTE – RISK RATINGS OF 4 OR MORE ARE SIGNIFICANT AND REQUIRE FURTHER ACTION TO CONTROL RISK**