

### Specific Risk Assessment: Cleaning BFS

Key Issue	How it will work	Measures to Implement	Review
<b>Touch points</b>	DH to ensure all regular touch points in communal areas are cleaned at the end of the day to be sanitised prior to building opening daily for the following day.	Doors to remain open where safe to do so. All staff have access to cleaning product needed to wipe down a surface if they see a need and felt comfortable to do so. Staff / children must follow a regular handwashing schedule to decrease cross contamination from different groups.	
<b>Classroom cleaning through the day</b>	Staff have been asked to declutter and clear surfaces to aid quick cleaning. Access to appropriate cleaning products is available in each room and staff working in the spaces will use these to refresh tables after activities of if children have moved around them during a session.	Clear surfaces and touch points (bin lid / sanitiser dispenser / table tops) to be wiped down mid-morning, while children wash hands after returning from break. End of the morning when children wash hands ready for lunch, and end of the day when children have washed hands before leaving.	
<b>Classroom Bins</b>	Recycling bin in each classroom for paper waste only – emptied at the end of the day. Only 1 additional pedal bin to be placed in each classroom which has a lid to be in the classroom and used for tissues, paper towels and other waste. Bin to be emptied at home time by Diane Harrison.	Bins emptied every day by DH across the school. Excess bins to be removed from communal spaces. All staff and children informed any tissues used need to be disposed of in a bin with a lid. Pedal bins remove the need for contact with bin lids.	
<b>Toilet Bins</b>	<b>Toilet bins</b> for paper towels only after handwashing – <b>no tissues n toilet bins.</b> Bins will not have lids in toilet areas – and will be emptied by DH every day.	All staff and children informed any tissues used need to be disposed of in a bin with a lid.	
<b>Dispensers</b>	Soap, paper towels and sanitiser dispensers to be checked each morning to ensure adequate supply available for that day in all areas of school.	In place.	
<b>End of day clean rooms and toilets</b>	Cleaning completed daily as per normal schedule: Tables and all surfaces cleaned – chairs raised and carpet hoovered – hard floors mopped– all touch points cleaned.	Gloves, apron and masks provided which can worn. Gloves and aprons should be removed and replaced on completion of each 'group' defined area.	