

4th January 2022

There is an **operating procedure** for all major situations including a child with symptoms, and for contractors coming onto the site. **All adults working on our site will be asked to sign this risk assessment and MUST ensure they keep their distance.**
This information has been passed to parents on 1.9.21 and again on 3.9.21. <https://mailchi.mp/6c830f767943/our-first-newsletter-this-year> and on this document here [\(need hyperlink here\)](#)

PREVENTION AND CONTROL MEASURES These measures to be adhered to in full.

		Type of Hazard	Likelihood of occurrence	Hazard severity	Risk factor	Control measures in school: Action to be taken to reduce risk (school measures in black) All measures below in green are taken directly from the Government document accessed 5.9.21 https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance	New likelihood of	New hazard severity	New risk factor
1	Transmitting Covid 19 by touching the same surfaces touched by someone who is positive; or if they have coughed on a surface etc.	C-19	4	4	16	<p>Ensure good hygiene for everyone Hand hygiene Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser. Respiratory hygiene The 'catch it, bin it, kill it' approach continues to be very important. The e-Bug COVID-19 website contains free resources for you, including materials to encourage good hand and respiratory hygiene. Use of personal protective equipment (PPE) Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19 Children and adults will wash their hands or use hand sanitiser before they start the school day; before they eat; more times during the day. This might be outside the classroom, or using the toilet sinks or the classroom sink.</p>	1	4	4
2	Transmitting Covid 19 by touching the same surfaces touched by someone who is positive; or if they have coughed on a surface etc.	C-19	4	4	16	<p>Maintain appropriate cleaning regimes, using standard products such as detergents You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces. High touch areas are cleaned at lunchtime by office staff. Tables and lunch area is cleaned before and after use. Evening cleaning continues to clean thoroughly with usual detergents.</p>	1	4	4
3	Transmitting Covid 19 by breathing in the same air as someone who is infectious with Covid 19.	C-19	5	4	20	<p>Keep occupied spaces well ventilated When your school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained. You should identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas, giving particular consideration when holding events where visitors such as parents are on site, for example, school plays. Mechanical ventilation is a system that uses a fan to draw fresh air or extract air from a room. These should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. If possible, systems should be adjusted to full fresh air or, if this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.</p>	2	4	8

						<p>Where mechanical ventilation systems exist, you should ensure that they are maintained in accordance with the manufacturers' recommendations.</p> <p>Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so).</p> <p>You should balance the need for increased ventilation while maintaining a comfortable temperature.</p> <p>The Health and Safety Executive guidance on air conditioning and ventilation during the COVID-19 pandemic and CIBSE COVID-19 advice provides more information.</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> <p>All rooms will be well ventilated all of the time.</p> <p>Meetings will take place in a large ventilated space eg. The hall; or will be taking place outside.</p> <p>Visitors to the school will be advised to remain in well ventilated spaces. If they are unable to keep their distance and are not able to stay in a ventilated space (for example a contractor) they must wear a mask (unless exempt). Any visitors to the school will be alerted to this. All relevant staff (those who would see the visitor, will be advised if a visitor is coming into the school.</p>			
4	Transmitting Covid 19 by having a positive case in school and passing to staff and children.	C-19	4	4	16	<p>Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</p> <p>When an individual develops COVID-19 symptoms or has a positive test</p> <p>Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</p> <p>If anyone in your school develops COVID-19 symptoms, however mild, you should send them home and they should follow public health advice.</p> <p>If a pupil in a boarding school shows symptoms, they should usually self-isolate in their residential setting so that their usual support can continue, others may then benefit from self-isolating in their family home.</p> <p>For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household.</p> <p>If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary. Further information on this can be found in the use of PPE in education, childcare and children's social care settings guidance. Any rooms they use should be cleaned after they have left.</p> <p>The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p> <p>Asymptomatic testing</p> <p>Testing remains important in reducing the risk of transmission of infection within schools. That is why, whilst some measures are relaxed, others will remain, and if necessary, in response to the latest epidemiological data, we all need to be prepared to step measures up or down in future depending on local circumstances.</p> <p>Over the summer, staff and secondary pupils should continue to test regularly if they are attending settings that remain open, such as summer schools and out of school activities based in school settings. Schools will only provide tests for twice weekly asymptomatic testing for pupils and staff over the summer period if they are attending school settings. However, testing will still be widely available over the summer and kits can be collected either from your local pharmacy or ordered online.</p> <p>As pupils will potentially mix with lots of other people during the summer holidays, all secondary school pupils should receive 2 on-site lateral flow device tests, 3 to 5 days apart, on their return in the autumn term.</p> <p>Settings may commence testing from 3 working days before the start of term and can stagger return of pupils across the first week to manage this. Pupils should then continue to test twice weekly at home until the end of September, when this will be reviewed.</p> <p>Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed.</p> <p>Secondary schools should also retain a small asymptomatic testing site (ATS) on-site until further notice so they can offer testing to pupils who are unable to test themselves at home.</p>	2	4	8

					<p>There is no need for primary age pupils (those in year 6 and below) to test over the summer period. They will be offered the 2 tests at an ATS at the beginning of the autumn term when they start at their secondary school as a new year 7. Schools may choose, however, to start testing year 6 pupils earlier, including in summer schools, depending on their local circumstances.</p> <p>Confirmatory PCR tests Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19. Whilst awaiting the PCR result, the individual should continue to self-isolate. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms. Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. It is important that everyone adheres to this guidance, but CEV people may wish to think particularly carefully about the additional precautions they can continue to take. Further information can be found in the guidance on protecting people who are CEV from COVID-19.</p> <p>Added 4th January 2022 In our schools, if a member of the household tests positive, we have asked: (a) staff to also take a PCR test if they have any Covid symptoms and, if no symptoms and they are fully vaccinated, they can come into the schools but should follow the guidance and do daily LFTs for 7 days. Any staff who are not fully vaccinated must follow the self-isolation rules and should not come into school. (b) parents to ensure that any children take a PCR test if they have any Covid symptoms and, if no symptoms, they can come into the schools but should follow the guidance and do daily LFTs for 7 days. All staff continue to use twice weekly LFD tests and will tell the headteacher if the result is positive and therefore they are unable to come into school, and await an appointment and result of a PCR test.</p>			
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CONTINGENCY PLANNING FOR OUTBREAKS

Minimising transmission from a local outbreaks	C-19				<p><i>Notes from Paul Wagstaff email to Heads, 3.9.21: Below are the thresholds that the DfE is asking schools to use when considering stepping up your measures and when you may feel the need to seek expert health protection support and guidance from PHE. Schools should use the same DfE helpline which remains open on 0800 046 8687 (option 1) - (there is no requirement to report single cases to this number). In some circumstances the DfE can escalate situations to the local PHE Health Protection Team, who can work with WSCC public health and the school to advise and decide on any further action that might be needed to manage the outbreak.</i></p> <p>Outbreak plan from PHE PHE's Education Settings Outbreak Pack DfE contingency framework Contingency Framework</p>			
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Likelihood	Severity		
	High 5	High 4	Med 3
High 5	25	20	15
High 4	20	16	12
Med 3	15	12	9
Low 2	10	8	6
Low 1	5	4	3

No activity may be carried out where there is a High risk factor of 10-25

Activity graded 5-9 = Medium risk, this must be monitored by the Headteacher, responsible for H&S.

1-4 = Low risk.

Likelihood of occurrence: 1= low risk; 5= high risk of happening

Hazard severity: 1= very little impact; 5= risk of death or serious injury.

Signed by staff working in school:

Signed by Governors:

Signed by Headteacher:

Signed by the Governor responsible for Monitoring:

Date: