

Covid 19 Risk Assessment to support key summer events

Date completed: 3rd December 2021

Reviewed by Local Governance Committee: XXXX

Reviewed by Trustees: XXXX



Government guidance source:

- School coronavirus (COVID-19) operational guidance. Published February 2021.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/963541/Schools_coronavirus_operational_guidance.pdf

This risk assessment has been designed by Spaxton Primary School and includes the 5 areas identified in the guidance:

Public health advice, School operations, Curriculum, behaviour and pastoral support, Assessment and accountability and Contingency planning to provide continuity of education in the case of a local outbreak.

Summary of Health & Safety Measures:

-Classrooms will continue to be well-ventilated and aired out after each session. New CO2 monitors assist with this.

-Regular stops for handwashing

-Staff and children may home test twice a week

-Regular review of our risk assessment

-Enhanced cleaning of frequently-touched surfaces daily

We have a COVID19 outbreak plan to reinstate measures if that is what Public Health England requires us to do and if we meet certain thresholds of cases:

-3 members of staff in close contact contracting COVID19

-5 children in close contact contracting COVID19

In the event of positive cases, self-isolation for 10 days is required and a switch to remote learning (if applicable). This would have to be confirmed following a follow-up PCR test.

Staff and visitors are now required to wear face coverings in communal areas unless exempt.

Close contacts are not required to self-isolate

Table of Risks mitigated

| | Risk | Guidance Requirements | Controls/ Mitigation procedures in place | Actions remaining | Who? |
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| | Areas of harm are not identified and control measures not in place | We must comply with health and safety law and put in place proportionate control measures. We must regularly review and update our risk assessments - treating them as 'living documents', as the circumstances in our school and the public health advice changes. This includes having active aRSangements in place to monitor whether the controls are effective and working as planned. | Risk Assessments will be reviewed as appropriate and at least on a ½ termly basis and any actions implemented, unless we are provided with additional guidance. | Timetable meetings to ensure the review process of the risk assessment has been scheduled - to involve Head, SLT, COVID working party of LGC and staff. | RR |
| | Risk of spreading Covid 19 across groups of children | We no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). This means that bubbles will not need to be used for any provision from the autumn term. | From September 2021, we will cease to operate in bubbles and student zones. Lunchtime and break time will be common for all students and staff. Should we need to reinstate bubbles following public health advice, we will do so as a reflection of plans operating in Summer 2021. | School day to be timetabled with staff in their own classrooms. No staggering of break and lunch | RR |
| | Risk of spreading Covid 19 across groups of children | Whole School Collective WoRShip | From September 2021, we will hold whole school Collective WoRShip as per pre pandemic aRSangements. This will be reviewed if DFE guidance changes or public health advises otherwise. | | RR |
| | Close contacts acquire Covid 19 | Contacts are no longer required to self-isolate or advised to take daily tests, and contact tracing has ended. | We will continue to encourage parents to contact us following a positive case so that our attendance records are updated and students can be provided with online learning. | | RR |
| | Schools are not able to adapt to local outbreaks | Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if the central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures. | We will work directly with PHE under these circumstances to adapt our risk assessment in accordance with specific advice. | | RR |

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| | Risk of spreading Covid 19 | Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas. | <p>Staff or students who wish to continue wearing face coverings will be free to do so.</p> <p>There will be no expectation to wear face coverings on the school site.</p> <p><u>CHANGE- All staff and visitors to wear face coverings in corridors and communal areas</u></p> <p>We will continue to work with vulnerable and those with specific needs to assist and their parents to reasonable adjustment if necessary.</p> | | RR |
| | Schools are not able to manage an outbreak | We have outbreak management plan outlining how we would operate if there were an outbreak in our school or local area. This is below. | <p>If we have several confirmed cases within 14 days, we will contact the DFE helpline on 0800 0468687 to seek advice. We will follow the contingency framework as outlined here.</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings</p> | | RR |
| | Spread of Covid 19 | Ensure good hygiene for everyone | <p>We will continue to promote regular hand washing using soap and water. We will continue to offer hand sanitiser in each classroom and encourage children to use this.</p> <p>We will continue to promote 'catch it, bin it, kill it'</p> <p>PPE will be worn by those staff needing to look after symptomatic children.</p> | | RR |
| | Spread of Covid 19 | Maintain appropriate cleaning regimes, using standard products such as detergents | <p>Frequently touched surfaces and equipment will be cleaned by our school cleaning team.</p> <p><u>Add- collection area to be cleaned by site staff once chil/ staff affected has left the building.</u></p> | | RR |
| | Spread of Covid 19 | Keep occupied spaces well ventilated | Windows and doorS will be kept open in all classrooms and where possible working spaces for staff. | | RR |

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| | | | <p>During the colder months, we will continue to operate with some windows opened and more opportunities to go learn outside will be found.</p> <p><u>ADD- CO2 monitors now in place.</u> If it goes to 1,000 or above then windows and doors should be opened. Children and staff may wear coats and blankets if cold inside the building.</p> | | |
| | Spread of Covid 19 | Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19 | <p>Anyone testing positive for Covid 19 should follow public health advice when to self-isolate.</p> <p>Anyone with symptoms should not come into school. What Covid symptoms look like can be found here</p> <p>Children on the school site with symptoms will be sent home.</p> <p>Anyone with symptoms should avoid using school or public transport.</p> <p>If someone has symptoms on the school site, they will be asked to wait in The Space. This room will be cleaned after they have left.</p> | | RR |
| | Spread of Covid 19 | Asymptomatic testing | <p>Students and staff will be encouraged to continue twice weekly testing at home whilst LFTs continue to be available</p> <p>Anyone testing positive with a LFT will need to self isolate and arrange for a PCR test within 2 days. If this test result is negative, they can return to school. If the result is positive, they must continue to self-isolate for 5 days from the LFT or the day symptoms started and await 2 consecutive negative LFT tests.</p> | LFT to continue to be distributed to staff by LC. | RR |
| | Spread of Covid 19 | Clinically vulnerable | All clinically extremely vulnerable (CEV) children and young people should attend school setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. | To work with individual students in overcoming barriers, including anxiety, in returning to school. This will be done via our pastoral person – SW | RR |

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| | Spread of Covid 19 | Admitting children into school | We reserve the right not to admit a child to school who is displaying symptoms even if the parent wishes for them to come to school. | | RR |
| | Spread of Covid 19 | Visitors to school | This will continue but any measures will be explained prior to this via email, fb post and office manager will check that visitors have understood messages. | | RR |
| | Spread of Covid 19 | Risk from breathing COVID particles during indoor sports. | Windows and external doors to be opened for indoor PE for hall sessions. | | RR |
| | Vulnerable children are at greater risk of falling further behind in their education. | Attendance | <p>School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school.</p> <p>Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they should be recorded as code X</p> <p>Where they are unable to attend because they have a confirmed case of COVID-19 they should be recorded as code I</p> | Staff to be aware of the attendance coding and mark students according to their absence reason | RR |
| | Students who are not attending school are disadvantaged | Remote education | We will continue to support those who need to self-isolate because they have tested positive to work or learn from home if they are well enough to do so. | Staff to follow guidance regarding remote learning. | RR |
| | Vulnerable children are at further risk | Pupil wellbeing and support | We have devised a wellbeing offer for the following academic year that will be signposted and shared with students, parents and staff. | <p>To communicate the wellbeing provision with staff and students</p> <p>To be developed and reviewed through the year - LM/LAD/ KP</p> | RR |

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| | Spread of Covid 19 | School workforce | <p>Any member of staff that is CEV are advised, as a minimum, to follow the same guidance as everyone else.</p> <p>Social distancing measures have now ended in the workplace and we will be able to explain the measures on how we will keep CEV staff safe at work.</p> | To support our staff as appropriate - JN and appropriate line manager | RR |
| | FSM children are further disadvantaged | School meals | We will continue to offer free school meals to students who are learning from home during term time. | AP/Finance | RR |
| | Risk of financial loss through travel plans changing | Educational visits | <p>We would absorb this in the budget to mitigate risk to parents for any possible cancellations. We will share this information with parents in advice of any money transfers. If trips stack up and are costly, we would work with the trust to find insurance to cover this.</p> <p>Risk assessments will include considerations for Covid related issues.</p> <p>We will carry out full and thorough risk assessments for all visits and we will refer to any public health advice, such as on hygiene and ventilation, as part of the risk assessments.</p> | | RR |
| | Risk to pupils and staff previously considered clinically extremely vulnerable (CEV) | <p>Pupils previously considered clinically extremely vulnerable (CEV) should follow the same COVID-19 precautions as all other pupils.</p> <p>However, if a pupil has been advised by their clinician to isolate or reduce social contact due to the nature of their medical condition or treatment (rather than the pandemic), they should continue to follow that advice.</p> <p>Staff previously considered clinically extremely vulnerable (CEV) should, as a minimum, follow the same COVID-19 precautions as all other staff, but may wish to take extra precautions.</p> | <p>In line with government guidance, children under 18 should no longer be considered CEV, we are now including these pupils in our regular measures for all pupils.</p> <p>Staff should continue to follow any additional precautions advised by their clinician and communicate this to the Head of School.</p> | | RR |

COVID-19: outbreak management plan

1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance](#), provided by the Department for Education (DfE).

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), directorS of public health (DsPH), Public Health England (PHE) health protection team or the national government.

It may be necessary to implement these measures in the following circumstances, for example:

- ❖ To help manage a COVID-19 outbreak within the school. Actions will be considered when either of the following thresholds are met:
 - 10% of pupils or staff who are likely to have mixed closely test positive within a 10-day period (2-3 members of staff or 5 children)
- ❖ If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission
- ❖ As part of a package of measures responding to a 'variant of concern' (VoC)
- ❖ To prevent unsustainable pressure on the NHS

2. Seeking public health advice

When one of the thresholds above is met, we will review the testing, hygiene and ventilation measures already in place.

We will also seek public health advice from a director of public health or health protection team. Rebecca Skews/Lanette Cudbill will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) and the online Somerset reporting tool.

3. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

4. Other measures

Parents, carers, pupils and staff will be informed promptly about the re-introduction of control measures. This will be done via email/Facebook or telephone once a decision has been made.

If recommended, we will limit:

- Residential educational visits

- Open days

- Transition or taster days

- Parents coming into school

- Live performances

If recommended, we will (re)introduce:

- Bubbles, to reduce mixing between groups

- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

5. Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

5.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils

- Children of critical workers

5.2 Education and support for pupils at home

All other pupils will be required to stay at home and will receive remote education.

We will aim to deliver remote education that meets the same quality and quantity of education that pupils would receive in school, as outlined in our Remote Learning Policy.

The school will continue to provide lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

This would be arranged through our office manager and parents/ carers would need to collect from school each day.

5.3 Wraparound care

We will limit access to before and after-school activities and wraparound care during term time and the holidays to those that need it most.

We will communicate who will be eligible to attend once the restrictions are confirmed.

5.4 Safeguarding

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

We will aim to have a trained DSL or deputy DSL on site wherever possible.

If our DSL (or deputy) can't be on site, they can be contacted remotely by emailing RSkews@educ.someRSet.gov.uk or the school Facebook chat.

On occasions where there is no DSL or deputy on site, a teacher will take responsibility for co-ordinating safeguarding on site.

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence

- Encourage attendance

- Make sure vulnerable pupils can access appropriate education and support while at home

- Maintain contact, and check regularly that the pupil is able to access remote education provision