

St Vincent's Secondary School

Glasnevin

Dublin 11



St Vincent's Secondary School

Risk Assessment Policy



Iontaobhas Scoileanna Éamainn Rís
Edmund Rice Schools Trust



To be Read in conjunction with all other policies.

As part of the school's Covid-19 policy and response plan, the following is the written risk assessment of St. Vincent's Secondary School that is to be read alongside its Health and Safety Statement and its written risk assessment and the Child Safeguarding Statement and its written risk assessment. It was reviewed mid September 2021.

It is completed under the following headings:

- **Cleaning and hygiene, including signage, knowledge of symptoms, respiratory and hand hygiene, PPE, suspected cases Physical distancing, including layout, entry/exit, changes to breaks, parent access**
- **Staffing arrangements, including return to work, training, absences, wellbeing, lead worker**
- **Teaching and learning, including sharing resources, SEN, virtual learning**
- **Changes to school activities, including visitors, contact tracing, external supports**



To be Read in conjunction with all other policies.

Cleaning and Hygiene			
List of school Activities	Risk Level	The school has identified the following potential hazards	The school has the following procedures in place to address the risk identified in this assessment
Cleaning Procedures	H	<p>Spread of Covid-19 virus</p> <p>Surfaces not cleaned sufficiently in between uses</p> <p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading through high-touch surfaces</p> <p>Risk of virus spreading through lack of hygiene/cleanliness procedures</p>	<p>All cleaning to be undertaken in line with DES and public health guidance.</p> <ul style="list-style-type: none"> • A clear and shared cleaning schedule outlines the frequency and locations to be cleaned daily, with records maintained. • Toilet facilities and high-touch points (e.g. door handles, light switches, banisters) to be cleaned everyday. • Staff to ensure that their workspace and classroom are free from clutter and that surfaces are clear and clean as much as possible. Items that must be stored in classrooms are to have a clear place and space and be labelled clearly. • Staff to be provided with essential cleaning materials to keep their own work areas (e.g. desk, laptop) clean (for example, wipes/disinfection products, paper towels and waste bins). Staff to wash their hands with soap and water for at least 20 seconds, before and after cleaning. • Sharing of work areas is minimised, but where SNA's use the same workspace



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			<p>with children, the tables and chairs are wiped down and sprayed with disinfectant between each group.</p> <ul style="list-style-type: none">• Staff are advised to bring minimal personal items to work. They are responsible for cleaning personal items that have been brought to work and items handled at work or during breaks. Staff are advised to clean personal items (e.g. mobile phones) and to avoid leaving them down on communal surfaces or they will clean the surface after the personal item is removed• Cleaning staff are trained in the new cleaning arrangements for the school, following DES guidance. Sufficient cleaning materials and PPE are available to allow for increased cleaning.• Cleaning staff to be instructed to wear gloves and aprons when cleaning and are aware of the need to wash their hands thoroughly with soap and water, both before and after wearing gloves• System in place for the disposal of cleaning cloths and used wipes in a rubbish bag System in place to make sure reusable cleaning equipment including mop heads and non-disposable cloths are clean before
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			<p>re-use</p> <ul style="list-style-type: none">• System in place to ensure that equipment such as buckets are emptied and cleaned with a fresh solution of disinfectant before re-use <p>Cleaning a space following a suspected case of Covid-19</p> <ul style="list-style-type: none">• Staff wear designated PPE – visor, disposable mask, gloves and apron, when cleaning an area where there has been a suspected case. Wash hands regularly and once finished.• Thoroughly clean all areas and surfaces that the symptomatic person has come into contact with - first with warm, soapy water and then with disinfectant, using disposable cloths/paper towels, where possible.• Avoid creating splashes and spray when cleaning.• Wash any fabrics on a hot wash and dry completely or use steam cleaning if items cannot be washed in a washing machine.• Waste put in a plastic rubbish bag, 'double-bagged' and tied at the top. Waste
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			stored safely and securely and kept away from children. Waste stored separately for 72 hours before being disposed of.
First Aid and Medical Needs	H	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of Virus spreading through close contacts</p>	<ul style="list-style-type: none"> First aid and emergency procedures to remain the same – see First Aid Protocol. Staff to wear masks and gloves when attending to children where they cannot maintain physical distancing. Parents/carers of children with allergies or medical conditions that may be affected by Covid-19 or the new procedures, to contact the Principal, Deputy Principal or first aid coordinator to update care plans. Staff attending to children with medical needs or intimate care needs, to wear appropriate PPE, a mask and visor with gloves, and aprons. These to be provided. In cases of emergency, continue to call 112 or 999, as appropriate. Where a child is showing symptoms of Covid-19 and is also in an emergency situation, ensure the 999 operator is informed.
Knowledge of Covid 19 Symptoms	H	Risk of virus spreading in the community due to lack of knowledge of the symptoms	<ul style="list-style-type: none"> Known effects of Covid-19 are shared with children, parents/carers and staff before the return to school and regularly



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		<p>Children or adults arriving at school with symptoms and not self-isolating</p> <p>Parents/carers, children or staff not understanding or following new procedures</p>	<p>once returned</p> <p>A fever (high temperature of 37.5 degrees Celsius or above)</p> <p>A 'new' cough - this can be any kind of cough, not just a dry cough</p> <p>Shortness of breath or breathing difficulties</p> <p>Loss of sense of smell</p> <p>Loss of sense of taste or distortion of sense of taste</p> <ul style="list-style-type: none">● Regular sharing, explicit teaching and reminders about hand and respiratory hygiene and importance of keeping surfaces and objects clean.● Any child or staff member with symptoms is not to attend school. They will contact their GP without delay and arrange for a test as soon as possible.● Any child or staff member who is tested for Covid-19 and receives a negative result, will return to work in consultation with their GP.
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			<ul style="list-style-type: none"> Any child or staff member who has tested positive for Covid-19 must not return to work until their GP advises it is safe to do so. Close contacts will follow HSE guidance. Guidance will be provided to parents/carers in home languages and accessible formats via Mr Doran HSCL New staff to be made aware of school policies and protocols relating to Covid 19 Online training to be completed by all staff.
Signage	M	Risk of virus spreading or complacency setting in due to lack of visual reminders and signage throughout the building	<ul style="list-style-type: none"> Appropriate signage in place around the building to remind children and adults about the control measures in place, including physical distancing, hand hygiene, respiratory hygiene, enhanced cleaning etc. Bathrooms and toilets to have reminders re handwashing.
Suspected Cases	H	<p>Spread of Covid-19 virus</p> <p>Isolation area not cleaned sufficiently in between uses</p> <p>Virus passing between users,</p>	<ul style="list-style-type: none"> There are two isolation rooms. One beside the woodwork room and one beside the careers office. They have their own box of dedicated PPE and resources to support sick children or staff.



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		<p>children or adults becoming ill</p> <p>Risk of virus spreading through high-touch surfaces</p> <p>Risk of virus spreading through lack of hygiene/cleanliness procedures</p>	<ul style="list-style-type: none">• If a person (child or adult) displays symptoms, they will be accompanied, at a distance where possible, to the isolation room – going straight there via the nearest staircase and along the ground floor corridor and making contact with the Principal as quickly as possible.• The person will be provided with a mask immediately and remind them about good respiratory hygiene – coughing/sneezing into elbow, using tissues and bin provided, encourage not to touch people, surfaces or objects. The person will be facilitated to remain in isolation until arrangements to go home can be made.• If the person is well enough to go home, a school leader will arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general practitioner by phone of their symptoms. Public transport of any kind will not be used.• If they are too unwell to go home or advice is required, we will contact 999 or 112 and inform them that the sick
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			<p>person is a Covid-19 suspect.</p> <ul style="list-style-type: none"> • Carry out an assessment of the incident which will form part of determining follow-up actions and recovery, including contacting HSE, etc. • Arrange for appropriate cleaning of the isolation area and work areas involved. Mairin Maher will facilitate informing cleaners of this.
Respiratory and hand Hygiene	H	<p>Spread of Covid-19 virus</p> <p>Virus passing between users,</p> <p>Children or adults becoming ill</p> <p>Risk of virus spreading through high-touch surfaces</p> <p>Risk of virus spreading through lack of hygiene/cleanliness procedures</p>	<ul style="list-style-type: none"> • All staff and children to wash or sanitise their hands regularly. Explicit lessons to remind children about good hygiene practices to take place when school returns. • Running water, emulsifying soap and appropriate sanitisers are available in toilets and sanitisers(i.e. hand gel dispensers, etc.) are available in every classroom. Sanitiser is also available at entry/exit points – at each set of external doors. Hot water is available in staff toilets and staff room and kitchen. Supplies to be replenished regularly.



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			<ul style="list-style-type: none"> • Hand sanitiser used on clean hands (i.e. not visibly dirty). Dirty hands washed with water and soap. • Each classroom has a routine in place for sanitising and handwashing to avoid congregation in toilets/sanitiser point. • Posters and signage displayed in toilet and sink areas. <p>Children and staff to</p> <ul style="list-style-type: none"> • Wash their hands properly and often • Hands to be washed or sanitised • After coughing or sneezing • When hands are visibly dirty • Before and after eating or preparing food • Before and after using protective gloves • Before and after being on public transport • When arriving and leaving the school campus • After toilet use • After being outdoors • Cover their mouth and nose with a tissue or their sleeve when coughing and sneezing. Put used tissues into a bin and wash their hands
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			<ul style="list-style-type: none"> Develop a routine of increased cleaning and disinfecting of frequently touched objects and surfaces
Use of PPE	H	<p>Spread of Covid-19 virus</p> <p>Virus passing between users, children or adults becoming ill.</p> <p>Risk of virus spreading through lack of PPE</p>	<ul style="list-style-type: none"> Where PPE is required by staff, they are notified accordingly via training and provided with the necessary PPE and provided with training and information in the proper use, cleaning, storage and disposal of PPE. PPE needs to be consistently and properly worn when required. In addition, it must be regularly inspected, cleaned, maintained and replaced as necessary. Masks are currently required to be worn generally within the school according to current occupational and public health guidance. Gloves are not required generally within the workplace for infection prevention and control purposes according to current guidance. Due to the risks associated with the usage of gloves, the Board of Management will not provide gloves to staff for general use.



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Use of tools or equipment	M	<p>Spread of Covid-19 virus</p> <p>Virus passing between users,</p> <p>Children or adults becoming ill</p> <p>Risk of virus spreading through high-touch surfaces</p> <p>Risk of virus spreading through lack of hygiene/cleanliness procedures</p>	<ul style="list-style-type: none"> • Cleaning staff must wear appropriate PPE for the nature of the work that they are undertaking • All tools and equipment must be properly sanitised to prevent cross contamination • Arrangements to be put in place for one individual to use the same tool, equipment and machinery as far as is reasonably practicable • Cleaning material available so that all tools can be wiped down with disinfectant between each use • All mobile machinery (including vacuum cleaners) must be thoroughly cleaned and sanitised prior to use
Ventilation	H	<p>Spread of Covid-19 virus</p> <p>Virus passing between users, children or adults becoming ill</p>	<ul style="list-style-type: none"> • Door wedges available to keep classroom doors open to aid ventilation and reduce contact with high-touch handles. Doors must be closed by the last person leaving the room in the event of fire. • Some windows in each room to be open to aid ventilation where possible throughout the day and always while the room is not in use, e.g. breaks, lunches, PE time to allow air to move.



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Waste Management	M	<p>Spread of Covid-19 virus</p> <p>Virus passing between users, children or adults becoming ill</p>	<ul style="list-style-type: none"> • Bins (waste and recycling) are available in every room.
Adult Distancing	H	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading through lack of hygiene procedures</p> <p>Risk of virus spreading because of close contact</p>	<ul style="list-style-type: none"> • Physical distancing (increasing separation and decreasing interaction), particularly between adults, is a key control measure in reducing the spread of infection • Adults maintain 2m distance from one another, in all areas – including classrooms, staff room, playground, stairs, etc. • Adult meetings, including staff meetings, continue to take place virtually, through Google Meet or Zoom. • Daily Communication between staff to take place via email • There is an agreed policy of no hand-shaking or physical greetings between adults • All staff, contractors and visitors to maintain physical distancing
Changes to break and	M	Spread of Covid-19 virus	<ul style="list-style-type: none"> • Break times staggered to facilitate increased



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lunch times		<p>Virus passing between users,</p> <p>Children or adults becoming ill</p> <p>Risk of virus spreading because of close contact</p> <p>Heightened risk due to large numbers congregating</p>	<p>physical distancing.</p> <ul style="list-style-type: none"> • Two separate timings for each break mean that the yard is divided into 2 areas. • Adults should be vigilant to entry/exits, ensuring that classes do not meet other classes on the stairs and waiting for a class to pass before exiting the room, or waiting outside for a class to pass by, if there has been a delay. • On days when it is raining, children will remain seated in their seats within their form room and form teachers on duty will supervise from the classroom door area. Wherever possible, children will be given opportunities to go outside on these days, once it has stopped raining.
Entry/Exit to school Building	H	<p>Spread of Covid-19 virus</p> <p>Heightened risk due to large numbers congregating</p> <p>Risk of virus spreading because of close contact</p>	<ul style="list-style-type: none"> • One class to enter each area at a time and children and adults encouraged to keep 2m distance. • Temperatures are taken in the yard before first class as students line up to enter based on class room location. • Classes to proceed directly from the entry to their classroom without delay.



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Layout and Physical distance for children	H	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading because of close contact</p> <p>Risk of virus spreading through lack of hygiene procedures</p>	<ul style="list-style-type: none"> Classroom layouts were carefully considered and reconfigured to maintain 1m distance between students and 1m-2m distance from the teacher's desk.
Office Access	H	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading because of close contact</p> <p>Risk of virus spreading through lack of hygiene procedures</p>	<ul style="list-style-type: none"> Office capacity to be limited to the school secretary and 2 other persons, to facilitate the maintenance of physical distancing between designated workstations and protect the health and safety of staff. Clear signage in place. Codes have been removed from printers and photocopiers to minimise touching surfaces. Where teachers need to make phone calls, these are limited to after the school day where possible, and the phone sanitised before/after use. The practice of sending students to the office to get materials / photocopying is discontinued.



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			<ul style="list-style-type: none"> • Communication with the office via email
Parent/carer access to school	H	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading because of close contact</p> <p>Heightened risk due to large numbers congregating</p>	<ul style="list-style-type: none"> • In general, parents/carers are asked to avoid entering the school building to reduce the number of people and specifically the number of adults in the building at once to adhere to physical distancing guidelines. • Parents/carers encouraged to continue to communicate with the school via online channels, including email and Google classroom. • Parents/carers can email staff via the office and use phone calls to follow up with issues arising during the day. Appointments can be made via phone and set up in a socially distanced space. • Parents/carers who need to drop children to school later than usual or collect earlier than usual to go to the office as normal. The secretary asks the adult to remain outside and gets the student.
Deliveries and unplanned arrivals to the office	M	People outside the immediate school community bringing the Covid-19 virus onto the	<ul style="list-style-type: none"> • Ensure that all delivery transactions comply with physical distancing requirements Agree a delivery protocol



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		<p>school site Not having a way to contact visitors if a case of Covid-19 arises in the school following their visit</p> <p>Risk of virus spreading because of close contact</p>	<p>with suppliers, with deliveries planned where possible, with allocated times for collections and deliveries. Contact through the caretaker only</p> <ul style="list-style-type: none"> • Appropriate sanitising arrangements at access and exit points. • Visitors and delivery drivers to wear a mask when entering the building.
Staffing Arrangements			
List of school activities	Risk Level	The school has identified the following hazards	The school has the following procedures in place to address the risk identified in this assessment.
Absence Management	H	<p>Virus passing between users, children or adults becoming ill</p> <p>Substitute cover unavailable and no adult available to take the class</p>	<ul style="list-style-type: none"> • Staff to be aware of the symptoms of COVID-19 and monitor their own wellbeing. • If staff display any symptoms of COVID-19, they must self-isolate at home and contact their GP promptly for further advice. Staff must not return to or attend school if they have symptoms of COVID-19 under any circumstances. • Staff continue to follow the usual absence



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			<p>protocols if they are unwell, by calling before 8.00 a.m. in the morning (or the previous evening if possible). Substitute teachers to be engaged to cover absences wherever possible.</p> <ul style="list-style-type: none"> • The management of a COVID-19 related absence to be managed in line with agreed procedures with the Department of Education.
Lead Worker Representative	M	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading because of close contact</p> <p>Risk of virus spreading through lack of understanding of procedures</p>	<ul style="list-style-type: none"> • Staff have appointed a 'Lead worker representative' Mr James Hanrahan before returning to work. This person to work collaboratively with the Principal and BoM to assist in the implementation of the guidelines and monitor adherence to the control measures. They may also have a role in communicating key messages. • More information about the role is available on Google Drive. Lead worker responsibilities shared with all staff.
Return to work Protocols	M	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading because of close contact</p>	<ul style="list-style-type: none"> • Staff must complete a Return to Workplace (RTW) form online, via a link from the LWR, three days before returning to the building. They must also complete the induction training



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		<p>Risk of virus spreading through lack of understanding of procedures</p>	<p>module provided on health and safety.</p> <ul style="list-style-type: none"> • Staff in a 'very high risk' group (see HSE website) to contact the Principal immediately to discuss their return to work. • The Principal maintained contact with staff through the month of August (or following any significant absence) to communicate key changes in advance and give staff opportunities to ask questions or raise concerns. Online google forms survey completed. • The Staff took time on Wednesday 26th August before school started to orientate themselves with the new procedures in advance of the children's return.
Staff room and Staff Toilets	H	<p>Virus passing between users, children or adults becoming ill</p> <p>Risk of virus spreading because of close contact</p> <p>Risk of virus spreading through lack of hygiene procedures</p>	<ul style="list-style-type: none"> • Staggered breaks to reduce numbers accessing staff room facilities at the same time. Staff to maintain physical distance of 2m in staff areas and avoid congestion around burco, toasters, etc. Masks may be needed around the food preparation area if distancing cannot be maintained. • The layout of furniture in the staff room to be adjusted for physical



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			<p>distancing and must not be moved.</p> <ul style="list-style-type: none"> • Staff to wash or sanitise their hands before and after eating or preparing food. Cleaning sprays available for wiping down surfaces before/after use. Each individual is asked to look after their own cup, plate, etc. and wipe down the surface where they prepared food, sat, ate, etc. • Face masks to be worn in staffroom unless eating and drinking
Training	M	<p>Virus passing between users, staff or children becoming ill</p> <p>Risk of virus spreading through lack of understanding of</p>	<ul style="list-style-type: none"> • All staff to undertake and complete Covid-19 Induction Training prior to returning to the school building, to ensure they have full knowledge and understanding of the following: • Latest up to-date advice and guidance on public health and Covid-19 symptoms • What to do if a staff member or pupil develops symptoms of Covid-19 while at school • Outline of the Covid-19 response plan • Staff kept fully informed of the control measures in place in the school and their duties and responsibilities in preventing the spread of Covid-19 and updated with any changes to the control measures or



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			<p>guidance available from the authorities.</p> <ul style="list-style-type: none"> • If a staff member is unsure about any aspect of the Covid-19 Response Plan, the associated control measures, or his/her duties, he/she to immediately seek guidance from the Lead Worker Representative or Principal, who are supported in this role by the BoM.
Travelling to work	H	<p>Spread of Covid-19 virus Staff becoming ill</p> <p>Risk of virus spreading because of close contact</p>	<ul style="list-style-type: none"> • Where a staff member exhibits any signs of Covid-19 or has been exposed to a confirmed case they are not to travel to work. • If availing of public transport or car sharing sit down to minimise contact with frequently touched surfaces – handles, roofstraps, isolation bars, etc. • Wear a face mask and carry hand sanitiser (at least 60% alcohol) and use it regularly throughout your journey.
Wellbeing	H	<p>Staff suffering trauma as a result of Covid-19 experiences, including bereavement, grief</p> <p>Staff worried and anxious about returning to workplace</p>	<ul style="list-style-type: none"> • We recognise the significant stresses of the past few months on all staff and that everyone is returning to the workplace with their own worries and anxieties. • Information about planning for school



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		Staff suffering from stress	<p>returning issued in good time with opportunities for staff to contribute to the plan and ask questions</p> <ul style="list-style-type: none"> • The leadership team to ensure there are regular opportunities for 'check-ins' with staff as we settle back into school life • Communication re wider supports, e.g. Employee Assistance Service – a dedicated free-phone confidential helpline 1800 411 057 available 24 hours a day, 365 days a year providing advice on a range of issues such as wellbeing, legal, financial, mediation, management support etc. • Wellbeing supports also available via PDST website.
Teaching and Learning			
List of school Activities	Risk Level	The School has identified the following risk of harm	The school has the following procedures in place to address the risk identified in this assessment
Restoring Relationships and Curriculum	M	<p>Children becoming socially and physically isolated from school</p> <p>Children suffering trauma as a result of Covid-19 experiences</p>	<ul style="list-style-type: none"> • Re-establishing and restoring relationships are the most important aspect of our return to school. As adults, we need to recognise that the experiences of Covid-19 are different for everyone, have empathy for those different



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		Children disengaging from school and learning as a result of the school closure	<p>experiences and respond with compassion. Re-establishing a sense of safety and communicating confidence and calm to children is very important. We must recognise the potential for trauma while exploring the opportunities for change and how we might like to do things differently now.</p> <ul style="list-style-type: none"> • There are opportunities for re-establishing and taking time to establish and practice school routines without potential distractions from other children/classes. • NEPS advises focusing on wellbeing and relationships and taking time in the first few weeks to focus on SPHE and PE. • Strenuous physical activity will take place outside or in the Hall where children can be physically distant.
Special Educational Needs	M	<p>Risk of virus spreading through high-touch surfaces</p> <p>Risk of virus spreading through lack of hygiene/cleanliness procedures Staff maintaining</p>	<ul style="list-style-type: none"> • We acknowledge the time away from school has been particularly challenging for children with SEN and their families and their transition back to the school building and need particularly careful attention to reduce anxiety and support



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		physical distancing from one another in the classroom	<p>their wellbeing.</p> <ul style="list-style-type: none"> Physical distancing may be more challenging for these children. Parents/carers are advised to be particularly vigilant to symptoms. Staff working closely with SEN children to always wear a mask. Children may need support with hand washing and need additional support around hygiene. It is acknowledged that for some children with additional needs, physical distancing will be difficult to maintain. In these instances, staff must increase hand-washing and sanitising, both for themselves and the child and minimise the contact as much as possible.
Physical Education and outdoor learning	M	Risk of virus spreading through lack of physical distancing Risks re ventilation	<ul style="list-style-type: none"> Teachers to create more opportunities than usual for children to be outdoors, weather permitting, it would be advisable to go outside, or to another room (e.g. Hall) for part of this time – for PE, to read a story etc – an opportunity to get out of the room, move around a bit and have some fun! In PE lessons, it is important to recognise that some children may have had limited time outdoors or



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			<p>chance for physical exercise. Focusing on fundamental movement skills in the athletics or games strands are good ways to get everyone moving again, and with some creativity, can be done with physical distancing. See PDST resources.</p> <ul style="list-style-type: none"> • Minimise equipment sharing and clean shared equipment between users by different people.
Shared Resources in Classrooms	H	<p>Risk of virus spreading through high-touch surfaces</p> <p>Risk of virus spreading through lack of hygiene/cleanliness procedures</p>	<ul style="list-style-type: none"> • Equipment sharing to be minimised with careful timetabling and rotas. • Observe good hygiene (hand washing and respiratory etiquette, do not touch your eyes, nose, mouth with unwashed hands, etc.) before and after handling books and other materials. • Any books/resources that are used by one group to be quarantined for 72 hours before being used by another. Quarantining means placing these items in a separate box with a post-it or label with the time and date of the start of the quarantine period. Following the expiry of the 72-hours, the items may be unboxed. • Children have their own individual art and equipment supplies, e.g. scissors, glue



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			<p>sticks, colouring pencils, paintbrush, etc.</p> <ul style="list-style-type: none"> • Shared electronic devices such as tablets, touch screens, keyboards cleaned between use, using antibacterial wipes. • To the greatest extent possible, musical instruments are not shared between children and if sharing is required, the instruments are cleaned between uses. • Children encouraged to perform hand hygiene after using any shared item.
Homework	M	<p>Risk of virus spreading through sharing of resources between home and school</p> <p>Risk of virus spreading through high-touch surfaces</p>	<ul style="list-style-type: none"> • Homework will be set via google classrooms and at least some tasks completed each week to continue children's engagement with the online platform. • Where homework books or copies are being sent home, this is kept to a minimum and tasks set per week and self-corrected by children where possible. • Where teachers are correcting homework books/copies, they wash their hands before and afterwards, keep their hands away from their face and ensure to wipe down the book/copy before touching them.



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In class support including SNA Support	H	<p>Staff maintaining physical distancing from one another in the classroom</p> <p>Different adults moving between different classes with increased risk of virus spreading</p>	<ul style="list-style-type: none"> • In-class support to continue as a core part of the work of support teachers and SNAs. • In line with our current support teaching and SNA allocation, support to be focused in a limited number of classes. When working in class, it is important that adults maintain as much distance as possible from one another, at least 2m.
Use of ICT	H	Risk of virus spreading through high-touch surfaces	<ul style="list-style-type: none"> • Children encouraged to continue using technology during the school day. • The covers on the iPads are wipeable and wiped down before and after use with anti-bacterial wipes. • Keyboards on computers sanitised before and after use.
Virtual Learning	M	<p>Very high risk' children missing out on learning from being out of school</p> <p>Children not able to access learning from home during a school closure</p>	<ul style="list-style-type: none"> • As we return, we will establish if there are any children 'at very high risk' who will not return to the school building. Virtual learning via Google Classroom to continue for any child in this instance. • A designated teacher- HSCL and class teacher to be responsible for posting appropriate learning for the child each week and to check-in with the family regularly for support. Time to be allocated



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			<p>with the support timetable for this work, if necessary.</p> <ul style="list-style-type: none">• If there is a localised closure and our school has to close for a period, we will revert to online learning and the use of Google Classroom and google meets.• During September, we will take time in our staff meeting to reflect on our online learning experiences from March – June 2020 and consider additional measures that may need to be considered in the event of a further closure, including continued use of gSuite in class and support settings so that all children (especially those who did not engage as much in the summer term) are increasingly familiar with the Google classrooms platform, how to access and complete activities; getting devices to children and families who need them, and ensuring staff are up to date on the updates that have been rolled out over the summer.• We will also need to explore widening our use of Google Meet, Zoom and the potential of more synchronous lessons to keep children engaged with their learning while at home• We have collected all teachers google
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To be Read in conjunction with all other policies.

			classroom codes in the event a student is unable to access a class.
Changes to school Activities			
List of school activities	Level of Risk	The school has identified the following risk of harm	The school has the following in place to address the risk identified in this assessment
After school clubs and activities	H	Children from different classes mixing in the one space without physical distancing	<ul style="list-style-type: none"> After-school clubs and activities to not run for the month of September to allow time for new routines and structures to be embedded into daily practice. Only first years will take part in ExtraCurricular activities to start off. All classes will take part separately.
Breakfast clubs	H	<p>Large groups gathering in an indoor space and passing the virus to one another</p> <p>Additional risks associated with food preparation and hygiene</p>	<ul style="list-style-type: none"> Due to physical distancing guidelines, 10 students max can use the breakfast club. Disposable cups and cutlery will be used.
Contact Logs	H	Being unsure of who has been in contact with different members of school community	<ul style="list-style-type: none"> All visitors to the school to complete a contract tracing log with their personal details and information regarding their



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		Not having a way to contact visitors if a case of Covid-19 arises in the school following their visit	visit and those they interacted with
Educational Visits	H	<p>Maintaining adequate supervision while physical distancing outside of the school site</p> <p>Risks of other places not having hygiene protocols in place</p> <p>Risk of child/adult contracting virus as a result of visit</p>	<ul style="list-style-type: none"> • Educational visits will not run for the month of September to allow time for new routines and structures to be embedded into daily practice. • Teachers to consider opportunities for virtual tours of museum and galleries • Some enrichment opportunities may be available virtually, e.g. a Zoom session with an author or a video call with a local historian. Teachers to avail of as many of these opportunities as possible to continue to provide a creative and engaging curriculum and spark children's curiosity.
School Meals	H	Risk of virus being spread through high touch surfaces	<ul style="list-style-type: none"> • School lunches will be distributed the PE hall to allow for social distancing in the queue • Children to wash or sanitise their hands before and after eating
School Uniform	M	Risk of virus being spread through close contact	<ul style="list-style-type: none"> • Children wear their own clothes the day they have PE on their timetable.



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			<ul style="list-style-type: none"> Uniforms to be washed on a high heat each week to ensure high standards of cleanliness and hygiene
Visitors	M	<p>People outside the immediate school community bringing the Covid-19 virus onto the school site</p> <p>Not having a way to contact visitors if a case of Covid-19 arises in the school following their visit</p>	<ul style="list-style-type: none"> Visits to the school to be very restricted and visitors asked to: Make a prior appointment before visiting and remain at home if they have any Covid19 symptoms Follow the agreed Covid-19 protocols for the school, sanitise before entering the premises and complete a visitor contact tracing log on entry Adhere to social distancing requirements, complete business promptly and leave premises immediately. Visitors to continue to be greeted with dignity and respect, but expectations about the new procedures must be clear and strictly adhered to.
External Coaches, Specialist Teachers	M	<p>People outside the immediate school community bringing the Covid-19 virus onto the school site</p> <p>Not having a way to contact visitors if a case of Covid-19 arises in the school following their</p>	<ul style="list-style-type: none"> Specialist teachers/coaches (e.g. GAA or Rugby) will not run for the first term to allow time for new routines and structures to be embedded into daily practice. Procedures for starting these activities to be considered later in the term, taking on board all current public health advice. Each activity to be dealt with on a case by



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		visit	case basis.
HSCL	H	<p>Risk of virus spreading through close contact</p> <p>Maintaining adequate physical distancing outside of the school site</p> <p>Risks of other places not having hygiene protocols in place</p> <p>Risk of child/adult contracting virus as a result of visit</p>	<ul style="list-style-type: none"> • HSCL teacher will not enter homes for home visits • While in exceptional circumstances, the HSCL teacher may visit a home, he will remain outdoors and at a 2m distance from any other person at all times. • Most contact with parents/carers will be via phone or outdoors in the school setting where possible. • Where a longer meeting is necessary, it should be scheduled in advance in a space that can meet 2m physical distancing requirements only.

Updated on 17.09.20 by members of the Covid Committee. Principal (M Quinn), Deputy (N McCann), LWR(J Hanrahan), First Aid Co-ordinator(P Walsh)



To be Read in conjunction with all other policies.

Principal: *Maire Quinn*

A handwritten signature in black ink, appearing to be 'Maire Quinn', written over a faint horizontal line.

Chairperson: _

Lead Worker Representative: *James Hanrahan*