

PART A. ASSESSMENT DETAILS:			
Area/task/activity: SUMMER SCHOOL			
Location of activity: LONGRIDGE HIGH SCHOOL (Please see EVOLVE for Towerwood Risk Assessment)			
This is to be read in conjunction with LHS fire evacuation plan and child protection policy.			
School name: Address & Contact details:	LONGRIDGE HIGH SCHOOL PRESTON PR3 3AR	Name of Person(s) undertaking Assessment:	JANE GREEN DAVID WALTON JACK WRIGHT
		Signature(s):	<i>J Wright</i>
Line Manager/ Headteacher (Name/Title):	JANE GREEN	Date of Assessment:	08/08/21

PART B. HAZARD IDENTIFICATION AND CONTROL MEASURES:	
General safety around the school site	<ul style="list-style-type: none"> • Parents of children attending the summer school have had full and detailed information about the arrangements for each day. • Staff and Year 11 prefects will be at the front of school to direct parents and pupils to the top car park each morning. • Pupils will then be directed to the sports hall via sports centre reception. Again, staff and prefects will be on hand to direct parents/ pupils at every point. • Pupils will be based in the Sports Centre for the start and end of each day; as well as break and lunch time. • Rooms being used throughout the day will be 52, 55, 56 and 70. • Toilets being used are Upper West Block and Sports Centre • A register will be taken at the beginning of each session as well as the beginning and end of the day • All staff will have a pack containing all pupils details including medical details • A central pack will be kept with JEB that includes all contact details for parents. This can also be found on Sims

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	<ul style="list-style-type: none"> • All staff who are attending the summer school will be fully briefed each morning at 8.30am – this includes any medical or dietary needs of individual children, as well as any other information which is needed. • The number of children attending has been assessed and staffing is appropriate to numbers. • At least one member of SLT is on duty. • There are 2 first aiders in school each day. JEB will be the lead first aider. • Children will be fully briefed on fire evacuation routes. • Groups have been assigned to classrooms for part of the week – these are cleaned in line with the school’s COVID risk assessment.
Building works	<ul style="list-style-type: none"> • Rooms / areas which are being used are not in areas where building work is taking place. • Contractors on site have been fully briefed as to the arrangements for Summer School and have ensured that they do not come into contact with any children who are on the summer school. • Parents/ carers will be directed to the top car park to safely drop off and pick up their children. • Staff will be outside on duty at the beginning and the end of the day.
Covid Testing	<ul style="list-style-type: none"> • Staff will test prior to coming to summer school on Monday and Wednesday • Where consent has been given, children will be able to take a test on the Monday of their summer school week, and then take a kit home to test themselves again on the Wednesday evening. • Testing will be in the school hall and will be supervised by CEB and JEB • All testing areas will be thoroughly cleaned after the tests • If a pupils tests positive they will be taken to the sports centre reception by JEB and parents will be contacted to pick up their child.
Child is taken ill/ develops COVID symptoms	<ul style="list-style-type: none"> • Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). • If anyone at summer school develops COVID-19 symptoms, however mild, parents/ carers will be contacted immediately and asked to collect them.

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	<ul style="list-style-type: none"> • All staff attending summer school will test themselves on a regular basis. Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19. • Whilst awaiting the PCR result, the individual should continue to self-isolate. • If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms. • Parents/carers will be reminded not to send their children to summer school if they are unwell. • Parents/carers will be asked not to come onto the school site if they are unwell/ have COVID symptoms.
Medical issues/ allergies	<ul style="list-style-type: none"> • All staff will be provided with packs with information needed; they will be briefed daily in the Sports Centre at 8.30 • Group leaders (teaching staff) will be informed of any allergies or medical information – this will be included in staff packs • The catering team will be fully briefed as to any food allergies.
Staff and workforce – adequate and appropriate numbers	<ul style="list-style-type: none"> • Staffing is appropriate to the number of children. • There are 2 first aiders every day. • Parents have supplied all contact details to school. • On the Tower Wood days, the base contact at LHS will be Jane Green (Headteacher) • The DSL on duty for week 1 is Kerrie Rogers • The DSL on duty for week 2 is Kieren Sutcliffe
Infection control/ cleaning	<ul style="list-style-type: none"> • The school will follow the cleaning protocols outlined in the main COVID RA. • All equipment used will be cleaned at the end of each session. • Toilets used will be cleaned throughout the day.