



COVID-19 - Risk Assessment

Activity being undertaken: **From September 2021**

This risk assessment has been based on and should be used alongside the government guidance below:

[Schools COVID-19 operational guidance](#)

[Coronavirus: how to stay safe and help prevent the spread](#)

[Actions for early years and childcare providers during the COVID-19 pandemic](#)

[Addendum: recording attendance in relation to coronavirus \(COVID-19\) during the 2021 to 2022 academic year](#)

[Use of PPE in education, childcare and children's social care](#)

[Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus \(COVID-19\) outbreak](#)

[COVID-19: guidance for households with possible coronavirus infection](#)

The School has also rolled out Lateral Flow Device testing to all secondary age children and staff.

What are the hazards?	Who might be harmed and how?	What are you already doing?
<p>Awareness of and adherence to policies and procedures</p>	<p>Anyone through the spread of the virus</p>	<ul style="list-style-type: none"> ● All staff, pupils and volunteers are aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> ○ Child Protection & Safeguarding Policy ○ Annex to Barrow Hills' Child Protection Policy ○ Health and Safety Policy ○ First Aid Policy (including details on infection control and administration of medication) ● All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> ○ The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 ○ The Health Protection (Notification) Regulations 2010 ○ Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities'

		<ul style="list-style-type: none"> ○ DfE and PHE (2020) 'COVID-19: guidance for educational settings' ● The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training ● The school keeps up-to-date with advice issued by, but not limited to, the following: <ul style="list-style-type: none"> ○ DfE; NHS; Department of Health and Social Care; PHE ● Staff are made aware of the school's infection control procedures in relation to coronavirus ● Parents are made aware of the school's infection control procedures in relation to coronavirus via letter/email – they are informed that they must not send their child to school if they have coronavirus symptoms. In all these circumstances the parents/carers should inform the school of this and that they will be following the national Stay at Home guidance ● Pupils are made aware of the school's infection control procedures in relation to coronavirus in that that they must tell a member of staff if they begin to feel unwell
<p>Prevention</p> <p>1. Minimise contact with individuals who are unwell with COVID-19 symptoms</p>	<p>Anyone through the spread of the virus</p>	<p>Staff are informed of the symptoms of possible coronavirus infection and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus</p> <ul style="list-style-type: none"> ● Staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms, or have tested positive in the last 10 days, and anyone developing those symptoms during the school day is sent home. ● If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they are sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out isolation rules for themselves and their household and testing to see if they have coronavirus (COVID-19). ● If a child is awaiting collection, they are moved, where possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. A window should be opened for ventilation. If it is not possible to isolate them, they are moved to an area which is at least 2 metres away from other people. ● If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else.

		<ul style="list-style-type: none"> • Everyone will 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 disinfectant after they have left to reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance. • PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance. • In an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with COVID-19 symptoms should not visit the GP, pharmacy, urgent care centre or a hospital. • Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves or they have been requested to do so by NHS Test & Trace, in which case, they should arrange a test. • Cleaning in non-healthcare settings guidance to be followed to clean the area. • Any medication given to ease the unwell individual's symptoms, e.g. paracetamol, is administered in accordance with the First Aid Policy • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with Cleaning in non-healthcare settings guidance
<p>Prevention</p> <p>2. Good hand hygiene practice</p>	Anyone through the spread of the virus	<ul style="list-style-type: none"> • The School will 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. • Supervision of hand sanitiser use will take place due to risk around ingestion. Younger pupils and pupils with complex needs will continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes can be used as an alternative. • The school will build hand washing routines into school culture, supported by behaviour expectations set out in the school Behaviour Policy. • Sufficient handwashing facilities are available. Where a sink is not nearby, hand sanitisers are provided in classrooms and other learning environments.
<p>Prevention</p>	Anyone through the spread of the virus	<ul style="list-style-type: none"> • 'Catch it, bin it, kill it' approach continues to be very important, suitable number of tissues and bins available • in the school to support pupils and staff to follow this routine.

3. Good respiratory hygiene		<ul style="list-style-type: none"> • Pupils are instructed to cough or sneeze into their elbow and use a tissue to cover their mouths where possible, disposing of the tissue in a bin. • Pupils clean their hands after they have coughed or sneezed. • Younger pupils and those with complex needs are helped to follow this. • Individual Risk assessments to identify pupils with complex needs who struggle to maintain good respiratory hygiene. • Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas. • Although face coverings are no longer required in law it is recommended that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school or college. • The reintroduction of face coverings for pupils, students or staff may be advised for a temporary period in response to particular localised outbreaks, including variants of concern.
Prevention 4. Enhanced cleaning	Anyone through the spread of the virus	<ul style="list-style-type: none"> • Surfaces that pupils are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters are cleaned more regularly than normal. • More frequent cleaning of rooms and shared areas that are used by different groups • Toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet. • The COVID-19: cleaning of non-healthcare settings guidance is followed. • Outdoor playground equipment should be cleaned more frequently. This includes resources used inside and outside by wrap around care providers. • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with Cleaning in non-healthcare settings guidance
Prevention 5. Where necessary, wear PPE	Anyone through the spread of the virus	<ul style="list-style-type: none"> • The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including: <ul style="list-style-type: none"> o where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained o where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used • Read the guidance on safe working in education, childcare and children's social care for more information about preventing and controlling infection.

<p>Response to infection</p> <p>1. Test and trace</p>	<p>Anyone through the spread of the virus</p>	<ul style="list-style-type: none"> • all secondary school age children and staff will have access to rapid coronavirus testing, known as 'lateral flow' tests. Read the Risk Assessment for Lateral Flow tests. Tests will be conducted at home, twice a week. • A positive result from a lateral flow test will be followed by a PCR test • NHS Test and Trace process to be followed and understand how to contact their local Public Health England health protection team. Staff members and parents/carers understand that they will need to be ready and willing to: <ul style="list-style-type: none"> o book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school. All pupils can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit o provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace o follow the isolation guidelines provided by NHS Test & Trace • A small number of home testing kits available to be given directly to parents/carers collecting a child who has developed symptoms at school or staff who have developed symptoms at schools, where providing a test will increase the likelihood of them getting tested. • The school will ask parents and staff to inform them immediately of the result of the test: <ul style="list-style-type: none"> o If someone tests negative, if they feel well and no longer have symptoms similar to COVID-19 they can stop self-isolating. o If someone test positive they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. Other members of their household should continue self-isolating for the full 10 days. • In the event that demand for the testing exceeds national or local capacity, and testing for symptomatic school staff or pupils is delayed, the school will implement the current policy on self-isolation in line with public health guidance. This means that symptomatic staff or pupils will be asked to self-isolate in their homes for 10 days and 10 days for household members.
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<p>Response to infection</p> <p>2 Managing confirmed COVID-19 case(s)</p>	<p>Anyone through the spread of the virus</p>	<ul style="list-style-type: none"> • If someone has attended the site tests positive for COVID-19 NHS Test and Trace will identify close contacts. • Children under the age of 18 years old will not need to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. • 18-year-olds will be treated in the same way as children until 4 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 i.e. only those not fully vaccinated will need to isolate if identified as a close contact. • 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 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>Communication</p>	<p>Anyone through the spread of the virus</p>	<ul style="list-style-type: none"> • Children, young people, parents, carers or any visitors, such as suppliers, are asked not to enter the education or childcare setting if they are displaying any symptoms of coronavirus (following the COVID-19: guidance for households with possible coronavirus infection). • The designated member of staff reports immediately to the Head and Operations Manager about any cases of suspected coronavirus, even if they are unsure. • The Head (or Operations Manager) contacts the Department of Education Schools helpline immediately about any suspected cases of coronavirus, even if they are unsure, and discusses if any further action needs to be taken. • Schools keep pupils and parents adequately updated about any changes to infection control procedures as necessary. • There is early communication with contractors and suppliers that will need to prepare to support your plans for opening for example, cleaning, catering, food supplies, hygiene suppliers • Cleaning staff are briefed on the additional cleaning requirements and agree additional hours to allow for this
<p>Managing School Transport</p>		<ul style="list-style-type: none"> • For more information on home to school transport, please refer to Dedicated transport to schools and colleges COVID-19 operational guidance • Where possible, transport arrangements are organised to cater for any changes to start including disinfectant aerosol with particular attention to door handles (inside and out), seat belts, the cockpit area and other areas that may be touched • use of hand sanitiser upon boarding and disembarking • organised queuing and boarding/exiting with the bus being filled from the rear seats forward

		<ul style="list-style-type: none"> • parents have been informed face coverings are still recommended on our dedicated transport run
Emergencies		<ul style="list-style-type: none"> • All pupil emergency contact details are up-to-date, including alternative emergency contact details, where required. • Parents are contacted as soon as practicable in the event of an emergency. • Pupil alternative contacts are called where their primary emergency contact cannot be contacted. • The school has an up-to-date First Aid Policy in place which outlines the management of medical emergencies – medical emergencies are managed in line with this policy.
Full/Partial school closure	Anyone through the spread of the virus	<ul style="list-style-type: none"> • The school communicates with parents via letter/email regarding any updates to school procedures which are affected by the coronavirus pandemic. • Pupils working from home are assigned work to complete to a timeframe set by their teacher. • The Head maintains their plan for pupils' continued education during partial school closure to ensure there is minimal disruption to pupils' learning – this includes their plan to monitor pupils' learning while not in school. • The Child Protection and Safeguarding Policy , Behaviour Policy and Staff Code of Conduct are adhered to at all times, even while working remotely. • The Head ensures all pupils have access to learning materials at home. • The Head works with the Head of IT to ensure that all technology used is accessible to all pupils – alternative arrangements are put in place where required • The School manages the use of parents' and pupils' contact details in line with GDPR.

Compiled by: Rachel Barraud - Operations Manager

Date: 13/8/21

Agreed as suitable, sufficient and fit for purpose:

Phillip Sanders - Health & Safety Manager

Date: 13/08/2021

This Risk Assessment MUST be reviewed within one year of the date above or earlier if significant changes take place