

COVID-19 ASSESSMENT:

<p>Actions which apply to all schools opening at the start of the new term - Schools must use this to COVID-19 readiness for the start of the new term September 2021</p>	
<p>1. Schools must refer to the Government Guidance 'Schools COVID-19 Operational Guidance' when completing this risk assessment. School leaders should be aware that Govt. guidance is likely to change and that they must review this risk assessment accordingly.</p> <p>2. A completed copy of this risk assessment should be posted on the school's website.</p>	
<p>Person completing form (i.e. Headteacher / Premises Manager)</p>	<p>Head Teacher - Louise Gasser</p>
<p>Date of assessment</p>	<p>29th August 2021</p>
<p>Review date (add subsequent lines as required)</p>	

How harm can be caused	Who can be harmed?	Recommended control measures	Control measures you will implement / Actions you will take	Who will implement	When this is needed by	Date action complete
<p>GOOD HYGIENE FOR EVERYONE:</p>						

<p>Poor standard of hand hygiene – Personnel becoming infected due to poor standards of hand hygiene of others</p>	<p>Staff, Pupils, Visitors</p>	<p>Frequent and thorough hand cleaning should be regular practice.</p> <p>Ensure that staff and pupils can clean their hands regularly with soap and water or hand sanitiser (recommended 70% alcohol).</p> <p>Display instructive posters.</p>	<p>Continuation of good hand hygiene already established with pupils and staff - extra available hand washing stations/sanitiser</p>	<p>All staff</p>	<p>02/09/21</p>	
<p>Poor standard of respiratory hygiene – Personnel becoming infected due to poor standards of respiratory hygiene of others</p>	<p>Staff, Pupils, Visitors</p>	<p>The 'catch it, bin it, kill it' approach should be promoted.</p> <p>Display instructive posters.</p> <p>Promote the importance of staff and pupils carrying tissues with them.</p> <p>Have spare tissues available.</p> <p>Provide bins for the disposal of soiled tissues.</p> <p>Encourage good hand hygiene.</p> <p>Ensure bins are regularly emptied / disposed.</p>	<p>Continuation of good respiratory hygiene already established with pupils and staff - clearly labelled recycling and waste bins</p>	<p>All staff</p>	<p>02/09/21</p>	

<p>Lack of Personal Protective Equipment (PPE) - Personnel exposed to infection – Required if a pupil has routine intimate care that requires staff to use PPE and if a pupil displays COVID-19 symptoms and close contact is required and when performing aerosol generating procedures (AGPs)</p>	<p>Staff, Pupils, Visitors</p>	<p>Keep a supply of PPE for occasions where it is required. Including: -</p> <p>Disposable gloves.</p> <p>Disposable plastic apron.</p> <p>Fluid repellent surgical mask.</p> <p>Eye protection - where there is risk of eye contamination from respiratory droplets or from splashing of secretions.</p> <p>Additionally for AGPs: -</p> <p>Long-sleeved disposable fluid repellent gown.</p> <p>FFP3 Respirator.</p> <p>Provide face fit testing for FFP3 masks (usually undertaken annually over summer or very early autumn to ensure completed before winter).</p> <p>Provide training on how to put-on, remove and dispose of used PPE.</p> <p>Provide arrangements for disposal of PPE.</p>	<p>KB & JW to inform finance admin/bursar if more PPE is required</p>	<p>KB & JW</p>	<p>06/09/21</p>	
<p>MAINTAIN APPROPRIATE CLEANING REGIMES, USING STANDARD PRODUCTS SUCH AS DETERGENTS:</p>						

<p>Poor cleaning regimes – Personnel exposed to infection from transferring contamination on touched surfaces to nose/mouth</p>	<p>Staff, Pupils, Visitors</p>	<p>Arrange a regular cleaning schedule (e.g. twice per day) of frequently touched surfaces (i.e. surfaces which are touched by several people, e.g. door handles).</p> <p>Arrange/enable cleaning of shared equipment.</p>	<p>All staff responsible for their own classroom/office space using cleaning equipment supplied</p> <p>Shared equipment to be cleaned after use - PE, maths, hall tables and chairs</p>	<p>All staff</p>	<p>06/09/21</p>	
<p>KEEP OCCUPIED SPACES WELL VENTILATED:</p>						

<p>Poorly ventilated occupied indoor spaces – Increased risk of infection via higher concentration of contaminated droplets in the air</p>	<p>Staff, Pupils, Visitors</p>	<p>Identify poorly ventilated occupied indoor spaces - take steps to improve fresh air supply to those spaces.</p> <p>Minimise occupant numbers who are using hard to ventilate spaces.</p> <p>Purge spaces when they are unoccupied.</p> <p>If using Co2 detectors to measure fresh air supply rate, refer to the levels given in the HSE and CIBSE guidance and seek the advice of a building services engineer on what type of Co2 detector to use and how to use one. If Co2 levels remain above the HSE and CIBSE advisory levels in an occupied indoor space, consider: -</p> <ul style="list-style-type: none"> · Maximising window and non-fire door opening; · Increasing air purging opportunities; · Reducing occupancy numbers in affected spaces; · Reducing occupancy time in affected spaces; · Using air cleaning and filtration units (see HSE and CIBSE guides and seek the advice of a building services engineer). <p>Balance the need for increased ventilation while maintaining a comfortable temperature.</p> <p>Note: Maintenance of either ventilation or temperature levels must not be by the practice of propping open fire doors unless those fire doors are fitted with hold-back devices which are directly</p>	<p>All staff to ensure good ventilation in their work space:</p> <p>High windows open</p> <p>Classroom doors open during breaks for increased air flow</p>	<p>All staff</p>	<p>06/09/21</p>	
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		<p>linked to and released by the building's fire alarm system.</p>				
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FOLLOW PUBLIC HEALTH ADVICE ON TESTING, SELF-ISOLATION AND MANAGING CONFIRMED CASES OF COVID-19:

<p>An individual develops COVID-19 symptoms or has a positive test – Personnel exposed to increased risk of infection from symptomatic/positive person</p>	<p>Staff, Pupils, Visitors</p>	<p>Brief and remind staff and pupils to not come into school if they have C19 symptoms, have a C19 positive test result or other reasons requiring them to stay at home due to C19 (e.g. they are required to quarantine).</p> <p>Have arrangements for anyone in the school who develops C19 symptoms to be sent home (avoiding public transport) and told to follow public health advice.</p> <p>Have arrangements in place to isolate a C19 symptomatic person while awaiting collection (consider ventilation and PPE if this person cannot be left alone and room cleaning after they have left).</p> <p>Brief and remind staff and pupils that, if anyone in their household is a possible or confirmed C19 positive, that they should not attend school.</p>	<p>Staff to inform LG immediately of any symptoms or positive test result of themselves, anyone in their household or a pupil</p> <p>Medical room to be used as isolation room for staff and/or pupil</p>	<p>All staff</p>	<p>02/09/21</p>	
<p>Asymptomatic testing – Personnel exposed to increased risk of infection from symptomatic/positive person</p>	<p>Staff, Pupils, Visitors</p>	<p>Brief and remind staff and pupils to continue twice weekly home testing up until the end of September 2021.</p>		<p>LG</p>	<p>02/09/21</p>	

<p>Confirmatory PCR tests - Personnel exposed to increased risk of infection from symptomatic/positive person</p>	<p>Staff, Pupils, Visitors</p>	<p>Brief and remind staff and pupils with a positive LFD test result to self-isolate in line with the stay at home guidance and to get a free PCR test to check if they have COVID19 (they should continue to self-isolate while awaiting the result).</p>	<p>Gov Guidance - isolate if LFD or PCR is positive. All LFD tests to be followed up by PCR as soon as possible (walk in centre e.g. Havant or Chichester rather than postal for speed where possible).</p>	<p>LG</p>	<p>02/09/21</p>	
<p>Clinically Extremely Vulnerable (CEV on Shielded Patient List) attending school – CEV pupils at increased risk of a poor outcome if exposed to infection</p> <p>See Govt. guidance</p>	<p>CEV Staff, Pupils, Visitors.</p>	<p>Remind CEV pupils that they should attend their education setting unless they are under paediatric or other specialist care who have been advised by their GP or clinician not to attend (see supporting pupils at school with medical conditions).</p> <p>Staff members who are in the CEV category may return to school but school leaders should take account of this in their Staff / Volunteer Assessment (see previous assessment page).</p>	<p>Inform LG if circumstances change regarding CEV</p>	<p>LG & Individual staff members</p>	<p>03/09/21</p>	
<p>Contractors and others visiting the school – Contractors and other visitors not adhering to the school's C19 measures and risking cross-infection</p>	<p>Staff, Pupils, Visitors</p>	<p>Provide contractors and other visitors with information about the school's C19 control measures and ways of working.</p>	<p>All staff to ensure they have shared the school's C19 measures with any visitors or contractors on site</p>	<p>All staff</p>	<p>02/09/21</p>	
<p>OTHER CONSIDERATIONS:</p>						

<p>Face coverings - Personnel exposed to increased risk of infection from symptomatic / positive person</p>	<p>Staff, Pupils, Visitors</p>	<p>Currently, there is no national requirement for pupils, staff and visitors either in classrooms or in communal areas to wear face masks. However, Director of Public Health has advised that head teachers may wish to consider their continuing use in specific circumstances, e.g. in response to cases; this includes public transport and dedicated transport to school.</p> <p>The Director of Public Health may order the reinstatement of face coverings if there is an outbreak.</p>	<p>LG to inform staff of outbreak and change in measures</p>	<p>LG</p>	<p>As and when</p>	<p>.</p>
<p>Pupil wellbeing and support - Pupils experiencing emotions in response to the C19 pandemic, such as anxiety, stress or low mood</p>	<p>Staff, Pupils, Volunteers</p>	<p>Refer to sources of support on promoting and supporting mental health and wellbeing in schools.</p>	<p>Support available through the Learning Mentor and SENCo</p>	<p>LGe & EC</p>	<p>06/09/21</p>	<p>.</p>
<p>Educational visits - Personnel exposed to increased risk of infection</p>	<p>Staff, Pupils, Volunteers</p>	<p>If educational visits are to be undertaken, refer to the Govt's general guidance which is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).</p>	<p>Discuss all educational visits with the EVC (LG)</p>	<p>All staff</p>	<p>From 06/09/21</p>	<p>.</p>
<p>Extra-curricular activities - Personnel exposed to increased risk of infection</p>	<p>Staff, Pupils, Visitors, Club Leaders</p>	<p>Refer to the Govt. guidance for providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children</p>	<p>All clubs to be discussed with KB & LG</p>	<p>LG & KB</p>	<p>06/09/21</p>	<p>.</p>

<p>School transport - Personnel exposed to increased risk of infection</p>	<p>Staff, Pupils, Volunteers</p>	<p>Contact your transport provider to find out what measures they are taking on transport from the autumn term 2021.</p> <p>Consider what the PPE requirements are for passenger assistants.</p> <p>Refer to Govt. guidance.</p>	<p>Discuss provider with LG & TT</p>	<p>LG & TT</p>	<p>From 02/09/21</p>	
<p>Outbreak Management Plan - If you have several confirmed cases within 14 days, you may have an outbreak</p>	<p>Staff, Pupils, Visitors</p>	<p>Refer to the Govt's Contingency framework: education and childcare settings and draw up outline plans to respond to an outbreak.</p> <p>For schools that subscribe to The Key, there is an Outbreak Management Plan template available to members.</p>		<p>LG</p>	<p>06/09/21</p>	