



## Brannoxtown Community National School

### Child Safeguarding Risk Assessment of any Potential Harm

### COVID-19: Health and safety Risk Assessment

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#### Introduction

This Covid-19 Health and Safety Risk Assessment forms part of the policy 'Child Safeguarding Risk Assessment of any Potential Harm' at Brannoxtown Community National School (CNS). This new section of the school's Risk Assessment was drafted in July and completed in August 2020, as part of the school's *Covid-19 Response Plan*. In line with the requirements of Safety, Health and Welfare at Work Act 2005 (Section 19) Brannoxtown CNS is responsible for addressing any significant hazards and risks in the school. The purpose of this Risk Assessment relating to Covid-19 is to assess risks to safety, health and welfare and show how the school is controlling these risks as far as is reasonably practicable.

The Board is committed to the ongoing identification of hazards, the assessment of the appropriate risks and the introduction of controls to deal with them. In addition, staff are involved and participate in safety, health and welfare issues within the school and are encouraged to identify and report any potential hazards that may exist and to ensure that a risk assessment is carried out.

This new section of the school's Risk Assessment includes all relevant updates and necessary control measures to minimise the risk of staff and others being exposed to Covid-19 and these will be incorporated into the Safety Statement for Brannoxtown CNS in line with requirements of section 20 of the 2005 Act. Additional reviews will be undertaken on a regular basis and in line with Government and public health advice to ensure that all information remains accurate, that controls are appropriate and where necessary risks are reassessed.

#### Definitions

- A **hazard** is anything with the potential to cause harm to the safety, health or welfare of staff, students, visitors and contractors – a wet or slippery floor, an unguarded machine, stressful work, a blocked entrance, hazardous chemicals etc. Hazards may be classified as physical, chemical, biological, environmental or human.
- A **risk** is the likelihood that someone will be harmed by a hazard and the severity of that harm.

- A **control measure** is an applied measure that reduces the level of risk. Control measures can be applied at the planning stage, can comprise physical measures, can be management issues and can include training. Good control measures will require a combination of some or all of these.
- **Parents** refers to parents and other adults who are a child’s legal guardians.

### Control Measure Principles

Schedule 3 of the Safety, Health and Welfare at Work Act 2005 lists the Principles of Prevention. The Board of Management at Brannoxtown CNS undertakes to apply these principles (where practicable) in dealing with all risks within the school:

- Avoidance of risks
- Evaluation of unavoidable risks
- Combating of risks at source
- Adaptation of work to the individual
- Adaptation of workplace to technical progress
- Replacement of dangerous articles, substances or systems of work by safe/less dangerous articles, substances/systems.
- Priority to collective protective measures over individual protective measures
- Development of an adequate prevention policy which takes account of technology, organisation of work, working conditions, social factors and the influence of factors relating to the working environment
- Appropriate training and instructions to employees.

When the safety audit identifies hazards, it is necessary to evaluate and rank them to control them in an orderly way. The risk of a hazard is a measure of the likelihood/probability of an accident coupled with the severity of the injury or loss. The risk potential of each hazard in this policy was assessed by ranking, i.e., by giving numerical values of between 1 and 5 to both the **severity** of the consequences and the **probability** of the event occurring. When the numerical factors for severity and probability were multiplied, they produced a number 1-25 which is the **risk rating (Severity x Probability = Risk Rating)**.

**Table1. Severity**

Severity Rating	Interpretation	Numerical Value
Fatality/Catastrophic	Single/multiple fatalities, widespread illness, large scale property/equipment damage	5
Major	Serious injury or illness, significant property or equipment damage	4
Moderate	Injury and damage to property	3
Minor	Minor injury or illness, minor property or equipment damage	2
Trivial	No significant injury or illness, no significant property or equipment damage	1

**Table 2. Probability/Likelihood**

<b>Probability Rating</b>	<b>Interpretation</b>	<b>Numerical Value</b>
Inevitable	Likely to occur either immediately or in the short term	5
Very Likely	Could occur in time or if repeated enough	4
Likely	Likely to occur	3
Unlikely	Though unlikely, may occur over time	2
Rare	Unlikely to occur at all	1

**Table 3. Risk Rating**

<b>Numerical Value</b> Severity x Probability	<b>Descriptive risk rating</b>	<b>Interpretation</b>
16 – 25	<b>Emergency – Extremely serious</b> If the incident occurred, permanent, debilitating injury or death would be a likely result.	Risks are unacceptable and immediate action required justifying special maintenance. Activity should be halted and stopped until the hazard is eliminated or appropriate risk controls are put in place.
11 – 15	<b>Severe and Serious</b> If an incident were to occur, it would be likely that an injury requiring medical treatment would result.	Activity can proceed but substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity or to apply interim control measures until this has been completed.
6 – 10	<b>Medium</b> If an incident were to occur, there would be some chance that an injury requiring First Aid treatment would result	Activity can proceed but consideration should be given as to whether the risks can be lowered. Control measures must be monitored and reviewed as required to ensure they remain suitable and sufficient.
1 – 5	<b>Trivial or Negligible</b> If an incident were to occur, there would be little likelihood that an injury would result	No additional controls are necessary as these risks are considered acceptable. Activity should be regularly reviewed to ensure there is no change to the risk rating and that controls are maintained.

**\*Note:** A numerical rating has been used in column 4 of the risk assessment sheets to describe the risk potential for the hazard identified. This method has been used in an attempt to ensure that the levels of risk will be understood and clear to all those operating within the school.

### **Risk Assessment for Covid-19 at Brannoxtown CNS**

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
Staff	<p><b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<p><b>1. Risk Communication, Education and Training</b></p> <ul style="list-style-type: none"> <li>The Board of Management (BoM) will develop a <b>Response Plan</b> for the prevention and mitigation of Covid-19 following a risk assessment at Brannoxtown CNS. This plan highlights the measures necessary to protect the health and safety of staff in re-opening and modifying work arrangements in the school.</li> <li><b>Staff representative(s) will be properly consulted</b> when developing and implementing the action plan for the prevention and mitigation of Covid-19 within the school and all staff will be informed about the measures being introduced, using specific risk communication and staff engagement approaches.</li> <li>The BoM will: <ul style="list-style-type: none"> <li>✓ Ensure all staff receive <b>necessary training</b> prior to returning to work.</li> <li>✓ Use a range of communications (e.g., posters, updates) to <b>increase awareness</b> of Covid-19 -staff and pupils.</li> <li>✓ Promote <b>safe individual practices</b> within the school</li> <li>✓ Engage with staff in providing feedback on the <b>preventive measures and their effectiveness.</b></li> <li>✓ Provide <b>regular information</b> about the risk of Covid-19 using official sources, such as government agencies (HSE, HSA, etc.) and the World Health Organisation.</li> <li>✓ Emphasise the effectiveness of adopting <b>protective measures</b> especially good personal hygiene.</li> <li>✓ Provide specific training in the <b>proper use of PPE</b> for staff, where required.</li> </ul> </li> </ul>	Acceptable Trivial or Negligible	Board of Management Principal Staff
<p>Risk Level Calculation: Risk Rating = (a) X (b) (a) Severity of risk/injury <b>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality</b> (b) Likelihood of event <b>1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</b></p>		<p>Risk Level Action 1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action &amp; control 16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name: Sarah FitzPatrick, Principal (input from staff and BoM) Assessment Date: July/August, 2020</p>	
All Staff Pupils Visitors Contractors	<p><b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are:</p>	<p><b>2a. Hygiene (Personal)</b></p> <ul style="list-style-type: none"> <li>✓ The BoM will ensure that <b>all staff can wash their hands regularly.</b> Hot water and appropriate sanitisers (i.e. hand gel dispensers, etc.) will be available throughout the</li> </ul>	Acceptable Trivial	Board of Management Principal Staff

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
<b>Public</b>	<ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<p>school. Staff should:</p> <ul style="list-style-type: none"> <li>✓ wash their hands properly and often and especially at these times: <ul style="list-style-type: none"> <li>○ After coughing or sneezing</li> <li>○ Before and after eating or preparing food</li> <li>○ Before and after using protective gloves</li> <li>○ When arriving and leaving the school</li> <li>○ After toilet use</li> </ul> </li> <li>✓ Cover their mouth and nose with a tissue or their sleeve when coughing and sneezing.</li> <li>✓ Put used tissues into a bin and wash their hands.</li> <li>✓ Develop a routine of increased cleaning and disinfecting of frequently touched objects and surfaces.</li> </ul> <ul style="list-style-type: none"> <li>The BoM will <b>supply required cleaning products</b>, will ensure the correct and safe use and storage of all products.</li> <li>No employees are permitted to attend work if they display any of these symptoms: fever (temperature of 37.5 degrees or above); cough; shortness of breath; or breathing difficulties.</li> <li>Any <b>Staff Member</b> who: <ul style="list-style-type: none"> <li>○ is displaying symptoms must self-isolate and not attend school for 14 days.</li> <li>○ is living with someone who is self-isolating or waiting for a test must also self-isolate for 14 days.</li> <li>○ who has who has tested positive must not return to work until deemed fit to do so, i.e. on approval of their medical advisor. Staff can access regular updates at: <a href="https://www2.hse.ie/">https://www2.hse.ie/</a> and can contact HSELive for advice <b>1850 241850</b>.</li> </ul> </li> </ul>		Visitors
<p>Risk Level Calculation: Risk Rating = (a) X (b)</p> <p>(a) Severity of risk/injury 1=trivial, 2=slight, <b>3=moderate</b>, 4=major, 5=fatality</p> <p>(b) Likelihood of event <b>1=rare</b>, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action</p> <p>1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action &amp; control 16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name: Sarah FitzPatrick, Principal (input from staff and BoM) Assessment Date: July/August, 2020</p>	
<b>All staff Pupils</b>	<b>Spread of Covid-19 virus</b>	<b>2b. Hygiene (School Premises)</b> The BoM will ensure that:	<b>Medium</b> Requires	Board of Management

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
<b>Visitors</b> <b>Contractors</b> <b>Public</b>	Persons currently deemed most at risk of complications if they catch the coronavirus are: <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<ul style="list-style-type: none"> <li>✓ <b>Appropriate signage</b> in line with public health guidelines will be displayed throughout school facility (buildings and grounds).</li> <li>✓ Appropriate <b>social distancing markings</b> are in place</li> <li>✓ <b>Necessary PPE is</b> available to staff</li> <li>✓ <b>Standard cleaning and maintenance regimes</b> are put in place and detailed records retained</li> <li>✓ <b>Toilet facilities</b> are cleaned regularly</li> <li>✓ <b>Equipment sharing is minimised.</b> Staff are encouraged not to share equipment</li> <li>✓ There is <b>regular cleaning</b> of frequently touched surfaces and staff are provided with essential cleaning materials to clean their own work areas e.g., wipes/disinfection products, paper towels and waste bins/bags)</li> <li>✓ All <b>school equipment is sanitised</b> – cleaning programmes to be devised to ensure that shared equipment is cleaned and disinfected between use by different people</li> <li>✓ <b>Covid compliant work areas</b> maintain social distancing guidelines</li> <li>✓ Use of <b>canteen/kitchen or communal facilities</b> does not exceed four staff members at one time.</li> <li>✓ <b>Bins are provided for disposal of waste</b> (tissues, paper towels, wipes, etc.) and adequate waste collection arrangements are in place to avoid bins overflowing.</li> <li>✓ All <b>waste collection points are emptied</b> throughout and at the end of each day.</li> <li>✓ Staff use <b>gloves when removing rubbish bags</b> or handling and disposing of any rubbish and they wash hands with soap and water for at least 20 seconds afterwards.</li> </ul>	monitoring	Principal Staff Visitors
Risk Level Calculation: Risk Rating = (a) X (b) (a) <i>Severity of risk/injury</i> 1=trivial, 2=slight, <b>3=moderate</b> , 4=major, 5=fatality (b) <i>Likelihood of event</i> 1=rare, <b>2=unlikely</b> , 3=likely, 4=very likely, 5=inevitable		Risk Level Action 1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action & control 16-25 Emergency risk, Halt activity and review immediately	Assessor's Name: Sarah FitzPatrick, Principal (input from staff and BoM) Assessment Date: July/August, 2020	
<b>Staff especially</b>	<b>Spread of Covid-19 virus</b> Persons currently deemed most	<b>3. Social Distancing</b> <ul style="list-style-type: none"> <li>All cleaning will be undertaken in line with DES and public</li> </ul>	<b>Medium</b> Requires	Board of Management

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
<b>cleaning staff</b>	at risk of complications if they catch the coronavirus are: <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	health guidance: <ul style="list-style-type: none"> <li>✓ <b>Staff are responsible for cleaning personal items</b> brought to work and items handled at work/during breaks. Staff are advised to clean personal items brought to work (e.g. mobile phones) and to avoid leaving them down on communal surfaces or they will need to clean the surface after the personal item is removed</li> <li>✓ <b>Cleaning staff will be supported</b> in the new cleaning arrangements for the school. The Cleaning Framework for Brannoxtown CNS specifies equipment supplies and provides checklists for daily and deep cleans.</li> <li>✓ <b>Sufficient cleaning materials and PPE</b> will be available to allow for increased cleaning</li> <li>✓ <b>Cleaning staff will be instructed to wear gloves when cleaning</b> and are aware of the need to wash their hands thoroughly with soap and water, both before and after wearing gloves</li> <li>✓ The <b>system for the disposable of cleaning tissues and used wipes</b> in a rubbish bag is in line with HSE guidance.</li> <li>✓ A system is in place to ensure that <b>equipment such as buckets are emptied and cleaned</b> with a fresh solution of disinfectant before re-use.</li> </ul>	monitoring	Principal Staff
Risk Level Calculation: Risk Rating = (a) X (b) (a) Severity of risk/injury 1=trivial, 2=slight, <b>3=moderate</b> , 4=major, 5=fatality (b) Likelihood of event 1=rare, <b>2=unlikely</b> , 3=likely, 4=very likely, 5=inevitable		Risk Level Action 1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action & control 16-25 Emergency risk, Halt activity and review immediately	Assessor's Name: Sarah FitzPatrick, Principal (input from staff and BoM) Assessment Date: July/August, 2020	
<b>Staff</b>	<p><b>Spread of Covid-19 virus</b></p> Persons currently deemed most at risk of complications if they catch the coronavirus are: <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (high temperature of 37.5 degrees Celsius or above)</li> </ul>	<p><b>4. Office/Administration and Staff Areas</b></p> <ul style="list-style-type: none"> <li>Office staff numbers (one School Secretary) facilitates the maintenance of <b>physical distancing</b> between designated workstations and staff.</li> </ul>	<b>Acceptable</b> Trivial or Negligible <i>Our school has just one school secretary. No more</i>	Board of Management Principal Administration staff



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	<ul style="list-style-type: none"> <li>A cough - this can be any kind of cough, not just a dry cough</li> <li>Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<ul style="list-style-type: none"> <li>The number of employees permitted to work in the office/staff area at any particular time shall not exceed four. This necessary control measure ensures health and safety is protected.</li> </ul>	<i>than four staff can be in Room 4 at any one time.</i>	
<b>Risk Level Calculation: Risk Rating = (a) X (b)</b> <i>(a) Severity of risk/injury</i> 1=trivial, <b>2=slight</b> , 3=moderate, 4=major, 5=fatality <i>(b) Likelihood of event</i> 1=rare, <b>2=unlikely</b> , 3=likely, 4=very likely, 5=inevitable		<b>Risk Level Action</b> 1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action & control 16-25 Emergency risk, Halt activity and review immediately	<b>Assessor's Name:</b> Sarah FitzPatrick, Principal (input from staff and BoM) <b>Assessment Date:</b> July/August, 2020	
<b>Staff</b>	<p><b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough</li> <li>Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<p><b>5. Wearing PPE</b> The <b>correct use of Personal Protective Equipment (PPE)</b> such as face shields/visors or clear plastic barriers may be required in some circumstances to address identified risks of spread of the virus. A classroom PPE Container has been provided for each teacher at Brannoxtown CNS.</p> <ul style="list-style-type: none"> <li>Where PPE is required, staff have <b>access to necessary PPE</b> and receive training and information on proper use, cleaning, storage and disposal of PPE.</li> <li>PPE is <b>consistently and properly worn</b> when required and it is regularly inspected, cleaned, maintained and replaced.</li> <li>PPE is <b>not be required to be worn within the school</b> according to current occupational, public health guidance.</li> <li>Current <b>general guidance from the HSE in relation to the wearing of face coverings, masks and gloves is followed.</b></li> <li><b>Face masks are provided</b> to all staff and available for optional use.</li> <li><b>Gloves are not required generally</b> for infection prevention and control, due to the risks involved; the BoM provides gloves to staff for use in exceptional circumstances.</li> </ul>	<b>Medium</b> Requires monitoring	Board of Management Principal Staff



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<b>Staff particularly School Secretary &amp; Teachers</b>	<b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are: <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <b>Known effects of the coronavirus:</b> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<b>6. Handling books and other resources during Covid-19</b> The BoM plans for <b>distribution of school resources</b> such as the book rental scheme, other resource materials and IT equipment so that these are available to pupils for the start of the new school year. The following guidelines are recommended for staff when receiving or assisting in compiling resource packs: <ul style="list-style-type: none"> <li>Maintain <b>physical distancing</b></li> <li><b>Observe good hygiene</b> (hand washing and respiratory etiquette, do not touch your eyes, nose, mouth with unwashed hands, etc.) before and after handling books and other materials returned to the school</li> <li>Follow the <b>agreed school protocols</b> if you are displaying symptoms of Covid-19</li> <li>Any books or other items (resource packs, etc.) being returned to the school are <b>quarantined for 72 hours</b>. Quarantining means placing these items in sealed boxes that are labelled with the time and date of the start of the 72-hour quarantine period. These boxes are stored in a separate location away from active work areas within the school.</li> <li>Following the expiry of the 72-hour quarantine, the items are <b>unboxed, cleaned and prepared</b> for the next school year.</li> <li><b>Hands are washed</b> in line with relevant guidance</li> </ul>	<b>Medium</b> Requires monitoring	Board of Management Principal Staff
Risk Level Calculation: Risk Rating = (a) X (b) (a) Severity of risk/injury 1=trivial, 2=slight, <b>3=moderate</b> , 4=major, 5=fatality (b) Likelihood of event 1=rare, <b>2=unlikely</b> , 3=likely, 4=very likely, 5=inevitable		Risk Level Action 1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action & control 16-25 Emergency risk, Halt activity and review immediately	Assessor's Name: Sarah FitzPatrick, Principal (input from staff and BoM) Assessment Date: July/August, 2020	
<b>All staff</b>	<b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are:	<b>7. Using hand-tools or equipment</b> <ul style="list-style-type: none"> <li>Staff wear the <b>appropriate PPE</b> for the nature of the work that they are undertaking.</li> </ul>	<b>Medium</b> Requires monitoring	Board of Management Principal

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	<ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<ul style="list-style-type: none"> <li>All tools and equipment are <b>properly sanitised</b> to prevent cross contamination.</li> <li>Arrangements are in place for <b>one individual to use the same tool/equipment</b> as far as is reasonably practicable.</li> <li>Cleaning material is available so that all tools can be <b>wiped down with disinfectant</b> between each use.</li> <li>All <b>mobile machinery (including lawnmowers)</b> must be thoroughly cleaned and santised prior to use</li> </ul>		Staff
<p>Risk Level Calculation: Risk Rating = (a) X (b)</p> <p>(a) Severity of risk/injury 1=trivial, 2=slight, <b>3=moderate</b>, 4=major, 5=fatality</p> <p>(b) Likelihood of event 1=rare, <b>2=unlikely</b>, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action</p> <p>1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action &amp; control 16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name: Sarah FitzPatrick, Principal (input from staff and BoM)</p> <p>Assessment Date: July/August, 2020</p>	
<p><b>Staff</b> <b>Pupils</b> <b>Visitors</b> <b>Contractors</b></p>	<p><b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p>	<p><b>8. Dealing with a suspected case of Covid-19:</b> <b>The Board of Management will:</b></p> <ul style="list-style-type: none"> <li>✓ An appropriate person is appointed for dealing with suspected cases, i.e., <b>the child's teacher.</b></li> <li>✓ A <b>designated isolation area</b> is available within the school building. The designated area and the route to the designated area are easily accessible.</li> <li>✓ The possibility of having more than one person displaying signs of Covid-19 is considered; <b>additional isolation areas</b> are available (in each classroom). The designated area has the ability to isolate the person at least two metres from the teacher and other children.</li> </ul>	<p><b>Medium</b> Requires monitoring</p>	<p>Board of Management Principal Staff</p>

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
	<ul style="list-style-type: none"> <li>• A fever (temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<p><b>If a person displays symptoms of Covid-19 the following procedure is implemented:</b></p> <ul style="list-style-type: none"> <li>✓ The person is isolated and a procedure is in place to <b>accompany the individual to the designated isolation area</b> keeping at least 2 metres away from the symptomatic person and making sure that others maintain a distance of at least 2 metres from the symptomatic person.</li> <li>✓ A <b>mask is provided</b> for the person presenting with symptoms. He/she should wear the mask if in a common area with other people or while exiting the premises.</li> <li>✓ The individual displaying symptoms is <b>assessed to see if he/she can immediately be directed to go home</b> and call their doctor and continue self-isolation at home.</li> <li>✓ The individual with symptoms <b>remains in isolation</b> if they cannot immediately go home. They avoid touching people, surfaces and objects. They are advised to cover their mouth and nose with disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided.</li> <li>✓ If the person is well enough to go home, arrangements are made for them to be <b>transported home by a family member</b>, as soon as possible and parents are advised to inform their general practitioner by phone of their symptoms. Public transport of any kind is not used.</li> <li>✓ If they are too unwell to go home or advice is required, the <b>Principal/Secretary contacts 999 or 112 and informs them that the sick person is a Covid-19 suspect.</b></li> <li>✓ The <b>incident is assessed</b> which will form part of determining follow-up actions and recovery.</li> <li>✓ Appropriate cleaning is arranged for the isolation area and work areas involved.</li> </ul>		
<p>Risk Level Calculation: Risk Rating = (a) X (b)  (a) <i>Severity of risk/injury</i>  1=trivial, 2=slight, <b>3=moderate</b>, 4=major, 5=fatality  (b) <i>Likelihood of event</i>  1=rare, <b>2=unlikely</b>, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action  1-5 Trivial risk, Acceptable  6-10 Medium risk, Requires monitoring  11-15 Severe risk, Requires immediate further action &amp; control  16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name:  Sarah FitzPatrick, Principal  (input from staff and BoM)  Assessment Date:  July/August, 2020</p>	

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
<p><b>Staff</b> <b>Pupils</b> <b>Visitors</b></p>	<p><b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>• 60 years of age and over</li> <li>• have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>• pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>• A fever (temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<p><b>9. Covid-19 Cleaning</b> All cleaning is undertaken in line with DES and public health guidance. <b>Disposable paper roll</b> is used to clean all hard surfaces, floors, chairs, door handles and sanitary fittings. An <b>approved and recognised detergent and disinfectant</b> are used following manufacturer’s instructions for dilution, application and contact times. The disinfectants used are effective against viruses.</p> <p><b>Additionally</b></p> <ul style="list-style-type: none"> <li>• Avoid creating splashes and spray when cleaning.</li> <li>• Any cloths used are disposed of and put into waste bags as outlined below.</li> <li>• Any items heavily contaminated with bodyfluids and that cannot be cleaned by washing are disposed of.</li> <li>• If possible, an area is closed off and secure for 72 hours following contamination. After this time, the amount of virus contamination will have decreased substantially, and cleaning takes place as normal.</li> </ul> <p><b>Waste</b></p> <ul style="list-style-type: none"> <li>• Waste is put in a plastic rubbish bag and tied.</li> <li>• The plastic bag is placed in a second bin bag and tied.</li> <li>• It is put in a suitable and secure place and marked for storage until the individual’s test results are known.</li> <li>• All waste is stored safely and kept away from children. It is not placed in communal waste until negative test results are known or it has been stored for at least 72 hours.</li> <li>• If the individual tests negative, the waste can be put in with normal waste. If the individual tests positive, then it is stored for at least 72 hours and put with normal waste.</li> </ul>	<p><b>Medium</b> Requires monitoring</p>	<p>Board of Management Principal Cleaning staff</p>
<p>Risk Level Calculation: Risk Rating = (a) X (b) (a) Severity of risk/injury 1=trivial, 2=slight, 3=moderate, <b>4=major</b>, 5=fatality (b) Likelihood of event 1=rare, <b>2=unlikely</b>, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action 1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action &amp; control 16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor’s Name: Sarah FitzPatrick, Principal (with input from staff &amp; BoM) Assessment Date: July/August, 2020</p>	

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
<b>Staff</b> <b>Pupils</b> <b>Visitors</b>	<p><b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>• 60 years of age and over</li> <li>• have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>• pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>• A fever (temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<p><b>10. Cleaning a space with a suspected/confirmed case of Covid-19</b></p> <p>All cleaning will be undertaken in line with DES and public health guidance.</p> <ul style="list-style-type: none"> <li>✓ After a suspected coronavirus (Covid-19) case, the area is <b>cleaned with normal household disinfectant.</b></li> <li>✓ The area is kept <b>closed and secure for 72 hours</b> (if possible) for cleaning to allow the amount of virus living on surfaces will have reduced significantly.</li> <li>✓ A <b>face mask and disposable gloves are worn for cleaning.</b> These are double-bagged, stored securely for 72 hours then put with regular rubbish after cleaning is finished.</li> <li>✓ Using a disposable cloth, hard surfaces are first cleaned with warm soapy water, then disinfected with the cleaning products normally used. Particular attention is given to frequently <b>touched areas and surfaces</b>, such as toilets, banisters on stairwells and door handles.</li> <li>✓ If an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (Covid-19) <b>protection for the eyes, mouth and nose</b>, is considered as well as wearing gloves and apron.</li> <li>✓ <b>Hands are washed with soap and water for 20 seconds</b> after removing gloves, aprons and other PPE.</li> <li>✓ Public areas where a symptomatic individual has passed through and spent minimal time can be <b>cleaned as normal.</b></li> </ul> <p>All surfaces that the symptomatic person has come into contact with must be <b>cleaned and disinfected</b>, including any objects which are visibly contaminated with body fluids.</p>	<b>Serious</b> Requires monitoring	Board of Management Principal Cleaning staff
Risk Level Calculation: Risk Rating = (a) X (b) (a) Severity of risk/injury 1=trivial, 2=slight, 3=moderate, <b>4=major</b> , 5=fatality (b) Likelihood of event 1=rare, 2=unlikely, <b>3=likely</b> , 4=very likely, 5=inevitable		Risk Level Action 1-5 Trivial risk, Acceptable 6-10 Medium risk, Requires monitoring 11-15 Severe risk, Requires immediate further action & control 16-25 Emergency risk, Halt activity and review immediately	Assessor's Name: Sarah FitzPatrick, Principal (with input from staff & BoM) Assessment Date: July/August, 2020	
<b>Staff</b>	<b>Spread of Covid-19 virus</b>	<b>11. Travel to/from work</b>	<b>Acceptable</b> Trivial	All staff

Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
	<p>Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>• 60 years of age and over</li> <li>• have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>• pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>• A fever (temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<ul style="list-style-type: none"> <li>• Where a staff member exhibits any signs of Covid-19 or has been exposed to a confirmed case <b>they should not travel to work.</b></li> <li>• Wherever possible, staff should travel to work alone using their own means of transport – staff <b>should not share transport</b> to or from work.</li> </ul>		
<p>Risk Level Calculation: Risk Rating = (a) X (b)            (a) Severity of risk/injury            1=trivial, <b>2=slight</b>, 3=moderate, 4=major, 5=fatality            (b) Likelihood of event            1=rare, <b>2=unlikely</b>, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action            1-5 Trivial risk, Acceptable            6-10 Medium risk, Requires monitoring            11-15 Severe risk, Requires immediate further action &amp; control            16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name:            Sarah FitzPatrick, Principal            (with input from staff &amp; BoM)            Assessment Date:            July/August, 2020</p>	
<p><b>Staff</b>  <b>Pupils</b>  <b>Parents</b>  <b>Wider Community</b></p>	<p><b>Spread of Covid-19 virus</b>            Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>• 60 years of age and over</li> <li>• have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>• pregnant women</li> </ul>	<p><b>12. Dropping off/collecting pupils</b></p> <ul style="list-style-type: none"> <li>• Arrangements for dropping off and collecting pupils from the school will be organised to maintain, as far as is reasonably practicable, <b>a safe social distance between drivers/parents and all school staff.</b></li> <li>• Parents will be encouraged to <b>wait in the driver seat</b> and the staff-member of duty will help their child to/from their car at drop-off and pick-up times.</li> <li>• The teacher on set-down duty:               <ul style="list-style-type: none"> <li>○ Wears a mask</li> </ul> </li> </ul>	<p><b>Moderate</b>            Requires monitoring</p>	<p>Board of Management            Principal            Staff            Bus and taxi drivers</p>



Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
	<p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>• A fever (temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<ul style="list-style-type: none"> <li>○ Brings her personal hand-sanitiser to clean hands after each car door opened/closed.</li> <li>○ Walks the child safely to the school yard.</li> </ul>		
<p>Risk Level Calculation: Risk Rating = (a) X (b)            (a) Severity of risk/injury            1=trivial, 2=slight, <b>3=moderate</b>, 4=major, 5=fatality            (b) Likelihood of event            1=rare, <b>2=unlikely</b>, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action            1-5 Trivial risk, Acceptable            6-10 Medium risk, Requires monitoring            11-15 Severe risk, Requires immediate further action &amp; control            16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name:            Sarah FitzPatrick, Principal (with input from staff &amp; BoM)            Assessment Date:            July/August, 2020</p>	
<p><b>Staff Pupils Wider Community</b></p>	<p><b>Spread of Covid-19 virus</b>            Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>• 60 years of age and over</li> <li>• have long-term medical conditions - i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>• pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>• A fever (temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> </ul>	<p><b>13. Visitors to the School</b></p> <ul style="list-style-type: none"> <li>• The Board of Management will ensure the <b>safety and wellbeing of all visitors</b> to the school premises. Visits to the school will be severely restricted; visitors will be asked to:               <ul style="list-style-type: none"> <li>✓ Make a <b>prior appointment</b> before visiting the school</li> <li>✓ <b>Remain at home</b> if they have any Covid-19 symptoms</li> <li>✓ Follow the agreed Covid-19 <b>protocols for the school</b></li> <li>✓ <b>Sanitise hands</b> upon entering the premises</li> <li>✓ <b>Record attendance</b> with arrival/departure times</li> <li>✓ Wear <b>face masks</b></li> <li>✓ Adhere to <b>social distancing requirements</b></li> <li>✓ Not to loiter – <b>complete their business and leave</b> the premises</li> </ul> </li> </ul>	<p><b>Moderate</b> Requires monitoring</p>	<p>Board of Management Principal</p>



Who may be affected?	Identified Risks Two risks are identified throughout this plan – noted in red font.	Hazards (blue font) and Controls	Risk Rating with controls	Action implementation
	<ul style="list-style-type: none"> <li>Death</li> </ul>			
<p>Risk Level Calculation: Risk Rating = (a) X (b)            (a) Severity of risk/injury            1=trivial, 2=slight, <b>3=moderate</b>, 4=major, 5=fatality            (b) Likelihood of event            1=rare, <b>2=unlikely</b>, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action            1-5 Trivial risk, Acceptable            6-10 Medium risk, Requires monitoring            11-15 Severe risk, Requires immediate further action &amp; control            16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name:            Sarah FitzPatrick, Principal (with input from staff &amp; BoM)            Assessment Date:            July/August, 2020</p>	
<p><b>Staff</b>  <b>Pupils</b>  <b>Drivers</b>  <b>Wider Community</b></p>	<p><b>Spread of Covid-19 virus</b>            Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>60 years of age and over</li> <li>have long-term medical conditions – i.e. heart disease, lung disease, high blood pressure, diabetes or cancer</li> <li>pregnant women</li> </ul> <p><b>Known effects of the coronavirus:</b></p> <ul style="list-style-type: none"> <li>A fever (temperature of 37.5 degrees Celsius or above)</li> <li>A cough - this can be any kind of cough, not just a dry cough Shortness of breath or breathing difficulties</li> <li>Loss of sense of smell</li> <li>Loss of sense of taste or distortion of sense of taste</li> <li>Death</li> </ul>	<p><b>14. Management of deliveries/supplies to the school</b></p> <ul style="list-style-type: none"> <li>A <b>delivery protocol</b> is agreed with suppliers in advance.</li> <li>All drivers follow directions to the <b>school set down</b> area.</li> <li>All delivery transactions <b>comply with physical distancing requirements</b>, i.e., ring the buzzer, enter via the main door, sign the log-book and deposit the delivery in the main foyer downstairs.</li> <li>All deliveries are <b>planned with allocated times</b> for drop-off and collections.</li> <li>A <b>system is agreed with suppliers</b> to ensure reconciliations are accurate.</li> <li><b>Appropriate sanitising arrangements</b> are employed (for materials and stock) and at access and egress points.</li> </ul>	<p><b>Moderate</b>            Requires monitoring</p>	<p>Board of Management            Principal            Staff            Delivery personnel</p>
<p>Risk Level Calculation: Risk Rating = (a) X (b)            (a) Severity of risk/injury            1=trivial, 2=slight, <b>3=moderate</b>, 4=major, 5=fatality            (b) Likelihood of event            1=rare, <b>2=unlikely</b>, 3=likely, 4=very likely, 5=inevitable</p>		<p>Risk Level Action            1-5 Trivial risk, Acceptable            6-10 Medium risk, Requires monitoring            11-15 Severe risk, Requires immediate further action &amp; control            16-25 Emergency risk, Halt activity and review immediately</p>	<p>Assessor's Name:            Sarah FitzPatrick, Principal (with input from staff &amp; BoM)            Assessment Date:            July/August, 2020</p>	