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| **Department:** *Education* | **Service:** *Schools*  | **Reference:** *Whittingham Primary* |
| **Activity:** *Christmas celebration in class bubbles in St Bartholomew’s Church* | **Site:** *Whittingham C of E Primary – in St Bartholomew’s church in class bubbles for a scheduled time per group. No public allowed.* |
| **People at Risk:** *Staff and Pupils* | **Additional Information:** *Specific to COVID 19 as we usually visit Church due to our being a Church School and the close proximity.* |
| **Name of Person Completing Form: Belinda Athey Job Title: Headteacher Date:14.12.20** | **Review Date: Ongoing** |

| **Hazard**  | **Risk** | **Initial Rating****L, M, H** | **Existing Control Measures** | **Final Rating****L, M, H** | **Additional Action Required** **(action by whom and completion date – use separate Action Plan if necessary)** |
| --- | --- | --- | --- | --- | --- |
| *Using an area out of school* | *Spread of COVID 19* | *M* | *The church has remained unused for months and only checked by key people. BA dealing with 1 person to organise this. They will switch heating on and unlock church – nothing else. BA will on entry clean touch points* | *L* | *Children to use toilets at school and not church toilet. In an absolute emergency the toilet area and touch points will be cleaned prior and after use.* |
| *Singing* | *Spread of COVID 19* | *M* | *Singing has been limited to –* *EY as the EY guidance for schools still recommends singing.**Class 3 – the space in the church will enable the older children to sing safely without undue risk.**Class 1 and Class 3 have a spoken word section.* | *L* | *Any children appearing unwell will not be encouraged to sing. Adults to retain a very safe distance ( 3 m face to face) or beside children.**Staff may wear visors if they wish.* |
| *Using an area by more than one bubble* | *Spread of COVID 19* | *M* | *The children will not be in church at the same time.**Timings are staggered to ensure cleaning can happen as needed.**Door will be kept open for ventilation.**Children will be standing and not touching seats or equipment. Anything which is inadvertently touched will be cleaned.* | *L* | *Use of NCC approved Apple Fresh.* |
| *Other information and links to advice sought.* |  |  | Christmas guidance and guidance for safer singing, used in creation of this document <https://www.gov.uk/guidance/guidance-for-the-christmas-period> <https://www.gov.uk/government/publications/covid-19-suggested-principles-of-safer-singing/covid-19-suggested-principles-of-safer-singing> It would not be encouraged to utilise the same spaces for various bubbles although this happens in school, with mitigations, at dinner-time. I advised you to add any changes to school measures to your risk assessment and you confirmed you have a detailed school-specific risk assessment as well as the council template. Parents will be informed of any proposals and any activity will be adjusted or cancelled should positive cases be experienced in school or bubbles.  |  |  |
| *Using musical instruments and the wearing of costumes of showing of pictures* | *Spread of COVID 19* | *M* | *Class 3 are using musical instruments in their performance. They have been allocated per child and used in the class bubble this half term. The class teacher will also be playing the keyboard. This is solely used by her and is cleaned before and after use.**Class 1 are showing pictures of the Christingle. They will handle their own pictures and they have been created while in their own class bubble.* *EY will be wearing headbands. There will be one per child and they have been in quarantine before use.* |  |  |