

Name of person completing the risk assessment:		Mr I Beardmore			Date: 24/2/22			
What are the hazards?	Who might be harmed and how?	What control measures are already in place? Are they sufficient?	What additional control measures are needed?	Action by who?	Action by when?	Action by who?	Action by when?	Action by who?
Children, parents and staff are unsure of the procedures for reducing the risk of spreading the virus	Staff/pupils/stake holders	School has successfully reopened.	<p>Regular letters are sent to parents to ensure communication is strong including outlining the additional measures that are needed in the event of a coronavirus outbreak.</p> <p>Regular staff meetings/bulletins include updates on amendments to the Risk Assessment.</p> <p>Schools keep up to date the staff Guidance document and share changes with all staff</p> <p>Staff and pupils no longer need to carry out regular testing.</p> <p>Anyone who tests positive for COVID-19 will be told to stay at home and can only return to school if they can produce 2 negative LFD tests 24 hrs apart or have completed 10 days' at home.</p>	Principals and Academy Managers	Ongoing			

<p>Misunderstanding of the DfE guidance</p>	<p>Staff misunderstand the exact government guidelines leading to inappropriate actions being taken at the school</p> <p>Key stakeholders who are at risk include but are not limited to:</p> <p>Staff (teaching and non-teaching) including supply/visiting staff; pupils; parents entering the site; family members who come into contact with pupils in their homes etc; contractors; other visitors</p>	<p>Current procedures used in school reflect safe practices and school has been safe.</p>	<p>All staff will have the opportunity to read and comment on the risk assessment. Clarification will be provided where necessary.</p> <p>Staff will have a staff guidance document that include the risk assessment as an appendix.</p> <p>Leaders and staff will use this risk assessment whenever a decision regarding coronavirus is made. Adaptations will be made to suit individual school contexts.</p> <p>We may reintroduce bubbles at any time following advice from public health England.</p> <p>Risk mitigation rules continue and include:</p> <p>Control Measures</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. <p>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</p> <p>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</p> <p>School will ensure that appropriate support is made available for pupils with SEND, for example by deploying teaching assistants and enabling specialist staff from both within and outside the school to work with pupils in different classes or year groups.</p>	<p>Principals</p>	<p>Ongoing</p>	
---	---	---	--	-------------------	----------------	--

Where support staff capacity is available, we may consider using this to support catch-up provision or targeted interventions. Teaching assistants may also be deployed to lead groups or cover lessons, under the direction and supervision of a qualified, or nominated, teacher (under the Education (Specified Work) (England) Regulations 2012 for maintained schools and non-maintained special schools and in accordance with the freedoms provided under the funding agreement for academies). Any redeployments will not be at the expense of supporting pupils with SEND.

All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.

All normal school routines are now happening e.g. assemblies, trips etc

Occupied spaces must be well ventilated. The following applies:

- mechanical ventilation systems – these should be adjusted to increase the ventilation rate wherever possible, and checked to confirm that normal operation meets current guidance (if possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply)
- 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)

Further advice on this can be found in Health and Safety Executive guidance on [air conditioning and ventilation during the coronavirus outbreak](#) and CIBSE coronavirus (COVID-19) advice.

To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate:

- opening high level windows in preference to low level to reduce draughts
- increasing the ventilation while spaces are unoccupied (e.g. between classes, during break and lunch, when a room is unused)
- providing flexibility to allow additional, suitable indoor clothing (only if classrooms are extremely cold). Children and staff should be encouraged to wear plain vests or equivalent under shirts etc.
- rearranging furniture where possible to avoid direct drafts

We will continue to make use of the carbon dioxide monitors in school to monitor where there is poor ventilation. If this cannot be addressed, we will apply for a government funded clean-air unit. It should be noted that the government has placed strict eligibility criteria on the units but we will not allow poor areas of ventilation to be used by staff and pupils.

Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces

Children and staff to wash/sanitise hands as they arrive at school, before break, after break, before lunch, after lunch and before they leave school.

Additional hand cleaning facilities will be available on the school site to meet demand.

Table tops and other areas need to be cleaned carefully as required with anti-viral spray or equivalent.

IT equipment to be cleaned with an anti-viral cloth (or equivalent) as required.

All potentially contaminated high-contact areas such as toilets, door handles, telephones must be cleaned regularly. Cleaners should wear gloves when cleaning these areas. Additional PPE should be provided such as a visor if required.

Parents to send their child in uniform and work with the school to encourage good hygiene practices.

		<p>The full curriculum will run</p> <p>Extra-curricular activities (that is, before and after school clubs) will all be back up and running. This complements the extension of the school day for taught catch-up curricular provision.</p> <p>PE, sport and physical activity provided by school can continue including internal and external competitions. This includes sports clubs or activities before or after school, in addition to regular PE lessons following the risk assessment guidance as above.</p> <p>Restrictions on music lessons are ended.</p> <p>Wraparound care/after-school support will operate restriction free.</p> <p>Parents' Evenings/Open Evenings etc can operate as normal however schools will consider offering a virtual option for some parents to make events more accessible.</p> <p>People formerly considered to be clinically extremely vulnerable</p> <p>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.</p> <p>Children and young people who were previously identified as being in one of these groups, are advised to continue to follow the guidance contained in Coronavirus: how to stay safe and help prevent the spread.</p> <p>Children and young people previously considered CEV should attend school and should follow the same COVID-19 guidance as the rest of the population. In some circumstances, a child or young person may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice.</p> <p>School will work with such individuals.</p>			
--	--	---	--	--	--

			<p>Staff who are pregnant</p> <p>Pregnant women require special consideration as set out in the guidance for pregnant employees.</p> <p>As has always been the case, all pregnant staff should have a personalised risk assessment.</p> <p>Vaccinations</p> <p>All schools will fully support the vaccine program.</p>			
Child needs intimate care or falls ill in school	Children not treated appropriately if requiring intimate care or injured or ill	<p>Intimate Care Policy followed as usual.</p> <p>A first-aider will be on site at all times.</p> <p>Paediatric first aider available for Nursery and EYFS</p>	<p>Children, young people or learners who require first aid should continue to receive care in the same way. No additional PPE is needed because of coronavirus (COVID-19) for anyone who does not have coronavirus (COVID-19) symptoms.</p> <p>A disposable plastic apron should be used in the case of those children whose care routinely already involves the use of PPE due to their intimate care needs or due to EY age or special educational need. Relevant staff to read: <u>safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE)</u></p>	All Staff	Ongoing	
Child/staff member falls ill on site with suspected coronavirus symptoms	Staff supervising the ill child/supporting the member of staff and others who may come into contact with them could be	Staff are aware of the symptoms of coronavirus	<p>In most situations, when supervising someone with symptoms PPE is not required. (ie always stay 2 meters apart)</p> <p>Reference to PPE below means (there are very few situations where any PPE is required):</p> <ul style="list-style-type: none"> •fluid-resistant surgical face masks •disposable gloves 			

	exposed to the virus		<ul style="list-style-type: none">•disposable plastic aprons•eye protection (for example a face visor or goggles) <p>The PPE that should be used in the following situations when caring for someone with symptoms of coronavirus (COVID-19) is as follows:</p> <ul style="list-style-type: none">•a face mask should be worn if a distance of 2 metres cannot be maintained•if contact is necessary, then gloves, an apron and a face mask should be worn•if a risk assessment determines that there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection should also be worn <p>When PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance on how to put PPE on and take it off safely in order to reduce self-contamination.</p> <p>Face masks must:</p> <ul style="list-style-type: none">•cover both nose and mouth•not be allowed to dangle around the neck•not be touched once put on, except when carefully removed before disposal•be changed when they become moist or damaged•be worn once and then discarded - hands must be cleaned after disposal <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required.</p> <p>Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p>			
--	----------------------	--	---	--	--	--

If they need to go to the toilet while waiting to be collected, they should use a separate toilet if possible. The toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else. In this instance, cleaners should be given gloves, a splash resistant face covering and a visor.

In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

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 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.

All stakeholders to be reminded that those who have coronavirus symptoms, **SHOULD** NOT attend school. Most parents/carers will agree that a pupil with symptoms should not attend school. We reserve the right to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Our decision would need to be carefully considered in light of all the circumstances and current public health advice.

Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:

book a PCR test if they are displaying symptoms. For any families reluctant/unable to arrange their own test, one of the limited school test kits may be issued. The [online portal](#) should be used to order additional coronavirus (COVID-19) test kits if we are running out of kits

Staff and pupils must not come into the school if they have classic symptoms ie a persistent cough, a high temperature or a loss of taste and smell, and must be sent home if they develop them in school. Children who present in

school with any of these symptoms must not be admitted or as soon as discovered sent home immediately. **A PCR test should be taken.**

If they test positive, they should stay at home, individuals may now take LFD tests on day 5 and day 6 whilst at home. Those who receive two negative test results are no longer required to complete 10 full days at home **unless LFD tests show they are still positive.** The first test must be taken no earlier than day 5 **of time at home** and tests must be taken 24 hours apart. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and individuals do not have a high temperature, they may return to school after the second negative test result and return to school from day 7. Obviously, if the PCR test is negative, they can **return to school if well enough.**

Staff are expected to do LFD on day 5 and day 6 in order to return to work as soon as possible. **(when they produce 2 negative results 24hrs apart or on the 11th day)**

Leaders will ask parents and staff to inform them immediately of the results of a test:

if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), **they can return to school.** They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Code X should only be used up until the time of the negative test result when the pupil can return to school.

We will not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a **COVID related absence.**

In the majority of cases, schools and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian insists on a child attending school, we can

			take the decision to refuse the child if in our reasonable judgement it is necessary to protect our pupils and staff from possible infection with coronavirus (COVID-19). Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice.			
There is a confirmed case of coronavirus in school	Stakeholders on site contract the virus	Staff awareness of the previous coronavirus risk assessment	If someone tests positive, they should stay at home, individuals may now take LFD tests on day 5 and day 6 whilst at home. Those who receive two negative test results are no longer required to complete 10 full days at home unless LFD tests show they are still positive. The first test must be taken no earlier than day 5 of the time at home period and tests must be taken 24 hours apart. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and individuals do not have a high temperature, they may return to school after the second negative test result and return to school from day 7. Obviously, if the PCR test is negative, they can return to school if well enough.	Principals	Ongoing	
Increased risk of adults spreading the virus to each other at work. Risk of staff not following the correct procedures to mitigate risks.	Staff not following the risk assessment or the guidance within it leading to an enhanced risk of contracting the virus	Current procedures at school are known and understood	We strongly encourage all staff and eligible pupils to be fully vaccinated and, for those eligible, to receive boosters. If staff have any concerns over the vaccination programme, we ask for open and honest discussions so that they can be signposted to health professionals to clarify any uncertainty. Staff should be reminded of the following principles: <ul style="list-style-type: none"> •wash your hands more often - with soap and water for at least 20 seconds or use a hand sanitiser when you get home or into work, when you blow your nose, sneeze or cough, eat or handle food •avoid touching your eyes, nose, and mouth with unwashed hands 	Central Team, Academy Managers and Site Staff	Ongoing	

			<ul style="list-style-type: none"> •avoid close contact with people who have symptoms •cover your cough or sneeze with a tissue, then throw the tissue in a bin and wash your hands •clean and disinfect frequently touched objects and surfaces <p>Staff desks and IT equipment to be cleaned with disinfectant or an anti-viral cloth when a new member of staff begins to use it.</p> <p>Do not come to work if you have coronavirus symptoms, or go home as soon as these develop (informing your manager), and access a test as soon as possible.</p> <p>Explicitly teach and supervise health and hygiene arrangements such as handwashing, tissue disposal and toilet flushing.</p> <p>Supply teachers, peripatetic teachers and/or other relevant staff can move between schools. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual.</p> <p>Face coverings are not required or advised in school.</p>	Principals	Ongoing	
Absence could increase due to anxiety of the virus	Staff/child wellbeing is affected Children/staff miss out on valuable educational opportunities	Absence procedures for staff and children Wellbeing Policy	<p>Staff should notify school as normal if they are due to attend but are ill/anxious. Full support should be given by the line manager/Principal in line with the Absence Policy and strategies implemented to facilitate a return to work. Care-First should be offered as required.</p> <p>Families should notify school as normal if their child is unable to attend so that staff can explore the reason with them and address barriers together. School will continue to inform social workers where children with a social worker do not attend.</p>	All Staff	Ongoing	

	including social interaction		<p>It is vital for all children to attend school to minimise, as far as possible the longer-term impact of the pandemic on their education, <u>wellbeing and wider development</u>.</p> <p>We will provide, where necessary, focused pastoral support for pupils' individual issues, drawing on external support where necessary and possible.</p> <p>If parents of pupils with significant risk factors are concerned, we will discuss their concerns and provide reassurance of the measures we are putting in place to reduce the risk in school. If necessary, an additional personalised risk assessment will be produced.</p> <p>We are clear that parents of pupils of compulsory school age must be in school unless a statutory reason applies (for example, the pupil has been granted a leave of absence, is unable to attend because of sickness, is absent for a necessary religious observance etc).</p> <p>Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in school. School attendance is mandatory. This means the usual rules on school attendance apply, including:</p> <ul style="list-style-type: none">parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;our responsibility to record attendance and follow up absencethe availability to issue sanctions, including fixed penalty notices in line MAC and local authorities' codes of conduct <p>Leaders will identify children with poor attendance records. This should include disadvantaged and vulnerable children and young people, especially those who were persistently absent prior to the pandemic. Additional work, such as telephone calls/EWO support/additional catch-up work/wellbeing discussions etc will take place.</p>			
--	------------------------------	--	--	--	--	--

All pupils of concern will be reported to the EWO.

The government now knows much more about coronavirus (COVID-19) and so there are fewer children and young people advised to shield whenever community transmission rates are high. Therefore, the majority of pupils will attend school. We are aware that:

a small number of pupils will still be unable to attend in line with public health advice because they are at home and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19). They will be recorded as code X in the register. After the pupil tests positive they should be recorded as code I (illness) until they are able to return to school.

If rates of the disease rise in local areas, children (or family members) from that area, and that area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent (see below).

Some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional (usually at their next planned clinical appointment). Parents can find more advice from the Royal College of Paediatrics and Child Health.

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, remote learning will be immediately offered to them. We will monitor engagement with this activity. They will be recorded as code X in the register. See note above re Code I following a positive test result.

We will provide free school meal support to any pupils who are eligible for benefits-related free school meals and who are learning at home during term time.

			<p>Classrooms have been fitted with technology to enable live teaching to take place.</p> <p>The Department for Education is providing additional support for both pupil and staff wellbeing in the current situation. Information about the <u>extra mental health support for pupils and teachers</u> should be made known to all staff.</p> <p>The <u>Education Support Partnership</u> provides a free helpline for school staff and targeted support for mental health and wellbeing.</p> <p>As usual, parents should plan their holidays within school breaks and avoid seeking permission to take their children out of school during term time.</p>			
Insufficient supervision due to a member of staff falling ill on site/absent	Children not adequately supervised	EYFS ratios to be applied as usual	<p>MAC SEL to be informed of any staffing level concerns so alternative arrangements can be sought safely.</p> <p>Supply staff may be used if required.</p>	Principals	Ongoing	
Safeguarding measures may slip due to the unique nature of the situation	Children are not safe	Full Safeguarding Procedures to be followed	<p>DSL/DDSL to ensure all staff are reminded of Safeguarding Procedures including the reporting of concerns on CPOMS or MyConcern.</p> <p>Additional time to be given to DSLs if required to support the staff and children regarding new welfare concerns and the handling of referrals. Communication with school nurses is important for supporting safeguarding and wellbeing.</p> <p>DSL/DDSL to attend LA updates.</p>	Principals/DSL	Ongoing	
Staying at home causes the	Children miss out on more	Live learning and effective	All staff and pupils in all years will be reminded/instructed of how to access live teaching.	All Staff	Ongoing	

pupils to miss school	educational opportunities	remote teaching has been successfully implemented.	The collegiate has clear policies for remote education. These must be used to provide remote education for children as soon as possible but within 48 hrs. Remote education will be provided when a child cannot attend as they would be going against government guidance or legislation around Covid-19.			
Lack of understanding of whether trips can run	Children miss out on opportunities	Full risk assessments written for each trip	We can go on domestic and international visits that have previously been deferred or postponed and organise new international visits for the future. Prior to arranging a visit, we will speak to either the visit provider, commercial insurance company, or the Risk Protection Arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options may be sought from the British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI). Any existing bookings holding ATOL or ABTA refund credit notes may use these credit notes to rebook educational or visits. School will 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. <u>General guidance</u> about educational visits is available and is supported by specialist advice from the <u>Outdoor Education Advisory Panel (OEAP)</u> .	All Staff	Ongoing	
A local outbreak occurs leading to the government/Public Health England/local authority	Key stakeholders who are at risk include but are not limited to: Staff (teaching and non-teaching) including	School has implemented the measures in this Risk Assessment prior to the latest guidance	The school will work with the DfE and the LOC team if there is extremely high prevalence of coronavirus The <u>contingency framework</u> 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	Principals/SEL	Ongoing	

<p>enforcing local measures</p>	<p>supply/visiting staff; pupils; parents entering the site; family members who come into contact with pupils in their homes etc; contractors; other visitors</p>	<p>regarding contingency planning. Full remote teaching is planned for.</p>	<p>education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities.</p> <p>Key point to note re the threshold for a local outbreak, whichever of these thresholds is reached first:</p> <ul style="list-style-type: none"> • 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or • 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period <p>For many children, continuing to have the protective factor of face-to-face education is vital. Throughout the pandemic, we have continued to provide on-site places for vulnerable children. As has been the case since March 2020, there are three categories of children and young people who should benefit from on-site provision:</p> <ul style="list-style-type: none"> • those with a social worker • those with an Education, Health and Care Plan • a group of children considered locally, including by settings and local authorities, to be ‘otherwise vulnerable’ <p>In addition to the above, this list now includes:</p> <ul style="list-style-type: none"> • children known to children’s social care services in the past children whose home circumstances might be particularly challenging because of domestic abuse, parental offending, adult mental health issues, and drug and alcohol addiction 			
---------------------------------	---	---	--	--	--	--