

## Coronavirus (COVID-19): risk assessment September 2021

**Name of School: St Barnabas C of E Primary School**

Assessment conducted by: Karen Boardman Sam Willsden		Covered by this assessment: Staff, students, visitors, parents and contractors
Date of initial assessment:  17 August 2021	Review interval:  Bi- Weekly from September	Date of next review:  20th September 2021

**For the purpose of this risk assessment, we have used the term 'coronavirus' to refer to coronavirus disease 2019 (COVID-19).**

**Schools must ensure this risk assessment reflects local arrangements within their context.**

This risk assessment must be treated as a living document, please review bi-weekly to ensure that control measures remain appropriate for infection rates in school.

Review Date	Number of confirmed Covid-19 cases since last review	Do the control measures in place appear to limiting the transmission of Covid-19 in school	Are any amendments required to the risk assessment in light of rising cases?	Name of reviewer
<b>20/09/2021</b>				
<b>04/10/2021</b>				
<b>18/10/2021</b>				
<b>01/11/2021</b>				

Activity/ Situation	Step 4 reopening - September 2021					
Persons at Risk	• Pupils	• Employees	• Visitors	• Contractors	• Parents	• Volunteers
Hazard(s)	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Awareness of policies and procedures</li> <li><input checked="" type="checkbox"/> Inadequate Cleaning</li> <li><input checked="" type="checkbox"/> Staffing &amp; Spread of Coronavirus to Staff, CYP and Families, Visitors and Contractors</li> <li><input checked="" type="checkbox"/> Site User Developing Symptoms</li> <li><input checked="" type="checkbox"/> Inadequate Hand Washing/Personal Hygiene</li> <li><input checked="" type="checkbox"/> Inadequate Personal Protection &amp; PPE</li> <li><input checked="" type="checkbox"/> Visitors, Contractors &amp; Spread of Coronavirus</li> <li><input checked="" type="checkbox"/> Inadequate Ventilation</li> <li><input checked="" type="checkbox"/> Fire and Intruder Alarms and Emergencies, Including Lockdown</li> <li><input checked="" type="checkbox"/> School Activities</li> </ul>					

Risk rating		Likelihood of occurrence		
		Probable	Possible	Remote
Likely impact	<b>Major</b> Causes major physical injury, harm or ill-health.	High (H)	High (H)	Medium (M)
	<b>Severe</b> Causes physical injury or illness requiring first aid.	Medium (M)	Medium (M)	Low (L)
	<b>Minor</b> Causes physical or emotional discomfort.	Medium (M)	Low (L)	Low (L)

Risk Rating	Guidance and Trust control measures control measures	How has the control measure been implemented	In place (Yes/No/ Outstanding) If outstanding add to action plan	Risk Rating following Action
Prevention				
H	Limit transmission by prevention of symptomatic people on site by ensuring nobody with the following is permitted to enter the school: <ul style="list-style-type: none"> <li>● A high temperature</li> <li>● a new, continuous cough</li> <li>● a loss or change to your sense of smell</li> </ul>	Signage in place around perimeter of school to advise anyone displaying symptoms not to enter  Staff and students sent regularly reminders to advise against attending school if displaying symptoms  Visitors are asked if they have been feeling unwell with any Covid symptoms in the 48 hours prior to attending	Yes	M
H	Reduction in group sizes and maintaining bubbles is no longer required.  However in case of a local outbreak you may be required to reintroduce control measures to limit mixing in school	School revert to a pre-covid timetable and activities plan  Where advised to do so by public health, school will restrict any cross year group activities, limit assemblies and maintain students within class bubbles	Yes	M
H	Isolation of contacts will be carried out by NHS Test and Trace, though you may be asked to identify contacts in the case of a local outbreak.	Should NHS Test and Trace require identification of close contacts we can do this via classroom seating plans and local knowledge of students friendship groups	Yes	M

	You will need to have control measures in place to be able to identify contacts to NHS Test and Trace if asked. These are likely to be close friendship groups or immediate classroom contacts.			
H	<p>Face coverings are no longer required in schools.</p> <p>Schools have the freedom to allow students and staff to continue wearing facemasks if they feel it is appropriate to do so.</p>	In communal areas and corridors staff may continue to use a face covering if they wish too.	Yes	M
H	<p>Hand hygiene</p> <p>Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</p>	<p>All staff and students should continue to wash hands on arrival at school .</p> <p>Sanitiser will remain available in every classroom and class teachers will encourage its use throughout the day.</p> <p>Hand washing notices remain on display at all points where handwashing is available</p> <p>External hand washing sinks will remain in place for staff and student to use throughout the day</p>	Yes	M
H	<p>PPE</p> <p>PPE beyond what is required for your normal day to day job is no longer required unless very close contact is required with somebody displaying symptoms of Covid-19.</p>	<p>Stocks of PPE will be maintained in case of necessary close contact with a symptomatic individual. This will include:</p> <p>Masks, visors, aprons and gloves</p> <p>When PPE is required staff will be trained in correct use and disposal</p>	Yes	M

H	<p>Cleaning</p> <p>You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.</p>	<p>Enhanced cleaning will remain throughout 21/22 with day cleaners to remain in place to continue with frequent cleaning of high contact points.</p> <p>Sanitising wipes will remain in places at photocopiers, microwaves, kettles etc. so staff can wipe down resources after use.</p> <p>Resources can now be shared between groups and so cleaning regimes will be paused for classroom resources but can be restarted if requested by public health</p>	Yes	M
H	<p>Ventilation</p> <p>When your school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p> <p>You should identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas, giving particular consideration when holding events where visitors such as parents are on site, for example school plays.</p> <p>Mechanical ventilation is a system that uses a fan to draw fresh air, or extract air from a room. These should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated.</p> <p>If possible, systems should be adjusted to full fresh air or, if this is not possible, then systems should be operated as</p>	<p>Where weather conditions permit school will continue to leave doors and windows open to aid ventilation.</p> <p>In rooms which allow at least one window will be open at all times</p> <p>Fans will only be used when absolutely necessary</p> <p>Mechanical ventilation systems will be used in line with the manufacturer's operating instructions</p>	Yes	M

	<p>normal as long as they are within a single room and supplemented by an outdoor air supply.</p> <p>Where mechanical ventilation systems exist, you should ensure that they are maintained in accordance with the manufacturers' recommendations.</p> <p>Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so).</p> <p>You should balance the need for increased ventilation while maintaining a comfortable temperature.</p>			
H	<p>Managing cases of Covid-19 within school</p> <p>If anyone in your school develops COVID-19 symptoms, however mild, you should send them home.</p> <p>For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household</p> <p>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.</p> <p>The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p>	<p>All staff and children will be reminded in September of the need not to attend school if they are displaying any symptoms of Covid-19</p> <p>Where a student becomes symptomatic in school they will be kept isolated until they can be collected by a parent.</p> <p>Anyone displaying symptoms will not be allowed to travel home on public transport. If a student is unable to get home school will support in arranging suitable transport.</p> <p>Families will be contacted to advise that the household must isolate whilst the child attends a PCR test.</p>	Yes	M

		In school contacts of the child will be identified and advised they could potentially be asked to isolate by NHS Test and Trace and should keep their child at home if they go onto display any symptoms of Covid-19		
H	<p>Admitting children who are displaying symptoms</p> <p>In most cases, parents and carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others. If a parent or carer insists on a pupil attending your school, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Your decision would need to be carefully considered in light of all the circumstances and current public health advice</p>	<p>Where a child is displaying symptoms they will be advised to stay at home, the family asked to isolate and for the child to attend for a PCR test.</p> <p>Where a parent disagrees that a child is displaying symptoms, the school will take into account any mitigating circumstances that may attribute to the child displaying symptoms. If following a conversation the school believes that a child is symptomatic entry will be refused until a PCR test is confirmed negative or 10 day isolation is completed.</p>	Yes	M
H	<p>Asymptomatic Testing</p> <p>Staff and students should continue to test twice a week until the end of September using home lateral flow testing kits.</p> <p>Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance. They will also need to get a free PCR test to check if they have COVID19.</p> <p>Whilst awaiting the PCR result, the individual should continue to self-isolate.</p>	<p>Staff will be encouraged to have two lateral flow tests before returning to school in September. These can be done at home or at one of the City testing sites. Any member of the school community who tests positive will need to attend for a confirmatory PCR test and isolate accordingly.</p> <p>All staff and students will be encouraged to test twice a week on a Monday and Thursday morning until the end of September with test kits supplied by school .</p> <p>Where somebody tests positive on a lateral flow test they will need to a confirmatory PCR test and isolate accordingly. Contacts of anyone who tests positive for Covid-19 will be identified and provided to public health if requested.</p>	Yes	M

	<p>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, as long as the individual doesn't have COVID-19 symptoms</p>	<p>If the confirmatory PCR test is reported as positive the school will work with Public Health to contacts are asked to isolate when necessary</p>		
H	<p>Clinically Extremely vulnerable children and young people</p> <p>All CEV children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their GP or clinician not to attend.</p>	<p>All CEV parents of children will be spoken to before arrival into school in September.</p> <p>Where a child has not been asked to isolate by a clinician they will follow the control measures in place for the wider school community.</p> <p>Where intimate care or very close contact is required we will prepare PPE in line with normal requirements but there is no need for full masks and visors.</p>	Yes	M
H	<p>Clinically Extremely vulnerable staff</p> <p>Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus.</p>	<p>All CEV staff will be given the opportunity to discuss any concerns before returning in September.</p> <p>CEV will still be encouraged to take extra steps to protect themselves which may include social distancing, additional handwashing, enhanced ventilation and use of face coverings where social distancing can't be maintained.</p>	Yes	M

<p>H</p>	<p><b>Educational Visits</b></p> <p>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 ensure that any new bookings have adequate financial protection in place.</p> <p>We continue to recommend you do not go on any international visits before the start of the autumn term. From the start of the new school term you can go on international visits that have previously been deferred or postponed and organise new international visits for the future.</p> <p>You 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 you must comply with international travel legislation and should have contingency plans in place to account for these changes.</p> <p>You should speak to either your 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.</p> <p>You 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</p>	<p>All educational visits will be subject to a thorough risk assessment which is subject to approval by the Headteacher.</p> <p>All trip organisers will be responsible for ensuring that the RPA provides enough cover for their trip. This includes last minute cancellation due to isolation, self-isolation, illness during the trip</p>		
----------	---	--	--	--

	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).			
--	--	--	--	--

ACTION PLAN (insert additional rows if required)		TO BE ACTIONED BY			ACTION COMPLETE	
		POSITION	NAME	DATE	SIGNATURE	DATE
1						
2						
3						

● **Distribution**  
 Use this section to record how the risk assessment has been communicated with staff

All staff at the beginning of September term and then available on School website for all to view