

Task / Activity:	Full Opening of Schools – December 2021 (Covid-19)	Ref:	
-------------------------	---	-------------	--

This risk assessment should be produced in conjunction with the current government guidance as highlighted below:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999689/Schools_guidance_Step_4_update_FINAL.pdf

Directorate:	Schools	Date of Assessment:	Reviewed 6.1.2022
Business Unit:	Tankersley St Peter’s Primary School	Manager Responsible for Basic Activity:	J Proctor-Blain
Service / Function:	Primary & Secondary Schools	Lead Risk Assessor for Basic Activity:	S Snowball
Location:	Westwood New Road	Risk Assessment Team Members ((e.g. employees, supervisors, managers, safety reps etc)	

Amendments – Confirmatory PCR tests - When an individual develops COVID-19 symptoms or has a positive test about the return to school – Tracing close contacts and isolation - Travel and quarantine

Hazard	Risks	Control Measures	Actions Required	Person Responsible and Target Date
Schools Premise	Personal injury Fire Legionella Infection of coronavirus	<ul style="list-style-type: none"> Undertake a workplace inspection to ensure adequate working environment, equipment, fire safety and emergency arrangements are in place. Fire Risk Assessment to be reviewed and the Fire log-book is up to date. Legionella checks are to be up to date. Electrical, gas and ventilation systems checks are up to date. Increased cleaning regime. 	<p>DB to continue premises checks as per agreed pre-covid schedule.</p> <p>SS to continue half termly meetings with NORSE cleaning contractor, to ensure increased cleaning regime continues.</p> <p>Wipes and other cleaning materials to be readily available to all staff for additional cleaning as required.</p>	

Ventilation	Concentration of the virus in the air	<ul style="list-style-type: none"> • Good ventilation reduces the concentration of the virus in the air, which reduces the risk from airborne transmission. This happens when people breathe in small particles (aerosols) in the air after someone with the virus has occupied and enclosed area. • When school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained • These can be achieved by: <ul style="list-style-type: none"> - natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air - natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so <p>The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE coronavirus (COVID-19) advice provides more information.</p> <p>To balance the need for increased ventilation while maintaining a comfortable temperature, consider:</p> <ul style="list-style-type: none"> • opening high level windows in colder weather in preference to low level to reduce draughts • increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused) • providing flexibility to allow additional, suitable indoor clothing 	<p>All staff encouraged to open windows and doors were reasonably practicable.</p> <p>Teachers encouraged to open windows in each classroom, with internal doors to be left open as much is reasonably practicable.</p> <p>External doors to yard to be left open during playtimes and lunchtimes.</p>	

		<ul style="list-style-type: none"> rearranging furniture where possible to avoid direct draughts <p>CO2 monitors are recommended, so staff can quickly identify where ventilation needs to be improved.</p> <p>Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied space.</p>		
Infection Control	<p>Infection of coronavirus</p> <p>Dealing with direct transmission (e.g. close contact with those sneezing/coughing) and indirect transmission (e.g. touching contaminated surfaces</p>	<ul style="list-style-type: none"> Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, do not attend school. Close contacts will be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing. As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. <p>From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.</p> <p>Daily testing of close contacts applies to all contacts who are:</p> <ul style="list-style-type: none"> Fully vaccinated adults people who have had 2 doses of an approved vaccine all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status 	<p>Continue with established procedures for caring for a child who becomes ill at school until collected by parent, i.e. face mask, gloves, plastic screen in quarantine area.</p> <p>Guidance is: When caring for a pupil or adult who is ill - A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If there is a risk of splashing to the eye e.g. from coughing, spitting, or vomiting, then eye protection should also be worn.</p> <p>Space allocated in school for quarantining a pupil who is ill - Plastic chair to be placed in main office area, preferably with the outer door open. Parents called asap to collect their child.</p>	

		<ul style="list-style-type: none"> • people who are not able to get vaccinated for medical reasons • people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine <p>Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts.</p> <p>Pupils with SEND identified as close contacts should be supported by their school and their families to agree the most appropriate route for testing including, where appropriate, additional support to assist swabbing.</p> <p>For further information please see SEND guidance. Further information is available in NHS Test and Trace: what to do if you are contacted and in the stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection www.gov.uk/guidance/nhs-test-and-trace-how-it-works</p> <p>18-year-olds are treated in the same way as children until 6 months after their 18th birthday, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact.</p> <p>Schools will continue to have a role in working 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 (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>	<p>Continue with Attendance monitoring procedures to ensure no child attends whilst positive or during an isolation period.</p>	
--	--	---	---	--

Hygiene		<p>Clean hands thoroughly more often than usual. Coronavirus (COVID-19) is an easy virus to kill when it is on skin. This can be done with soap and running water or hand sanitiser. Schools must ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. Regular and thorough hand cleaning is going to be needed for the foreseeable future</p> <ul style="list-style-type: none"> • School to have sufficient hand washing or hand sanitiser available so that all pupils and staff can clean their hands regularly. • Supervision of hand sanitiser use given risks around ingestion. Small children and pupils with complex needs should continue to be helped to clean their hands properly. • Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach. • As with hand cleaning, schools must ensure younger children and those with complex needs are helped to get this right, and all pupils understand that this is now part of how school operates. Some pupils with complex needs will struggle to maintain as good respiratory hygiene as their peers, for example those who spit uncontrollably or use saliva as a sensory stimulant. This should be considered in risk assessments in order to support these pupils and the staff working with them. • Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach. • School to put in place a cleaning schedule that ensures cleaning is generally enhanced and includes: <ul style="list-style-type: none"> ▪ more frequent cleaning of rooms/ shared areas that are used by different groups 	<p>Continue with stringent hand washing routines used throughout the pandemic, ie arrival at school, break times, lunchtimes.</p> <p>DB & WH to monitor stock levels of all hand washing / sanitiser/wipes/PPE – SS to re-order</p> <p>Continue with staff members squirting hand sanitiser on pupils hands.</p> <ul style="list-style-type: none"> • Pupils reminded on good respiratory hygiene School to provide tissues and bins available in the school to support pupils and staff to follow this routine. <p>SENCo to assist with any children identified as having additional needs.</p> <p>NORSE to continue with additional touch point cleaning.</p> <p>Continue with Enhanced cleaning schedule as per pandemic.</p> <p>Continue with enhanced cleaning schedule. Especially touch points.</p> <p>Revert back to pre covid toilet plan.</p>	
---------	--	---	--	--

		<ul style="list-style-type: none"> frequently touched surfaces being cleaned more often than normal <p><i>Note: different groups don't need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet.</i></p>		
Child/staff member becomes unwell at school with coronavirus symptoms, or have someone in their household	Transmission of coronavirus	<ul style="list-style-type: none"> When an individual develops COVID-19 symptoms or has a positive test, pupils, staff and other adults should follow public health advice on when to self-isolate and what to do: www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/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) If anyone in school develops COVID-19 symptoms, however mild, send them home and they should follow public health advice www.nhs.uk/conditions/coronavirus-covid-19/symptoms/ For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. 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 	<ul style="list-style-type: none"> As is usual practice, in an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital. <p>Continue with established procedures for caring for a child who becomes ill at school until collected by parent, i.e. face mask, gloves, plastic screen in quarantine area.</p> <p>WH to maintain a list of children who are required to quarantine and ensure children are absence for correct isolation period.</p> <ul style="list-style-type: none"> Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. See the <u>COVID-19:</u> 	

		<p>www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care</p> <ul style="list-style-type: none"> Any rooms they use should be cleaned after they have left. The household (including any siblings) should follow the UKHSA stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. Pupils and staff should return to school as soon as isolation rules allow www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection 	<p><u>cleaning of non-healthcare settings guidance.</u></p> <ul style="list-style-type: none"> Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19). 	
Bubbles	Supress the virus	<p>At Step 4 it is no longer recommend that it is necessary to keep children in consistent groups ('bubbles').</p> <p>As well as enabling flexibility in curriculum delivery, this means that assemblies can resume, and no longer need to make alternative arrangements to avoid mixing at lunch.</p> <p>You should make sure your outbreak management plans cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.</p>	<p>In general, bubbles to cease, but playground zones to remain (This decision has been made due to H&S not any covid related issue) Assemblies etc and other whole school activities to resume.</p> <p>In the event of an outbreak the school to follow PHE advise on the potential reintroduction of bubbles.</p>	

		<p>When removing a face covering, staff, visitors and pupils should:</p> <ul style="list-style-type: none"> • wash their hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing • only handle the straps, ties or clips • not give it to someone else to use • if single-use, dispose of it carefully in a household waste bin and do not recycle • once removed, store reusable face coverings in a plastic bag until there is an opportunity to wash them. • if reusable, wash it in line with manufacturer’s instructions at the highest temperature appropriate for the fabric • wash their hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed 		
Personal Protective Equipment (PPE)	Spread of infection (coronavirus)	<ul style="list-style-type: none"> • PPE is used in a limited number of settings to protect wearers against hazards and risks, such as surgical masks or respirators used in medical and industrial settings. A face covering is a covering of any type that covers your nose and mouth. • Most staff in education, childcare and children’s social care settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. • If a child, young person, or student already has routine intimate care needs that involve the use of PPE, the same PPE should continue to be used. <p>During the coronavirus (COVID-19) outbreak, additional PPE is only required in a very limited number of scenarios:</p>	PPE will remain available to any staff members, should they wish to continue use.	

		<ul style="list-style-type: none"> if an individual child, young person or student becomes ill with coronavirus (COVID-19) symptoms and only then if a distance of 2 metres cannot be maintained 		
Remote Learning	Spread of infection	<ul style="list-style-type: none"> Not all people with COVID-19 have symptoms. Where appropriate, you should 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. Schools subject to the remote education temporary continuity direction are required to provide remote education to pupils covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19. You should maintain your capacity to deliver high quality remote education for next academic year, including for pupils who are abroad, and facing challenges to return due to COVID-19 travel restrictions, for the period they are abroad. 	Should it be required, we will continue to provide remote learning as directed on the school website. Any pupil will be required to log on to the Oaks Academy to access learning.	
Equipment	Spread of infection (coronavirus) via use of shared equipment	<ul style="list-style-type: none"> For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared. Pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, and stationery. Bags are allowed. Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development. Similar rules on hand 	<p>Ideally children will be allocated their own equipment for frequent use where practicable.</p> <p>Children will be allowed to bring equipment from home for their personal use.</p> <p>Continue with cleaning routines for sports equipment.</p>	

<p>New and Expectant Mothers</p>		<p>is likely to be low, adults should continue to take care to socially distance from other adults including older children and adolescents.</p> <ul style="list-style-type: none"> • Pregnant women are in the ‘clinically vulnerable’ category and are generally advised to follow the above advice, which applies to all staff in schools. • All pregnant women should take particular care to practise frequent thorough hand washing, and cleaning of frequently touched areas in their home or workspace, and follow the measures to minimise the risks of transmission. • A new and expectant mothers risk assessment should be carried out to consider any risks (for example, from working conditions, or the use of physical, chemical or biological agents). Any risks identified must be included and managed as part of the risk assessment. As part of their risk assessment, employers should consider whether adapting duties and/or facilitating home working may be appropriate to mitigate risks. • Employers should be aware that pregnant women from 28 weeks’ gestation, or with underlying health conditions at any gestation, may be at greater risk of severe illness from coronavirus (COVID-19). This is because, although pregnant women of any gestation are at no more risk of contracting the virus than any other non-pregnant person who is in similar health, for those women who are 28 weeks pregnant and beyond there is an increased risk of becoming severely ill, and of pre-term birth, should they contract coronavirus (COVID-19). • This is also the case for pregnant women with underlying health conditions that place them at greater risk of severe illness from coronavirus (COVID-19). 		
----------------------------------	--	--	--	--

		Read more guidance and advice on coronavirus (COVID-19) and pregnancy from the Royal College of Gynaecologists .		
School Workforce	Transmission of the virus	<ul style="list-style-type: none"> • From 13 December office workers who can work from home should do so. • Anyone who cannot work from home, such as those involved in the face-to-face provision of education, should continue to go to their place of work. • School leaders are best placed to determine the workforce required to meet the needs of their pupils. School leaders will need to consider whether it is possible for specific staff undertaking certain roles to work from home without disrupting to face-to-face education. • Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. • If staff were previously identified as being in one of these groups, they are advised to continue to follow the guidance contained in Coronavirus: how to stay safe and help prevent the spread. • In some circumstances, staff may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice. Whilst individual risk assessments are not required, employers are expected to discuss any concerns that people previously considered CEV may have. 		
Supply teachers, peripatetic teachers	Movement around schools - spread of	<ul style="list-style-type: none"> • Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. 		

and or temporary staff	infection (coronavirus)	<ul style="list-style-type: none"> • They should ensure they minimise contact and maintain as much distance as possible from other staff. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. • School to consider how to manage other visitors to the site, such as contractors, and ensure site guidance on physical distancing and hygiene is explained to visitors on or before arrival. Where visits can happen outside of school hours, they should. • A record is to be kept of all visitors. 		
Outdoor playground equipment	Spread of infection (coronavirus)	<ul style="list-style-type: none"> • Outdoor playground equipment to be more frequently cleaned. • After use of equipment children are to clean hands thoroughly. 	Continue with cleaning routines for sports equipment.	
Extra-curricular provision e.g. breakfast/afterschool clubs, holiday clubs etc	Spread of infection (coronavirus)	<ul style="list-style-type: none"> • School to consider resuming any breakfast and after-school provision, from the start of the autumn term. • For further information on summer holiday clubs, see <u>Protective measures for out-of-school settings during the coronavirus (COVID-19) outbreak</u> in order to plan extra-curricular provision. 	All Breakfast Club & ASc to resume. There will be no requirement for children to sit in 'bubbles.	
Educational visits and journeys	Transmission of infection	<ul style="list-style-type: none"> • Given the likely gap in COVID-19 related cancellation insurance, if you are considering booking a new visit, whether domestic or international, you are advised to 	All staff to be remind of the need for financial protection.	

		<p>ensure that any new bookings have adequate financial protection in place.</p> <ul style="list-style-type: none"> • From the start of the new school term schools can go on international visits that have previously been deferred or postponed and organise new international visits for the future. • Schools should be aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit and schools must comply with international travel legislation and should have contingency plans in place to account for these changes. • Schools should speak to either their visit provider, commercial insurance company, or the Risk Protection Arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options can be sought from the British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI). • Any school holding ATOL or ABTA refund credit notes may use these credit notes to rebook educational or international visits. • School should undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP). 	<p>Full risk assessment to be carried out for all trips with specific references to COVID protection measures. There is a risk assessment specific to covid which can be included in addition to the usual risk assessment We will ensure that hygiene routines are carried on off-site whilst on a visit (i.e. hand washing & sanitising</p>	
--	--	--	---	--

Travel and Quarantine	Transmission of infection	<ul style="list-style-type: none"> All children and staff travelling to England must adhere to government travel advice in travel to England from another country during coronavirus (COVID-19). Parents travelling abroad should bear in mind the impact on their child's education which may result from any requirement to quarantine or isolate upon return. 		
Contractors/Visitors	Transmission of infection (coronavirus)	<p>Contractors working on site</p> <ul style="list-style-type: none"> Obtain Contractor's Covid-19 Risk Assessment Ensure any Contractor's work is organised where there is minimum/no contact to both staff/pupils e.g. out of school hours Ensure Contractor signs in/out of the premises Adequate control measures in place to ensure social distancing/barrier off system Allocated welfare facilities (where required) and increase of cleaning regime <p>Visitors</p> <p>Where possible arrange to meet visitors via on-line system (e.g. Teams, Zoom etc)</p>	<p>Contractors on the school site to be advised to adhere to the increased cleaning routine adopted by the school, i.e. use of hand sanitiser</p> <p>We will also request that work be carried out wherever possible out of school hours.</p>	
Stepping Measures Up and Down	Outbreak of Covid-19	<p>School should have contingency plans (sometimes called outbreak management plans) outlining what school would do if children, pupils, students or staff test positive for COVID-19, or how it would operate if school were advised to take extra measures to help break chains of transmission.</p> <p>Given the detrimental impact that restrictions on education can have on children and young people, any measures in</p>	<p>Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission.</p>	

		<p>schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible.</p> <p>For most settings it will make sense to think about taking extra action if the number of positive cases substantially increases. Information on what circumstances might lead you to consider taking additional action, and the steps you should work through, can be found in the contingency framework.</p> <p>The contingency framework describes the principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities.</p>		

Manager's Assessment Acceptance Statement	
I accept the details of the assessment and will ensure that the risk control measures identified, any risk control actions identified and monitoring requirements are acted upon within the given time scales.	
Manager's Signature	S.Snowball
Date	7.1.22
Date of planned review (not to exceed 12 months)	As required
Date of planned full re-assessment (not to exceed 24 months)	