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| **Department:** *Education* | **Service:** *Schools* | | **School:** *Ellingham C of E Primary* | |
| **Activity:**  *‘Bubble’ Sports Day Monday 12th July, 2020* | |  | | |
| **People at Risk:**  *Staff, pupils, visitors.* | | **Additional Information:**  *Existing school Covid-19 risk assessment on website.* | | |
| **Name of Person Completing Form: Diane Lakey Job Title: Headteacher Date: 21.06.21** | | | | **Review Date: Dynamic, due to changing Covid-19 guidance.** |

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| **Hazard** | **Risk** | **Initial Rating**  **L, M, H** | **Existing Control Measures** | **Final Rating**  **L, M, H** | **Additional Action Required**  **(action by whom and completion date – use separate Action Plan if necessary)** |
| *Covid-19 outbreak at the school hosting event,* | *Increased risk of contracting/ transmitting Covid19*  *Unable to hold event.* | *H* | *No school should host an event where there is an outbreak of Covid19 within their establishment at the time of a planned event.*  *Event would be cancelled and notification would be given using existing school communication systems.* | *L* |  |
| *High level of community transmission of Covid-19 within Northumberland* | *Increased risk of contracting/ transmitting Covid19* | *H* | *As the roadmap date of 21st June has been extended, the requirements of the schools’ operational guidance must be applied to this event, including the requirement not to mix bubbles.* ***This event is to be held outdoors.*** | *L* |  |
| *Adverse weather* | *Risk of slippery ground; heat stroke; low temperature; high winds.* | *M* | *Headteacher to carry-out weather check. Advice will be posted with regard to conditions and any adaptations.*  *In the event of a Met Office severe weather warning, the event will be cancelled.* | *L* |  |
| *Uneven ground – trips/falls/accidental contact.* | *Cuts, bruises, muscular/skeletal injuries, shock, emotional distress.* | *M* | *Pupils advised of suitable clothing and footwear.*  *Pupils briefed about expected behaviour and relevant risks.*  *Suitability of clothing checked prior to event, e.g. sun protection, water bottles, sturdy trainers.* | *L* |  |
| *Unable to implement social distancing measures with pupils/staff from other bubble group.* | *Exposure to live virus resulting in contracting Coronavirus.*    *Exacerbation of existing medical conditions.* | *H* | ***Visitors will not be allowed into the main school building.***  *All staff are undertaking twice weekly asymptomatic lateral flow testing for Covid-19 to identify cases of Covid19 early.* ***Anyone who is symptomatic must not attend.***  *Bubbles will compete at different times and maintain distance from visitors.*  *Visitors and pupils will be given a ‘base’ location which is at least 2 metres from other groups.*  ***A maximum of only 3 visitors per family will be able to attend the event, so as to minimise the risk of Covid-19 transmission.*** | *M* |  |
| *Traffic in car park.* | *Collision with a vehicle; serious injury.* | *H* | *Designated parking areas to be used by visitors.*  *Close supervision of pupils by staff. Entrance/exit gate to be overseen by staff member.* | *L* |  |
| *Contact and*  *mixing between pupils and staff in different bubbles.* | *Increased risk of contracting Covid19* | *H* | *Mixing of bubbles groups is not permitted. Groups are kept apart.* ***(Younger Bubble Sports 11-12 pm; older Bubble Sports 1-2.45pm).***  *Toilets in external Hall cleaned prior to event. Hand sanitiser and Suma Bac spray available for use by visiting adults.* | *M* |  |
| *Lunch time* | *Increased risk of contracting Covid-19* | *H* | *Picnic lunch can be brought by visitors and eaten outdoors, in designated family ‘base’ area. Social distancing must be maintained at this time. Field area is demarcated so bubble groups remain separate.*  ***Any waste to be removed by families and taken home.***  *Pupils will have lunch in school and will need to keep separate to adults until the event is finished.*  *Additional cleaning regimes are already in place and hand washing facilities/hand sanitiser is provided on arrival and prior to departure.* | *M* |  |
| *Welfare – toilets etc.* | *Increased risk of contracting Covid19* | *H* | ***Pupils to bring own, labelled drinks bottle.***  *Top-up water will be available.*  *An increased cleaning regime is in place within school. Designated toilet facilities are provided, in the external School Hall, which will not be used by other Ellingham pupils or staff at this time.* | *L* |  |
| *Failure to correctly report Covid-19 cases.* | *Increased risk of transmitting Covid19* | *M* | *All visitors will need to leave a contact name and phone number.*  *All positive cases in pupils or staff who attended this event must be reported to NCC Public Health.*  *Any visitors who are symptomatic or test positive within 48 hours of attending this event, must contact school and inform us of this:* [*admin@ellingham.northumberland.sch.uk*](mailto:admin@ellingham.northumberland.sch.uk)  *Tel: 01665 589233* | *L* |  |

**Document History**

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| **Item** | **Nature of change** | **Date of Update** |
| [High level of community transmission of covid within Northumberland](#HighLevelCommunityTransmission) | New section. | 17/06/2021 |
| [Failure to correctly report Covid cases](#FailureToCorrectlyReport) | New section. | 17/06/2021 |