

Phil & Jim COVID-19 Risk assessment

<p>Start date: 01.09.2021</p> <p>By: Sarah Awuye, Karen May</p>	<p>Principles and guidance from August 2021</p> <p>The government continues to manage the risk of serious illness from the spread of the virus. Step 4 marked a new phase in the government’s response to the pandemic, moving away from stringent restrictions on everyone’s day-to-day lives, towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk. As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people’s education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for 2 doses by mid-September. Our priority is for you to deliver face-to-face, high-quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health.</p>
<p>This risk assessment will be reviewed as needed following government, DfE and PHE guidance. The latest versions of our risk assessment are published on our website. Previous versions are available via the school office. Current review V12</p>	
<p>Significant Hazards and/or identified risks to pupils, staff, parents and carers, members of school community</p>	<p>Control Measures to ensure an acceptable level of risk [including specific monitoring responsibility, delegation and/or related documents or actions]</p>
<p>Adults and children working together in school during Covid-19 pandemic</p> <p>Contact risks between pupils/ staff / members of school community</p> <p>Surface contact risks</p> <p>Hygiene risks</p> <p>Pupils and staff developing symptoms of Covid-19 while in the community or at school</p>	<p>Control measures [all staff, SLT, H&S monitoring, FGB]</p> <p>1. Ensure good hygiene for everyone</p> <p><u>Hand hygiene</u> Frequent and thorough hand cleaning remains regular practice. Pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</p> <p><u>Respiratory hygiene</u> The ‘catch it, bin it, kill it’ approach continues to be very important. Staff should refer to resources on e-Bug COVID-19 website to encourage good hand and respiratory hygiene.</p> <p><u>Use of personal protective equipment (PPE)</u> Most staff not require PPE beyond what they would normally need for their work. PPE will be worn: - If a child already has routine intimate care needs that involve the use of PPE, the same PPE will continue to be used. - Additional PPE for COVID-19 is only required in a very limited number of scenarios: if an individual child, young person or student becomes ill with COVID-19 symptoms and only then if close contact is necessary</p> <p>2. Maintain appropriate cleaning regimes - Site manager will maintain cleaning of frequently touched surfaces twice a day.</p> <p>3. Keep occupied spaces well ventilated CO2 monitors will be provided to all state-funded education settings from September 21, so staff can quickly identify where ventilation needs to be improved.</p>

- All classrooms and used areas will be ventilated (ensuring a comfortable temperature).
- The external hall door (next to the kitchen) will be open during assemblies and lunchtimes.
- Additional risk assessment will be completed for events where large groups of parents /visitors are on site.

4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.

When an individual develops COVID-19 symptoms or has a positive test

Children, staff and other adults should follow public health advice on [when to self-isolate and what to do](#) and will not come into the if they have [symptoms of coronavirus \(COVID-19\)](#) 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).

Anyone developing [symptoms of coronavirus \(COVID-19\)](#), however mild, will be sent home and they should follow public health advice. Pupils should avoid using public transport and, wherever possible, be collected by a member of their family or household. If a child is awaiting collection, appropriate PPE will be used if close contact is necessary. Any rooms used will be cleaned after they have left.

The household (including any siblings) should follow PHE's [stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).

Staff and children with a positive rapid lateral flow test result should self-isolate in line with [COVID-19: guidance for households with possible coronavirus infection](#). They will also need to [get a free PCR test](#) to check if they have COVID-19. While awaiting the PCR result, the individual should continue to self-isolate.

If the PCR test is taken within 2 days of the positive rapid lateral flow test, and is negative, it overrides the rapid lateral flow test and they can return to the setting, as long as the individual does not have COVID-19 symptoms.

In most cases, parents and carers will agree that a child with symptoms should not attend school, given the potential risk to others. If a parent or carer insists on a child attending school, the headteacher can make the decision to refuse the child if, in reasonable judgement, it is necessary to protect other children and staff from possible infection with COVID-19. The decision will be carefully considered in light of all the circumstances and current public health advice.

Supplementary information relating to control measures

Minimising contact between individuals/ occupancy of rooms (ventilation)

We are removing the strict use of bubbles so that no aspect of school life will be compromised because of grouping. We will be keeping the children in key stage groups (EYFS-Year 2 and Year 3-Year 6) for organisational purposes: Assemblies, playtimes, lunchtimes.

Procedure at the start and end of the school day

- Parents and carers can come on site to drop off or pick up their child. Parents and pupils to walk on the left as they walk into and leave the school site and be aware of others around them.
- **Start of the school day** Parents will hand over care/ collect their child from the courtyard rather than going into the cloakroom, which is a small, enclosed space.
- **End of the school day** Parents can move into the courtyard if needed to see their child

Playtimes

- EYFS- Year 2 pupils will play together
- Year 3- Year 6 pupils will play together

Assemblies

Face to face assemblies will take place on Monday's headteacher assembly; Friday's celebration assembly with deputy headteacher.

Clergy assembly will take place virtually.

Singing will not take place until we receive our CO2 monitors (in weekly singing assembly time the children will learning about a composer/ musician /music genre).

- EYFS- Year 2 pupils will have assembly together Monday and Friday
- Year 3- Year 6 pupils will have assembly together Monday and Friday

Lunchtime

Pupils will eat in the hall and will be grouped as follows

- EYFS- Year 2 and Year 3- Year 6
- Tables to be cleaned before and after eating by school staff
- Children will sit with their year group
- Hall to be ventilated with all windows and doors (with the exception of any door safety door)

Cleaning of resources and equipment used in school as needed to ensure the effective delivery of the curriculum

- For individual and frequently used equipment, such as pencils and pens, staff and pupils have their own items and are not shared.
- Classroom resources such maths manipulatives, etc. will be cleaned regularly.
- Whole school resources such as science equipment, iPads will be cleaned between use or left unused for a period of 48 hours (72 hours for plastics).
- Soft furnishings and toys to be cleaned weekly.
- Multiple boxes of tissues available in every room in the school so children and adults have access as needed.
- Desks to be cleaned regularly.
- PE equipment will be cleaned between use.

Classrooms

Teachers will organise their classrooms to ensure as much space between pupils.

Tracing close contacts and isolation

Close contacts will be identified via [NHS Test and Trace](#) not school. NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Pupils and staff are not required to self-isolate (and should attend school as normal) 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:

- 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

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.

Face coverings

Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas. The government has removed the requirement to wear face coverings in law. Staff and pupils may wear face coverings if they choose.

School workforce

Clinically extremely vulnerable (CEV) staff are advised, as a minimum, to follow the same guidance as everyone else. It is important that everyone adheres to this guidance, but CEV staff may wish to carefully consider additional precautions they can continue to take. Further information can be found in the [guidance on protecting people who are CEV from COVID-19](#).

Social distancing measures have now ended in the workplace. We advise and support staff to follow our key control measures 1, 2, 3, 4.

Providing school lunch when a child is self-isolating

Where a child qualifies for benefit related free school meals, they will receive this support as normal via a school lunch parcel.

Pupil Attendance

School attendance is mandatory for all pupils of compulsory school age. 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 will be recorded as code X (not attending in circumstances related to coronavirus). Where they are unable to attend because they have a confirmed case of COVID-19 they will be recorded as code I (illness). For pupils abroad who are unable to return, code X is unlikely to apply. In some specific cases, code Y (unable to attend due to exceptional circumstances) will apply. Further guidance about the use of codes is provided in the [school attendance guidance](#).

Pupil and parent access to school site

Face to face meetings with parents can take place via appointment to ensure sufficient space allocated for the meeting.

Parents can attend events in school provided there is sufficient space with a limit on numbers. Additional risk assessment to be completed.

Educational visits

- Educational visit will take place from September 2021.
- Educational visits to have adequate financial protection in place as per our insurance policy.
- Risk assessment completed will ensure that any public health advice, such as hygiene and ventilation requirements, are considered within control measures.

Extended Schools: Morning Club and After School Care (ASC) *School control measures apply at these times*

- Morning Club and ASC must be pre booked; there will no emergency sessions available. Children in EYFS/ KS1 to sit separately from children in KS2.
- Morning Club to be limited to 40 pupils. ASC pupil numbers will be capped at 15 per year group.
- Pupils will be grouped as follows: EYFS; Year 1 and Year 2 (in the Rainbow Room); Year 3 & 4 in the hall; Year 5 & 6 in UKS2 shared area. - 6 in any combination.
- End of ASC pick up points will be 4.15pm and 5.30 pm only.

Accountability arrangements for primary school tests and assessments

Primary school tests and assessments are designed for use in accountability and to enable benchmarking between schools. As these assessments will be returning for the first time since 2019, without any adaptations, the results will not be published in key stage 2 (KS2) performance tables in academic year 2021/22.

We will, however, still produce the normal suite of KS2 accountability measures at school level and share these securely with primary schools, academy trusts, local authorities and Ofsted for school improvement purposes and to help identify schools most in need of support. This will be a transitional arrangement for the first year in which primary assessments return. We intend to publish primary assessment data in performance tables again in academic year 2022/23. Until this point, KS2 performance data for academic year 2018/19 will continue to be publicly available on [Compare school and college performance](#).

Stepping measures up and down

Please see our outbreak management plan which outlines the actions we would take and how we would operate if advised by Local Authority, directors of public health (DsPH) and PHE health protection teams (HPTs) to take extra measures to help break chains of transmission. Given the detrimental impact that restrictions on education can have on our pupils, any measures will only ever be considered as a last resort, kept to the minimum group(s) possible, and would be for the shortest amount of time possible. School will work with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting 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.

How will you undertake ongoing risk assessment review?

- This risk assessment is owned by all members of the school community and is shared via our website.
- This risk assessment is subject to ongoing review by all stakeholders.
- This risk assessment is available to Ofsted, PHE, Oxfordshire County Council, teaching and non-teaching unions and HSE.

Monitoring Arrangements

- Risk assessment review is a standing item for all governor, SLT, teacher and whole school staff meetings.

Where more than 14 employees need to be informed how will this be done?

- Shared and discussed with all staff during staff meetings, Inset, SMT, SLT and via email as per our policy.