Area/Activity Assessed	Primary School: COVID-19 (Step 4) Autumn Term	Responsible Person	Head Teacher

Persons Exposed	Employees	☒	Contractor	☒	Young Person	☒	Expectant Mother	☐	Visitors and/or Public	☒	Trespassers	☐
Frequency of Exposure	Continually	☐	Hourly	☐	Daily	☒	Weekly	☐	Monthly	☐	Yearly	☐
Duration of Exposure	Less than 1hr	☐	1-2 hrs	☐	3-4 hrs	☐	5-6 hrs	☐	7-8 hrs	☐	More than 8 hrs	☒

Probability - (5=Very Likely, 4= Likely, 3= Quite Possible, 2= Possible, 1= Unlikely) Severity - (5=Catastrophic, 4=Major, 3=Moderate, 2=Minor, 1=Insignificant)	0-8 - Low risk No Action Required. 9-15 - Medium risk Ensure adequate controls are in use. 16-25 - High Risk Stop operation and implement adequate control measures

This Risk Assessment was implemented on 14/07/2021 by Compliance Education It will be reviewed on a regular basis and when there have been significant changes in government, United Kingdom Health Security Agency (UKHSA) and local authority guidance.
The risk assessment highlights all control measures the school has put in place to ensure the school is COVID-Secure for all staff, pupils, visitors and contractors.
See the school Plan for further information on how these control measures will be implemented.

Risk Assessment(s) Reviewed	Name of Reviewer	Date	Signature
Update to government guidance September 2021	Lee Barritt	01/10/2021	L Barritt
Review	Lee Barritt	20/10/2021	L Barritt
Review	Lee Barritt	01/11/2021	L Barritt
Review	Mike Long	30/11/2021	M Long

No	Hazard	Initial			Existing Control Measures	Residual			Additional Controls
		Severity	Probability	Risk		Severity	Probability	Risk	
1	School reopening after easing of restrictions	4	3	12	• Where necessary the building has been deep cleaned before reopening. • All staff are competent and instructed with regards to the procedures in place for the protection against infection from Covid-19. • A home testing risk assessment has been produced. • Parents will be made aware that due to increased natural ventilation pupils should have adequate clothing. • From September, breakfast and after-school provision will operate as normal. • Restrictions such as keeping children in small consistent groups is no longer necessary. • We will recommend that face coverings are worn by staff and adults (including visitors) when moving around in corridors and communal areas. Health advice continues to be that children in primary schools should not be asked to wear face coverings. • School will continue to regularly clean areas and equipment thoroughly including frequently touched surfaces. • School has produced an outbreak management plan which will include the measures required following an outbreak as a result of several confirmed cases over a 10 day period. • All wrap around care providers will not require children to be allocated to a bubble. • School will encourage vaccine take up including boosters and enable staff who are eligible for a vaccination to attend booked appointments where possible (even if during term time). **Contingency Plans** • For individuals or groups of self-isolating pupils, remote education plans are in place and school will provide this provision when necessary. • School has produced an outbreak management plan which includes the measures required following an outbreak as a result of several confirmed cases over a 10 day period.	4	2	8	

					Ventilation • Adequate ventilation is provided whilst pupils and staff are on site. • Windows should be partially opened in conjunction with heating systems to maintain a comfortable balance. • Staff must remember to open windows at the start of the day or during break times to allow for adequate ventilation in classrooms. • School will ensure any events held in the school i.e. plays etc will be in a location where ventilation is maximised. • If possible, systems will be adjusted to full fresh air or, if this is not possible, systems will be operated as normal as long as they are within a single room and supplemented by an outdoor air supply. • School has a supply of CO2 monitors so staff can quickly identify where ventilation requires improvement. **Testing** • PCR tests are available via the gov website or via local testing centres. NOTE: if a PCR test is taken with 2-days of a positive lateral flow test, and is negative, it overrides the self-test LFD and staff and pupils can return to school as long as they don't have COVID-19 symptoms. • Staff will be supplied with LFD test kits and encouraged to self-swab and test themselves twice a week at home and will report their result to NHS Test and Trace as soon as the test is completed, this will be either online or by telephone as indicated in the home test kit. Staff will also share their result, whether void, positive or negative, with their school. • Close contacts will be identified by NHS Test and Trace. children under the age of 18 years and 6 months will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact. • All staff and pupils who have been identified as a close contact of a suspected or confirmed case of the Omicron variant of COVID-19, irrespective of vaccination status and age, will be contacted directly and required to self-isolate immediately and asked to book a PCR test. They will be informed by the local health protection team or NHS Test				

					and Trace if they fall into this category and provided details about self-isolation. • School will work with NHS Track and Trace to identify close contacts of a positive case if requested.				
2	Coronavirus spread from one country to another	4	3	12	**Current UK Government Travel guidelines will be followed** • All travellers arriving into the UK will need to isolate and get a PCR test by 'day two' after arrival. They may end their isolation once they receive a negative result. If the result is positive, they should continue to isolate and follow rules on isolation following a positive test. • Unvaccinated arrivals aged over 18 will follow the existing, more onerous, testing and isolation regime. • All Red list arrivals will enter quarantine. https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19	4	1	4	
3	Staff/Pupils at increased risk *(CEV/ BAME/Expectant Mothers)*	5	4	20	• Staff who may be at increased risk may attend the workplace/school as long as they are able to follow current control measures. • Children and young people previously considered CEV should attend school and should follow the same COVID-19 guidance as the rest of the population. However, if a child or young person has been advised to isolate or reduce their social contact by their specialist, due to the nature of their medical condition or treatment, rather than because of the pandemic, they should continue to follow the advice of their specialist • Where necessary individual risk assessments will be carried out (school will consult with Compliance Education). • Staff / pupils will follow advice given to them by their GP/Medical professional. • Staff are to follow the latest government guidance at all times, regarding the workplace.	5	2	10	School will support the mental health and wellbeing of all staff and pupils

					• Staff identified as being at increased risk can discuss with their Head Teacher any additional controls they feel necessary.				

4	Staff and pupils displaying symptoms	4	4	16	• Head/SLT to be notified.
					• Staff and pupils displaying symptoms of Coronavirus will be sent home and asked to follow latest government guidance.
					• Where necessary, the infected person will be moved to a designated isolation room whilst arrangements are made for the person to be collected and taken home. A dedicated toilet has been made available. In a case of a positive result, these areas will be deep cleaned / fogged before use.
					• Suitable PPE is available for staff.
					• Staff and pupils who have been in contact with anyone displaying symptoms will wash their hands thoroughly for 20 seconds.
					• A staffing plan is in place to ensure safe staffing levels are achievable and appropriate to group sizes / pupil needs and the activities required.
					• If a pupil / staff member is sent home with a suspected case, their work area will be cleaned / fogged / wiped down, with PPE available for staff.
					• Where pupils cannot attend site, distance learning will be available via online learning.
					  ○ Free School Meals: support will be provided to those who are eligible for benefits-related free school meals
					  ○ SEND: school will work collaboratively with families to put in place reasonable adjustments
					  ○ Access: school will work with families to ensure all pupils are able to access remote education (devices, internet etc)
					• If staff member or pupil develops symptoms away from site, they must not attend school and will follow local government guidance for isolation / testing.
					• School has developed an Outbreak Management Plan.
						4	2	8	The Headteacher

Compliance Education

					• Following several cases over a 10 day period, school may activate their Outbreak Management Plan following advice from United Kingdom Health Security Agency (UKHSA) or following advice due to increased cases in the local community. • If school identify several cases over a 10 day period, we will contact Local Health Protection via the DFE helpline for further advice on 0800 046 8687 and select option 1. **Positive Result** • From 16 August 2021, those who are fully vaccinated and children under the age of 18 years and 6 months old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact. Instead these individuals will be required to undertake a PCR test. • All staff and pupils who have been identified as a close contact of a suspected or confirmed case of the Omicron variant of COVID-19, irrespective of vaccination status and age, will be contacted directly and required to self-isolate immediately and asked to book a PCR test. They will be informed by the local health protection team or NHS Test and Trace if they fall into this category and provided details about self-isolation. • Symptomatic individuals and those who record a positive test result, will still be required to self-isolate. **Further guidance for staff can be found in** • Schools COVID-19 operational guidance (applies until Step 4) - GOV.UK (www.gov.uk)				will use their reasonable judgement when making the decision to refuse a pupil.
5	Lack of control over contractors/visitors coming onto site	4	2	8	• During school hours contractors or visitors will be allowed onto the school premises and into the school building by making a prior appointment with the Head Teacher or Site Manager. • All contractors and visitors are instructed to report to the main school reception upon arrival. • All contractors and visitors will be required to wear face coverings when moving around school. • All contractors and visitors are asked for verbal or written evidence to confirm that: ➢ I am at present not suffering from any symptoms or have tested positive for coronavirus within the last 10 days.	4	1	4	

					➢ No member of my household are displaying symptoms or have tested positive for coronavirus within the last 10 days. ➢ I have not been contacted by the NHS Test and Trace service within the last 10 days. • The school reserves the right to deny access or request a person to leave the school premises if the person was deemed to be displaying coronavirus symptoms or being aggressive or abusive to school staff. • Were possible, school will endeavour to ensure contractors and visitors attend outside of normal school operating hours if safe to do so, • The school will adopt a flexible approach to interviews, with alternative options to face-to-face interviews offered where possible				
6	Group Activities/ Lessons	4	4	16	• Physical Education should take place outside where possible to maximise ventilation. • Resources that are shared between different learning groups, such as Science, Art, DT and sports equipment, will be cleaned frequently / after each use. • All outdoor sports and supervised activities for children can take place without restrictions on attendance. Activities taking place outdoors can happen in groups of any number. This is because the transmission risk is lower outside. • If communal areas are used for group activities / lessons they should be cleaned down after use. • All communal areas in use should remain well ventilated. • Activities such as singing should be carried out following latest government guidance / risk assessment. • CLEAPSS Covid 19 guidance will be followed for all DT, Science, Sports and Food Tech Practical lessons. • Pupils will attend in PE kit for their designated PE day, this will eliminate the need for changing rooms. • Learning groups will not share changing areas were possible. • Changing areas will be cleaned after use. • School will remain vigilant and aware of the additional risk of infection in environments where singing, chanting,	4	2	8	

					playing wind or brass instruments, dance or drama takes place.				
7	Cleaning	4	3	12	• A high standard of cleaning will be maintained. • Cleaning checklists / records are kept. • Additional cleaning will remain where required i.e. were toilets, outdoor/ indoor equipment is being shared by different learning groups. • PPE is provided for cleaning staff. • Staff are trained in the safe use of PPE and COSHH. • The school is cleaned with normal household disinfectant. • Any contaminated (suspected/confirmed) waste should be double bagged and stored for 72 hours before disposal. • All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately (always wear PPE).	4	1	4	
8	Unable to social distance on dedicated/public transport	4	4	16	• **Public Transport** • Staff and pupils are advised to follow current government guidelines. From the 30th November, it is now mandatory for staff to wear a face covering on public transport. • The school will endeavour to encourage staff and pupils to walk or cycle to school. • **Dedicated Transport** • Primary school pupils are not required to wear face coverings when travelling on school dedicated transport however this is mandatory for staff. **Car Sharing** • All Staff and pupils will avoid car sharing where possible. • If car sharing is essential, windows should be opened to maximise ventilation with passengers seated front to back.	4	2	4	
9	Unable to social distance when administering first aid	5	2	10	• The school will ensure an adequate number of First Aiders (Paediatric First Aid for EYFS, First Aid at Work, Emergency First Aid) are always available. • The school will ensure all First Aiders receive refresher training as required. • For advice on CPR during COVID-19 please follow the link below	5	1	5	

					• **https://www.resus.org.uk/covid-19-resources/covid-19-resources-general-public/resuscitation-council-uk-statement-covid-19** • The school will work closely with the Local Health Protection Team and follow their advice. • The school will contact Compliance Education to report any confirmed Coronavirus cases or serious injuries as it may be necessary to file an HSE RIDDOR report.				
10	Lack over control over external clubs hiring the school facilities	4	3	12	• The school will only allow external clubs and organisations to use/hire their facilities in line with latest government guidance.	4	1	4	
11	Educational Visits	4	4	16	• Educational visits that are integral will take place following the completion of an individual risk assessment. • Individual local authority guidance will be followed if traveling between counties. • Local government transport guidance will be followed • School will consider whether to go ahead with planned international educational visits, recognising the risk of disruption to education resulting from the need to isolate and test on arrival back into the UK. School will refer to the Foreign, Commonwealth and Development Office travel advice and the guidance on international travel before booking and travelling. • School will monitor Covid-19 restrictions that may impact educational trips planned within other parts of the UK. • A full and thorough risk assessment will be carried out in relation to educational visits to ensure any United Kingdom Health Security Agency (UKHSA) advice is 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).	4	2	8	*Ensure any new bookings have adequate financial protection in place*

12	Unable to stop the virus from spreading **Personal Hygiene**	4	3	12	**Transmission** • All staff and pupils are reminded on a regular basis to follow good respiratory and hand hygiene to minimise the chance of transmission. **Handwashing** • Handwashing facilities are available throughout the school. • Handwash notice and instructions are located throughout the school. • All staff and pupils are aware of best practise. **Coughing and sneezing** • All staff and pupils are encouraged to cover their mouth and nose with a tissue. • Staff and pupils will wash hands after using or disposing of tissues. • Spitting is discouraged. **Personal protective equipment (PPE).** • PPE in place for cleaners as per MSDS and/or COSHH risk assessments • PPE in place for cleaners when completing a Deep Clean • The correct PPE should be used when handling cleaning chemicals. • PPE is worn as per the cleaning chemicals COSHH risk assessment or MSDS. • PPE is worn by First Aiders. **Nappy or Pad Changing (PPE)** • Disposable gloves and aprons are provided and worn • Staff will wear fluid resistant type IIR surgical mask and disposable eye protection (where there is a risk of splashing).	4	1	4	

13	Unable to stop the virus from spreading **General Cleaning**	4	3	12	**Cleaning of the environment**,
					• The school is cleaned with normal household disinfectant.
					• All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including:
					  ○ Objects which are visibly contaminated with body fluids will be disinfected.
					  ○ All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells are cleaned on a regular basis.
						4	1	4	

					• Use of disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings. • The school will monitor cleaning contracts and ensure cleaners are appropriately trained with access to PPE. **Cleaning of blood and body fluid spillages**. • All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately (always wearing PPE). • Staff are aware to never use mops for cleaning up blood and body fluid spillages – use disposable paper towels and discard clinical waste as described below. A spillage kit is available for blood spills. **Clinical waste**. • Procedure in place to segregate domestic and clinical waste, in accordance with local policy. • Used nappies/pads, gloves, aprons and soiled dressings are stored in correct clinical waste bags in foot-operated bins. • All clinical waste is removed by a registered waste contractor. • All clinical waste bags will be less than two-thirds full and stored in a dedicated area.				

ACTION ARISING FROM RISK ASSESSMENT					
No	Risk Rating	Action Required:	Person (s) Responsible	Target Date	Date Completed

Useful Websites

Health and Safety Responsibilities	https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools
	https://www.hse.gov.uk/services/education/sensible-leadership/school-leaders.htm
	https://www.hse.gov.uk/services/education/faqs.htm#a1
Business Continuity Plan	https://www.gov.uk/guidance/emergencies-and-severe-weather-schools-and-early-years-settings
Guidance for full opening – schools (published 2nd July 2020)	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools
Current guidance on shielding	https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
Current guidance on Clinically vulnerable	https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people
Other nonmedical vulnerable people	https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes
Providing extra mental health support	https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers
	http://www.educationsupport.org.uk/
	https://www.eventbrite.co.uk/e/dfe-supporting-pupil-and-student-mental-wellbeing-tickets-110796856380
Behaviour Expectations	https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools
Remote Education Support	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res
	https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources
	https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/

	https://edtech-demonstrator.lgfl.net/
	https://get-help-with-tech.education.gov.uk/about-bt-wifi
Coronavirus Symptoms	https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus
Stay at home guidance	https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance
Arranging a Test	https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested
Testing and Tracing	https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/
Contacting your Local Health Protection Team	https://www.gov.uk/guidance/contacts-phe-health-protection-teams
Guidance on staff wearing PPE	https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe
Site Manager/Caretaker	https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm
	https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown
	https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm
Cleaning	https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings
Catering	https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19
Safer Travel	https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
Educational Visits	https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings
	https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits
Extra-curricular provision	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
Physical Education and Sports	https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation
	https://www.sportengland.org/how-we-can-help/coronavirus
	https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf.
Science and Design Technology	http://www.cleapss.org.uk/
	https://www.ase.org.uk/resources/health-and-safety-resources
	https://www.data.org.uk/for-education/health-and-safety

Acknowledgement

The following members of staff have read this risk assessment.
Their signatures are confirmation that they have read and understood all of that which is within its contents.

Name	Signature	Date	Name	Signature	Date