

RISK ASSESSMENT FOR the reopening of Curzon Cof E School September 2020 (updated November 2020) Assessment written by: Headteacher Checked by a Chair of Governors and Premises Committee Distributed to all staff (parents can request a copy)		Date: 1.10.20
Benefit from this activity	The school is being asked to provide a safe learning environment for all children whilst offering a broad and balanced curriculum.	
Who is at risk	Pupils, families of pupils, staff, families of staff	
Potential Hazard/Risk	Pupils could catch the coronavirus Pupils could spread the coronavirus to members of their household Staff could catch the coronavirus Staff could spread the coronavirus to members of their household	
Government Hierarchy of control	<ul style="list-style-type: none"> ▪ minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges ▪ cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered ▪ ensuring good respiratory hygiene - promote the 'catch it, bin it, kill it' approach ▪ cleaning frequently touched surfaces often using standard products, such as detergents and bleach ▪ minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times) ▪ where necessary, wear appropriate PPE 	
Response to any infection	<ul style="list-style-type: none"> ▪ Engage with NHS Track and Trace process ▪ Manage confirmed cases of Covid 19 amongst school community ▪ Contain any outbreak by following local health protection team 	

Plan for whole school	4 Bubbles: Class 1 Class 2 Year 3,4 Year 5,6				
		START	PLAYTIME	LUNCH	HOME TIME
	Class 1	08.45	10.00 – 10.15	12.00 – 13.00	14:45
	Class 2	08.45	10.00 – 10.15	12.00 – 13.00	14.45
	Class 3 and 4	09.00	10.15 – 10.30	11.40 – 12.25	15.00
Class 5 and 6	09.15	10.30 – 10.45	11.40 - 12:25	15.15	
	<p>Lunchtimes Y5,6 play first, then eat going through classroom doors 11:40 -12:25 (assembly in afternoon straight after lunch) Y3,4 eat first, then play going through classroom doors 11:40-12:25 (assembly in afternoon straight after lunch)</p> <p>Class 1, 2 eat in own classrooms 12:00-1:00. Playtime at same time in two areas of woods/grass at back of school. Bring wellies. If too muddy, playtime on playground 12:30-1:00. Class 1,2 to play separately.</p> <p>Elder sibling may wait in classroom from 8:45 with teacher supervision. Come straight inside when younger sibling dropped off. Younger sibling may wait in classroom at end of day with teacher supervision.</p> <p>Breakfast club will be in bubbles (page 5 gov guidance) After school clubs will start the third week back- will be reorganised so children remain in bubbles. There will be no contact sports. Parents will sign Covid 19 home school agreement agreeing to follow the measure below.</p>				
Monitoring	<p>This plan will be informally reviewed and amended if necessary at weekly staff briefing meetings. Premises, health and safety governors will review it formally at each meeting.</p>				

Severity of impact x	Likelihood of occurrence y	Impact x * y	Government Recommendation	School Measures	Residual risk (impact) ^a	Residual risk (likelihood) b	Impact a * b

<p>Lack of effective infection protection and control-</p>	<p>5</p>	<p>5</p>	<p>25</p>	<p>Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not present themselves on the school site. coronavirus (COVID-19) symptoms,</p> <p>Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <p>book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit</p> <p>provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace</p> <p>self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)</p>	<p>Pupils and staff will not attend school if they or a household member has coronavirus symptoms or has tested positive in the last 10 days. On arrival, every child will wash their hands. Children will remain at home if they have a temperature. Parents to inform school if child has been unwell. School will assess this and may decide not to admit the child. Children may not attend school if they have had a test and are awaiting results.</p> <p>No parents will enter the school buildings unless invited by head teacher. No children will enter the office.</p> <p>In the majority of cases, schools and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID-19). Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice.</p>	<p>5</p>	<p>2</p>	<p>10</p>
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<p>Lack of effective infection protection and control- handwashing, use of tissues</p>	<p>5</p>	<p>5</p>	<p>25</p>	<p>Clean hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are washed.</p> <p>Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach</p> <p>Cleaning frequently touched surfaces daily using standard products, such as detergents and bleach.</p>	<p>Pupils to wash hands one at a time in the classroom sink. Soap and hand sanitizers will be provided (staff will keep out of reach of youngest children to avoid risk of ingestion and explain the risks of ingestion to children). There will be hand gel and sprays for staff to use in each classroom. Children reminded of safe handwashing practices first day back. The e-Bug coronavirus (COVID-19) website contains free resources for schools, including materials to encourage good hand and respiratory hygiene. Children wash hands for 20 secs, supervised by an adult:</p> <ul style="list-style-type: none"> ○ Upon arrival ○ Leaving for break ○ Return from break ○ Before eating lunch ○ After eating lunch ○ When they change rooms ○ After using toilet ○ After return from playground at lunch time ○ After any outdoor activity ○ When getting ready to go home <p>Staff will instruct children to follow the 'catch it, bin it, kill it' approach. Lidded bins will be used. Adults assisting children to use tissues, will put gloves on before doing so. They will dispose of gloves and tissue before thoroughly washing hands</p> <p>Children will only be allowed to go to the toilet one at a time. YR, Y1, Y2s will be supervised by an adult. 1 metre markers will be placed in the corridor in case a queue forms.</p> <p>Paper towels will be provided.</p> <p>Children who bring in hand sanitisers must not share them and can only use them with supervision.</p>	<p>5</p>	<p>1</p>	<p>5</p>
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<p>Lack of effective infection protection and control- altered timetable</p>	5	5	25	<p>Minimise contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (e.g. staggered arrival, departure and break times).</p>	<p>Groups will have different break-times and different lunch times. Each class will remain in their own class area. Play equipment will not be used. Other adults may be used to supervise play and lunch to provide teachers rest time but because it is outside and social distancing is being followed, it is deemed to be low risk. Children will be brought out to the other adults. To minimise risk, we will not be using parent volunteers.</p> <p>Each bubble will have their own resources. Resources will be cleaned regularly. The tables will be 1 metre apart with two children per table seated facing forward. Any PE will adhere to the 2 metre rule by being adult-led. If the field is used for PE, the areas will be clearly marked. Any resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</p> <p>Pupils will limit the amount of equipment they bring into school. Books may be sent home. Books brought back from home will be quarantined for 48 hours.</p>	5	1	5
<p>Lack of PPE</p>	3	3	9	<p>Regular hand washing to be undertaken at every available moment, with the use of anti-bac wipes and spray.</p> <p>If a child, young person or other learner becomes unwell with symptoms of coronavirus whilst at school and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.</p> <p>safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)</p>	<p>Regular handwashing by staff and pupils including before and after touching pupils' books and other school equipment. There will be quarantine box in each class where returned books from home will be put in for 48 hour before being handled.</p> <p>Each member of staff will wear newly cleaned clothes each day. The pupils will wear school uniform. Pupils may not wear face coverings as these can increase infection if not used correctly. If they do, they will need to wash hands then remove them (put in sealed plastic bag to go home) and wash hands thoroughly.</p> <p>There will be PPE available for the first aider stored in the office. See PPE flowchart for use of PPE. Face masks may be used for specific tasks (e.g. meeting visitors, 1-1 with children if staff choose). First aider must wear PPE if they need to get closer than 2m to a child with suspected symptoms.</p> <p>Individual staff members may opt to wear visors/face masks as long as this does not adversely affect learning. Visitors are discouraged but where these are deemed essential, the visitor will wear a face mask.</p> <p>In line with ODBST guidance, if parents request children to wear a face mask, the school will have a full discussion with them to explore the issue further before making a final decision.</p>	5	1	5

<p>Risk of virus transmission with increased numbers of pupils and parents arriving and leaving the site at the beginning and end of the school day</p>	5	5	25	<p>Changes to drop off and pick up routines will be required. You should tell parents when they can drop off their children and that this should happen at the school gate.</p>	<p>There will be staggered start and finish times for each group. Drop and go system for all except Year R whereby parents set down their child on the pavement outside school at the school gate where greeted by an adult. The child then goes onto playground and waits on spot in the line. Class teachers to be on the playground to supervise arrival. Children enter the building with adult through classroom doors. They can leave their coats on their chairs and book bags under tables. Cloakroom out of use. An area will be allocated in each classroom for PE bags.</p> <p>Year R pupils will be brought onto playground by one parent and taken to spot to line up. Parents will observe social distancing when leaving playground. If there are siblings, the elder sibling will come in with the younger one and then go straight to his/her own classroom where the teacher/TA will supervise.</p> <p>On pick up, each parent will stand around 3 sides of the netball court 2 metres apart. Children will be brought out by teacher. They will then be allowed to go to their parent one at a time. Staff who talk to adults will maintain social distancing. Parents will be challenged if they do not maintain social distancing. If there are siblings, the younger sibling will wait in the classroom under teacher supervision and will leave school at the same time as the elder one. Children waiting for older siblings outside may not run around the playground and must stay with their parent/carer.</p> <p>On the school bus, pupils will be grouped according to their bubble and will sit 2m apart where possible. They will clean hands before getting on the bus. Windows should be open.</p> <p>No parents will enter the building unless invited by Head teacher. Communication with the office will be done via email or phone. Meetings will be held in outside classroom or in foyer with masks and doors opens.</p> <p>Parents will sign home school agreement to say they will follow these arrangements.</p>	5	2	10
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<p>Risk of illness at school. What happens if someone becomes unwell at an educational or childcare setting?</p>	5	5	25	<p>If anyone becomes unwell with a new, continuous cough or a high temperature or has loss of, or change in, tier normal sense of smell, in an education or childcare setting, they must be sent home and advised to follow the stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection,</p> <p><i>Gov guidance on cleaning non health care settings.</i></p> <p>wear disposable or washing-up gloves and aprons for cleaning. These should be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished using a disposable cloth, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with the cleaning products you normally use.</p> <p>if an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19), use protection for the eyes, mouth and nose, as well as wearing gloves and an apron. Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning</p>	<p>Staff will adhere to the Government recommendations. The school will immediately isolate the pupil in the foyer (which is behind closed door, easy to supervise from the office, well- ventilated) on a wipeable chair and telephone the parent to collect their child. Parents will be asked to get their child tested. To access testing, parents will be able to use the 119 NHS telephone number or online coronavirus service (NHS Test and Trace). The room will be deep cleaned using and the rest of group moved to another area. Any bathrooms the child has used will also be deep cleaned using disposable cloths. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. Use one of the options below: a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine (ppm av.cl.) or a household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer’s instructions for dilution, application and contact times for all detergents and disinfectants or if an alternative disinfectant is used within the organisation ensure that it is effective against enveloped viruses Red incident form will be completed. Everyone involved must wash hands afterwards for 20 seconds with soap and running water.</p> <p>Personal waste from individuals with symptoms of COVID-19 and waste from cleaning of areas where they have been (including PPE, disposable cloths and used tissues): Should be put in a plastic rubbish bag and tied when full The plastic bag should then be placed in a second bin bag and tied This should be put in a suitable and secure place and marked for storage until the individual’s test results are known This waste should be stored safely and kept away from children. It should not be placed in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours. If the individual tests negative, this can be put indisposed of immediately with the normal waste. If COVID-19 is confirmed this waste should be stored for at least 72 hours before disposal with normal waste.</p> <p>In an emergency, the school will call 999 if the child is seriously ill or injured or their life is at risk.</p> <p>When a child, young person or staff member develops symptoms compatible with coronavirus, they will be sent home and advised to self-isolate for 10 days. Their fellow household members should self-isolate for 14 days from when the symptomatic person first had symptoms. All staff and students who are attending an education or</p>	5	2	10
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					<p>childcare setting will need to have a test if they display symptoms of coronavirus. The school has some testing kits for exceptional circumstances to support families. The kits will be used on only pupils and administered at home. Schools do not need to send the rest of the cohort home until the results are known.</p> <p>Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.</p> <p>See below for positive result.</p> <p>The local health protection team will contact the school if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.</p>			
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<p>Risk of positive case. What happens if there is a confirmed case of Covid 19 in our school</p>	5	5	25	<p>Reporting of confirmed cases - RIDDOR (The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) and COVID-19 If an employee has been diagnosed as having COVID-19 and there is reasonable evidence that it was caused by exposure to work; there is a requirement under RIDDOR to report it to the Health and Safety Executive as a reportable disease. There is also a requirement if a worker dies as a result of occupational exposure to the coronavirus</p>	<p>If a child tests positive, the school will contact the dfe on 0800 046 8687 selecting the option for reporting a positive case. The line will be open Monday to Friday from 8am to 6pm, and 10am to 4pm on Saturdays and Sundays</p> <p>The team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p> <p>The health protection team will work with schools in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:</p> <p>A contact is a person who has had close contact with a confirmed case of COVID-19 during their infectious period (48 hours before to 10 days after onset of symptoms, or test if asymptomatic). This includes:</p> <ul style="list-style-type: none"> • a person who has had face-to-face contact (within 1 metre) with someone who has tested positive for coronavirus (COVID-19), including: <ul style="list-style-type: none"> o being coughed on, or o having a face-to-face conversation, or o having skin-to-skin physical contact, or o any contact within one metre for one minute or longer without face-to-face contact • a person who has been within 2 metres of someone who has tested positive for coronavirus (COVID-19) for more than 15 minutes • a person who has travelled in a small vehicle with someone who has tested positive for coronavirus (COVID-19) or in a large vehicle near someone who has tested positive for coronavirus (COVID-19) • people who spend significant time in the same household as a person who has tested positive for coronavirus (COVID-19) <p>Identification of contacts in an educational setting will depend on the arrangements the setting has in place to minimise mixing. In a primary school, this is likely to include the class teacher and other students in the bubble/class.</p> <p>The health protection team will provide definitive advice on who must be sent home and provide a template letter for parents. Schools must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.</p> <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they</p>	5	2	10
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					<p>should follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'. They should get a test, and:</p> <ul style="list-style-type: none"> •if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. •if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10-day isolation period from the day they develop symptoms. <p>If schools have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required (i.e. Sending a mobile test unit to school).</p> <p>The school will report staff incidences of Covid 19 which have occurred through exposure at work to Riddor.</p>			
<p>Risk of other injuries</p>	<p>5</p>	<p>3</p>	<p>15</p>		<p>Should a toileting accident occur, in the first instance, the child will change clothes and clean themselves up with an adult supervising from a distance. If the child is not able to do this, we will call the parent to assist. The school can provide spare clothes.</p> <p>Mrs Bradshaw will carry out all first aid and according to Government guidance will wear PPE. Mrs Hynes will be in reserve.</p> <p>Older children are able to clean minor wounds and put on a plaster themselves with an adult supervising from a distance. The foyer will be the designated first aid room with plastic chairs. Children will be escorted to the foyer by an adult if they need first aid.</p> <p>Any first aid rubbish will be bagged securely and disposed of.</p> <p>After any first aid incident, all involved will wash their hands thoroughly.</p>	<p>5</p>	<p>1</p>	<p>5</p>

Risk of having to give CPR	5	1	5		<p>Resuscitation Council UK offers this advice:</p> <ul style="list-style-type: none"> • Recognise cardiac arrest by looking for the absence of signs of life and the absence of normal breathing. Do not listen or feel for breathing by placing your ear and cheek close to the patient’s mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions until help arrives. • Make sure an ambulance is on its way. If COVID 19 is suspected, tell them when you call 999. • If there is a perceived risk of infection, rescuers should place a cloth/towel over the victims mouth and nose and attempt compression only CPR and early defibrillation until the ambulance (or advanced care team) arrives. Put hands together in the middle of the chest and push hard and fast. • Early use of a defibrillator significantly increases the person’s chances of survival and does not increase risk of infection. • If the rescuer has access to any form of personal protective equipment (PPE) this should be worn. • After performing compression-only CPR, all rescuers should wash their hands thoroughly with soap and water; alcohol-based hand gel is a convenient alternative. They should also seek advice from the NHS 111 coronavirus advice service or medical adviser. 	5	1	5
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Risk of Shielded and clinically vulnerable children and young people being unwell	5	5	25	<p>Most children originally identified as clinically extremely vulnerable no longer need to follow original shielding advice. Parents should be advised to speak to their child's GP or specialist clinician if they have not already done so, to understand whether their child should still be classed as clinically extremely vulnerable.</p> <p>Those children whose doctors have confirmed they are still clinically extremely vulnerable are advised not to attend education whilst the national restrictions are in place. Schools will need to make appropriate arrangements to enable them to continue their education at home.</p> <p>Children who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves, should still attend education.</p> <p>Parents of clinically extremely vulnerable children will be receiving a letter shortly confirming this advice.</p>	<p>Children who have been confirmed as clinically extremely vulnerable and have received an official letter to this effect will shield during national lockdown. They will be set home learning.</p> <ul style="list-style-type: none"> • School will make it clear that from Sept 2020 attendance is compulsory for all other groups. School will work closely with anxious families. • Schools to start their irregular attendance procedures immediately schools return in September with amended template letters to reflect C-19 supplied by BC. • Use data to identify those at risk and undertake enhanced engagement activities • Bucks and government guidelines on fines to follow • Clinically vulnerable pupils should attend school. 	5	1	5
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<p>Risk of shielded and clinically vulnerable adults being unwell</p>	<p>5</p>	<p>5</p>	<p>25</p>	<p>Advice for those who are clinically-vulnerable, including pregnant women, is available.</p> <p>As a general principle, pregnant women are in the ‘clinically vulnerable’ category and are advised to follow the relevant guidance available for clinically-vulnerable people.</p> <p>Those individuals who are clinically extremely vulnerable are advised to work from home and not to go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP, and may have been advised to shield in the past. Staff should talk to their employers about how they will be supported, including to work from home where possible, during the period of national restrictions.</p> <p>All other staff should continue to attend work, including those living in a household with someone who is clinically extremely vulnerable.</p>	<p>Staff who have been classed as clinically extremely vulnerable and received a medical letter to this effect are advised not to go into work. Head teacher will discuss with each individual how best they can be supported during the period of national restrictions.</p> <p>Clinically vulnerable staff should attend school. While in school they should follow the sector-specific measures in this document to minimise the risks of transmission. This includes taking particular care to observe good hand and respiratory hygiene, minimising contact and maintaining social distancing in line with the provisions set out in section 5 of the ‘Prevention’ section of this guidance. This provides that ideally, adults should maintain 2 metre distance from others, and where this is not possible avoid close face to face contact and minimise time spent within 1 metre of others. While the risk of transmission between young children and adults is likely to be low, adults should continue to take care to socially distance from other adults including older children/adolescents.</p> <p>Pregnant women are in the ‘clinically vulnerable’ category, and are generally advised to follow the above advice, which applies to all staff in schools. Employers should conduct a risk assessment for pregnant women in line with the Management of Health and Safety at Work Regulations 1999 (MHSW).</p> <p>The Royal College of Obstetrics and Gynaecology (RCOG) has published occupational health advice for employers and pregnant women. This document includes advice for women from 28 weeks gestation or with underlying health conditions who may be at greater risk. We advise employers and pregnant women to follow this advice and to continue to monitor for future updates to it.</p> <p>Pregnancy-non longer classed as clinically extremely vulnerable for 1st and 2nd trimesters. Every pregnant worker should have a risk assessment with their manager, which may involve occupational health. Schools will modify the working environment and act promptly to remove the employee from further direct risk should suspected or confirmed COVID-19 cases occur to minimise the risk of infection to this vulnerable group. Pregnant staff should only continue to work in direct pupil-facing roles if they are under 28 weeks’ gestation and if this follows a risk assessment that recommends they can continue working. Pregnant women of any gestation should not be required to continue working if this is not supported by the risk assessment. If a risk assessment indicates that a pregnant woman under 28 weeks’ gestation can continue to work in a pupil-facing role, and the</p>	<p>5</p>	<p>1</p>	<p>5</p>
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				<p>woman chooses to do so, she should be supported by her employer with modification to the working environment or equipment.</p> <p>Pregnant staff over 28 weeks gestation should not be deployed in a pupil-facing role but suitable alternative duties should be found.</p> <p>Employees should participate in their own risk assessment.</p>			
<p>Schools are unable to fully sustain phased opening due to staffing absence</p>				<ul style="list-style-type: none"> · School to note ODBST of any staff unavailable to return to work due to UK quarantine · Governed by pupil numbers adult: pupil ratios need to be identified and arrangements organised to support this. · Where staff to pupil ratio is compromised through illness, self-isolation requirements or risk assessed contact with pupils, the school should consider all avenues to maintain provision before contacting ODBST about adjusting the number of pupils it can accommodate 			

<p>Risk of infection within bubbles.</p>	<p>5</p>	<p>3</p>	<p>15</p>	<p>We know that, unlike older children and adults, it will be very difficult to ensure early years and primary age children to remain 2 metres apart from each other and staff. Schools should therefore ensure:</p> <p>Regular cleaning of settings</p> <p>Pupils avoid contact with anyone with symptoms</p> <p>Pupils and staff frequently wash hands and follow good respiratory hygiene practices</p> <p>Pupils and staff minimise contact and mixing</p> <p>Children, young people and staff where possible, only mix in a small, consistent class and that small class stays away from other people and classes.</p> <p>Gov guidance suggests children are less likely to contact Covid.</p>	<p>We will follow good hand-washing and hygiene practices as previously stated. Minimal contact will be achieved through ensuring all bubbles do not mix, use the same areas, share resources or come into contact with each other, through putting in place the precautions previously stated. Chrome books will be allocated to a child for ICT and stay with that child. Ipads and chromebooks will be wiped down after use. Windows/doors to be open in classrooms/staffroom to allow ventilation. In colder weather, doors and some windows may be closed whilst classrooms are occupied. They will be opened at play times and lunchtimes. Children in Year 1 -6 will have own pencil cases.</p> <p>Those pupils who have had low levels of engagement during lockdown and may require additional support will be seated nearer to the front. Each pupil will have their own set of resources in an individual tray on their desk space, to limit movement around the class. Asthma pupils should be seated near open windows where possible.</p> <p>Children will be encouraged to keep their distance within their group.</p> <p>Teachers will teach from the front where possible and avoid spending time in close face to contact with pupils and minimise time spent within 1 metre of everyone. Teacher to consider positioning – side by side / over the shoulder when supporting individuals, rather than facing them</p> <p>EHCP support will be provided in as safe way as possible. Staff wash hands before and after working with a pupil</p> <p>The Library and cosy corner are identified for the intervention to take place, and set up with two separate desks placed a suitable distance apart. This space is sanitised between groups.</p> <p>Keep interactions brief</p> <p>Increase ventilation</p> <p>Pupils will be seated in rows, side by side, not facing each other (except in Class 1 where side by side).</p> <p>Children will be seated two to a table with the tables spaced 1 metre apart where space allows.</p> <p>Children will exercise 2 metres away from their peers. 2 metre markings will be set around areas of the school to assist with this.</p> <p>PE Bags will be kept in classroom as cloakroom too enclosed space for social distancing.</p> <p>Y5,6 will come to school dressed in PE kits. Children doing forest school will come to school in kits.</p>	<p>5</p>	<p>1</p>	<p>5</p>
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					Whenever possible, likely absence must be notified on the school phone the evening before attendance			
Risk of infection between bubbles	5	4	20		<p>4 bubbles will operate with different members of staff in each. On the rare occasion a member of staff needs to cross a bubble, they will have over 24 hours between bubbles</p> <p>Ipads and chromebooks will be wiped down after use. Resources used by each group will be cleaned after use. Any resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</p> <p>The school will keep records of any close contact that takes place between children or adults of different bubbles in case these are needed by the local health team. After school clubs will be limited and will only include one bubble at a time unless outside. Breakfast club will be organised in bubbles-see separate RA.</p>	5	1	5
Risk of serving lunches	5	5	25		<p>Children will bring own packed lunches. All children to bring own named water bottle. There will be plastic cups and jugs of water available if children forget their water bottle. KS1 lunches will be served by MDS wearing shields, gloves and using tongs. Children will be handed their trays of food.</p>	5	2	10

<p>Risk of not maintaining enhanced cleaning standards - WHEN open and following C.01 actions</p>	5	5	25		<p>The school will be cleaned thoroughly each day. Cleaners will attend after pupils and staff have left.</p> <p>We will regularly review and monitor cleaning standards, cleaning products, volume of cleaning products available, the schedule of cleaning and their impacts on the school day. Any new or unfamiliar products will be risk assessed under COSHH regulations. Bleach, for example, is an acceptable cleaning product which can be used provided there are clear instructions on use, the product is stored appropriately and it is kept away from pupils</p> <p>School to ensure measures are in place to properly manage cleaning products in the vicinity of children with special consideration around allergies and potential misuse. Disinfectant sprays needed on a regular basis with be stored out of reach of children.</p> <p>After each day, the classroom and toilets will be cleaned and disinfected. Adults cleaning and tidying toys will wear gloves. The bin bag will be knotted and disposed of. The door handles, light switches, desks and toys will be cleaned with disinfectant spray at least once a day. Frequently used surfaces will be cleaned at least 2x day.</p>	5	1	5
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Curriculum				<p>Schools should consult the health and safety guidance on educational visits when considering visits.</p>	<p>Two assemblies each week will be recorded for classes to watch at the same time. There will also be 2 class assemblies each week. There will be no singing. Once a week, each class will have a certificate assembly with HT in the hall. Each assembly will be at a separate time and the cross, candles etc sanitised between each bubble.</p> <p>Full curriculum with all subject covered -filling in gaps until summer 2021 at latest. Well-being focus for first 2 weeks back. PSHE Jigsaw Recovery programme. Social stories and visual timetables to support children with SEN</p> <p>The family worker will support pupil mental well-being.</p> <p>SALT and other SEN therapists may visit SEN pupils. Lessons may take place outside The play equipment will be out of use as it cannot be cleaned PE lessons to be outside where possible. If inside, PE will take place in in the hall with ventilation. Children will be encouraged to be as active as possible e.g. forest school, break times etc</p> <p>PE equipment must not be shared between groups and must be cleaned before use by another group</p> <p>Music, collective worship- no singing</p> <p>Trips-non-residential trips may be carried out in bubbles</p> <p>Contingency plan will be in place for home learning should the school need to close/partially close again (see 5 Remote Home Learning policy)</p> <p>As normal, schools should engage with their local immunisation providers to provide immunisation programmes on site, ensuring these will be delivered in keeping with the school's control measures. These programmes are essential for children's health and wellbeing and can also provide benefits for staff.</p>			
Safeguarding	5	5	25	<p>https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers</p>	<p>Usual reporting procedures (green forms to DSL). Staff to be aware there may be an increase of disclosures following a return to school. Staff to be identify, report to DSL and support any mental health concerns. Family worker enlisted to support. School to communicate with school nurses who have had contact with some families during school closure.</p>	5	1	5

Implementing protective measures – Planning & Organising	5	5	25	<p>Ensure that all health and safety compliance checks have been undertaken before opening.</p> <p>Remove soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts)</p> <p>Parents cannot gather at entrance gates or doors, or enter the site.</p> <p>Where possible, all spaces should be well ventilated using natural ventilation (opening windows).</p> <p>Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to aid ventilation</p> <p>Outdoor equipment should not be used unless the setting is able to ensure that it is appropriately cleaned between classes of children using it.</p>	<p>Headteacher and a competent member of staff will undertake a Health and Safety audit of the school before September, and carry out any necessary actions needed. Unnecessary items, furniture, small parts and anything else that would be difficult to clean will be removed if possible.</p> <p>Parents will have clear guidance as to the dropping off and collection protocol and they will adhere to the measures set out in this. Reminders will be given via the newsletter. Parents will be asked to sign an agreement to this effect.</p> <p>Doors and windows will remain open to lessen the need to touch them and to aid ventilation.</p> <p>Water fountains will be blocked/turned off.</p> <p>Fire drill, lockdown, scatter to be done as usual.</p>	5	1	5
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<p>Risk for adults working in the building</p>	<p>5</p>	<p>5</p>	<p>25</p>	<p>Information about the <u>extra mental health support for pupils and teachers</u> is available. The <u>Education Support Partnership</u> provides a free helpline for school staff and targeted support for mental health and wellbeing.</p>	<p>All adults to notify Head teacher if they/member of their family has been in contact with Covid 19 or is displaying symptoms.</p> <p>All should adhere to strict social distancing rules (2 metres) with each other and with pupils. To minimise risk, most adults will remain with one bubble. Where it is necessary for them to go into a different bubble, they will be given at least 24 hours between bubbles.</p> <p>Max 2 people working in office. Where possible, adults take breaks and eat lunch outside.</p> <p>Handwashing on arrival and before leaving the building and at frequent times in the day. Wash hands after touching any doors/resources.</p> <p>Kettle in kitchen to allow staff two rooms to make tea in. Staff will sit 2m apart from each other in staffroom or hall. Use own mugs. Wipe down kettle and milk after use.</p> <p>Anti-viral wipes for staff to use after using photocopier. Separate phones to be used by different admin staff. Keyboards and phones to be wiped down at end of day.</p> <p>Post to be handled with gloves.</p> <p>Staff will wipe down surfaces in staffroom after use with soap and water/anti-viral wipes</p> <p>PPA computer in Cosy Corner so only one person at end of Hub.</p> <p>Staff meetings will be held in large indoor areas which are well ventilated.</p> <p>Mental health info and signpost to support will be shared with all staff.</p> <p>Guidance on social distancing and hygiene will be explained to all visitors/contractors. A record will be kept for track and trace purposes. Where possible, visitors will be after school hours.</p>	<p>5</p>	<p>1</p>	<p>5</p>
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