



**EXHALL GRANGE**  
**SPECIALIST SCHOOL**

July 2020

Dear Parent or Carer

### **School Risk Assessment - Coronavirus (COVID-19) specific – September 2020**

As we prepare to welcome back all pupils in September, I wanted to take this opportunity to share with you the steps that we have taken to plan for this. Following guidance released by the Department for Education (DfE) on 2 July 2020, Warwickshire County Council issued a risk assessment template to all schools. This detailed tool is designed to help headteachers to identify and assess the level of risk to pupils and staff of possible infection from Coronavirus. It includes links to support online and identifies actions they can take to reduce the risks. We have used this template to create our school's risk assessment.

We thought it would be worth sharing with you the statement from the DfE guidance relating to the risk assessment process:

*Everyone needs to assess and manage the risks from coronavirus (COVID-19). This means school employers and leaders are required by law to think about the risks the staff, pupils and young people face and do everything reasonably practicable to minimise them, recognising they cannot completely eliminate the risk of coronavirus (COVID-19). School employers must therefore make sure that a risk assessment has been undertaken to identify the measures needed to reduce the risks from coronavirus (COVID-19) so far as is reasonably practicable and make the school COVID-secure. General information on how to make a workplace COVID-secure, including how to approach a coronavirus (COVID-19) risk assessment, is provided by the [HSE guidance on working safely](#).*

*Schools should undertake a coronavirus (COVID-19) risk assessment by considering the measures in this guidance to inform their decisions and control measures. A risk assessment is not about creating huge amounts of paperwork, but rather about identifying sensible measures to control the risks in the workplace, and the role of others in supporting that. The risk assessment will help school leaders and employers decide whether they have done everything they need to. Employers have a legal duty to consult their employees on health and safety in good time. It also makes good sense to involve pupils (where applicable), young people and parents in discussions around health and safety decisions to help them understand the reasons for the measures being put in place. Employers can do this by listening and talking to them about how the school will manage risks from coronavirus (COVID-19) and make the school COVID-secure. The people who do the work are often the best people to understand the risks in the workplace and will have a view on how to work safely. Involving them in making decisions shows that the school takes their health and safety seriously.*

[DfE Guidance for full opening - schools](#) Published 2 July 2020

**If you have not already done so, I would encourage you to read this guidance, as well as the [guidance for parents](#), published on the same day.**

The government's advice to headteachers is that there cannot be a 'one-size-fits-all' approach. The government says that school leaders are best placed to understand the needs of their schools and communities. They trust headteachers to make informed judgments about how to balance delivering a broad and balanced curriculum with the measures needed to manage risk.

We want all pupils and staff to be back in schools, and the government believe the conditions are right for this, but some people will understandably have worries. I would encourage you all to read our risk assessment, which is available on the school's website. If you have any particular concerns about your family circumstances, please contact us.

Kind regards,



Chris Marshall  
Headteacher

