

COVID-19 Educational Settings Risk Assessment

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The health, safety and well-being of all staff and pupils is of utmost importance to us.

This template does not follow the traditional format for a risk assessment. It only covers the control measures needed to manage the risks presented by COVID-19 as low as is possible, in line with community risk levels, therefore the need for scoring or prioritising control implementation is negated. The measures relate to all the persons who may be affected at your setting staff, pupils and visitors. Settings are required to review the identified control measures and describe how they are implementing these in the notes box. Where a control measure does not apply to your setting you can delete the line or enter NA. You may need to add additional control measures specific to your setting, additional space is provided at the end of the form for this purpose.

The control measures that are now needed are very different to those that were previously required when the consequences associated with COVID-19 were significant. More information on the measures identified here is available in the Compliance Code for all educational settings.

Please note: all COVID-19 guidance is available through HR InfoSpace and Norfolk Schools

For ease of reference, changes that are made to this document are detailed below:

Date of change	Section, Page and Change
15/07/2021	New
31/08/2021	Updated sections Educational visits for international travel Visitors – key contractors

Setting/Premises:	Thomas Bullock CE Primary Academy		
Location:	Shipdham Norfolk		
Assessment Date:	July 21, 2021	Last Review Date:	September 7, 2021
Assessment completed by:	Shannon O'Sullivan Headteacher		

Please describe how you have met with the required control measures in the “Notes and Further Information” column

Key infection control measures

Cleaning and disinfection

	<p>The setting has developed specific cleaning schedules for items that need cleaning and disinfection. The schedule details all items, frequencies and who is responsible for this following the information detailed in the compliance code. This includes:</p> <ul style="list-style-type: none"> • Cleaning all touch points including those that are fixed to the premises (inside and out) twice a day • Equipment and resources are disinfected on a twice daily basis as a minimum. <ul style="list-style-type: none"> - Soft furnishings are disinfected with a proprietary fabric disinfectant spray daily. - Frequency of cleaning and disinfection of equipment is increased based on risk e.g. the number of different users who are handling equipment and resources, the ability of users to undertake effective hand hygiene • Consideration has been given to times of high use and frequency of disinfection increased accordingly where possible. • Shared touch points in staff areas such as those on microwaves, kettles, fridges and photocopiers are wiped down before and after use 	Yes	<p>All systems are in place, antibacterial cleaning products regularly used and schedule of those responsible in place. Equipment is individual to the pupils and touchpoints are cleaned at regular intervals throughout the day. Antibacterial wipes, spray and sanitiser is to be used by staff following use of any high touch-point items i.e. Copier or Kitchen items.</p>	
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	<ul style="list-style-type: none"> If a surface is visibly dirty it is always cleaned prior to disinfection. 	YES	Using correct cleaning products.	
	<ul style="list-style-type: none"> Different cleaning equipment is provided for kitchens, toilets, classrooms and office areas. 	YES	All separated and colour coded.	
	<p>All Staff who undertake cleaning:</p> <ul style="list-style-type: none"> Know the schedule information. Have received relevant training/instruction Will follow the instructions for cleaning products and disinfectants to ensure it is effective to ensure that all of the surface has disinfectant applied and not to wipe items dry before the required contact time has been achieved. Are provided with disinfectant wipes to enable them to clean and disinfect contact points in teaching spaces and equipment. 	Yes	Yes all have completed training.	

Hand hygiene and respiratory hygiene arrangements

Hand hygiene	<ul style="list-style-type: none"> Staff are ensuring that hand hygiene is carried out more frequently than normal (pupils and themselves) in an age appropriate way e.g. observing young pupils, instructing in the class (How to hand rub and NHS guidance for handwashing). Event related prompts are given to pupils by staff.....<i>after..... before.... when</i> as a more effective means of promoting hand hygiene than fixed time prompts. Supervision arrangements are in place to support pupils with handwashing where it is needed. Skin friendly wipes such as baby wipes are provided as an alternative where children are not able to wash their hands due to age or health conditions. Hand hygiene frequencies include: arrival, before and after eating, before and after breaks, going to the toilet, before leaving, after removing a face covering, after handling resources (including those taken home) and at other identified intervals determined by the setting in relation to the activities carried out. 	Yes	<p>Assemblies, training at Inset and Staff CPD. Additional times are tabled in and alternatives are used for those with sensitivity to some products.</p> <p>Staff have been advised to remove additional rings and avoid their nose and faces. Entrances are supervised and antibac is available at all school entrances and exits. All advised to clean upon returning home.</p>	
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	<ul style="list-style-type: none"> • Pupils and staff are aware of the need to avoid touching their eyes, nose or mouth if hands have not been washed. • Staff and pupils have been advised to avoid wearing rings (except for a plain band) in order to ensure thorough handwashing. • Entrances are supervised on arrival in the morning to support hand sanitising. • Staff, pupils (and parents) are advised that handwashing must be carried out when they arrive at home 			
	Hand washing is carried out using running water (static bowls are not used)	Yes	Each classroom has their own sink as does offices in the staff base areas.	
	Hand dryers are efficient and effective in quick drying or have been replaced with more efficient dryers or paper towels	Yes	Blue paper towels across school have replaced older hand dryers.	
	Consideration has been given to replacing traditional taps with easy operating lever taps	Yes	We have replaced taps in August 2021.	
	<ul style="list-style-type: none"> • Hand sanitiser points are provided at key locations around the site including: at all entrance doors to the setting, at the entrance to toilet facilities, at the entrance to dining facilities, at points of high contact such as near non-automatic doors in corridors, lifts and stairs, classrooms, office facilities etc. • The location of sanitiser points is reviewed where there are changes to use of different areas of the premises. • Hand sanitiser points are checked regularly and stock replenished where necessary. 	Yes	Across the site.	
	Consideration has been be given to outside points being provided in a manner that enables removal and securing at the end of the day e.g. on tables/temporary or movable stands etc.	Yes	Across the site	
	Hand sanitiser points have drip trays to deal with spillages and reduce the slip risk where applicable (such as those affixed to walls)	Yes	As necessary	
	Hand sanitiser is stored appropriately and safely according to pupil age and individual risks. Where the provision of hand sanitiser	Yes	Across the site	



	points presents a risk of ingestion, this risk is managed through pupil supervision (contact will be made with Health, Safety and Well-Being where this is not possible)			
Respiratory Hygiene	<ul style="list-style-type: none"> Tissues and waste bins are provided in classrooms and other areas to ensure good respiratory hygiene. Bins are emptied regularly throughout the day 	Yes	All classes have a snuffle area. Bins are emptied throughout the day as required.	
	All staff and pupils are regularly reminded about following Catch it, Kill it, Bin it requirements.	Yes	Signs up across the school.	

Ventilation (and use of outside space)

Use of outside space	Outside space will be used where it is possible, for example, whole school assemblies, lunchtimes and for meetings with staff and pupils.	Yes	Outdoor spaces used frequently across the school.	
Increasing ventilation	<p>All areas of the premises have been reviewed including meeting rooms and office spaces.</p> <ul style="list-style-type: none"> Mechanical ventilation has been checked to ensure it provides fresh air to rooms Where installed, the setup of air conditioning systems has been reviewed and adjusted to maximise the intake of fresh air. Where fresh air provision is not adequate windows are also opened in these areas. Where systems serve multiple buildings or are fully recirculating, advice has been sought from HVAC engineers and recommendations have been implemented. 	Yes.	All rooms reviewed for improved ventilation. Rooms with limited ventilation have minimum numbers of staff allowed in the room. Windows are open throughout school.	
	<ul style="list-style-type: none"> Doors and windows are kept open where possible and safe (in premises with no or limited fresh air mechanical ventilation systems) Where fire doors need to be kept open to support ventilation, alarm activated door openers have been installed to ensure fire safety is maintained. Non fire doors are secured in the open position 	Yes	No fire doors are secured open. Windows are open for ventilation.	



	<ul style="list-style-type: none"> Window restrictors are fitted where needed for premises user safety and to prevent unauthorised access. 			
	<p>During cooler weather:</p> <ul style="list-style-type: none"> Windows are fully opened before rooms are occupied and during breaks. Windows are kept partially open when rooms are in use, windows are selected that are not directly next to work areas/pupils desks or high level windows are open fully and low level opened partially Information has been provided to parents, carers and pupils to dress appropriately for cooler temperatures. 	Yes	Parents are still informed of appropriate dress.	
	<ul style="list-style-type: none"> Members of the team are nominated to ensure that windows are opened in accordance with the above Signage is provided to remind occupants not to fully close windows Regular checks are made to ensure that arrangements are being followed 	Yes	Window monitors in each class and office space.	
Reassurance measures	<ul style="list-style-type: none"> Consideration has been given to installing non-dispersive infrared (NDIR) CO₂ sensors in suitable spaces in order to assess whether ventilation levels are adequate in line with the compliance code 	Yes	New guidance read. Systems not arrived as of 7.9.21	
Using fans	Where fans are needed in offices, discussion has taken place with staff who use that space to agree terms of use.	Yes		
	Where fans are needed in classrooms and other educational areas, a decision for their use has been made by the Headteacher in conjunction with staff.	Yes		
Rooms with no direct source of fresh air	<p>Where rooms cannot be adequately ventilated (naturally or mechanically), they have been taken out of use (subject to the below improvements that can be made in some instances)</p> <ul style="list-style-type: none"> The room use has been modified to limit access to one person at a time, provide space between occupation and reduce occupancy time to 30 minutes or less 	Yes	All rooms have some ventilation. Cupboards without are used by only person at a time.	



	<ul style="list-style-type: none"> • Equipment, machinery that prevent air circulating have been relocated where possible • Tasks that take place in these areas have been reviewed, those that increase generation of aerosols have been modified for these areas (such as physical exertion). • Fans are not used in poorly ventilated areas • Advise has been sought from HSW for using these areas 			
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PPE

PPE	Arrangements are in place to ensure that PPE guidance is applied in line with the circumstances that are outlined only.	Yes	New PPE guidance and video emailed to all staff 3-4.9.21. All shared at Insets.	
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Educational visits and use of third-party premises

International visits	<ul style="list-style-type: none"> • Bookings consider changes to the travel status that may occur during a visit, taking account of travel legislation, insurance cover and contingency planning • A separate risk assessment is completed for the trip , considering public health advice that is in place both in the UK and the country being visited including hygiene and ventilation and all areas identified below. • All elements of the trip are considered including transport, trips and accommodation. 	NA	We will not undertake any international travel.	
All visits	<ul style="list-style-type: none"> • Staff involved in the risk assessment are familiar with the COVID-19 Educational Settings Compliance code and any specific industry guidance that relates to the activity. • The provider has confirmed that they are managing the risk of COVID-19 via completion of the COVID-19 Third Party Premises/Activities Declaration Form for Ed Settings or Good to Go accreditation 	Yes	All staff involved complete Ras. All staff required to read visit premises RA. All staff involve premises attending in RA and share with EVOLVE.	



	<ul style="list-style-type: none"> • Where appropriate, the third-party provider is involved in planning arrangements. • Arrangements are in place to encourage Asymptomatic Testing for school staff and secondary school pupils before and after the visit • Arrangements are in place to obtain assurance from the venue regarding how staff participate in regular testing. • A thorough risk assessment is completed using the COVID-19 General Risk Assessment Form in addition to the normal process using Evolve and includes: <ul style="list-style-type: none"> ○ Arrangements for cleaning, ventilation, maintenance of personal hygiene and where possible keeping respectful distance from others including other groups and individuals using the facilities ○ There is an appropriate level of insurance cover for the visit ○ The venue has provided the school with visitor information and briefings, including details of their COVID-19 arrangements 		All staff now to undertake additional LFT night before a trip.	
Specific considerations	<ul style="list-style-type: none"> • Additional factors needed for children (and staff) with SEND and medical conditions have been considered. • There are contingency plans in place, for example, to respond to symptoms developing in the group. 	Yes	SENCO involved in considering the needs of SEND in school and on trips.	

Transport and travel

Public and school transport	Pupils, parents and staff have been advised not to use school transport if they have symptoms	Yes.	Email sent on 3.9.21 from school and school to home transport following letter from school.	
	Pupils, parents and staff have been advised to wash or sanitise their hands before and after using transport services and following guidance for the removal of face coverings where worn.	Yes	As above	
	Windows are opened during journeys where it is safe to do so	Yes	As above	



	Cleaning arrangements follow the COVID-19 Compliance Code for all Educational Settings.	Yes	As above	
	Staff do not transport a symptomatic pupil (unless specifically in relation to a residential setting)	Yes.	As above and within RA- staff are to call and request a parent or carer comes to the venue to collect any child who is unwell.	
	<ul style="list-style-type: none"> Staff and secondary pupils continue to use face coverings when using school transport unless exempt from doing so Pupils, parents/carers are advised to follow transport provider requirements to wear face coverings Staff are encouraged to wear face coverings when using public transport. 	Yes.	As required to do so on public transport.	

Visitors

	The time of visits occur so that visitors are separated from staff and pupils where possible.	Yes	When appropriate visitors will attend the site after or before school.	
	Visits are managed to encourage space creation e.g. through meeting in outside spaces or large well ventilated rooms with furniture spread out	Yes	A meeting room in a ventilated space has been made with a screen.	
	<p>Visitors are advised of the following in advance:</p> <ul style="list-style-type: none"> That you encourage participation in asymptomatic testing Specific arrangements for the meeting, for example, applying respectful distancing where it is possible. To leave the setting immediately if they develop symptoms Hand shaking should be avoided 	Yes	Visitors are encouraged to complete an LFT, apply social distancing, leave the setting if they are or become symptomatic. Hand shaking is avoided.	
	<p>On arrival visitors will be:</p> <ul style="list-style-type: none"> Provided with relevant site information Asked to perform hand hygiene Asked to confirm that they do not have symptoms no matter how mild or are currently required to isolate. 	Yes	All at the entrance and as a part of our regular hand hygiene systems. All visitors to complete a visitor Covid form.	
	Visitors will use their own pen or will be provided with a pen that they take with them.	Yes	Pens available to them.	
	A QR code is in place for events involving large numbers of visitors.	Yes	At the entrance.	



	Consideration is given to the layout and use of the reception area and meeting rooms, for example, chairs are moved further apart and sitting side by side where possible.	Yes	A new meeting room- at the entrance- has been made to consider layout and visits.	
Key contractors	<ul style="list-style-type: none"> • Key contractors are aware of the control measures in place prior to visiting the site. • Key contractors confirm that they have completed a risk assessment prior to their visit. 	Yes	All informed to complete a form and the RA is shared ahead of a visit.	

Catering

	Where catering services are contracted, the setting has ensured that the service is following the relevant government guidance .	YES	Catering completed in-house through Aspens and relevant Ras completed/shared together.	
	Directly provided catering services follow the principles of the Educational Settings Compliance Code and relevant government guidance	Yes	See above.	
Vending machines	<ul style="list-style-type: none"> • Vending machine disinfection is incorporated into the touch point cleaning arrangements. • Consideration has been given to the number of touch points and that some parts may be hard to clean, e.g. collection slot, therefore performing hand hygiene before and after use is reinforced. • Hand sanitiser and disinfectant wipes are provided next to them with instruction to use before and after. 	NA	We do not have any vending machines.	

Health, well-being and attendance

Asymptomatic testing

Summer attendance	<ul style="list-style-type: none"> • Staff and secondary pupils are encouraged to continue to regularly test at home if they attend the setting over the summer period. • Tests are provided to attending staff and pupils 	Yes	All staff tested and logged throughout the summer and before re-entering school for inset days.	
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Autumn return	<ul style="list-style-type: none"> Secondary pupils are offered 2 onsite lateral flow tests 3 to 5 days apart on their return (this can commence 3 working days before the start of term and staggered return applied across the first week). Staff and secondary pupils are encouraged to continue to test twice weekly until notified. A small asymptomatic testing site is retained on site at secondary settings so that pupils who are unable to test at home can use this facility. Lateral Flow Device testing arrangements are followed as detailed in guidance on the COVID-19 website for Norfolk Schools The risk assessment templates for LFD testing have been completed as appropriate 	Yes	<p>All systems in place in Autumn as previously in place in relation to expect regular twice-weekly testing.</p> <p>Training given to all new teams and staff.</p> <p>RA for LFT completed.</p>	
Vaccination	Where eligible, staff and students are encouraged to participate in the vaccination programme.	Yes	All staff have participated in vaccination programme and have shared information so we know which staff are double/single vaccinated and dates.	

First aid

First aid – all settings	COVID-19 First Aid guidance is followed.	Yes	All staff undertook First Aid training, in-line with Covid First Aid training on 3.9.2021	
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Individual risk - pupils

Clinically extremely vulnerable	<ul style="list-style-type: none"> Pupils will attend unless they are advised not to by GP or Clinician. Specific recommendations will be assessed where required. 	Yes	No current CEV pupils.	
Increase risk including ethnicity and pregnancy	<ul style="list-style-type: none"> Individual risk assessments will be carried out for pupils who are at an increased risk 	Yes	Ras for pupils/ staff of increased risk due to ethnicity or pregnancy as appropriate. On	



			7.9.21 all staff received a copy of update Compliance RA and requested to read Health and safety compliance to assess personal need for Individual-RA	
Aerosol generating procedures	<ul style="list-style-type: none"> A specific assessment is in place supported by the young persons health professional and following Ed Settings Guidance on APG's Educational Settings Guidance on AGP's 	Yes	We do not have AGP	

Individual support planning

Increased supportive measures for pupils/ psychological needs	The measures detailed in Guidance to Support Positive Behaviour have been implemented.	Yes	New Amendments to Behaviour Policy shared with staff and pupils.	
	Individual Support plans have been reviewed for pupils where required, for example for pupils who are: less able to report symptoms; cannot follow strict hygiene; display behaviours that are challenging to manage in the current context and require close contact tasks. Plans are agreed with staff (parent and pupil where required).	Yes	Individual Covid and Behaviour RAs in place and S2S support has been put in place. All RA's shared with parents, professionals and pupils.	
	Support plans include: <ul style="list-style-type: none"> Specific cleaning and disinfection requirements such as changing beds and wheelchairs. Ensuring that staff increase their level of self protection, Ensure that the pupil washing their hands before and after where able to or use skin friendly handwipes before and after Checking that the person does not have symptoms as detailed in the compliance code. 	Yes	As required.	
	Staff are aware of the required infection control measures and understanding that the normal PPE that would have previously been used is still required.	Yes	Updated PPE guidance shared on 6.9.21	

Wellbeing and attendance

Pupil well-being, mental health and behaviour	Arrangements are in place to ensure that pupils are appropriately supported in relation to mental health and well-being difficulties, promoting and supporting mental health and well-being in schools is used.	Yes	We provide Wellbeing and Mental Health services regularly	
	Existing arrangements are followed for supporting students who are distressed and where safeguarding issues come to light.	Yes	A new Pastoral support worker is in place- working across school.	
	Available resources are used to identify and support students and staff who exhibit signs of distress.	Yes	Staff and Pupils supported with anxiety, stress and distress. We use Ben Foundation and Nelsons Journey.	
	Behaviour relating to COVID controls will be managed as it normally would in order to encourage universal hygiene and safety arrangements.	Yes	Benjamin Foundation for pupils struggling with hygiene related anxieties.	
Where attendance is impacted	The setting will discuss and provide reassurance of the measures in place with pupils and parents/carers.	Yes	Attendance officer/ HT/ Office and Parents all would be involved.	

Staff health and well-being

Individual assessment	<ul style="list-style-type: none"> All staff requiring a specific risk assessment have been identified, risk assessments have been undertaken in line with COVID-19 Your health and your safety when working in educational settings and the template provided is used to record conversations and agreed control measures. 	Yes	Individual RA's in place and previous ones adapted as necessary. 'Your Health and Safety Guidance shared with all staff'. Email 7.9.21	
Wellbeing	Suitable supportive measures have been put in place for staff, for example, how to obtain well-being support	Yes	Induction meetings signposted wellbeing services and signs are up in the staffroom.	

Self-Isolation Arrangements – Staff and Pupils

Symptoms	<ul style="list-style-type: none"> Staff know to go home as soon as possible if they develop symptoms of COVID-19 	Yes	Shared clearly amongst teams across school. All pupils, staff	
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	<ul style="list-style-type: none"> • Pupils know what the main symptoms are and who to report to if they develop symptoms, no matter how mild and staff will ensure that they go home as soon as possible • Staff check with pupils regarding symptoms on their arrival and remain vigilant for developing symptoms throughout the day • Anyone who has developed symptoms and cannot go home immediately will wait in the designated room • Arrangements are in place for the management of pupils who are not able to communicate their symptoms and staff are aware of these arrangements e.g. temperature checks 		<p>and parents are aware of symptoms to look out for. A designated space for pupils with symptoms in meeting room which can be wiped clean. For younger pupils temperature checks and symptoms checks in place.</p>	
Self-isolation criteria	<p>Staff and pupils know that isolation arrangements must be followed:</p> <ul style="list-style-type: none"> • Where notified by NHS Test and Trace • In line with travel - Entering the UK • If the person has COVID-19 symptoms • On receiving a positive LFD or PCR test 	Yes	All staff familiar with DFE isolation guidance.	

Collaboration

General Arrangements

General Arrangements	<ul style="list-style-type: none"> • Arrangements have been put in place to ensure communication and collaboration between pupils, staff, staff representatives (e.g. unions) and parents. • Communication routes are publicised and have been formally planned. 	Yes	Newsletters, assemblies, website and letters home all share regular information with parents, pupils and carers.	
	<ul style="list-style-type: none"> • The template letter (Communicating arrangements with parents and parent engagement (primary and Early Years or Secondary Settings) has been completed and sent to all parents/Carers. • Where required the setting has added additional information that has been identified in this risk assessment. 	Yes	Additional letters sent 3.9.21 and 10.9.21	



	Parents have been communicated with regarding external wraparound care and extra-curricular providers, outlining the measures to look out for and the guidance for parents and carers has been shared to support their decision making	Yes	FFS who use our site have shared RA on our website and parents familiar with guidance systems.	
	The arrangements that have been put in place have considered additional and inclusive support measures where needed, for example, easy read and additional language versions are provided as necessary.	Yes	As required SENCO and safeguarding teams share information.	
All staff instruction and involvement	<ul style="list-style-type: none"> Staff have been instructed on the nature of COVID-19 and the reasons that control measures have changed (as outlined in the compliance code) Local arrangements identified in this risk assessment have been discussed with all staff and they have confirmed they understand the reason for the control measures that are required. A record is maintained by the setting which details all of the specific areas of instruction and training that have been provided for all members of staff. All staff have confirmed that they are confident in applying the control measures identified in this assessment. Staff have been involved in the practical implementation of this risk assessment (remotely where they are currently not in the setting). Staff have been given the opportunity to discuss and resolve any concerns that they have. 	Yes	All staff have received regular staff handbooks and training. This training is regularly logged if it is live or shared via email. All staff are confident in control measures. Updated at Inset on 3 and 4/9/21. Staff have received RA and are frequently requested to share any concerns they may have.	
	Staff have been advised that there is no need for anything other than normal personal hygiene and washing of clothing following a day in school.	Yes	Addressed.	
	The setting has ensured that particular attention has been paid to new/inexperienced staff, trainees and those with additional significant role changes.	Yes	Additional Induction and training has taken place.	



Respectful space

	<p>Consideration has been given to where respectful space can be maintained between people including:</p> <ul style="list-style-type: none"> • Continued cohorting of staff • Utilisation of online meetings and training • Keeping numbers minimised for in person meetings and training • Reduction of pinch points and areas of congestion • Furniture in areas such as reception, meeting rooms, staff rooms and offices has been rearranged to prevent face to face working and support respectful space where possible 	Yes	All staff have been informed they are welcome to wear masks in confined spaces and numbers will be kept reasonably low- 30 or below in meetings, insets and gatherings.	
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Hiring School Premises (and providing premises for club use)

	<ul style="list-style-type: none"> • Cleaning and disinfection requirements are established for all areas used (premises and equipment) 	Yes	Our cleaning teams in place	
	<ul style="list-style-type: none"> • Information about ventilation requirements is provided to the user 	Yes	FFS have RAs in place relating to ventilation and use outdoor spaces.	
	<ul style="list-style-type: none"> • The school and user have agreed and confirmed their responsibilities prior to use, • The hirer has confirmed that they are following COVID-19 control measures for their activities • The use of QR codes is encouraged where members of the public take part in the activity. 	Yes	Meetings between the provider FFS and School are in place. QR codes are available.	

Review

	<p>Arrangements are in place to monitor the control measures to ensure that they are:</p> <ul style="list-style-type: none"> • Effective • Working as planned 	Yes	Reviewed Weekly.	
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	<ul style="list-style-type: none"> Updated appropriately (reflecting updates to the compliance code) 			
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Any other actions that are not listed above

	Please see all previous and current working documents for RA including compliance code.			

Assessor's Name: Shannon O'Sullivan	Manager's Name: Sharon Money
Position: Headteacher	Position: Safeguarding Lead DNEAT
Signature: Mrs S O'Sullivan	Signature: