

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 safely as is reasonably practicable.

CHECKLIST

It is the responsibility of the Willows Academy Trust and the academy governing bodies to ensure that the school is safe to open and that controls are put in place.

Governor name:	Date:
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Item	Yes/No	Comments	Reported by:
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 Health and Safety Coronavirus Policy in place (and is it regularly reviewed and communicated to all staff)?			
Have staff been made aware of the COVID-19 control measures at a local level?			
Are there adequate hand hygiene facilities?			
Is there any other information to consider?			

I have carried out the above checks and found the school to be following the current COVID-19 related government guidelines.

Signature:	Date:
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