

RA 029A Omicron Variant Full Opening of school v1 Christ Church Primary School December 2021 Update



Location or School	Date assessment	Assessment undertaken by: Jeanne Fairbrother &
Address: Christ Church Moreton Primary School	Undertaken 3/12/21	Amanda Donelan HT
Activity or situation:	Review date: Friday 10/12 or as	Signature: ADonelan
RA 029A Omicron Variant Full Opening of school v1 29th Nov	circumstances change	
2021		

Background information

This update is in response to the DFE update on 29th November 2021 due to the new Omicron variant. DfE Schools operational guidance updated 08.59 29th Nov 2021.

School Opening

DfE guidance for schools during the coronavirus COVID 19 pandemic has been that schools are required to have a full school opening risk assessment which is regularly reviewed and updated, treating them as 'living documents', as the circumstances in your school and the public health advice changes. This includes having active arrangements in place to monitor whether the controls are effective and working as planned.

Guidance

This risk assessment has regard to all relevant guidance and legislation including, but not limited to, the following:

- The Health Protection (Notification) Regulations 2010
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities'
- NEW DfE (2021) 'Schools COVID-19 operational guidance'
- UPDATED DfE (2021) 'Actions for early years and childcare settings during the coronavirus (COVID-19) outbreak'
- DfE (2021) 'Face coverings in education'
- UPDATED 'Actions for out of school settings'

Legislation and guidance

Health and Safety at Work Act etc. 1974
Management of H&S at Work Regulations 1999
Workplace (Health, Safety and Welfare) Regulations 1992
DfE Actions for schools plus associated COVID 19 Guidance
Public Health England Guidance

1) Hazard / Activity	2) Who can be harmed and how?	3) What controls exist to reduce the risk? Have you followed the hierarchy of controls (eliminate, substitute etc)?	Risk Score Consequence X Likelihood	4) Any further action. This should be included in the action plan (5), below
Failure to assess the risks of COVID 19 (including Omicron) transmission in school.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 School has assessed the reasonably foreseeable risks of transmission of COVID 19 The risk assessment is regularly reviewed as circumstances in school and the public health advice changes. School monitors whether the controls in place are effective. School had increased protective measures from 1/11/21 beyond those the DFE were advising at this time 	2X2=4	
Failing to have adequate outbreak management/contingency plans to allow for stepping measures up and down.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 School has a Coronavirus (COVID-19) Contingency Plan risk assessment Remote education plans are in place for pupils who are self-isolating or shielding. School will call either the local COVID support team or the DfE helpline on 0800 046 8687 selecting option 1 for advice on the action to take in response to a positive case who will escalate the issue to the local health protection team where necessary and advise if any additional action is required, such as implementing elements of the outbreak management plan. School will follow measures recommended by the Local Authority, Director of Public Health and local protection teams (HPTs) as part of the outbreak management responsibilities. Cheshire & Merseyside PHE contact 0344 225 0562 Wirral schools contact Wirral LA Covid helpline 0151 666 3600 Email: covidschoolsupport@wirral.gov.uk Public Health and the Local Authority will be informed of any outbreaks via NHS T&T. 	3X2=6	
Communication	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	School follows latest DfE, PHE & Gov.uk, Merseyside & Cheshire PH Team and LA guidance	2X2=4	

Wellbeing - staff & pupils	Staff & pupils exposed to	 Latest version RA 029A Omicron Variant Full Opening of school v1 published to website & shared with unions, staff, Trust & governors. Clear communication sent to parents and pupils with a link on the school website covering all aspects of how school will function. Regular staff briefings held to cover any changes to arrangements. School has shared with all staff the measures in place and involved staff & the governing body in that process. A record is kept of all visitors and contractors that come to the school site. All visitors to site are requested to complete COVID symptoms declaration form Visitors with access to classrooms are requested to complete LFT prior to arriving at school Staff are vigilant in discerning pupil mental health and 	3X2=6
weinbeing - stail & pupils	mental health issues due to COVID 19	 Starr are vigilant in discerning pupil mental health and report any concerns to the child and family mentor. The school provides opportunities for pupils to talk about their mental health and experiences during the pandemic and there is a system to identify and then provide relevant support as needed. Pupils have access to pastoral support and activities through PSHE sessions, outdoor learning and forest school with opportunities to renew and develop friendships. Feedback is taken for parents and pupils to enable staff to act on any concerns pupils and parents may have. Feedback is requested from staff to assess how they feel about being on the school site and enable the SLT to act on any concerns staff and volunteers may have. 	5AZ-0
Face coverings	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	Staff and adult visitors will wear a face covering when moving around the premises, outside of classrooms, such as in corridors and communal areas.	2X2=4

	rder to be most effective, a face covering should fit irely around the face to cover the nose and mouth and		
	nade of a breathable material capable of filtering orne particles.		
	e visors or shields can be worn by those exempt from		
	ring a face covering but they are not an equivalent		
	rnative in terms of source control of virus transmission.		
• The	y should only be used after carrying out a risk		
asse	ssment for the specific situation and should always be		
clea	ned appropriately.		
• A fa	ce visor or shield may be worn in addition to a face		
	ering but not instead of one. This is because face visors		
	nields do not adequately cover the nose and mouth, and		
	not filter airborne particles.		
	rsparent face coverings may be worn by those who municate through lip-reading or facial expressions.		
	pol will not prevent individuals from entering or attending		
	pol if they are not wearing a face covering, if exempt.		
	pol has a supply of face coverings available		
• Clea	r instructions have been provided on how to put on,		
	ove, store, and dispose of face coverings.		
	e coverings can be disposed of in normal waste		
	ents accessing the site for drop off and collection are also		
	ed to wear a face covering unless exempt at staff in education, childcare and children's social care	2X2=4	
	ings will not require PPE in response to COVID-19	2/2-4	
	ond what they would normally need for their work.		
Dey	itional PPE for COVID-19 is only required in a very		
	ted number of scenarios:		
	 If a child, young person or student becomes ill with 		
	COVID 19 symptoms and only if close contact is		
	necessary		
	o when providing first aid		

		 When working with pupils who cough, spit, vomit or require intimate care but do not have coronavirus symptoms, staff only wear PPE that would routinely be worn. Staff are trained in correct use and disposal of PPE. 		
School fails to ensure good hygiene & cleaning standards in school to reduce risk of transmission.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 School will continue to ensure that staff & pupils maintain high standards of hand hygiene. Children wash hands at the start of sessions and prior to eating using indoor and outdoor sinks. Hand sanitiser is provided when sinks are unavailable. Children will wash hands when several are handling the same resources Pupils are supervised, where appropriate, to use hand sanitizer safely. Respiratory hygiene School emphasises the 'catch it, bin it, kill it' approach with bins & tissues available. Bins are emptied regularly Cleaning School will maintain appropriate cleaning regimes, using standard products such as detergents with a focus on frequently touched areas. Appropriate cleaning schedules are in place and include regular cleaning of areas and equipment Where resources cannot be cleaned, they will be set aside 	2X2=4	
Social distancing	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 for 24 hours before being used by other children or staff School has planned and risk assessed carefully following the latest DfE/PHE guidance School will consult Local Authority COVID helpline for specific advice if required Assemblies will be in year groups in the hall with the two classes separated or in class groups if in classrooms School is open from 8.45am for ready to learn which also provides a staggered start, 3 entrance gates are being accessed to distribute footfall at the start of the day: F2 / Y1 – grey gate Y2 / Y4 / Y6 – green gate 	2X2=4	

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	Y3 / Y5 – driveway gate
	At the end of the day we have two collection times using
	two gates; 3.15pm for infants and 3.30pm for KS2 and
	siblings to reduce footfall and avoid families having to wait
	for extended periods
	lunch and breaks are staggered so that year groups only eat
	together and where there is an overlap, year groups are at
	opposite ends of the hall / canteen. Children eat in their
	classes according to seating plans so that they do not mix
	widely indoors. At playtimes year groups play together,
	separate from other year groups. During wet play children
	are indoors with specified staff in their own classrooms
	in person staff meetings take place in the hall or double
	classrooms socially distanced. If all staff are attending,
	meetings will be outdoors
	Staffroom is ventilated with continuously open windows and
	the door opened at regular intervals. Numbers in the
	staffroom are limited to 8 at a time.
	Meetings, including with governors , parents, teams etc.
	may continue in person, socially distanced in sufficiently
	sized rooms which are well ventilated
	Teaching meetings will be in well-ventilated areas in double
	classrooms or the hall or canteen with windows and doors
	open and when possible outdoors.
	School has outbreak management plans in place to
	reintroduce bubbles temporarily if it becomes necessary due
	to local outbreaks or increases in cases at the instruction of
	PHE Teams. See RA 029B Contingency Plan however
	current arrangements mean that children are only in class
	bubbles indoors and mix with year group (2 classes only)
	outdoors.
	outdoors.

Events in school	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	a D S S S S S S S S S S S S S S S S S S S	School plans and completes a separate risk assessment for any events held in school and carefully follows the latest DFE/PHE guidance School will consult Local Authority COVID helpline for specific advice if required on holding events Parents evenings have been risk assessed and moved to chonecall to reduce numbers in the building New F2 parent showrounds are reduced to grups of no more than 10 at a time and do not mix with pupils. All adults must wear face coverings continuously when visiting Christmas performances and events have been risk assessed and will take place in the church. Double year band services have been stopped and replaced with each year band eading a service or nativity. In school, infant nativities have been moved to church services so that we do not have large numbers on the school site. In the church adults will sit distanced from each other and from the children. Adults will wear face coverings throughout and sill sit on the same side of the church as their child's class. Children will sit with one class on left ad one class on right side of the aisle and will be distanced using pews, floor space and choirs stalls so children are not too close. The church will be fogged after each service. Information will be communicated with parents and one adult per household invited. See separate	2X2=4	
Ventilation - failure to ensure all occupied spaces are well ventilated.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	• V	When school is in operation, it is well ventilated with comfortable teaching environments.	3X2=6	
are well velicifated.		m ir d • V a re	monitors have been placed in the library, office areas and intervention spaces that are smaller and without external doors. When holding events where visitors are on site e.g. school assemblies, ventilation is increased and numbers are reduced and distanced. School opens external windows, doors & internal doors where safe to do so) to increase ventilation.		

			<u> </u>
		 During colder weather, the need for increased ventilation while maintaining a comfortable temperature is balanced; arranging seating away from draughts In cooler weather to reduce thermal discomfort caused by increased ventilation, pupils can wear additional, suitable indoor items of clothing in addition to their usual uniform Purging or airing rooms as frequently as possible to improve ventilation usually when the room is unoccupied. This is the case for offices and Y2 classroom which does not have an external door. It is advised that rooms are purged at 3 points during the day; morning break, lunchtime and midway through the afternoon. Should there be positive cases the regularity of purging rooms is increased to hourly. Outside space will be used, where practical. 	
NHS Test & Trace - School failing to manage tracing close contacts	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 Close contacts in schools are now identified by NHS Test and Trace and education settings are not expected to undertake contact tracing NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. School may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. All individuals who have been identified as a close contact of a suspected or confirmed case of the Omicron variant of COVID-19, irrespective of vaccination status and age, will be contacted directly and required to self-isolate immediately and asked to book a PCR test. They will be informed by the local health protection team or NHS Test and Trace if they fall into this category and provided details about self-isolation. Schools may be advised by their local Incident Management Team (IMT) investigating a suspected or confirmed case of the Omicron variant of COVID-19. 	2X2=4

•	For everyone else, isolation rules are unchanged. Individuals
	are not required to self-isolate if they live in the same
	household as someone with COVID-19 who is not a
	suspected or confirmed case of the Omicron variant, or are
	a close contact of someone with COVID-19 who is not a
	suspected or confirmed case of the Omicron variant, and
	any of the following apply:

- they are fully vaccinated
- they are below the age of 18 years and 6 months
- they have taken part in or are currently part of an approved COVID-19 vaccine trial
- they are not able to get vaccinated for medical reasons
- Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test.
- In the instance where households are waiting to be contacted by Test and Trace school will provide advice on how best to keep safe and usually recommend attending for a PCR test
- School will encourage all individuals to take a PCR test if advised to do so, if they have a household member testing positive or are a close contact. Whilst waiting for the results of the PCR test, school will offer remote learning and home working to families and staff in an attempt to reduce transmission
- Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school and have been identified as a close contact of someone with COVID-19 who is not a suspected or confirmed case of the Omicron variant, may continue to attend school as normal.
- For families who are concerned about transmission and wish to support school in reducing potential spread or who cannot get other siblings to school without breaking isolation restrictions, school will offer remote learning

		 Adults with positive confirmed cases will not be able to mix with others to drop off or collect children and should contact the school to make arrangements. Each circumstance will be considered individually by the HT to ensure the safety of others. School will continue to work with the local director of Public Health & local HP Teams in Wirral if there is a substantial increase in the number of positive cases in a setting or in the case of a local outbreak and if the area becomes an Enhanced Support Area. Anyone in school who displays symptoms is asked to get a PCR test Regular communication with parents and staff asks that no one attends the site who is unwell or displaying COVID symptoms and that if unsure of the cause, a PCR test is sought wherever possible. 	
Asymptomatic testing	Staff, pupils, visitors, contractors increased risk	School makes clear that testing is voluntary. Staff in all education settings are analyzed to test twice.	3X2=6
	of transmission of COVID 19	 Staff in all education settings are encouraged to test twice weekly at home 3-4 days apart 	
	2	 Testing kits are stored securely in school at the correct temperature. A test kit log is in use and data held is stored in line with the school's Data Protection Policy. 	
		Confirmatory PCR tests	
		 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 & self-isolate until they get the result. 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 individual can return to school if they do not have COVID-19 symptoms.	

School fails to follow public health advice on managing confirmed cases of COVID-19.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 Parents are informed by emailed letters and details on the website of how the school responds to confirmed cases of coronavirus School follows local public health advice and the Headteacher contacts the local HP Team advice line for support if unsure about management of a case. In the event of an Omicron positive case, the HT contacts the local PH support line immediately to carry out a rapid risk assessment and identify appropriate next steps. Headteacher will contact local PH / COVID support team in the case of one of these thresholds being reached first: 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period 	3X2=6	
Contact with potential or confirmed coronavirus cases in school	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 If anyone in the school develops coronavirus symptoms while at school, this is managed in line with local and national guidance. They are: sent home and advised to arrange a PCR test as soon as possible. advised to follow the guidance for households with possible or confirmed coronavirus infection. If a pupil is awaiting collection, they will be left in a well-ventilated room on their own if possible and, if safe to do so. Appropriate PPE will used if close contact is necessary. Anyone with symptoms is advised not to use public transport and, wherever possible, be collected by a member of their family or household. Any rooms used are cleaned thoroughly after they have left. 	3X2=6	

		 Anyone who comes into contact with a symptomatic individual washes their hands thoroughly for 20 seconds with soap and warm running water or hand sanitiser. Staff members or pupils who have been in close contact with someone with symptoms do not need to self-isolate unless they develop symptoms. School can take the decision if a parent or carer insists on a pupil attending, to refuse the pupil, if in its reasonable judgement the pupil poses a risk of infection to the school community. 		
Pregnant staff inadequate	Staff, pupils, visitors,	An individual risk assessment is carried out for pregnant	3X2=6	
measures in place	contractors increased risk	staff with appropriate risk mitigation in line with the latest		
	of transmission of COVID 19	recommendations from DHSC, PHE & RCOG. See RA 026 New & Expectant member of staff.		
		 Pregnant staff of any gestation are not required to continue 		
		working on site if this is not supported by the separate risk		
		assessment.		
		Staff who are in the below categories should take a more		
		precautionary approach: o partially vaccinated or unvaccinated		
		 >28 weeks pregnant and beyond, or 		
		o are pregnant and have an underlying health		
		condition that puts them at a greater risk of severe		
		illness from coronavirus at any gestationSchool will undertake a workplace risk assessment for the		
		above staff (See RA 026), and where appropriate consider		
		both how to redeploy them and how to maximise the		
		potential for homeworking, wherever possible.		
		• The above principles on protecting pregnant staff also apply		
		to pregnant pupils.		
But to all altitudes of the	Conf. and the state of	Pregnant staff are encouraged to get vaccinated if possible.	27/2 4	
Previously shielding staff	Staff, pupils, visitors,	The shielding programme has now come to an end and adults One of the shielding programme has now come to an end and adults. One of the shielding programme has now come to an end and adults.	2X2=4	
	contractors increased risk	previously considered CEV should, as a minimum, continue to		
	of transmission of COVID 19	follow the same guidance as everyone else.		
		 Staff previously considered CEV may wish to consider taking extra precautions and school will advise on additional 		
		extra precautions and school will advise on additional		

		measures they have in place to keep staff safe at work. These will be recommendations to wear a mask at all times, not to engage in close contact activities such as first aid, to avoid using staffroom with others and have breaks in larger rooms, to have specified seating in meetings etc, which is closer to open doors with increased ventilation, for others to wear masks when in proximity with the CEV staff member		
Previously shielding pupils	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 The UK Clinical Review Panel has recommended that no children and young people under the age of 18 should be considered CEV and under-18s should be removed from the Shielded Patient List Those pupils who have health conditions will be identified and staff will ensure they seat in ventilated areas. Older pupils in UKS2 will be given the option of wearing face mask / others wearing one if mixing Parents are contacted to check on child's health and to see if any additional measures have been recommended by GP / consultants etc 	2X2=4	
Transport	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 School will speak to the local authority to request a copy of their updated risk assessment if using public transport. Face coverings are expected to be worn in enclosed and crowded places - this includes public and dedicated school transport for trips and visits When travelling on buses booked by the school, classes will be kept separate, windows will remain open, KS2 children will wear masks unless unable to do so and seating plans will be observed Pupils are advised to clean their hands before boarding transport and again on disembarking. Additional cleaning of vehicles is carried out regularly. Fresh air through ventilation is maximised by opening windows and ceiling vents. 	2X2=4	
Educational visits	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 A full and thorough risk assessments in relation to all educational visits is carried out to ensure that any public health advice, such as hygiene and ventilation requirements, 	2X2=4	

		 is included as part of that risk assessment. See Edsential Evolve for further assistance. lotc@edsential.co.uk or tel 0151 541 2170 Ex 4 All school staff are expected to include COVID protective measures within all activity risk assessments for trips and visits. Activities taking place in school that are not part of the usual school day / curriculum will also be risk assessed by the member of staff leading the activity and will include COVID protective measures The EVC will review RAs and the HT is responsible for returning and approving RAs and determining if the event can take place 	
Staff & pupils returning to the UK from abroad.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 Any staff or pupils arriving into the UK will need to isolate and get a PCR test by 'day two' after arrival. They may end their isolation once they receive a negative result. If the result is positive, they should continue to isolate and follow rules on isolation following a positive test. Unvaccinated arrivals aged over 18 will follow the existing, more onerous, testing and isolation regime. All Red list arrivals will enter quarantine. Children aged 4 and under do not have to take any COVID-19 travel tests. Children of all ages do not have to take a COVID-19 test before travel to England. Children aged 5 to 17 have to follow the testing and quarantine rules for people who qualify as fully vaccinated on arrival in England. This means that they have to quarantine on arrival and take a PCR test on or before day 2. Any staff arriving into the UK will need to isolate and get a PCR test by 'day two' after arrival. 	3X2=6

Extracurricular activities & Out-of-school settings and wraparound provision - inadequate measures in place.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	 They may end their isolation once they receive a negative result. If the result is positive, they should continue to isolate and follow rules on isolation following a positive test. Unvaccinated arrivals aged over 18 will follow the existing, more onerous, testing and isolation regime. All Red list arrivals will enter quarantine. School works to provide all before and after-school educational activities and wraparound childcare for all pupils Out-of-school settings and wraparound childcare providers can offer provision to all children and Christ Church will keep appropriate distances to avoid year groups mixing wherever possible Out-of-school settings and wraparound childcare and other organised activities for children may take place in groups of any number. CC4C uses two sides of canteen and Y5 classroom to ensure sufficient space to distance year groups effectively with 3 staff members. Out-of-school settings and wraparound provisions are run in line with the current government guidance & system of controls and CC4C produce their own risk assessments for all activities which are monitored by AHT LG-J to ensure they are compliant with the whole school RAs Parents are advised of the provision available and that they should limit the use of multiple out-of-school settings providers where appropriate. 	2X2=4	
Curriculum - Music, drama,	Staff, pupils, visitors,	Some activities can increase the risk of catching or passing on	2X2=4	
science & DT, and sporting	contractors increased risk	COVID-19. This happens where people are doing activities which	272-4	
activities	of transmission of COVID 19	generate more droplets as they breathe heavily, such as singing, dancing, exercising, or raising their voices. The risk is greatest where these factors overlap, for example in crowded indoor spaces where people are raising their voices. In situations where		
		there is a higher risk of catching or passing on COVID-19, we will be particularly careful to follow the general guidance on keeping		

safe and to introduce additional protective measures to reduce risk.

Music

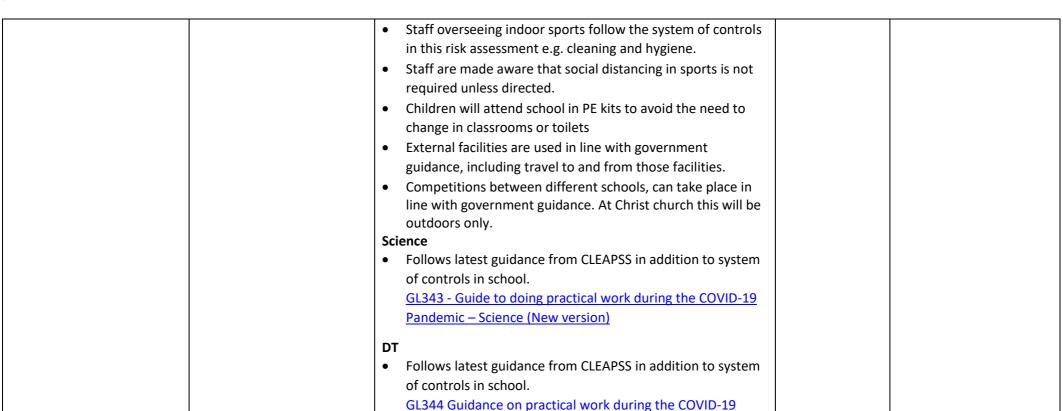
- School & staff are aware that there is evidence to suggest that singing and playing wind and brass instruments increases the risk of coronavirus transmission due to the cumulative aerosol transmission.
- School has completed **RA 023 Music in schools COVID 19** and ensures the relevant protective measures are in place.
- School is not using wind instruments currently
- Children cannot sing in classrooms, but one class at a time or a class sized group can sing in the hall distanced around the edge space so they are not facing one another or within droplet range. The external doors and windows will be open in this instance. If a larger group wishes to sing it will be done outdoors and recorded for performances.
- In church, there is more space, good ventilation and high ceilings. Children can therefore sing in their classes, well distanced and facing forward, not towards each other.

Dance & Drama

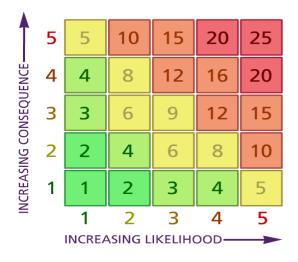
 School completes risk assessments for Drama & Dance and ensures the relevant protective measures are in place.
 Children will be in classes, in the hall, well ventilated and well distanced.

Sports

- The school only permits team sports on the list in the Department for Digital, Culture, Media & Sport's (DCMS) team sport guidance.
- Sports equipment is thoroughly cleaned between each use.
- School swimming and water safety lessons are conducted in line with Swim England's <u>guidance</u>.
- Outdoor sports are prioritised where possible.
- Large indoor spaces with maximised natural ventilation flows, e.g. through opening windows and doors, are used where outdoor sports are not possible.



pandemic - D&T



Risk Rating	Action Required
20 - 25	Unacceptable – stop activity and make immediate improvements
10 - 16	Urgent action – take immediate action and stop activity, if necessary, maintain existing controls vigorously
5 - 9	Action – Improve within specific timescales
3 - 4	Monitor – but look to improve at review or if there is a significant change
1 - 2	Acceptable – no further action but ensure controls are maintained & reviewed

Likelihood:

Consequence: 5 – Catastrophic

5 – Very likely

4 – Major

4 – Likely 3 – Fairly likely

3 – Moderate

2 – Unlikely

2 - Minor

1 – Very unlikely 1 – Insignificant

(1) List hazards something with the potential to cause harm here

- (2) List groups of people who are especially at risk from the significant hazards which you have identified
- (3) List existing controls here or note where the information may be found. Then try to quantify the level of risk the likelihood of harm arising that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf.

(5) ACTION DIAN

(3) F	CHON PLAN						
	5. Action plan		Responsible	Completed			
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Action plan agreed by (NAME & DATE)					