

<b>Activity/ Situation</b>	<b>Sporting Influence Primary School September 2020 COVID-19</b>				
<b>Location</b>	<b>Primary Schools Indoor/Outdoor</b>				
<b>Persons at Risk</b>	<b>Pupils</b>	<b>Employees</b>	<b>Visitors</b>	<b>Contractors</b>	
<b>STEP 1 –</b>	<b><i>Follow Government &amp; Governing Body guidelines.</i></b>				
<b>STEP 2 –</b>	After reading through and signing this Risk Assessment, arrange a meeting for week 1 of school term with each of your new schools to discuss both this and the schools Risk Assessment and procedures.				
<b>STEP 3 –</b>	Evaluate the risks and decide on control measures – <b><i>add to or amend as necessary</i></b>				
<b>STEP 4 –</b>	Record your findings and implement them – make a plan of action – ensure they are effective				
<b>STEP 5 –</b>	Review, revise and update as necessary				
<b>HAZARD(S)</b>	<input checked="" type="checkbox"/> <b>Injury</b> <input checked="" type="checkbox"/> <b>Playing areas</b> <input checked="" type="checkbox"/> <b>Close contact</b>				
<b>CONTROL MEASURES</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
<p><b>All Sporting Influence staff are First Aid at Work trained and have all past their Infection Control COVI19 Safety at Work Course</b></p> <p><b>Close contact</b></p> <ul style="list-style-type: none"> <li>Throughout the day children and adults should, where possible keep a minimum of 2m distance. This includes during play, eating, cleaning, toileting. Sporting Influence will adhere to this by: <ul style="list-style-type: none"> <li>a) Assigning areas for children to work in</li> <li>b) Asking children to move around like a ‘super hero’</li> <li>c) Not having conventional lining up system at start and end of a lesson.</li> </ul> </li> <li>Sporting Influence will minimise the amount of adult-child &amp; child-child close contact by: <ul style="list-style-type: none"> <li>a) Where possible holding sessions on grass to limit the likelihood of abrasions.</li> <li>b) Deliver activities and games that require limited passing of equipment or physical engagement.</li> <li>c) Allowing toilet &amp; hand washing breaks at alternating times.</li> </ul> </li> <li>Sporting Influence staff will limit the time that they spend indoors and will be based where possible outdoors for the majority of the day.</li> </ul>			X		
			X		
			X		

<ul style="list-style-type: none"> <li>● Sporting Influence staff will agree in the week 1 meeting (highlighted in Action Plan) how lessons will start and finish.</li> </ul>	x		
<ul style="list-style-type: none"> <li>● Where possible classes will be brought outside to the lesson by the class teachers.</li> </ul>	x		
<ul style="list-style-type: none"> <li>● If contact is made or children have found themselves too close to each other Sporting Influence will: <ul style="list-style-type: none"> <li>a) Ask all parties involved to wash their hands, wrists and forearms straight away.</li> <li>b) Rethink the activity or exercise to limit the need for contact in the future.</li> <li>c) If children continue to make contact despite warnings, disciplinary procedure will be put in place.</li> </ul> </li> </ul>	X		
<ul style="list-style-type: none"> <li>● In our initial meeting with schools we will ask schools to send letters out to parents to make sure children are prepared for outdoor PE lessons for the majority of the year. This may include jackets, gloves and hats when needed.</li> </ul>	X		
<p><b>In the instance of a wet weather day the school and Sporting Influence will discuss what indoor facilities are available.</b></p>	X		
<ul style="list-style-type: none"> <li>● If children have outdoor jackets and weather a joint decision can be made between school and S.I staff if we can go outside.</li> </ul>	x		
<ul style="list-style-type: none"> <li>● If the lesson needs to move inside:</li> </ul>			
<ul style="list-style-type: none"> <li>● Class sizes should be split into two to allow more space.</li> </ul>			
<ul style="list-style-type: none"> <li>● This will involve S.I staff teaching half of the group in the school hall to limit numbers and potential close contact.</li> </ul>	x		
<ul style="list-style-type: none"> <li>● S.I will provide wet weather, age appropriate classroom based work for the class teacher to follow</li> </ul>	X		
<ul style="list-style-type: none"> <li>● Timings may need to be altered</li> </ul>			
<ul style="list-style-type: none"> <li>● Windows and doors should be open in the hall space to allow more air flow</li> </ul>	x		
<ul style="list-style-type: none"> <li>● Activities will need to be adapted in most instances so that the children are getting exercise but potentially have to move away from the original outdoor lesson plan.</li> </ul>	X		
<ul style="list-style-type: none"> <li>● Indoor practical lessons will be planned to be low risk and minimal contact.</li> </ul>	X		
<p>If no indoor practical space is available and groups cannot be split S.I staff will discuss cancelling that particular session and offering an alternative date in the near future on a better weather day.</p>			
<ul style="list-style-type: none"> <li>● <b>If Sporting Influence staff feel necessary they will apply face masks or visors which they will have on them. This might be used when moving indoors due to wet weather or dealing with a First Aid incident.</b></li> </ul>	x		
<p><b>Injury</b></p> <ul style="list-style-type: none"> <li>● If a member of Sporting Influence staff should have to administer First Aid they will follow these steps:</li> </ul>	X		

<ul style="list-style-type: none"> <li>a) Wear PPE to minimise contact.</li> <li>b) Keep a 2m distance unless administering first aid.</li> <li>c) If possible, ask the injured party to face away from the first aider to limit likelihood of airborne transmission.</li> <li>d) Wash hands, wrists and forearms immediately after administering first aid.</li> </ul> <ul style="list-style-type: none"> <li>• All Sporting Influence staff will carry a radio with them and provide a radio for a staff member in school in case of emergency.</li> </ul> <ul style="list-style-type: none"> <li>• Sporting Influence will look to minimise the risk of injury by: <ul style="list-style-type: none"> <li>a) Holding sessions on soft ground to lower the risk of abrasions.</li> <li>b) Ensure children are wearing the correct footwear and clothing.</li> <li>c) Keep children at a safe distance from each other and remove any contact games.</li> <li>d) All long hair will be tied back and jewellery removed.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>• All Sporting Influence staff will carry a first aid pack with them.</li> </ul>	<p>X</p>		
<p><b>Playing Areas</b></p> <ul style="list-style-type: none"> <li>• Sporting Influence members of staff will as always look for the safest and most appropriate place to hold their PE session.</li> </ul> <ul style="list-style-type: none"> <li>• These playing areas may vary dependant on the game situation. The factors taken into account are: <ul style="list-style-type: none"> <li>a) Space</li> <li>b) Floor type</li> <li>c) Surroundings</li> <li>d) State of flooring</li> <li>e) Hazards</li> </ul> </li> </ul>	<p>X</p> <p>X</p>		
<p><b>Precautions</b></p> <ul style="list-style-type: none"> <li>• As a precaution Sporting Influence have removed the following from their PE provision: <ul style="list-style-type: none"> <li>a) Hi 5's</li> <li>b) Single file walking – children will not line up</li> <li>c) No close contact partnered work</li> <li>d) Group huddles/team talks</li> <li>e) Sharing equipment</li> <li>f) Use of hardcourt areas where possible</li> </ul> </li> </ul>	<p>X</p>		
<p><b>Hygiene</b></p> <ul style="list-style-type: none"> <li>• Sporting Influence staff will expect all staff and children to follow these hygiene steps: <ul style="list-style-type: none"> <li>a) Wash hands, wrists &amp; forearms at the beginning of the lesson</li> </ul> </li> </ul>	<p>X</p>		

<p>b) Wash hands, wrists &amp; forearms after using the toilet  c) Use hand gel/hand wash after opening doors  d) Wash hands, wrists &amp; forearms upon finishing lesson</p> <p><b>Following Guidance from National Governing Bodies</b></p> <p><b>All Sporting Influence Staff will be up to date with all Guidance from National Governing Bodies in the sports and activities they are providing. If we cannot follow that guidance due to space, weather, group sizes then we will advise the school to change the plan to a different activity</b></p>	x		
<p>What is the level of risk for this activity/situation</p>	<b>High</b>	<b>Med</b>	<b>Low</b>
<p>Is the risk adequately controlled with existing control measures</p>	<b>Yes</b>		<b>No</b>
<p>Have you identified any further control measures needed to control the risk and recorded them in the action plan</p>	<b>Yes</b>		<b>No</b>
<p><b>ACTION PLAN:</b></p> <ul style="list-style-type: none"> <li>● The Sporting influence teacher working in your school will organise a meeting for week 1 of the school term on is taught with the children. The purpose of this meeting is to go through both our risk assessment and the schools risk assessment, highlighting any key areas so that both school and ourselves are fully aware of the procedures.</li> <li>● Further discussion at this meeting will be focussed on After School Clubs and how we can adapt these like our PE lessons and work within the bubble set up that each school adhere to.</li> <li>○</li> <li>● <b>This meeting is very important before lessons begin</b></li> <li>● Timings of lessons may need to be slightly shorter than previously to allow Sporting Influence staff to clean down equipment between lessons. This can be agreed at the meeting</li> <li>● Sporting Influence staff to set up the necessary equipment and stations.</li> <li>● Each activity to be demonstrated by a member of Sporting Influence Staff.</li> <li>● In the event of poor weather or unsafe travel conditions (e.g. snow) the activity will be adapted for an indoor activity/lesson or cancelled by the school if facilities do not allow.</li> <li>● Sporting Influence to send to schools an example letter for after school clubs</li> </ul>			
<p>State overall risk level assigned to the task <b>AFTER</b> implementation of control and action plan measures taken as a result of this risk assessment <b>Low</b></p>	<b>High</b>	<b>Med</b>	<b>Low</b>
<p>Is such a risk level deemed to be as low as reasonably practical? Yes</p>	<b>Yes</b>		<b>No</b>

**FEEDBACK FROM EMPLOYEES:** (for improving risk assessment or reducing risk further still)

<b>Assessor(s):</b>	<b>D Moss</b>	<b>Signature(s):</b>	D Moss
<b>Position(s):</b>	<b>Director Sporting Influence</b>		
<b>Date:</b>	<b>26/08/2020</b>	<b>Review Date:</b>	<b>Weekly throughout the school term</b>

**Distribution: Via email prior to the day of teaching.**