

17/01/2022 IMPORTANT UPDATE:

Isolation dates for fully vaccinated people and children under age requirements for vaccine now need to self-isolate for 5 days (day 1 being the first day after a positive LFT result) and once two NEGATIVE LFT results have been attained 24hrs apart you may return to your educational setting, or on day 11.

06/01/2022 IMPORTANT UPDATE:

Confirmatory PCR tests following a positive lateral flow device (LFD) test result are to be temporarily suspended from Tuesday 11 January. This will mean that anyone who receives a positive LFD test result will be required to self-isolate immediately and will not be required to take a confirmatory PCR test.

COVID-19 Risk Assessment			
WHOLE SCHOOL RISK ASSESSMENT			
This guidance is currently up to date as of 02/01/2022			
Ref	Aspect	Hazard	Parent Info/Result of Risk Assessment
1	Coronavirus	COVID-19 circulating in the wider community - transmission of infection.	<p>The school has a robust system of controls in place to minimise the risk of transmission of COVID-19 among pupils, staff and visitors and is continually reviewing measures in light of the latest government guidance.</p> <p>Key controls include: -</p> <ul style="list-style-type: none">• minimising contact with individuals who are required to isolate by ensuring they do not attend school• use of face coverings in recommended circumstances• regular hand cleaning or sanitizing - promotion of good respiratory hygiene ("Catch it, bin it, kill it!")• enhanced cleaning protocols - organising pupils into year group bubbles• planning of the curriculum and school day to minimise contact between different pupil bubbles - maintaining social distancing where possible• pupils in Y3-Y6 sitting facing forwards in the classroom• keeping occupied areas well-ventilated, and optimising use of outdoor learning environments.

			<p>(Ref HM Gov 'School Coronavirus (COVID-19) Operational Guidance Actions for schools during the coronavirus outbreak - GOV.UK (www.gov.uk)).</p> <p>The control measures in place, and expected behaviours are regularly communicated to staff, pupils and parents - and can be viewed on the school website.</p> <p>All visitors to site are also made of the control measures prior to their visit.</p>
2		COVID-19 circulating in the wider community - requirement for isolation or lockdown.	<p>Contingency plans are in place in the event of an outbreak of COVID-19 in school or the local area. See <i>Covid19 Flow Chart</i> and <i>Covid19 Contingency Plan January 2022</i>.</p> <p>Curriculum planning has taken into account the need to move to remote learning at short notice for pupils required to isolate</p>
3		Symptomatic individuals (transmitting virus)	<p>The school is adhering strictly to government guidance.</p> <p>Pupils, staff and other adults must not come into school if: -</p> <ul style="list-style-type: none"> • they have one or more COVID-19 symptoms • a member of their household/support bubble has COVID-19 symptoms • they are legally required to quarantine • or have had a positive test for COVID-19. <p>They must immediately cease to attend and not attend for at least 5 days from the day after: -</p> <ul style="list-style-type: none"> • the start of their symptoms - the test date if they did not have symptoms but have had a positive LFD or PCR test (if a LFD test is taken first, and a PCR test is then taken within 2 days and is negative, it overrides the LFD test). <p>If anyone in school develops a new and continuous cough or a high temperature, or has a loss/change of smell or taste they must:</p> <ul style="list-style-type: none"> • go home immediately and commence isolation for at least 5 days (along with other household/bubble members) • arrange to have a ACTION or PCR test as soon as possible. <p>Asymptomatic staff are encouraged to take at least twice-weekly LFD tests; where this shows positive, NO follow-up PCR test is required.</p> <p>The school is actively engaging with NHS Test & Trace as required. A record is being kept of any staff/pupils reporting symptoms, along with the outcome of any COVID-19 tests.</p>

			<p>Furthermore, the school is displaying an official NHS QR code and keeping records of visitors.</p> <p>The control measures in place, and expected behaviours are regularly communicated to staff, pupils and parents.</p> <p>All visitors to site are also made of the control measures prior to their visit.</p>
4		Visitors to Site	<p>Visitors to site are currently limited to those considered necessary, with pre-booking required.</p> <p>Visitors are strongly advised to provide evidence of negative LFT</p> <p>Visitors are informed of the school's system of infection controls currently in place before their visit.</p> <p>Visitors are asked to cancel if they (or any household member) have symptoms or are required to isolate, and are asked to wear a face mask, hand-sanitize on arrival and maintain social distancing.</p>
5		Recruitment - conducting interviews and ID checks.	<p>The standard recruitment process is now being followed, in line with KCSIE, with face to face interviews being held and candidates bringing in relevant evidence for i.d. checks.</p> <p>Control measures include:</p> <ol style="list-style-type: none"> 1. Candidates are informed of the school's COVID system of controls, in particular that they should not attend school if they (or anyone in their household bubble) has any COVID symptoms or has been advised to isolate. 2. Candidates wearing face masks in communal areas and hand sanitising on arrival. 3. Social distancing being maintained as far as practicable.
6	Premises	Poor ventilation, or use of a recirculating air conditioning system (risk of transmission)	<p>All teaching spaces are being ventilated as far as possible - through use of open windows, skylights and doors (where safe to do so).</p> <p>CO2 monitors are in every classroom and office areas</p>
7		Fire Evacuation (risk of transmission through bubble mixing and lack of distancing)	<p>The Fire Evacuation Plan has been reviewed to facilitate safe, socially distanced evacuation of pupil bubbles. A practice evacuation has been held.</p>
		Contactors	<p>Contractors are scheduled outside of school hours where possible, and their risk assessment is requested prior to them attending site. Contractors are briefed on the school's system of controls in place to minimise the risk of cross-contamination, and are asked not to attend if they (or any member of their household bubble) have any symptoms of COVID or are required to isolate. Contractors are strongly advised to wear face masks and to maintain social distancing at all times.</p>

	Cleaning	Poor cleaning regime (indirect transmission of virus via poorly cleaned communal contact points and untimely disposal of waste).	Government guidance on cleaning is being followed, with robust cleaning protocols in place. Additional cleaning in the middle of the day (e.g. toilets and communal touch points) has been implemented. An anti-viral cleaning solution is being used throughout the school at all times.
	Pupil Arrival/Departure	Mixing of bubbles; lack of distancing	To facilitate social distancing the morning registration window has been widened with an earlier gate opening; use of staff to greet pupils in the mornings; children and pupils will go straight into their classroom on arrival and sanitize their hands. Detailed information has been sent to parents, and staff and green dots will be in place to guide carers arriving on site if needed for collections from out of hours learning
	Curriculum Delivery	Children who may have fallen behind with learning.	Once the children are settled back into School, assessments will be used to establish any gaps in pupils' knowledge and learning that need to be addressed. This information is being used to inform curriculum planning, school led tutoring and individual interventions.
		Classroom teaching (lack of distancing and communal touching)	Each Key Phase group will form a bubble if needed, and contact between bubbles will be minimised as far as possible. Unnecessary furniture and resources have been removed from classrooms to optimise space. Handwashing is encouraged at key points during the school day and hand sanitising stations can be found in each classroom, the school hall and staffroom. Pupils will have their own set of resources (pencil, rubber etc) to reduce the need to share. We ask that parents limit the equipment brought into school to essential equipment. Details of what is required is communicated to parents. Each learning environment has been provided with a PPE kit, to enable teachers to clean communal contact points during the day. (Cleaners will clean each classroom thoroughly at the end of each day). Each classroom has been provided with a basic first aid kit to enable minor injuries/ailments to be dealt with in the classroom. Specialist classrooms (i.e. music, science, languages and art) and resources will be cleaned between use by pupils from different bubbles. Pupils and staff are encouraged to keep their distance from one another as far as practicable. Additional measures are in place to protect staff and pupils where reading books move between home and School.
		Use of toilets (bubble mixing; communal contact; lack of distancing)	A maximum of 2 pupils are allowed to use the toilet facilities at one time. Additional cleaning of toilets is being undertaken after lunch each day.
		Use of IT Suite (communal contact)	Use of the IT Suite has been timetabled so that only classes from the same bubble use the room on any day, with children cleaning communal touch points (e.g. keyboard, i-pad) before and after use. In addition, the IT suite is thoroughly cleaned between use by different bubbles at the end of each day.

		Use of Library (communal contact - furniture and books)	The Library is timetabled for small groups with 'safe use' rules in place; each year group has a trolley of library books for borrowing within their bubble.
		Use of main hall (communal contact; bubble mixing)	The main hall is predominantly being used as additional dining space and for extra-curricular and wraparound support. Large gatherings (such as worships, concerts) are virtual. Larger gatherings for concerts for example are minimised with ticketed numbers, seating is benched for family grouping. Masks are strongly recommended to be worn.
		PE	Pupils are to come to school dressed in their PE kit on days that games/PE or a sports club is timetabled
		External visiting Professionals (e.g. Speech Therapy, Occupational Therapy)	Visiting professionals share their risk assessment with the school before visiting, and follow the school's COVID measures while on site (i.e. use of face covering in communal areas, hand sanitizer plus social distancing). They will avoid entering any pupil bubbles where possible, seeing individual pupils in the Learning Support Room or another separate area where practical. Resources will not be shared, and the room will be well ventilated and surfaces and equipment cleaned afterwards.
		Delivery of music lessons (specialist teacher teaching different pupil bubbles; communal use of music room and practice rooms; shared use of music and instruments; singing and playing instruments - particularly woodwind and brass; peripatetic lessons).	A separate risk assessment has been undertaken. Government guidance is being followed in relation to the teaching of singing and individual instrumental lessons in school with our peripatetic music teachers. Controls include: 1. The music teacher cleans contact points in the music room in between use by different bubble groups. 2. Pupils hand-sanitize before entering and sit/stand forward-facing.
		Delivery of PE lessons (specialist teachers teaching different pupil bubbles; pupils using shared sports equipment).	PE and games lessons are being delivered outdoors where possible. A timetable is in place for one class to use indoor space only if wet weather Controls include: 1. Pupils wear their PE kit to school on the relevant days 2. Sanitize before lessons
		Cover teachers - when a teacher is absent another member of staff will cover and may need to work across other bubbles.	Cover teacher will deliver lessons within pupils' normal classrooms (using own resources and cleaning touched surfaces on departure). The cover teacher will maintain 2m social distance from pupils and other adults
		Worships and other gatherings	Daily act of worship will take place remotely and will be watched by each year group in their classrooms.
		Events & Transition support.	These will mainly be delivered remotely. A separate risk assessment will be undertaken and measures to minimise the risk of transmission of COVID-19 during other events

		Visiting Professionals (non-pupil-facing, e.g. audit)	Visiting professionals (other than those to deliver specifically to children) only come on site during term time when absolutely necessary. Visiting professionals share their risk assessment with the school before visiting, and the School will prepare and share its own risk assessment with them. The visiting professional will be expected to follow the school's COVID measures while on site (i.e. use of face covering in communal areas, hand sanitizer plus social distancing).
		Prospective pupil taster session	A Taster session for prospective pupils looking to join has been organised in line with the school's system of controls in place to minimise the risk of spreading infection. A separate risk assessment has been produced to minimise risk. Controls include: 1. Minimising numbers attending one session 2. Onsite pre-school group and other setting group set up 3. Timings do not mix with other bubbles in school 4. it is not compulsory to attend Online meetings with parents have been completed; Class Dojo set up to allow parents and children to see videos of the school and in particular a focus on Early Years.
		School Clubs	School clubs are being offered as part of the school's delivery of a broad curriculum encompassing sport and physical activity.
		School Educational Visits (use of transport; lack of distancing)	Educational day trips are now permitted under government guidance, and those planned will be subject to risk assessment in collaboration with the venue and coach company. Notifications and specific risk assessments need to be made via Evolve and approved by Headteacher/EVC lead before commencing
	Play Times & Use of Outdoor Play Equipment	Mixing of bubbles; lack of distancing; communal contact.	Staff vigilance needed. Reduced equipment for use.
	Breakfast Club and After School Club	Mixing of pupils from different year group bubbles.	<ul style="list-style-type: none"> • Breakfast Club and After School Care will continue to support our working families • Both are needed to be pre-booked, with numbers limited. Pupils will be grouped in their key phase bubbles, and rooms ventilated. • Each year group will have their own set of resources.
	First Aid	Administration of Medical Care	A separate risk assessment has been undertaken. Each class has a basic first aid kit for use in the classroom, as does each lunchtime supervisor. PPE will be worn as appropriate.

	Catering Service	Mixing of bubbles; lack of distancing; communal contact.	A separate risk assessment has been undertaken. <u>Key measures include:</u> - offering a reduced menu (one hot meal and one hot vegetarian option, or a baked potato, plus dessert) which will be served by school staff; - a two-sitting service, with bubbles seated separately in either the dining hall; - each year bubble will arrive and depart together at a designated, staggered time within their sitting; - the dining/main hall will be thoroughly cleaned between sittings.
	Communal Spaces	Reception Area	Parents/carers are asked to communicate via email, phone or post where possible, to minimise the need to come in to the reception area, and to make payments electronically or by cheque where possible. Face to face visits should be pre-arranged. All visitors to school are asked to wear a face mask, and not to come in if they (or any household member) has any COVID-19 symptoms. Visitors should use the hand sanitizer available on arrival, and observe social distancing during their visit. No more than two people are encouraged to be in the reception area at any one time, to facilitate social distancing.
		Offices (Admin and Bursary)	Social distancing and hygiene protocols are being observed in the Bursary, with no sharing of workstations.
		Staffroom (communal touch points;; lack of distancing)	The number of staff allowed into the staffroom at any one time is restricted. Staff wash their hands before using the facilities, and clean communal touch points (e.g. kettle, fridge door) before and after use.
	Staff Meetings	Large gathering from across bubbles	Use of the hall for one meeting is in the hall and all staff sit on separate tables positioned 2m apart For weekly meetings use of classroom and social distancing guidance adhered to
	Staff Asymptomatic Testing	Low uptake	All staff are encouraged to complete twice weekly LFTs if self-testing yields a positive result, they will need to isolate for a minimum of 5 days. A confirmatory PCR test is not required. This will enable the School to identify any asymptomatic COVID cases within the staff community. This will reduce the risk of community infection within the School. Parents will be kept informed of positive cases identified which have an impact on their children.
	Parents/ carers / household Asymptomatic Testing	Parents not notifying the School after a positive test	Anyone who doesn't have coronavirus symptoms can now get self-test kits free of charge to regularly check for coronavirus at home (twice weekly is recommended). The kits are available from pharmacies, test centres or ordered online (details can be found at www.gov.uk). We ask that, if there is a positive self-test result, the School is notified immediately and that the pupils do not

			return to School until Public Health England has advised the family that they can do so.
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