

Covid 19 Risk Assessment for September 2021 – Schools Operational Guidance

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
Contact with someone suffering from coronavirus	<ul style="list-style-type: none"> • Staff • Pupils • Contractors • Visitors 	<p>Everyone will be asked not to come into school if they need to self-isolate under current guidance. Regular reminders will be given about this.</p> <p>Anyone self-isolating with symptoms will be encouraged to access testing and engage with the NHS Test and Trace process.</p> <p>If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up. This will be up on the gallery area of the Atrium. If a teacher suspects a student to have symptoms they must separate the student immediately and email MedicalAssistance with a subject of “Suspected Covid” a member of staff in Full PPE will then come to escort the student to the isolation area.</p> <p>999 will be called if they are seriously ill or injured or their life is at risk.</p> <p>In the case of a symptomatic pupil who needs to be supervised before being picked up:</p> <ul style="list-style-type: none"> • If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask • If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron • If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection 	<p>Leadership Team</p> <p>School Business Manager</p> <p>Designated First Aider</p> <p>Site Staff</p>	1 st September 2021	

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		<p>Supervising staff will wash their hands thoroughly for 20 seconds after the pupil has been picked up.</p> <p>If there are home testing kits available in school, these will be given to parents/carers collecting symptomatic children, and to staff who've developed symptoms at school, if providing one will increase the likelihood of them getting tested.</p> <p>Only in exceptional circumstances will staff take symptomatic children home themselves, and in this case one of the following steps will be taken:</p> <ul style="list-style-type: none"> • Use of a vehicle with a bulkhead (i.e. the driver is in a separate compartment to any passengers); or • The driver and passenger will maintain a distance of 2m from each other; or • The driver will use PPE (the same PPE as when supervising a symptomatic pupil, as explained above) and the passenger will wear a face mask if they are old enough and able to do so <p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance.</p> <p>If the school becomes aware that a pupil or a staff member has tested positive for coronavirus, the school will contact the local health protection team.</p> <p>points of contact.</p>			

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		<p>Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</p> <p>As with positive cases in any other setting, NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. You may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.</p> <p>Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> • they are fully vaccinated • they are below the age of 18 years and 6 months • they have taken part in or are currently part of an approved COVID-19 vaccine trial • they are not able to get vaccinated for medical reasons 			

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		<p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p> <p>Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal. They do not need to wear a face covering within the school, but it is expected and recommended that these are worn when travelling on public or dedicated transport.</p> <p>If there are 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, the school will work with the local health protection team to decide if additional action is needed. Any advice given by the team will be followed.</p> <p>If there is a substantial increase in the number of positive cases in a setting (see Stepping measures up and down section for more information) or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures.</p>			

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Contact with coronavirus when getting to and from school		<p>Everyone will be encouraged to walk or cycle into school, and asked to avoid taking public transport during peak times if possible. Additional bike storage has been made available.</p> <p>Anyone who needs to take public transport will be referred to government guidance.</p>	<p>Leadership Team</p> <p>Form Tutors</p> <p>Head's of House</p> <p>Pastoral Team</p>	1 st September 2021	<p>Information shared with Parents/Carers in letter sent out July 2020</p> <p>Information to be shared with students through First Day Back Powerpoint</p>
Spreading infection due to touch, sneezes and coughs		<p>Handwashing facilities will be provided. All students will have a dedicated block of toilets which will be checked regularly to ensure they are clean and well stocked. Hand sanitiser will be available on entrances to school, around the school at regular access points and at any food serving points.</p> <p>Everyone in school will be encouraged to :</p> <ul style="list-style-type: none"> • Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands • Clean their hands on arrival, after breaks, if they change rooms, before and after eating, and after sneezing or coughing • Be encouraged not to touch their mouth, eyes and nose 	<p>Site Staff</p> <p>Catering Manager</p>	1 st September 2021	

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		<ul style="list-style-type: none"> • Use a tissue or elbow to cough or sneeze, and use bins for tissue waste <p>Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas.</p> <p>Pupils will be encouraged to learn and practise these habits in lessons and by posters put up across the school.</p> <p>Skin friendly cleaning wipes can be used as an alternative.</p> <p>Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored to make sure they're not close to running out.</p> <p>Lidded bins for tissues, preferably operated by a foot pedal, will be emptied throughout the day.</p>			
Spreading infection through contact with coronavirus on surfaces		<p>Cleaning staff will regularly clean frequently touched surfaces using standard cleaning products (e.g. bleach, detergent), including:</p> <ul style="list-style-type: none"> • Banisters • Classroom desks and tables • Bathroom facilities (including taps and flush buttons) • Door and window handles • Furniture • Light switches 	Site Staff Teaching staff	01.09.2021	

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		<ul style="list-style-type: none"> • Reception desks • Teaching and learning aids • Books and games and other classroom-based resources • Computer equipment (including keyboards and mouse) • Sports equipment • Telephones • Fingerprint scanners <p>Areas of the school that are used by pupils will be cleaned thoroughly at the end of the day.</p> <p>If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following decontamination guidance.</p> <p>Cleaning supplies will be topped up regularly and monitored to make sure they're not close to running out.</p>			
		<p>Lessons that involve singing, chanting, shouting or playing instruments (particularly wind or brass instruments) will be limited to no more than 15 pupils, and will take place outside wherever possible (if taking place inside, the space will be well ventilated). Pupils will be positioned either back-to-back or side-to-side at an appropriate distance. Instruments won't be shared. Singing or instrument playing won't take place in any larger groups such as choirs or</p>	Staff Timetabling	01.09.2020 8th March 2021	

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Inadequate ventilation in rooms		<p>Natural ventilation will be used where possible. Any rooms where this is not possible (lower level changing rooms) had had their mechanical ventilation systems serviced to ensure they are operating at a suitable level. Regular maintenance will continue.</p> <p>CO2 monitors will also be provided to all state-funded education settings from September, so staff can quickly identify where ventilation needs to be improved. Further information will be issued as monitors are rolled out.</p>	All staff	01.09.2021	
Spreading infection due to the school environment		<p>Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with limited staff and changes to how the school space is being used.</p> <p>Areas in use will be well ventilated by opening windows or using ventilation units. Doors will be propped open, where fire safety and safeguarding wouldn't be compromised.</p> <p>The use of lifts will be avoided unless essential.</p> <p>Lidded bins will be provided in classrooms and other key locations to dispose of tissues and any other waste.</p> <p>Outdoor space will be used for exercise and breaks, and for education where possible.</p>	School Business Manager Site Manager School Nurse	01.09.2021	

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Individuals vulnerable to serious infection coming into school		<p>Staff will have access to face shields and masks to support them in their work. Any other PPE that would be useful can also be sourced and provided as necessary.</p> <p>Staff will need to ensure that they manage the Health and Safety in their area as best possible. This will include delaying movement to avoid crowds and ensuring that students are aware to keep their distance within the learning environment.</p> <p>If practical within the role the school will look to other accommodations to further reduce the risk to staff such as isolated working areas.</p> <p>Ensure that above mentioned stringent cleaning measures are adhered to and that social distancing takes place across the workforce.</p> <p>Line manager will be monitoring the situation to ensure any measure put in place are suitable</p>	<p>School Business Manager</p> <p>Individual staff</p> <p>Assistant head (timetable)</p> <p>Line manager link</p>	01.09.2020	
Asymptomatic cases		<p>Lateral flow testing is to be conducted at the start of the September term for all students (who are taking part). Students will need to receive two tests at the start of term. Regular testing will then be advised to be carried out twice weekly at home using the schools lateral flow test kits.</p>		1 st September 2021	