

GRA 90.3 COVID – 19 SCHOOL OPERATION – VII

In accordance with Management of Health & Safety at Work Regulations 1999

Date: 1 st April 2021		School: Haydon Wick Primary				
Significant Hazards	Persons at risk	Control Measures	RISK H/M/L	Actions Required	By Who	Date Complete
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Government advice:</p> <p>Follow the Governments advice as detailed via the web link below (The main points have already been inserted into this RA below):</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>System of controls:</p> <p>Prevention:</p> <ol style="list-style-type: none"> 1) Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school. 2) Ensure face coverings are used in recommended circumstances. 3) Ensure everyone is advised to clean their hands thoroughly and more often than usual. 4) Ensure good respiratory hygiene for everyone by promoting the ‘catch it, bin it, kill it’ approach. 5) Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents. 6) Consider how to minimise contact across the site and maintain social distancing wherever possible. 7) Keep occupied spaces well ventilated. 	M	<p>If you do have a confirmed case in your school the track and trace system will be used.</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/</p> <p>The local health protection team will advise the school on what measures to take.</p> <p>Thinking about close contact with others and travel arrangements of that pupil</p> <p>Any staff reporting symptoms to be tested. Any pupil sent home ask parents to get them tested.</p> <p>All staff provided with lateral flow testing to do at home. Training and information has been given to support staff with testing.</p>	Principal	1.4.21

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		<p>In specific circumstances: 8) Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary. 9) Promote and engage in asymptomatic testing, where available</p> <p>Response to any infection</p> <p>You must always: 10) Promote and engage with the NHS Test and Trace process. 11) Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community. 12) Contain any outbreak by following local health protection team advice.</p> <p>Lateral flow testing will be available for all staff</p> <p>Home test kits shall be available for all staff and tests to be carried out twice a week and results logged on the government web site.</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-for-staff-in-primary-schools-and-nurseries/rapid-asymptomatic-coronavirus-covid-19-testing-for-staff-in-primary-schools-school-based-nurseries-and-maintained-nursery-schools</p>		GRA 91.2 Home testing RA		
Contracting	Staff and pupils	Response to infection:	M		All staff	1.4.21

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		<p>a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test), and the next 10 full days.</p> <p>If anyone tests positive whilst not experiencing symptoms but develop symptoms during the isolation period, they must restart the 10 day isolation period from the day they developed symptoms.</p> <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 and needs of the child, with appropriate adult supervision if required.</p> <p>Ideally, a window should be opened for ventilation.</p> <p>If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p> <p>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.</p> <p>PPE must be worn (face mask, eye protection visor, disposable apron and gloves) 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). Follow the PPE advice:</p> <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care</p>		<p>In non-residential schools, if a pupil displays coronavirus (COVID-19) symptoms, or has a positive test, while at their school they should avoid using public transport and, wherever possible, be collected by a member of their family or household.</p>		
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<p>Contracting COVID-19 through infected contact points or close personal contact with infected persons</p>	<p>Staff and pupils</p>	<p>COVID testing results</p> <p>All children 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.</p> <p>Lateral Flow Tests are available for all staff. Staff shall test themselves twice a week at home.</p> <p>Negative LFT test result – Individuals can continue to attend school/nursery, follow guidance and use protective measures.</p> <p>Positive LFT test result –</p> <ul style="list-style-type: none"> ● INDIVIDUALS WITH A POSITIVE LFT RESULT WILL NEED TO SELF-ISOLATE IMMEDIATELY IN LINE WITH THE STAY-AT-HOME GUIDANCE. ● They must report their results to NHS Test and Trace as soon as the test is complete ● They must also inform the school/nursery of their result so the school can identify close contacts and start the self-isolation process. ● Close contacts must begin their isolation period following the positive LFT. ● Staff or pupils with a positive LFD test result must self-isolate in line with the stay-at-home guidance. They will also need to arrange a lab-based polymerase chain reaction (PCR) test to confirm the result. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school. Those with a negative LFD test result can also continue to attend school and use 	<p>M</p>	<p>See: GRA 91.2 Home testing</p> <p>School to offer testing to all teaching and non-teaching staff members, which includes:</p> <ul style="list-style-type: none"> ● trainee teachers on placement in school ● supply workforce ● contractors ● peripatetic staff ● clinical practitioners ● therapists ● other support staff ● caterers ● volunteers ● those supporting with wraparound childcare to children attending school 	<p>All staff</p>	<p>1.4.21</p>
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		<p>protective measures.</p> <ul style="list-style-type: none"> • The staff member must also inform the school/nursery of a positive PCR result. <p>Void LFT test result –</p> <ul style="list-style-type: none"> • Will need to take another test as soon as possible, ideally on the same day. • Staff should still report the void result to NHS Test and Trace via the self report gov.uk page. • They should use a new test kit but not reuse anything from the first kit. • In the very unlikely event staff get two void test results, they should book a PCR test. • Staff should self-isolate pending the result of the PCR test. • Staff should inform the school/nursery as it may indicate a faulty batch of test kits <p>https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</p> <p>Test and trace procedures must be followed after receiving a positive result. (self isolate for 10 days).</p> <p>LFT test kits are not to be used as an alternative to self-isolation. If a member of staff has been in close contact with a confirmed case of COVID-19, they should follow the government guidance and self-isolate.</p> <p>https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-</p>				
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		infection https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works?priority-taxon=774cee22-d896-44c1-a611-e3109cce8eae				
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	Managing a confirmed case: In the event of a confirmed case within the school, contact the local health protection team immediately. Also inform the Director of Estates, Phase Director and CEO. https://www.gov.uk/guidance/contacts-phe-health-protection-teams The local health protection team will guide schools through the actions needed. Persons who have come into close contact with a confirmed case will be sent home and advised to self isolate for 10 days. Follow the advice given by the local health protection team.	M		Principal	1.4.21
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	Maintain good hand and respiratory hygiene: Ensure that all adults and children: <ul style="list-style-type: none"> • frequently wash their hands with soap and water for 20 seconds and dry thoroughly. • use hand sanitiser gel where hand washing is not available or impracticable. • clean their hands on arrival at the setting, when moving around the school, before and after eating, and after sneezing or coughing. • are encouraged not to touch their mouth, 	M	Pupils to be briefed at the beginning of term and supervised by staff to follow the hygiene techniques. Limit the number of doors touched (doors to be propped open at beginning of the day)	Teachers	1.4.21

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		<p>eyes and nose.</p> <ul style="list-style-type: none"> • use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it'). • ensure that help is available for children and young people who have trouble cleaning their hands independently. • consider how to encourage young children to learn and practise these habits through games, songs and repetition. • ensure that bins for tissues are emptied throughout the day. • where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units. • prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation • Site Managers will ensure supplies of soap, anti-bacterial gel and cleaning products are available at all times • there is no need for anything other than normal personal hygiene and washing of clothes following a day in an educational or childcare setting 		<p>Windows/doors to be opened at the start of the day</p> <p>On colder days, review temperature of classroom and adjust the number of windows/doors open (doors can be closed if windows are open)</p> <p>Fire marshals to be briefed on their role in closing all doors as they sweep the building</p>		
Contracting COVID-19 through infected contact points or close personal contact with	Staff and pupils	<p>Class sizes:</p> <ul style="list-style-type: none"> • Primary – Pupils to remain in their class bubbles and encouraged to distance from other pupils as much as possible • Remove excess furniture to safe storage areas to increase space. • Desks to be spaced out as far as possible but 	M	<p>SLT have reviewed latest Government advice so they are familiar with practices.</p> <p>Principal to disseminate risk assessment to staff and review regularly.</p>	Principal/ Teachers	1.4.21

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<p>infected persons</p>		<p>do not impede fire escape routes and exits.</p> <ul style="list-style-type: none"> • All desks to face forward with pupils side by side • Teaching staff to keep the 2 meter distancing rule where possible to do so • Teachers to avoid close face to face contact and minimise time spent within 1 metre of anyone. • When staff or children cannot maintain distancing, particularly with younger children in primary schools, the risk can also be reduced by keeping pupils in the smaller, class-sized groups where practicable • Children to remain at their desks when in the room. • Children to use the same desk each day as much as possible. • Lessons planned for individual work as opposed to close group work. • Social distancing to be explained to children with regular reminders. • Consider the use of school grounds / local environment to extend the range of teaching spaces available. • Allocate named staff to each group of children where possible. • Staff to supervise and enforce measures. 		<p>Principal shared relevant guidance with parents in preparation for their children returning to school.</p> <p>Staff to share relevant advice with the children once they are in and at the beginning of each new term.</p> <p>Groups will enter and leave by their own class/fire door</p> <p>There will be no assemblies or large group gatherings of any kind until further notice.</p> <p>Signs are up as reminders in classrooms.</p>		
<p>Contracting COVID-19 through infected contact points or close personal contact with</p>	<p>Staff and pupils</p>	<p>Refresh the timetable:</p> <ul style="list-style-type: none"> • decide which lessons or activities will be delivered • restrict mixing of class groups and keep each class in one teaching space where possible • ensure teachers and assistants work with the same groups each day as much as possible to 	<p>M</p>	<p>Groups to work in their classrooms and outside and in small intervention groups with children from the same bubble. Limited movement around school.</p> <p>Timetable for staggered playtimes and lunchtimes and</p>	<p>Principal</p>	<p>1.4.21</p>

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<p>infected persons</p>		<p>avoid mixing with other groups or classes</p> <ul style="list-style-type: none"> • consider which lessons or classroom activities could take place outdoors • use the timetable and selection of classroom or other learning environment to reduce movement around the school or building • avoid large gatherings such as assemblies • stagger break times (including lunch), so that all children are not moving around the school at the same time • stagger drop-off and collection times • plan parents' drop-off and pick-up protocols that minimise adult to adult contact • consider pinch points such as corridors, exits, staff room and playgrounds 		<p>use of outside space. No assemblies or large gatherings to take place but Principal to visit classrooms and do assembly via TEAMS</p> <p>Staff work with same bubbles wherever possible.</p>		
<p>Contracting COVID-19 through infected contact points or close personal contact with infected persons</p>	<p>Staff and pupils</p>	<p>Review emergency procedures:</p> <ul style="list-style-type: none"> • Review Fire Evacuation Plan to reflect adjusted operating model including evacuation routes. Ensure all staff are aware of the adjusted plan. • Review Fire Marshal Plan to ensure enough coverage for each bubble. Ensure Fire Marshalls are instructed to close doors that are propped open as they leave the building. • Confirm evacuation assembly points for each bubble so they do not mix. • Ensure fire evacuation practice is planned within the first week back. • Consider lockdown implications (if any) on the bubble operating model. 	<p>M</p>	<p>Evacuation assembly point will remain the same on school field/ school playground as we can space out in our class bubbles safely.</p> <p>Fire Evacuation practiced in term 1,2 and 4 to be repeated in term 5 once children are back.</p> <p>Fire safety training completed term 1 via TEAMS</p>	<p>Principal/ site manager</p>	<p>1.4.21</p>

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<p>Contracting COVID-19 through infected contact points or close personal contact with infected persons</p>	<p>Staff and pupils</p>	<p>Use of toilets:</p> <ul style="list-style-type: none"> • Control numbers allowed to go to the toilet at a time. • One in one out system in place where possible. • Close sinks to give 2m for handwashing – if only one child this isn't necessary. • Allocate toilets around the school for different groups of children, or control access between bubbles and ensure increased cleaning. • 2m markings on floor in queuing area where needed. • Sanitise hands before and after visiting the toilet where possible. 	<p>M</p>	<p>Staff to ensure rules are followed and limit number of children using toilets. Each bubble has their own set of toilets to use.</p>	<p>Staff in school</p>	<p>1.4.21</p>
<p>Contracting COVID-19 through infected contact points or close personal contact with infected persons</p>	<p>Staff and pupils</p>	<p>Childcare settings or early years groups in school should:</p> <p>Consider how to keep small groups of children together throughout the day and to avoid larger groups of children mixing</p> <p>Consider how play equipment is used ensuring it is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously</p>	<p>M</p>	<p>Hard surfaces will be sprayed before and after use with antibacterial spray and paper. Each class to have a set of cleaning equipment to use throughout the day. Site manager to ensure cleaning supplies are regularly checked and topped up. Please make sure sprays are out of reach of children.</p>	<p>Site manager/ staff in each classroom</p>	<p>1.4.21</p>
<p>Contracting COVID-19 through infected contact points</p>	<p>Staff and pupils</p>	<p>Reduce possible contamination:</p> <ul style="list-style-type: none"> • Remove unnecessary items from classrooms and other learning environments where there is space to store it elsewhere 	<p>M</p>		<p>All staff</p>	<p>1.4.21</p>

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<p>or close personal contact with infected persons</p>		<ul style="list-style-type: none"> Remove soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) Reduce the amount of equipment used each day as everything used will need to be cleaned daily 				
<p>Contracting COVID-19 through infected contact points or close personal contact with infected persons</p>	<p>Staff and pupils</p>	<p>Drop off and pick up procedures:</p> <ul style="list-style-type: none"> Consider how children and young people arrive at the education or childcare setting, and reduce any unnecessary travel on coaches, buses or public transport where possible. Pupils should access their class room from directly outside where possible to reduce internal movements within the school Each school will have local procedures to be agreed and communicated with staff and parents for each class 	<p>M</p>	<p>One-way system in place. Pupils and parents enter the school premises through the field gate entrance and exit through the car park.</p> <p>Pupils will be collected from the playground at the end of the day</p> <p>Children enter by own classroom outside door.</p> <p>If a child is distressed or finding it difficult to come in, parents must take the child to one side and wait until other children have passed.</p> <p>All to continue in term 5</p>	<p>All Staff</p>	<p>1.4.21</p>
<p>Contracting COVID-19 through infected Face mask removal</p>	<p>Staff/pupils</p>	<p>Process for removing face coverings when pupils and staff who use them arrive at school</p> <ul style="list-style-type: none"> dispose of temporary face coverings in a waste bin on arrival or place reusable face coverings in a plastic bag they can take home with them, do not to touch the front of their face 	<p>M</p>	<p>Communicate the face covering process to staff and pupils</p>	<p>All staff</p>	<p>1.4.21</p>

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		<p>covering during use or when removing them.</p> <ul style="list-style-type: none"> Wash/sanitize hands immediately on arrival 				
<p>Contracting COVID-19 through infected contact points or close personal contact with infected persons</p>	<p>Staff and pupils</p>	<p>PPE – Government link</p> <p>https://www.gov.uk/government/collections/coronavirus-covid-19-personal-protective-equipment-ppe</p> <p>In primary schools Face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas).</p> <p>Children in primary school do not need to wear a face covering.</p> <p>Transparent face coverings Can be worn for those who rely on lip reading, clear sound or facial expression to communicate.</p> <p>Face shields should not be worn as an alternative to face coverings. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.</p> <p>Staff can chose to wear facemasks or face shields in the classroom.</p> <p>Disposable gloves and aprons should be used for daily cleaning tasks</p> <p>Face masks and eye (visor) protection are available to</p>	<p>M</p>	<p>PHE state that it is reasonable to assume that staff and young people will now have access to face coverings due to their increasing use in wider society. Where anybody is struggling to access a face covering, or where they are unable to use their face covering due to having forgotten it or it having become soiled or unsafe, the school/office will keep an emergency stock.</p> <p>All staff supplied with a washable face mask and face shield Staff to wear face masks when on the playground at drop off and pick up times or when socially distancing is not possible in the school building.</p>	<p>All staff</p>	<p>1.4.21</p>

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		deal with any close contact work including first aid, medical procedures/assistance and dealing with a suspected COVID -19 case until the case is removed from the site. https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care				
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	First Aid: <ul style="list-style-type: none"> • Ensure all staff know First Aiders on site if less than normal • If provision is less than usual, minimise hazardous activities which may result in injury • Ensure a supply of PPE is available for provision of first aid and use and dispose of accordingly 	M	Any person showing symptoms of coronavirus will remain in the first aid room until they can be collected by a parent. This area will be cleaned thoroughly daily and as appropriate after use. First aid kit and surgical gloves and masks will be available.	All Staff	1.4.21
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	1:1 teaching, physical restraint and children with SEND or EHC plans are adversely affected by the current situation: <ul style="list-style-type: none"> • Individual risk assessments of children with behavioural difficulties. • Ensure a supply of PPE is available based on need. • Reduced timetable or consideration of other solutions if child's behaviour puts staff at risk. • 1:1 teaching to be done at 2m distance. 	M	Review 1:1 on a case by case basis in liaison with the SENCO/Inclusion/Principal	SENCO/ Inclusion worker/ Principal	1.4.21
Contracting COVID-19 through infected contact points	Staff and pupils	Staggering break times including lunch time: <ul style="list-style-type: none"> • Considering one-way circulation, or place a divider down the middle of the corridor to keep groups apart as they move through the 	M	Timetable is in place and has been communicated to all staff.	Principal	1.4.21

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<p>or close personal contact with infected persons</p>		<p>setting where spaces are accessed by corridors</p> <ul style="list-style-type: none"> • Staggering breaks to ensure that any corridors or circulation routes used have a limited number of pupils using them at any time • Staggering lunch breaks - children and young people should clean their hands beforehand and enter in the groups they are already in, groups should be kept apart as much as possible and tables should be cleaned between each group. If such measures are not possible, children may need to have a packed lunch in their classrooms • Ensuring that toilets do not become crowded by limiting the number of children or young people who use the toilet facilities at one time • Some children and young people will need additional support to follow these measures (for example, routes round school marked in braille or with other meaningful symbols, and social stories to support them in understanding how to follow rules) 				
<p>Contracting COVID-19 through infected contact points or close personal contact with infected persons</p>	<p>Staff and pupils</p>	<p>Use outside space:</p> <ul style="list-style-type: none"> • For exercise and breaks whenever possible. • For outdoor education, where possible, as this can limit transmission and more easily allow for distance between children and staff. • Outdoor equipment should not be used unless the setting is able to ensure that it is appropriately cleaned between groups of children and young people using it, and that 	<p>M</p>	<p>Timetable in place for allocated break, lunch and PE times.</p>	<p>Principal</p>	<p>1.4.21</p>

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		multiple groups do not use it simultaneously.				
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>For shared rooms:</p> <p>Use halls, dining areas and internal and external sports facilities for lunch and exercise at half capacity. If class groups take staggered breaks between lessons, these areas can be shared as long as different groups do not mix (and especially do not play sports or games together) and adequate cleaning between groups between groups is in place</p> <p>Stagger the use of staff rooms and offices to limit occupancy</p>	M	<p>Staff room to allow enough physical space for staff to use facilities.</p> <p>All shared resources e.g. microwave, photocopier etc. to be cleaned after use for next person to use.</p> <p>Use hand sanitisers before using shared equipment.</p>	All staff	1.4.21
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Reduce the use of shared resources:</p> <p>By limiting the amount of shared resources that are taken home and limit exchange of take-home resources between children, young people and staff</p> <p>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.</p> <p>Limit the amount of equipment Pupils bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed.</p> <p>Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces.</p> <p>Resources that are shared between classes or bubbles,</p>	M		Teachers/ TA's	1.4.21

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		<p>such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</p> <p>Normal disinfectant spray should be used to clean resources after each use and before they are put away. Site Managers will ensure disinfectant spray and paper roll or cloths are available in all teaching spaces.</p>				
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Clinically vulnerable staff and pupils (GRA 90.6)</p> <p>Shielding advice is being paused nationally from 31 March. From 1 April, CEV individuals are no longer advised to shield but must continue to follow the rules in place for everyone under the current national restrictions. Advice for the most at risk categories remains to take particular care while community transmission rates continue to fall.</p> <p>Advice for those who are clinically vulnerable, including pregnant women is available :</p> <p>https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people),</p>	M	<p>Review all Risk assessments for all so they are in line with Government Guidelines during lockdown; These include Risk Assessments for;</p> <ul style="list-style-type: none"> • Clinically Vulnerable Staff • Clinically Vulnerable Pupils <p>Pregnant staff to alert Principal to pregnancy at the earliest opportunity</p> <p>Principal to Review individual Risk Assessment</p>		1.4.21
Contracting COVID-19 through infected contact points or close personal	Staff and pupils	<p>Adjust transport arrangements where necessary including:</p> <p>Encouraging parents and children and young people to walk or cycle to their education setting where possible</p>	M	<p>Transport providers NA at Haydon Wick Parents asked to walk to school.</p> <p>One parent asked to drop off and pick up to reduce footfall in school.</p>	Principal	1.4.21

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<p>contact with infected persons</p>		<p>Schools, parents and young people following the government guidance on how to travel safely, particularly if public transport is required</p> <p>https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</p> <p>Ensuring that transport arrangements cater for any changes to start and finish times</p> <p>Make sure transport providers do not work if they or a member of their household are displaying any symptoms of coronavirus</p> <p>Make sure transport providers, as far as possible, follow hygiene rules and try to keep distance from their passengers</p> <p>Taking appropriate actions to reduce risk if hygiene rules and social distancing is not possible, for example when transporting children and young people with complex needs who need support to access the vehicle or fasten seatbelts</p> <p>The approach to dedicated transport should align as far as possible with the principles underpinning the system of controls set out in this document and with the approach being adopted for your school. It is important to consider:</p> <ul style="list-style-type: none"> • how pupils are grouped together on transport, where possible this should reflect the bubbles that are adopted within school • use of hand sanitiser upon boarding and/or disembarking • additional cleaning of vehicles 		<p>Older children encouraged to come into school independently.</p> <p>Pupils over the age of 11 may wear face coverings where needed</p>		
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		<ul style="list-style-type: none"> organised queuing and boarding where possible distancing within vehicles wherever possible the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet <p>Communicating revised travel plans clearly to contractors, local authorities and parents where appropriate (for instance, to agree pick-up and drop-off times)</p>				
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Daily cleaning:</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p> <p>Enhanced cleaning regime is in place in line with routines of all used area's are to be carried out daily. All hard surfaces and contact points should be cleaned with disinfectant spray and disposable cloths or paper roll. Hard floors will be mopped with a disinfectant solution daily</p> <p>Disinfectant spray and disposable cloths or paper roll will be available for use throughout each day as needed by teaching or support staff</p> <p>Site Managers will ensure appropriate supplies of cleaning materials are available throughout each day, specifically ensuring that antibacterial hand soap, disinfectant spray, paper roll and antibacterial hand sanitiser are available throughout each day.</p>	M	Cleaning and chemical sprays to be kept out of reach from children and used by adults only.	Site manager	1.4.21

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		<p>Additional cleaning of shared spaces, shared equipment or high traffic contact points shall be programmed throughout the school day.</p> <p>Any bodily fluid spillages must be cleaned immediately using a disinfectant solution.</p> <p>Disposable gloves and aprons shall be used when cleaning.</p>			
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Laundry:</p> <p>Wash clothing regularly in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items</p> <p>Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air</p> <p>Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above.</p>	M		All staff 1.4.21
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Waste:</p> <p>All waste must be removed to the secure bin store and placed in the appropriate waste bin as soon as possible.</p> <p>General waste including cleaning materials must not be left lying around within school and shall be collected weekly by a licenced waste removal contractor.</p>	M		Site Manager 1.4.21

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		Any potentially infected waste shall be placed in the first aid bin and treated as class b contaminated waste.			
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Pupils/Staff/ Public	<p>Educational visits:</p> <p>Government Guidance shall be followed</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidance</p> <p>Complete specific risk assessment for each educational visit following the system of controls principles and specific Government guidance</p>	M	<p>12th April 2021 local day trips may resume.</p> <p>From 29 March, outdoor competition between different schools can take place</p>	<p>12/4/21</p> <p>1/4/21</p>
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Catering:</p> <p>Consider reasonable adjustments to the catering provision including:</p> <ul style="list-style-type: none"> • timing of break and lunches • queuing with social distancing • hand sanitisation • contactless payment methods • regular cleaning between bubbles <p>The catering contractor shall follow the governments advice and produce their own site specific risk assessments:</p> <p>https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19</p>	M		Caterlink 1.4.21

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Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff and pupils	<p>Wrap around care provision:</p> <p>Where this is provided by the school, the same measures as detailed in this risk assessment shall apply.</p> <p>Follow the governments advice:</p> <p>https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak</p> <p>Where care is provided by an external provider, they shall provide their own specific risk assessments which complies with the Governments advice.</p>	M	No Wrap around care able to be provided presently with current restrictions in place. Review in term 5	Principal	1.4.21
Contracting COVID-19 through infected contact points or close personal contact with infected persons	Staff/Pupils/Contractors/Visitors	<p>Staff and contractors visiting the school</p> <p>Maintenance of the premises will take place outside of school open hours where ever possible</p> <p>Supply teachers, peripatetic teachers WHF staff and/or other temporary staff can move between schools. They should ensure they minimise contact and maintain as much distance as possible from other staff and follow the hygiene procedure. Cleaning after peripatetic teachers have visited may be required.</p> <p>Records are kept of all visitors to site</p>	M	Hygiene procedure and distancing briefed to all visitors on arrival All visitors to scan NHS venue QR code. All visitors to abide by school's Covid Secure procedures (Mask wearing; hand washing; social distancing; not mixing bubbles)	Office staff	1.4.21
Communication of controls	Staff/Pupils	<p>Communication of controls:</p> <p>Staff to receive a copy of the risk assessment and</p>	M	Remind staff about need to continue to with all the controls in place by	Principal/all staff to read RA	1.4.21

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		<p>briefed on local controls before or on the September TD day</p> <p>Pupil control measures to be briefed to pupils regarding good hygiene and distancing</p> <p>Risk assessment to be adjusted as new Government guidance is published</p>		resending and communicating this risk assessment again		
Wellbeing	Staff/Pupils	<p>Supporting staff and pupils wellbeing</p> <p>The Department for Education provides support for both pupil and staff wellbeing in the current situation.</p> <p>Staff also have access to Care First</p> <p>Staff to inform the Principal of any concerns</p>	M	<p>Weekly PSHE/ELSA activities for all pupils.</p> <p>Visit the Government Web site for support links</p> <p>TAHMS in place for some pupils.</p> <p>Continue looking out for each other as staff and supporting each other.</p>	All staff	1.4.21
Date of original Assessment: March 2020	Date of this Assessment: 1.4.21	Review 28th May 2021		Reference: GRA 90.3 V11	Name of Assessors:	
Overall Risk Rating (H, M L): The risk rating for the overall risk is Medium due to the nature of the virus and the potential consequences.			Managers signature: Aine Gale			
Notes:						
RESIDUAL RISK RATING			ACTION REQUIRED			
HIGH (H) Strong likelihood of fatality / serious injury occurring			The activity must not take place at all. You must identify further controls to reduce the risk rating.			
Medium (M) Possibility of fatality/serious injury occurring			You must identify controls to reduce the risk rating. If it is not possible to lower risk further you will need to consider the risk against the benefit			

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	Monitor risk assessment at this rating more regularly and closely
LOW(L) Minimal risk	No further action needs to be taken reviewed annually

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