



Risk Assessment

After School Club

St. Augustine of Canterbury Catholic Primary School

Subject of Assessment	After School Club				
Assessed by	Louise Prestidge - HT	Date	September 2021	Review date	When necessary in line with changes and DfE updates

Details of workplace/activity		Persons Affected (Who may be harmed)
	Children and employees partaking in school activities within the school premises, including general classroom activities, dining, break-times, playgrounds, pick-up and drop off (where applicable), First aid and external visitors to the school.	After School Club staff, Families

Related documents
School COVID-19 Risk Assessment, First Aid Policy, Fire Safety Policy, Fire Safety Risk Assessment, COSHH Policy, Administering Medication Policy, Premises Management Policy, Child Protection and Safeguarding Policy (including addendum), KCSIE 2021, Staff Wellbeing Policy, Supporting Pupils with Medical Conditions Policy, Bereavement Policy, Lone working policy and Behaviour policy (including addendum), Chartwell Kitchen Risk Assessment.

Hazards and Risks		Control Measures
1.	<p>Spread/contraction of COVID-19 due to lack of social distancing measures during the school day including:</p> <ul style="list-style-type: none"> Drop off / entry to the school. 	<ul style="list-style-type: none"> After School club children booked will proceed directly to the hall at the end of the day. After School Club staff will walk the children from the hall onto the playground for collection when their parent/carer rings the school mobile to inform them of their arrival. Parents will pre-book their child's place in After School Club in advance. Parents are asked to not congregate at the school gate or exit point.
2.	<p>Spread/contraction of COVID-19 due to lack of social distancing measures during the school day including:</p> <ul style="list-style-type: none"> Hall use / activities. 	<ul style="list-style-type: none"> Hand cleaning (soap/water or hand sanitiser) is completed on entrance to the school, After School Club based resources, such as books and games should be cleaned regularly, along with all frequently touched surfaces. Children are regularly reminded not to touch their or other children's faces;
3.	<p>Spread/contraction of COVID-19</p> <ul style="list-style-type: none"> Dining; Moving around the school; 	<ul style="list-style-type: none"> Tables are wiped clean with appropriate disinfectant before and after use. Children are directed to clean hands before and after eating. No self-serve buffet Children will collect food from the kitchen hatch where appropriate. Adults will collect plates and cups from the tables when the children have finished and put into the kitchen for washing in the Dish Washer. <p>Moving around the school:</p> <ul style="list-style-type: none"> Where possible, all spaces are well ventilated using natural ventilation (opening windows) or ventilation units;
4.	<p>Spread/contraction of COVID-19 due to lack of hand-washing and general poor hygiene.</p>	<ul style="list-style-type: none"> After School Club staff will remind children to use tissues and bin them once used. If tissues are not readily available exactly when needed occupants are reminded to cough or sneeze into their arm; Toilets and wash stations are available.

Hazards and Risks		Control Measures
5.	Spread/contraction of COVID-19 due to lack of adequate cleaning measures.	<ul style="list-style-type: none"> • Cleaning station in hall, to ensure that measures are in place to clean surfaces and objects after each use where possible. • All frequently touched items and tables etc will be cleaned after each After School Club session.
6.	Spread/contraction of COVID-19 due to lack of social distancing measures. This includes unsuitable use of toilets.	<ul style="list-style-type: none"> • Children use of toilets is managed by After School Club staff and communicated to children; • Children to use the Parish Room toilet - to be cleaned after After School club
7.	Lack of staffing / insufficient staff ratios	<ul style="list-style-type: none"> • Adequate ratio of staff to children will be maintained and is assessed on a regular basis, based on potential staff illness or self-isolation; • The procedures should we decide that if there is insufficient staff to run the provision - After School club may need to be cancelled at short notice.