

HOPS Hazard Assessment Resources in response to Covid 19

Updated for New Academic Year August 2020 to July 2021

This hazard assessment reviews the advice provided to the education sector from the government on Resources. The following is the latest advice from government. Other stakeholder's advice has also been reviewed, to include unions and the LA.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Guidance for full opening – schools

Published 2 July 2020

Under

Other considerations

Equipment and resources are integral to education in schools. During the summer term, their use was minimised, many were moved out of classrooms, and there was significant extra cleaning. That position has now changed for the autumn term, because prevalence of coronavirus (COVID-19) has decreased and because they are so important for the delivery of education.

For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared.

Classroom based resources, such as books and games, can be **used and shared within the bubble**; these should be cleaned regularly, along with all frequently touched surfaces.

Resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.

Outdoor playground equipment should be more frequently cleaned. This would also apply to resources used inside and outside by wraparound care providers. **It is still recommended that pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed.**

Pupils and teachers can take books and other shared resources home, although **unnecessary sharing should be avoided**, especially where this does not contribute to pupil education and development. Similar rules on hand cleaning, cleaning of the resources and rotation should apply to these resources.

Under

Section 1: Public health advice to minimise coronavirus (COVID-19) risks

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- **arranging classrooms with forward facing desks**
- staff maintaining distance from pupils and other staff as much as possible

Measures within the classroom

- **That should include seating pupils side by side and facing forwards, rather than face to face or side on, and might include moving unnecessary furniture out of classrooms to make more space.**

Estates

Once the school is in operation, it is important to ensure good ventilation. Advice on this can be found in Health and Safety Executive guidance on [air conditioning and ventilation during the coronavirus outbreak](#).

In classrooms, it will be important that schools improve ventilation, (for example, by opening windows).

Assessment of Risk

By applying common sense to our setting we have produced an assessment of how we will manage 'Resources'. This is set out below. This is being adopted to help to reduce risks from covid-19 transmission.

HOPS
Safe Systems of Work – Resources
Updated for New Academic Year August 2020 to July 2021

Work Activity – Resources
Area – Whole School
Ref – Covid-19 July 2020 - Resources
The following will be the method to manage Resources
<p>General</p> <ul style="list-style-type: none">• Resources currently in classrooms <u>should stay there</u>• Do NOT transfer resources between classrooms if you need to transfer resources they MUST be cleaned first• Resources in the library will be covered by dust sheets <u>DO NOT</u> take these down if you use resources from the library retain them in your class bubble• Resources in the corridors<ul style="list-style-type: none">○ Where possible these will be put away in the cupboards○ Any resources left out in 'community' corridors will also be covered by dust sheets, DO NOT use these resources• Resources will be available for each class and must stay in the class• These resources are to be used by the children in your class <u>only</u>• These resources must be kept in your classroom not in 'community' corridor spaces• You will also have PE resources for your class – these are not to be mixed between classes• There will be no footballs or other balls for use at break time• Balls may be used for PE but these should not be kicked, games using hands are a better choice <p>Resources could include</p> <ul style="list-style-type: none">• Books• Art materials• Pencils, Crayons etc.• Stationary• Numicon equipment• Small play equipment <p>Notes:</p> <ul style="list-style-type: none">• Books and other resource will <u>not</u> be going home• Ensuring as far as reasonably practicable that <u>Resources</u> do not mix between classes is the responsibility of all staff

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