INFECTIOUS DISEASES COVID-19 Risk Assessment

October 2021/November 2021/December 2021/January 2022/February 2022

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
					YES	NO
Awareness of policies and procedures	Staff Pupils Others	Inadequate information	• All staff, parents, governors, visitors and volunteers are aware of all relevant policies and procedures. • All staff have access to all relevant guidance and legislation including, but not limited to, the following: • The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 • The Health Protection (Notification) Regulations 2010 • Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' • DfE and PHE (2020) 'COVID-19: guidance for educational settings' • The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. • The school keeps up-to-date with advice issued by, but not limited to, the following: • DfE • NHS • Department for Health and Social Care • PHE • Staff are made aware of the school's infection control procedures in relation to coronavirus via email or staff meetings and contact the school as soon as possible if they believe they may have been exposed to coronavirus.	MED		☐

			• Parents are made aware of the school's infection control procedures in relation to coronavirus via letter and social media – they are informed that they must contact the school as soon as possible if they believe their child has been exposed to coronavirus. • Pupils are made aware of the need to tell a member of staff if they feel unwell. • Masks in communal areas- phase/bubble lunches/staggered • After school clubs-phase bubbles only • PE kits to be worn on PE days-no changing in class			
Disruption to the running of the school in cases of local outbreak	Staff Pupils Others	Infection control	• The school has an up-to-date Business Continuity Plan in place – the plan is reviewed as necessary. • The school adheres to and keeps up-to-date with the latest local and national advice about school closures – advice is sought from the local HPT or DfE helpline where required. • Follow Government advice and follow any instructions	MED		
Use of Transport	Staff Pupils Others	Infection Control	• It is recommended that facemasks are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school. • It is important to ensure vehicles are well ventilated when occupied, by opening windows and ceiling vents. The need for increased ventilation while maintaining a comfortable temperature should be balanced. On dedicated transport: • It is recommended that children and young people aged 11 and over continue to wear a face covering when travelling to secondary school or college. • It is no longer recommended maximising distance and minimising mixing, but unnecessary risks such overcrowding should be minimised.	MED		

			• Children, young people and adults should follow public health advice on when to self-isolate and what to do. • They should not board dedicated transport or public transport if they have symptoms or other reasons requiring them to stay at home due to the risk of them passing on COVID-19. • If a child or young person develops COVID-19 symptoms, however mild, while at school, they will be sent home. • They should avoid using public transport and, wherever possible, be collected by a member of their family or household. • In exceptional circumstances, if parents or carers cannot arrange to have their child collected, and it is age-appropriate and safe to do so, the child should walk, cycle or scoot home. If this is not possible, alternative arrangements may need to be organised by the school. • More information on organising transport for children with symptoms is provided at guidance on the use of PPE in education, childcare and children's social care settings. • Schools should have contingency plans outlining how they would operate if the number of positive cases substantially increases in the school or local area. • Principles of managing local outbreaks of COVID-19 in education and childcare settings are described in the contingency framework. • School will follow director of public health advice in cases of local outbreak. • Schools put into place any actions or precautions advised by their local HPT. • Masks to be worn on the minibus and hand sanitiser			
Cleaning of school	Staff Pupils Others	Infection Control	• All hard surfaces to be cleaned on a regular basis, this will include ➢ All door handles	MED		

			➢ All tables and chairs used by staff and pupils ➢ Toilet flushes and regular cleaning of toilets. • All classrooms to have spray disinfectant and where possible disposable cloths. If disposable cloths are not available use once and then put in wash. • Regular cleaning of surfaces will reduce the risk of spreading the virus. • All used cloths thrown away to be double bagged and then placed in a secure area i.e. lockable bin.			
Ventilation class/office	Pupils Staff	Infection control	• Identify any poorly ventilated spaces and take steps to improve fresh air flow • If mechanical ventilation systems are used to draw fresh air or extract air from a room these should be adjusted to increase the ventilation rate wherever possible • Ensure that mechanical ventilation systems only circulate fresh outside air and where this is not possible, in a single room supplement with an outdoor air supply • Where appropriate open external windows, internal doors and external doors to improve natural ventilation • If external doors are opened, ensure that they are not fire doors and are safe to do so	MED		
Poor hygiene practice	Staff Pupils Others	Ill Health	• You should continue to ensure that children clean their hands regularly, this can be done with soap and water or hand sanitiser • Staff and visitors are encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60% alcohol) and follow infection control procedures in accordance with the DfE and PHE's guidance. • Sufficient amounts of soap (or hand sanitiser where applicable), clean water and paper towels are supplied in all toilets and kitchen areas.	MED		

			• Pupils are supervised by staff when washing their hands to ensure it is done correctly, where necessary. • Pupils are discouraged from sharing cutlery, cups or food. • All cutlery and cups are thoroughly cleaned before and after use. • Cleaners to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy. • A senior member of staff arranges enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the HPT/PHE • Office Manager to complete stock check of PPE, LFT's etc…			
Spread of infection	Staff Pupils Others	Lack of infection control	• Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with guidance, using PPE at all times. • Parents are informed not to bring their children to school or on the school premises if they show signs of being unwell and believe they have been exposed to coronavirus. • Staff and pupils do not return to school before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with national guidance. • Pupils who are unwell are not taken on school trips or permitted to enter public areas used for teaching, e.g. swimming pools. • Parents notify the school if their child has an impaired immune system or a medical condition that means they are vulnerable to infections. • The school in liaison with individuals' medical professionals where necessary, reviews the needs of pupils who are vulnerable to infections.	MED		□

			• Any additional provisions for pupils who are vulnerable to infections are put in place by the headteacher, in liaison with the pupil's parents where necessary.			
Classroom management	Pupils Staff	Infection control	• It is no longer required for forward facing tables etc however care should still be taken on table management in a classroom setting. • Outbreak management plans should cover the possibility of reintroduction of restrictions on mixing for a temporary period in case of local outbreak. https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings • It would be sensible to revert back to previous control measures in the event of a local outbreak. • Continue to use a cautious approach with arrangements. • Table plans shared with HT in case of sharing with T and T • Requested table plans for this half term • Separate resources for children to use • Staggered finish times and separate doors to be used	MED		
Assemblies	Pupils Staff	Infection Control	• There are no restrictions in place for holding assemblies and singing in the school hall. • All assemblies to be conducted via Teams- no parents allowed in for assemblies- share via QR codes	MED		
Lunchtimes	Pupils Staff	Infection Control	• Lunchtime arrangements can revert back to previous arrangements. • Tables must still be cleaned on a regular basis throughout dinner time activities. • Restrictions back in place at lunchtime- staggered lunches in phases and break times	MED		

Playtime and using equipment	Pupils Staff	Infection Control	• Previous playtimes and groups can be reinstated and no restrictions in place regarding using and sharing play equipment. • Phase play equipment to be used and cleaned by designated person • Due to work taking place in school (Boiler room) area on KS1 playground coned off. Not to be disturbed.	MED		
Personal Protective Equipment Face Coverings	Pupils Staff	Infection control	• Face coverings are no longer advised for staff and visitors in classrooms, corridors or communal areas • It is recommended that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school." • School will follow director of public health advice in cases of local outbreak. • Schools put into place any actions or precautions advised by their local HPT. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999722/PPE_in_education_childcare_and_childrens_social_care_settings.pdf Face coverings to be worn in communal areas	MED		
Ill Health	Staff Pupils Others	Coronavirus Symptoms	• Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, loss or change to sense of smell or taste and high temperature and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus. • Any pupil or member of staff who displays signs of being unwell, such as having a cough, fever or a loss or change to their sense of smell or taste, and believes they have been exposed to coronavirus, is immediately taken out of the class and placed in an area where they will not come into contact with others and are supervised at all times.	MED		

			• For pupils the relevant member of staff calls for emergency assistance immediately if pupils' symptoms worsen. • The parents of unwell pupils are informed as soon as possible of the situation by a relevant member of staff. • Where contact with a pupil's parents cannot be made, appropriate procedures are followed in accordance with those outlined in governmental guidance. • Unwell pupils who are waiting to go home are kept in an area where they can be at least two metres away from others. • Areas used by unwell staff and pupils who need to go home are appropriately cleaned once vacated, using a disinfectant and care to be taken when cleaning all hard surfaces. • If unwell pupils and staff are waiting to go home, they are instructed to use different toilets to the rest of the school to minimise the spread of infection. • Any pupils who display signs of infection are taken home immediately, or as soon as practicable, by their parents – the parents are advised to contact NHS 111 immediately or call 999 if the pupil becomes seriously ill or their life is at risk. • Any members of staff who display signs of infection are sent home immediately and are advised to contact NHS 111 immediately or call 999 if they become seriously ill or their life is at risk. • Any medication given to ease the unwell individual's symptoms, e.g. Paracetamol, is administered in accordance with the Administering Medications Policy. • **Pupils and staff should return to school as soon as isolation rules allow**.			
Asymptomatic testing Summer School	Pupils Staff	Infection control	• Schools will only provide tests for twice weekly asymptomatic testing for pupils and staff over the summer period if they are attending school settings.	MED		

			• Staff should undertake twice weekly home tests whenever they are on site until the end of September when this will be reviewed			
Primary School Pupils Autumn Term Asymptomatic testing	Pupils Staff	Infection Control	• There is no need for primary age pupils (those in year 6 and below) to test over the summer period. • No testing is required of Primary age children • Staff should undertake twice weekly home tests whenever they are on site until the end of September when this will be reviewed • **From the 21st of February, staff and students in mainstream secondary schools will not be expected to continue to take part in regular asymptomatic testing and should follow testing advice for the general population.** • **In the event of an outbreak, a school may be advised by their local health team or director of public health to undertake testing for staff and students of secondary age and above for a period of time.** • **Staff and pupils in specialist SEND settings, Alternative Provision and SEND units in mainstream schools are advised to continue regular twice weekly testing.**	MED		
Pupil Absences due to COVID	Pupils	Infection Control	If children or young people cannot attend school or college either because they have tested positive or have symptoms, but are well enough to continue studying, any remote education should mirror that received in the classroom as closely as possible. That should focus on live lessons - alongside time for students to complete tasks independently - for a minimum of five hours a day in secondary schools and slightly less in primaries	MED		
PCR Test kits	Pupils Staff	Infection control	Monday 17th January 2022: You should follow the latest government guidance on confirmatory PCR tests in Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) Stay at home: guidance for households	MED		

			with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk). following a positive LFD test.			
New Variant of Concern – Omicron	Staff Pupils Others	Spread of Omicron variant	• As of Tuesday 14 December, all contacts of someone with a positive case of COVID-19 – whether Omicron or not – should take an LFD test every day for 7 days. This includes all adults who are fully vaccinated and children aged 5-18 years and 6 months. Daily testing by close contacts will help to slow the spread of COVID-19 without meaning people have to isolate. 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. • **At present, the Omicron variant of COVID- 19 is the dominant strain. Following the latest public health advice, we know that Omicron presents low risk to most children, young people and fully vaccinated adults.** **Most people will only experience mild or asymptomatic illness which combined with vaccination allows education testing to be in line with the wider society and bring greater normality to the school day.**	MED		
Returning back to school after a positive LFT/PCR	Staff Pupils		**Adults and pupils who test positive will continue to be advised to stay at home and avoid contact with other people for at least 5 full days and then continue to follow guidance until they have received 2 negative test results on consecutive days.**			
Positive Cases	Pupils Staff	Infection control	• School no longer need to do contact tracing as close contacts will be identified via NHS Test and Trace. • School will support NHS Test and Trace when required to help identify close contacts **From 16th August 2021** • From 16 August 2021, children **under the age of 18 years** old **will no longer be required** to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.	MED		

			• Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. • We would encourage all individuals to take a PCR test if advised to do so. **Over 18 years of age** • 18-year-olds will be treated in the same way as children **until 6 months after their 18th birthday**, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact. • Continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures. **Staff / Pupils** • with a positive lateral flow test result should self-isolate in line with the stay at home guidance and get a PCR test to check if they have COVID-19 and continue to self-isolate • If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test and the pupils/staff can return to school as long as the individual doesn't have COVID-19 symptoms • As of Tuesday 14 December, all contacts of someone with a positive case of COVID-19 – whether Omicron or not – should take an LFD test every day for 7 days. This includes all adults who are fully vaccinated and children aged 5-18 years and 6 months. Daily testing by close contacts will help to slow the spread of COVID-19 without meaning people have to isolate.			

			• **As of Tuesday 14 December**, all contacts of someone with a positive case of COVID-19 – whether Omicron or not – should take an LFD test every day for 7 days. This includes all adults who are fully vaccinated and children aged 5-18 years and 6 months. Daily testing by close contacts will help to slow the spread of COVID-19 without meaning people have to isolate. • Pupils with SEND identified as close contacts should be supported by their school and their families to agree the most appropriate route for testing including, where appropriate, additional support to assist swabbing. For further information please see SEND guidance. • Further information is available Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk). 18-year-olds are treated in the same way as children until 6 months after their 18th birthday, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact. **Staff/Pupils** With a positive lateral flow test result should self-isolate in line with the stay at home guidance Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk). • **Monday 17th January 2022:** Further information is available Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk).			

Self-Isolation of positive cases	Pupils Child	Spread of infection	• **Monday 17th January 2022:** If a staff member or pupil tests positive they may be able to end their self-isolation period before the end of the 10 full days. They can take a lateral flow device (LFD) test from **5** days after the day symptoms started and another LFD test on the following day. The second LFD test should be taken at least 24 hours later. If both these test results are negative, and the staff member or pupil does not have a high temperature, they may end their self-isolation after the second negative test result and return to their education setting. • An LFD test should not be taken before the fifth day of the isolation period, self-isolation should only end after 2 consecutive negative LFD tests which should be taken at least 24 hours apart. • **From the 24th of February, the Government will remove the legal requirement to self-isolate following a positive test. In addition, the Government will no longer ask fully vaccinated close contacts and those aged under 18 to test daily for 7 days and routine contact tracing will end.** • **Adults and pupils who test positive will continue to be advised to stay at home and avoid contact with other people for at least 5 full days and then continue to follow guidance until they have received 2 negative test results on consecutive days.** • **Staff, children and young people who are contacts should attend their education settings as usual. This includes staff who have been in close contact with their household, unless they are able to work from home.** • **If anyone has any of the main symptoms or a positive test result, the public health advice remains unchanged and is to stay at home and avoid contact with other people.** • **Anyone with any of the main COVID-19 symptoms should order a test and is advised to stay at home while waiting**	MED		

			for the result. • **If they test positive, they are advised to follow public health advice.**			
Poor management of infectious diseases	Staff Pupils Others	Lack of infection control	• Staff are instructed to monitor themselves and others and look out for similar symptoms if a pupil or staff member has been sent home with suspected coronavirus. • Staff are vigilant and report concerns about their own, a colleague's or a pupil's symptoms to the Headteacher or SLT as soon as possible. . • The school is consistent in its approach to the management of suspected and confirmed cases of coronavirus. • The school is informed by pupils' parents when pupils return to school after having coronavirus – the school informs the relevant staff. • Staff inform the headteacher when they plan to return to work after having coronavirus. • A nominated person monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. Contingency framework: education and childcare settings (publishing.service.gov.uk) **The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned.** For most education and childcare settings, whichever of these thresholds is reached first: ➢ 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period: or ➢ 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period	MED		

			• For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time: • All settings should seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19 by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents. • Settings may wish to seek additional public health advice if they are concerned about transmission in the setting.			
Lack of communication	Staff Pupils Others	Unsafe Practices	• The school staff reports immediately to the headteacher about any cases of suspected coronavirus, even if they are unsure. • The headteacher contacts the local HPT or follows the advice given from and discusses if any further action needs to be taken. • Schools put into place any actions or precautions advised by their local HPT. • Schools keep staff and parents adequately updated about any changes to infection control procedures as necessary.	MED		
Admitting children into school	Pupils Staff	Infection Control	• 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.	MED		
CEV children	Pupils Staff	Infection control	• All CEV children should attend their education setting unless they are one of the very small number of children under	MED		

			paediatric or other specialist care who have been advised by their GP or clinician not to attend			
Admitting people into school	Pupils Staff	Infection control	• Pupils, staff and other adults **should not** come into school if they have symptoms, have had a positive test result or have been instructed to quarantine • Anyone staff or pupils within the school who appear to have COVID-19 symptoms are sent home, advised to avoid using public transport and, wherever possible, be collected by a member of their family or household and to follow public health advice • In the case of a pupil awaiting collection, they should be taken to a room away from other pupils and supervised • If the member of staff is in close contact with the child then they should wear appropriate PPE • A window should be opened for fresh air ventilation if possible • Any rooms that have been used for this purpose should be cleaned after they have left • As anyone within the household should follow the PHE guidance for households with possible or confirmed COVID-19 infection, then any siblings within the school will be identified and also sent home.	MED		
Staff CEV	Staff	Infection control	• 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 • Staff should attend their place of work if they cannot work from home • The school will follow DHSC updated guidance	MED		
Educational visits	Pupils Staff	Financial risk	• If booking new visits ensure that the school have adequate financial protection in place • From the start of the Autumn school term you can go on international visits.	MED		

			• 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. • The school should have a contingency plan in place to account for any changes in the government travel list • Full risk assessments must be undertaken.			
Wraparound care	Pupils	Infection Control	• Consideration should be given to the latest government advice regarding the specific activity being undertaken and venue visited • Pupils should be encouraged to attend settings close to where they live or go to school, ideally within walking or cycling distance • Where they attend venues further afield they should follow latest guidance https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers • Wraparound childcare providers can offer provision to all children, without restriction on the reasons for which they may attend. • Wraparound childcare and other organised activities for pupils may take place in groups of any number. • You should ensure that key contractors are aware of your setting's control measures and ways of working. • Ensure you have enough staff available to meet the required ratio	MED		
Out of school settings Parents attendance	Pupils Parents Staff Others	Infection Control	• Parents are no longer limited to specific number attendance. • Ensure up to date contact information is available in the event of an emergency.	MED		

			• Keep a record of where and when your child attends a setting to help NHS Test and Trace identify contacts. Out of school settings will not be expected to undertake contact tracing. • Individuals are not required to self-isolate if they are a close contact of someone with COVID-19 if they are fully vaccinated, below the age of 18 years and 6 months, taking part in an approved COVID-19 vaccine trial or are unable to get vaccinated for medical reasons. Instead they will be advised to take a PCR test. They will not need to wear a face covering within the setting. • Check with the provider that they are following the relevant guidance to reduce the risk of infection. • If the number of positive cases substantially increases, please refer to the Outbreak Management Plan.			
Measures for Places of Worship	Pupils Parents Staff Others	Infection Control	• All places of worship should follow and keep up to date with the latest guidance. COVID-19: guidance for the safe use of places of worship - GOV.UK (www.gov.uk)	MED		
Measures for Community centres, village halls, and other multi-use community facilities	Pupils Parents Staff Others	Infection Control	• All Community centres, village halls, and other multi-use community facilities should follow and keep up to date with the latest guidance. COVID-19: Guidance for the safe use of multi-purpose community facilities - GOV.UK (www.gov.uk)	MED		
Measures for grassroots sport participants, providers and facility operators	Pupils Parents Staff Others	Infection Control	• All grassroots sport participants, providers and facility operators should follow and keep up to date with the latest guidance. Guidance on coronavirus (COVID-19) measures for grassroots sport participants, providers and facility operators - GOV.UK (www.gov.uk)	MED		