


Activity/ Situation	Keeping School Open During Industrial Action			
Location	Carr Lodge Academy			
Persons at Risk	Pupils <input checked="" type="checkbox"/>	Employees <input checked="" type="checkbox"/>	Visitors <input checked="" type="checkbox"/>	Contractors <input checked="" type="checkbox"/>
HAZARD(S)	<p><i>Note: this list is not exhaustive and must be adapted for your own needs</i></p> <ul style="list-style-type: none"> ✘ Supervision/Safeguarding ✘ Teaching Arrangements ✘ First Aid ✘ Fire 			
CONTROL MEASURES	ADDITIONAL INFORMATION	YES	NO	N/A
<p><i>Note: you must amend and adapt this generic risk assessment to suit your own needs by selecting the controls from the examples provided (adding and amending others where necessary) and then evaluate the overall risk for the activity/situation.</i></p>				
<p>In considering all of the below risks and potential control measures, please be mindful of your duties under the Equality Act by ensuring that there is no adverse impact on any particular group of staff / pupils with protected characteristics</p>				
<p>Supervision/Safeguarding</p>				
The decision to open, restrict attendance, or close a maintained school is for the headteacher. The decision for academies rests with the academy trust, but is usually delegated to the principal.	Headteachers should consult governors, parents and the Local Authority, academy trust or diocesan representative (where appropriate) before deciding whether to close	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Designated Safeguarding Lead available at all times	The DSL or deputy DSL should be available during school hours to discuss safeguarding concerns (this can be over the phone in 'exceptional cases')	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EYFS settings If you cannot meet the staff-to-pupil ratios, you cannot open your school.	Check your required ratios	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For 2 year old children , there must be at least 1 member of staff for every 4 children. At least 1 staff member must have a level 3 qualification and at least half of the others must have a level 2 qualification.	This is set out in the Statutory Framework for Early Years Foundation Stage , and pages 6 and 7 of the DfE's strike guidance.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
For nursery provision in maintained schools , there must be at least 1 member of staff for every 13 children. At least 1 member of staff must be a school teacher and at least 1 other staff member must have a level 3 qualification.	This is set out in the Statutory Framework for Early Years Foundation Stage , and pages 6 and 7 of the DfE's strike guidance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For reception , there must be at least 1 school teacher for every 30 children. However, this doesn't apply to activities normally carried out in larger groups – for example, sports and other activities you may choose to provide on strike days.	This is set out in the Statutory Framework for Early Years Foundation Stage , and pages 6 and 7 of the DfE's strike guidance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
There are no legal supervision ratio requirements for older pupils , as long as		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

you can ensure their health and safety and your safeguarding duty.				
Consideration given to pupils with SEND who might require additional support or supervision		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there enough staff present (including teachers, support staff and volunteers) to safely supervise pupils during lesson time ?	<p>Consider:</p> <ul style="list-style-type: none"> • Staff-to-pupil ratio • Pupil age • Staff experience, roles and confidence • Any special educational needs and/or disabilities or behavioural needs that require additional supervision <p>Remember that different subjects and activities will require more supervision than others in order to be carried out safely.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there enough staff present (including teachers, support staff and volunteers) to safely supervise pupils during breaks and lunchbreaks ?	<p>Remember:</p> <p>Teachers employed under the STPCD as a rule can't supervise lunchbreaks, but they can supervise morning and afternoon breaks</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Consideration given to combining classes and groups for teaching as long as the numbers aren't too big to endanger pupil health and safety.</p> <p>There's no set guidance on how many pupils can be safely supervised, but this will depend on:</p> <ul style="list-style-type: none"> • The pupils' age • The experience and confidence of the teacher or member of staff • Any SEND or behavioural needs that require additional supervision • The activity the pupils are doing 	<p>You should also be sensitive to how many pupils you can reasonably ask staff members to teach or supervise, and how much work you ask them to take on. Be careful not to endanger goodwill with staff who aren't involved in strikes.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If school is closing, partially closing, or moving online due to strikes, the LA has been contacted	They will update their website with this information, and may have arrangements in place to inform services like school bus providers.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If you're part of a multi-academy trust or federation, consideration given to pooling staffing resources with different schools. Your trust leadership may also make this decision on your school's behalf	This strategy won't get you back to full capacity but it can help share the burden of extra work, especially if 1 school is disproportionately affected by strikes. You may wish to keep 1 of the schools open and staffed by teachers from all the schools involved for childcare purposes, for example.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<p>If you (or your trust leadership) have made these arrangements, make sure parents are kept in the loop:</p> <ul style="list-style-type: none"> • Tell parents in good time so they can make travel arrangements • Consider putting on transport arrangements yourself (for example, a bus) to transport pupils to the school they will be supervised in 			
Partial opening				
<p>Vulnerable children and young people should be prioritised for continued face-to-face education and childcare</p> <p>In all circumstances, vulnerable children and young people should be prioritised for continued face-to-face education and childcare.</p> <p>You must also continue to have regard to any statutory safeguarding guidance that applies to you and your setting, including:</p> <ul style="list-style-type: none"> • Keeping children safe in education • Working Together to Safeguard children • the Early Years Foundation Stage (EYFS) framework 	<p>It is important that early years settings, schools (including mainstream and specialist settings) and further education providers put in place systems to keep in contact with vulnerable children and young people if they are not attending, particularly if they have a social worker.</p> <p>This also includes Pupils with specific SEND or behavioural needs who rely on the support they get from school</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>If the school is partially open, schools should consider prioritising pupils due to take public examinations and other formal assessments. This includes children in KS2 who are due to take National Curriculum Assessments, or pupils due to take their GCSEs or vocational qualifications</p>	<p>Schools are encouraged to consider what action they could take to ensure pupils due to take their GCSEs or vocational qualifications are supported and prepared for their exams. This could involve offering catch-up lessons or arranging additional revision sessions</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>If the school is partially open, schools should consider offering provision for Pupils of key</p>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

workers who can't look after their children at home				
In the event that the school delivers remote education, and where pupils are eligible for benefits related free school meals, schools should work with their school catering team or food provider to ensure that a good quality lunch parcel is made available		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For out-of-hours care, such as breakfast or after-school clubs, for children who usually attend nursery classes, the staffing ratio, if no teacher is present, may be 1:8 if at least one member of staff holds a full and relevant Level 3 qualification and at least half of all other staff hold a full and relevant Level 2 qualification. For children who normally attend reception class or older, there must be sufficient staff as for a class of 30 children.	Providing there are enough suitably qualified members of staff present to meet these ratios, there is no need to suspend out-of-hours care during strike action.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teaching Arrangements				
Maintained schools: Classes must be taught by qualified teachers, so support staff are not used to teach lessons		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Free schools and academies (subject to funding agreement): You're exempt from this requirement, so you can use support staff to teach lessons		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All schools may use teaching staff to provide cover supervision or oversee alternative activities. You can also use them to carry out 'specified work' subject to direction and supervision of a qualified teacher, and the headteacher's approval.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Departments have alternative cover work available for pupils to do if lessons can't take place as usual.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
There is no requirement to teach the curriculum (either your school's curriculum or the National Curriculum) every single day so consideration given to alternative arrangements	<p>You could run an activity day, to be able to supervise larger groups of pupils with limited staff. For example, you might:</p> <ul style="list-style-type: none"> • Organise sports • Hold a whole-school film screening • Consider booking external providers to deliver activities to your pupils – for example, a football coaching company or theatre group. <p>This would reduce the burden on your remaining</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	staff, and help your pupils get something meaningful out of the day			
Consideration given to any activities planned for strike days – for example, trips or sports matches – and whether these can still go ahead safely and effectively.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Online learning used to support pupils at home for both partial and full school closure	Providing Remote Education Guidance for Schools	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
First Aid				
There is a qualified first aider on site at all times	School has at least 1 member of staff Emergency First Aid at Work Trained and, in Early Years areas, 1 member of staff Paediatric First Aid Trained	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire				
Adequate staff available to ensure safe evacuation in the event of fire alarm activation	You must be able to follow your fire evacuation plan, including any arrangements for staff or pupils with mobility needs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you consulted with the people/representatives undertaking the activity as part of the preparation of this risk assessment		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
What is the level of risk for this activity/situation with existing control measures		High <input type="checkbox"/>	Med <input checked="" type="checkbox"/>	Low <input type="checkbox"/>
Is the risk adequately controlled with existing control measures		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Have you identified any further control measures needed to control the risk and recorded them in the action plan		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
ACTION PLAN (insert additional rows if required)	To be actioned by			
Further control measures to reduce risks <i>so far as is reasonably practicable</i>	Name	Date		
SLT to ensure planning is in place for striking classes and have prepared work in case additional staff members strike	S Crampton	26/6/23		
Principal to ensure HLTA, ITT and Sports Coaches are timetabled based on information available	S Crampton	26/6/23		
State overall risk level assigned to the task AFTER implementation of control and action plan measures taken as a result of this risk assessment		High <input type="checkbox"/>	Med <input type="checkbox"/>	Low <input checked="" type="checkbox"/>
Is such a risk level deemed to be as low as reasonably practical?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Is activity still acceptable with this level of risk?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
If no, has this been escalated to senior leadership team?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Assessor(s):	Sarah Crampton Principal	Signature(s):	
Position(s):			
Date:	26/6/23	Review Date:	Weekly in advance of strike action

Distribution:

<i>Risk rating</i>	<i>Action</i>
HIGH	Urgently review/add controls & monitor, notify H&S Team (if Likely or Highly Likely – stop work, seek competent advice)
MEDIUM	Review/add controls (as far as reasonably practicable) & monitor
LOW	Monitor control measures

POTENTIAL OUTCOME

Catastrophic	Fatal injury/permanent disability
Major	RIDDOR reportable Specified Injury/ Disease/Dangerous Occurrence
Moderate	RIDDOR reportable over 7 day injury
Minor	Minor injury (requiring first aid)
Insignificant	Minor injury

LIKELIHOOD

Highly likely	More likely to occur
Likely	↓
Possible	
Unlikely	
Remote	Less likely to occur

POTENTIAL OUTCOME

Catastrophic					
Major					
Moderate					
Minor					
Insignificant					
	Remote	Unlikely	Possible	Likely	Highly Likely

LIKELIHOOD