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| **COVID-19 Governors Management Checklist** |

**This checklist is to be used in conjunction with the most up-to-date government guidance during the coronavirus (COVID-19) pandemic. It should be completed regularly by School Governors to ensure that the school is operating as safe as is reasonably practicable.**

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| **CHECKLIST** |

It is the responsibility of the governing body ensure that the school is safe to open and that controls are put in place.

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| **Governor name:** |  | **Date:** |  |

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| **Item** | **Yes/No** | **Comments** | **Reported to** |
| Has the latest government guidance been checked and followed? |  |  |  |
| Is there a risk assessment in place for COVID-19 and does it appear to be suitable and sufficient? i.e. following the latest guidance, completed with the input of at least three people, consultation has taken place, etc.? |  |  |  |
| Is a COVID-19 Policy in place (and is it regularly reviewed and communicated to all staff)? |  |  |  |
| Are staff aware of the COVID-19 control measures at a local level? |  |  |  |
| Are there adequate hand hygiene facilities? |  |  |  |
| Is there any other information to consider? |  |  |  |

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| After carrying out the above checks, please sign below.I have carried out the above checks and found the school to be following the current government guidelines in line with COVID-19. |
| **Signature:** |  | **Date:** |  |