



Winter Readiness Risk Assessment



Risk No	Risk/ Challenge	Probability	Impact	Outcomes	Actions	Notes and other info
1	Severe Weather/Transport Issues	High	High	Whole or partial school closure Disruption to children's learning Attendance Implications Widespread and prolonged disruption.	<ul style="list-style-type: none"> • This RA shared with whole school community via school website. • Partial opening when possible, priority order: <ul style="list-style-type: none"> • Exam group Yr 6 (if possible, depending on staff) • HR Flexible staffing requirements around duties and activities will be instigated to meet the requirements of the school. Job holders will be expected to be flexible in their duties and carry out any other duties commensurate with the grade and failing within the general scope of the job, as requested by management. • School community (staff and parents) informed via text message, by 7:30am of morning of closure. Follow up email with reminder information on Remote Learning to be sent to staff, parents and students, where possible. • Closures during the school day to be communicated in same way and students to be sent home • Vulnerable students will be monitored by PSA • Communicate closures through Norfolk County Council Emergency School Closure System. • Caretaker to attend school to clear site and maintain buildings unless unable to travel to school safely. 	School opening depends on advice from Caretaker, HT, Norfolk County Council and weather conditions. Teachers to work remotely from home, if possible.
2	Shortage of staff – high proportion of staff off through illness over a sustained period of time. COVID-19 as well as widespread infectious diseases including pandemic flu and staff that have travelled internationally.	High	High	Whole or partial school closure. Disruption to children's learning. Attendance implications. Widespread and prolonged disruption.	<p>In addition to above.</p> <ul style="list-style-type: none"> • Closure for identified Year groups in priority order: <ul style="list-style-type: none"> o Year 3 o Year 5 o Year R o Year 4 and 1 o Year 6 and 2 • Staff to attend school if well. 	

3	Utilities and local services disruption; boiler breakdown, oil delays, boiler servicing. Catering supply disruption.	High	High	Whole or partial school closure. Disruption to children's learning. Attendance implications. Widespread and prolonged disruption.	<p>In addition to above.</p> <ul style="list-style-type: none"> • Ensure boilers and heating systems are maintained regularly. • Staff to attend school unless whole school affected. 	
4	High proportion of children absent due to infectious diseases, potential need for deep cleaning.	High	High	Whole or partial school closure. Disruption to children's learning. Attendance implications. Widespread and prolonged disruption.	<p>In addition to above.</p> <ul style="list-style-type: none"> • Deep cleaning of site/areas as necessary. • Staff to attend school. 	