

Dunswell Academy – Sports Day COVID 19 Risk Assessment



Score	Probability	Impact
1	Remote	Insignificant
2	Unlikely	Minor
3	Possible	Moderate
4	Likely	Serious
5	Certainty	Catastrophic

Catastrophic	5	10	15	20	25
Serious	4	8	12	16	20
Moderate	3	6	9	12	15
Minor	2	4	6	8	10
Insignificant	1	2	3	4	5
	Remote	Unlikely	Possible	Likely	Certainty

For example – A hazard such as an insecure school entrance would be judged as Likely (4) this would result in undesirable visitors entering the site with potentially Catastrophic consequence (5) thus resulting in a score before measures have been introduced of $4 \times 5 = 20$. Following measures being implemented this is reduced to Remote (1) probability. The impact however still remains Catastrophic (5) and so the overall score reduces to $1 \times 5 = 5$.

Identification of risks

The Risk Management Standard states that risk identification should be approached in a methodical way to ensure that all significant activities have been identified and all the risks flowing from these activities have been defined.

Evaluation of risks

The Risk Management Standard states that risks should be evaluated against agreed criteria to make decisions about the significance of risks

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We will use a 5 x 5 Matrix to assess impact and probability as high to low, as illustrated in the diagram below: With 5 x 5 having High Impact and High Probability (see appendix section 2 and 3)

Risk appetite

The term risk appetite describes the readiness to accept risks and those risks it would seek to reduce. The risk threshold is the boundary delineated by the red shaded area (represented by scores of 5 and above with scores 15 and above requiring immediate attention) in the risk matrix above. Above this threshold, we will actively seek to manage risks and will prioritise time and resources to reducing, avoiding or mitigating these risks.

Addressing risks

When responding to risks, we will seek to ensure that it is managed and does not develop into an issue where the potential threat materialises. We will adopt one of the 3 risk responses outlined below:

Assume Treated (or Mitigate)	Counter measures are put in place that will either stop a problem or threat occurring or prevent it from having an impact on the business or the response actions either reduce the likelihood of a risk developing, or limit the impact on the Trust to acceptable levels.
Treat (Transfer)	The risk is transferred to a third party, for example through an insurance policy.
Tolerate	We accept the possibility that the event might occur, for example because the cost of the counter measures will outweigh the possible downside, or we believe there is only a remote probability of the event occurring.

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This risk assessment has been prepared to support the running of a Sports Day event. The government have considered that sports events can be run with procedures in place. The risk of COVID-19 remains, and vigilant measures must be in place to reduce the risk to as low as possible, and we encourage the use of sensible and proportionate measures using existing resources wherever possible to balance and minimise any risks from COVID-19.

The system of controls provides a set of principles and if schools follow this advice, they will effectively minimise risks. All elements of the system of controls are essential. All schools must cover them all, but the way different schools implement some of the requirements will differ based on their individual circumstances. This model risk assessment should therefore be adapted to suit the specific arrangements in place at your school.

The overriding principles are as follows:

1. Minimise contact with individuals who are unwell by ensuring that those who have symptoms, or live with someone who does, do not attend school. This applies to children, staff and visitors.
2. Hand hygiene – washing hands thoroughly and more frequently than usual with soap and water where possible
3. Respiratory hygiene – Catch It, Bin It, Kill It approach to coughs and sneezes
4. Enhanced Cleaning Arrangements, particularly of frequently touched surfaces or shared spaces
5. Minimising contact between individuals and maintain social distancing wherever possible.

Prevention

If a parent, member of staff or child at school is concerned they have COVID-19 they must follow the latest NHS guidance and if advised to self-isolate at home they must follow the guidance from Public Health England. They must not attend the sports event.

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School	Dunswell Academy	Date of Assessment	1 st July 2021
The number of children on the premises	90	Shared Setting	Dunswell Sports Hall
Assessor	Alison Oxtoby	Review Date	One off event
Task/Activity	Sports Day	Persons at Risk (Delete as appropriate)	All School Staff and children and parents

P = Probability; I = Impact; RR = Risk Rating

Hazard Identified Area of Risk <i>Add any school specific Risks here</i>	Before Control Measure			SET Control Measures	School Specific Measures	After Control Measure		
	P	I	RR P x I			P	I	RR P x I
Infection								
The risk of visitors (from outside of SET) attending the event	4	3	12	<ul style="list-style-type: none"> • Parents to be kept to a minimum. • Visitors should bring minimal belongings • Ensure spectators are aware of their area. • Maintain social distancing guidelines • Record the attendance of parents at the event for Track and Trace purposes • After the event, spectators must leave only when advised to 	<ul style="list-style-type: none"> • The event will take place outside. • Only one parent per child allowed at the event which means that there will only be a maximum off 88 people. • Parents will arrive staggered after the drop off of their child (5 minutes between) • Member of staff to be present to seat parents in the correct area (1, 2 or 3) • Adults separated into three groups of no more than 30 people. These areas to have at least 2m distance between. Within the group, spectators should distance too. 	4	2	8

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Hazard Identified Area of Risk <i>Add any school specific Risks here</i>	Before Control Measure			SET Control Measures	School Specific Measures	After Control Measure		
	P	I	RR PxI			P	I	RR PxI
					<ul style="list-style-type: none"> The event will all take place outside and they have been advised that there are no toilet facilities (the event will last no more than 90 minutes). Should the toilet need to be used – cleaning products will be available Spectators to bring their own blankets to sit on. No refreshments will be available – spectators to provide their own. Lists of parents in each area to be kept for Track and Trace purposes. Spectators to wait until they are asked to leave to ensure a staggered departure. 			
Risk of contracting COVID-19 from shared resources	3	5	15	<ul style="list-style-type: none"> Number of races reduced All shared equipment to be sanitised after use Children can receive stickers 	<ul style="list-style-type: none"> Wipes to be available for equipment to be cleaned in between use. Member of staff to be designated to the cleaning of equipment Stickers to be taken by each child from a container. Staff outside of the child's bubble must not help with the sticker. Certain races will not be run if the equipment can not be sanitised easily 	2	5	8
Risk of contracting COVID-19 from one another	3	5	15	<ul style="list-style-type: none"> Children to be seated in their class bubbles with at least 2m between each class. Hand sanitiser to be available 	children to remain in their own class bubble and not mix with other children from other bubbles	2	5	10

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Hazard Identified Area of Risk <i>Add any school specific Risks here</i>	Before Control Measure			SET Control Measures	School Specific Measures	After Control Measure		
	P	I	RR PxI			P	I	RR PxI
				<ul style="list-style-type: none"> • Megaphone to be used to avoid raised voices • Communicate effectively with each group • First aid to be available • Toilets to be monitored • Children from different bubbles can race together but have no physical contact • Children to return to their bubble as soon as they have finished racing. • Children to have a staggered return to school once the event is over 	<p>each class to have their own hand sanitiser available</p> <p>designated staff member to use megaphone for instructions</p> <p>each class teacher to have a walkie talkie for their group as a way of communicating.</p> <p>Each class to take their own first aid kit to be used on their class. This should be administered by a staff member in their bubble.</p> <p>Staff member to be in charge of monitoring who is at the toilet. Children to enter the hall by the back fire door which will be staffed.</p> <p>Children will mostly race in their own bubbles with the exception of Class 1 and 2 who are in a social bubble already.</p> <p>Children must return to their own bubble straight away.</p>			

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	P	I	RR PxI			P	I	RR PxI
					Classes to ensure that bubbles don't mix on the return to school.			
Other considerations				<ul style="list-style-type: none"> • Water to be available for all children • Sun cream and sunhat to be used if needed • Only start the event when distancing measures are fully in place. 	<ul style="list-style-type: none"> • Children to take their own water bottle to the event. • Parents advised that sun cream should be applied before school and a sun hat provided if the weather is warm. Parents to be reminded the day before about this. 	2	5	10
Risk of contracting COVID-19 from a child or adult displaying symptoms	4	5	20	<ul style="list-style-type: none"> • Allocation of a room/space within the sports hall for isolation of individual displaying symptoms – changing rooms • Child/staff member to return home at the earliest opportunity. • Supervision, until child/adult, leaves the building to be done at distance where possible and with appropriate PPE. • Individuals to report any family members who are displaying signs of COVID-19. • Child and staff members to not enter the building if they display signs of COVID-19. • Deep clean of areas used by individuals who display symptoms. • Individuals bubble to not return to work if symptoms of individuals are confirmed as COVID-19. 	Sports Hall changing room to be used as an isolation room.	3	5	15

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	P	I	RR PxI			P	I	RR PxI
Risk of staff, children and any visitors not adhering to procedures	4	3	12	<ul style="list-style-type: none"> • Ensure all staff have seen and understood COVID risk assessment • Ensure that parents have been provided with the risk assessment and expectations • Place adequate signage around • 	<ul style="list-style-type: none"> • Risk assessment to be discussed at Staff meeting and emailed to all staff and parents • Mark areas for parents to sit in • Regularly reminders for staff and children • Spectators will be asked to leave if they do not adhere to expectations 	4	2	8