

**RISK ASSESSMENT FOR the opening of school to all pupils of Curzon Cof E School September 2021**

Assessment written by: Headteacher

Checked by a Chair of Governors and Premises Committee

Distributed to all staff and posted on school website

**Date: 1.9.21****Reviewed Dec 2021-  
changes made in light  
of new Gov guidance  
24.2.22**

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| <b>Benefit from this activity</b>                   | The school is being asked to provide a safe learning environment for all children prioritising education and reducing disruption to education   |
| <b>Who is at risk</b>                               | Pupils, families of pupils, staff, families of staff  |
| <b>Potential Hazard/Risk</b>                        | Pupils could catch the coronavirus<br>Pupils could spread the coronavirus to members of their household and close contacts<br>Staff could catch the coronavirus<br>Staff could spread the coronavirus to members of their household and close contacts  |
| <b>Government system of controls<br/>Prevention</b> | Minimise contact with individuals who are unwell by ensuring that those who test positive/ develop symptoms follow government advice and stay at home<br><br>Ensure good hygiene for everyone.<br><br>Maintain appropriate cleaning regimes.<br><br>Keep occupied spaces well ventilated.<br><br>Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. |

**Response to any infection**

- Engage with NHS Track and Trace process
- Contain any outbreak by following local health protection team

Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19. They do not need to do daily lateral flow tests. Contact tracing has ended.

Advised self-isolation lasts from either onset of symptoms/test results until 6 days if you do a rapid lateral flow test on days 5 and 6 of your self-isolation period and:

both tests are negative

you did both tests at least 24 hours apart

you do not have a high temperature

If you do a rapid lateral flow test on day 6 and test positive, wait 24 hours before you do the next test.

Staff are no longer advised to undertake twice weekly routine lateral flow tests. This might be advised in the event of an outbreak

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| <p><b>Plan for whole school</b></p> | <p>Although bubbles are no longer a requirement, timetable has been devised so that school in 3 phases with to minimise contact across phases.</p> <p>Before school<br/>Drop and Go- no parents on playground.<br/>Children stand on 1m apart spots in class line.<br/>Staggered start Ks1, 2</p> <p>Playtimes<br/>Staggered by phase.</p> <p>Lunchtimes<br/>Y3,4 eat first then play, Y5, 6 play first then eat. KS1 play at back of school.<br/>All to eat in own classrooms.</p> <p>Extra-curricular<br/>After school clubs not in bubbles<br/>Breakfast club not in bubbles</p> <p>Covid 19 home school agreement sent home to remind parents and children to follow the measures on our RA.</p> <p>Staff meetings, briefings etc to be in face to face in a well ventilated space with staff 1m part where possible.</p> <p>Our cosy corner/ library are the only spaces not directly ventilated. When in use, doors will be propped open to ensure air flow from rooms that don't have direct outside air. Co2 monitor used to check ventilation levels.</p> |
| <p><b>Monitoring</b></p>            | <p>This plan will be informally reviewed and amended if necessary at weekly staff briefing meetings.<br/>Premises, health and safety governors will review it formally at each meeting.</p>  |

1 to 6

**Manageable Risk:** Overall rating is 6 or less. Content to carry these risks. Monitor and track any change.

7 to 14

**Material Risk:** Overall rating is 7-14. Concerned about these risks. Need to be managed as a priority.

15 to 25

**Significant Risk:** Overall rating is 15 or above. Most concerned about these risks which are significant and should be referred to LGB for regular review.

|   | Severity of impact x | Likelihood of occurrence v | Impact x * v | Government Recommendation   | School Measures  | Residual risk (impact) a | Residual risk (likelihood) b | Impact a * b | Progress update-Nov 2021 |
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| Lack of effective infection protection and control- | 5                    | 5                          | 25           | <a href="https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts">https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts</a> | <p>Pupils and staff are advised to not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID</p> <p>Children and young people with COVID-19 should not attend their education setting while they are infectious. They should take an LFD test from 5 days after their symptoms started (or the day their test was taken if they did not have symptoms) followed by another one the next day. If both these tests results are negative, they should return to their educational setting if they normally attend one, as long as they feel well enough to do so and do not have a temperature. They should follow the guidance for their educational setting. Parents to inform school if child has been unwell. School will assess this and may decide not to admit the child. Parents of children who are self-isolating at home to communicate with the school electronically/phone.</p> <p>If a parent or carer insists on a pupil attending school, the school can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. This decision would need to be carefully considered in light of all the circumstances and current public health advice.</p> | 5                        | 2                            | 10           |                          |

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|  | 5 | 5 | 25 | <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1048357/220119_Schools_guidance_January.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1048357/220119_Schools_guidance_January.pdf</a> | <p>Staff and pupils are not to come into the school if they have symptoms and will be sent home to self-isolate-</p> <p>Parents to:</p> <ul style="list-style-type: none"> <li>Get a PCR test for the child</li> <li>Follow government guidance for reducing the risk of spreading Covid at home</li> <li>Test the child on lateral flow tests on days 5 and 6. (see guidance above)</li> </ul> <p>Parents to inform school if a member of the household has Covid.</p> | 5 | 2 | 10 |  |
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| <p><b>Lack of effective infection protection and control-handwashing, use of tissues</b></p> <p>School is unable to support personal hygiene standards due to increased risk of the new variant COVID and necessary routines to increase the regularity of hygiene routines which may lead to a lack availability of sufficient quantities of soap and/ or sanitisers</p> | 5 | 4 | 20 | <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 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"> <li>○ Upon arrival</li> <li>○ Return from break (hand sanitizer)</li> <li>○ Before eating lunch</li> <li>○ After eating lunch (hand sanitizer)</li> <li>○ After using toilet</li> <li>○ After return from playground at lunch time</li> </ul> <p>Use of hand sanitizers will be supervised by staff to ensure no ingestion.</p> <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>Paper towels will be provided. Children who bring in hand sanitisers must not share them and can only use them with supervision.</p> <p>Bursar and TAs ensure that enough soap in school.</p> | 5 | 2 | 10 |  |
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| <p><b>Lack of face coverings</b></p> | 5 | 2 | 10 | <p>face coverings</p> | <p>Face coverings no longer recommended in schools unless there is an increase in positive cases. If there is an outbreak, a director of public health might advise that face coverings should temporarily be worn in communal areas by staff and visitors (unless exempt).</p> <p>The government has removed the requirement to wear face coverings in law.</p> <p>All rooms will continue to need to be well ventilated (see DfE guidance).</p> | 5 | 1 | 5 |  |
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| <p><b>Lack of PPE</b></p> <p>Significant risk of virus transmission in non-ventilated areas</p> | 5 | 4 | 20 | <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><a href="#">safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)</a></p> | <p>There will be PPE available for the first aider stored in the office. See PPE flowchart for use of PPE. First aider must wear PPE if they need to get closer than 2m to a child with suspected symptoms. All adults can carry out other basic first aid, ideally outside.</p> <p>All rooms will continue to need to be well ventilated (see DfE guidance). Windows and doors will be kept open.</p> <p>Parent and professional meetings will be held remotely/outside where possible.</p> | 5 | 2 | 10 |  |
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| <b>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</b> | 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 times for each group. Drop and go system for all 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 only for Y5,6.</p> <p>On pick up, children will be bought 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.</p> | 5 | 2 | 10 |  |
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| <p><b>Risk of illness at school. What happens if someone becomes unwell at an educational or childcare setting?</b></p> | 5 | 5 | 25 | <p><a href="https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/">https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/</a></p> <p><a href="https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts">https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts</a></p> | <p>If anyone in school develops COVID-19 symptoms, however mild, they will be sent home and should follow public health advice. Pupils awaiting collection will wait in the foyer with the door open for ventilation. Appropriate PPE should also be used if close contact is necessary with the individual. Further information on this can be found in the use of PPE in education, childcare and children’s social care settings guidance. The foyer and any rooms they have used will be cleaned after they have left.</p> <p>The household (including any siblings) should follow the UNITED KINGDOM HEALTH SECURITY AGENCY stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. The person with symptoms should take a PCR, self-isolate while awaiting results. The school does not need to notify LA for one case.</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):<br/>Should be put in a plastic rubbish bag and tied when full<br/>The plastic bag should then be placed in a second bin bag and tied<br/>This should be put in a suitable and secure place and marked for storage until the individual’s test results are known<br/>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.<br/>If the individual tests negative, this can be disposed 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>Any member of staff who has provided close contact care to someone with symptoms, even while wearing</p> | 5 | 3 | 15 |  |
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|  |  |  |  |  | <p>PPE, and all other members of staff or pupils who have been in close contact with that person with symptoms, even if wearing a face covering, do not need to go home to self-isolate unless:</p> <ul style="list-style-type: none"><li>• they develop symptoms themselves (in which case, they should arrange to have a test)</li></ul> <p>Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned after they have left to reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance.</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>Where the child, young person or staff member tests negative and they have NO symptoms, they can return to school.</p> |  |  |  |  |
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| <p><b>Risk of an increase in positive cases</b></p> | <p>5</p> | <p>2</p> | <p>10</p> | <p><a href="#">Contingency framework: education and childcare settings (publishing.service.gov.uk)</a><br/> <a href="#">Outbreak management chart ODBST</a></p> | <p>The school will review current arrangements and may seek ODBST and Buckinghamshire UKHSA advice. if one of these thresholds is reached:</p> <ul style="list-style-type: none"> <li>• 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period</li> </ul> <p>OR</p> <p>3 children or staff in a single class test positive within 10 days.</p> <p>OR</p> <p>10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</p> <ul style="list-style-type: none"> <li>• If a pupil, student, child or staff member is admitted to hospital with COVID-19. 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.</li> </ul> <p>The school's Outbreak Management Chart will be implemented</p> <p>Further actions for educational settings may be advised by a local Incident Management Team (IMT)</p> | <p>4</p> | <p>5</p> | <p>20</p> |  |
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| <b>Risk of specific symptoms in children.</b> | 5 | 4 | 20 | ODBST May 21 RA | <p>Children with a bout of diarrhoea to stay at home for 48 hours as a preventative measure. Ensure monitoring of children to ensure they wash their hands after using the toilets. Ensure plenty of soap is readily available.</p> <p>Vaccines may cause a mild fever in children. This is a common and expected reaction, and isolation is not required unless COVID-19 is suspected. Find out more from vaccination tips for parents. Whilst teething can cause some known side effects such as flushed cheeks and sore gums, NHS guidelines state that fever is not a symptom of teething. Parents and carers should monitor side effects from a vaccination or teething, and if they are concerned about their child's health, they should seek advice from their GP or NHS 111. If COVID-19 is suspected, the child should start isolating and get tested.</p> | 5 | 2 | 10 |  |
| <b>Risk of other injuries</b>                 | 5 | 3 | 15 |                 | <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>All staff will carry out other basic first aid. Older children are able to clean minor wounds and put on a plaster themselves with an adult supervising from a distance.</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>  | 5 | 1 | 5  |  |

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| <b>Risk of having to give CPR</b> | 5 | 1 | 5 |  | <p>Resuscitation Council UK offers this advice:</p> <ul style="list-style-type: none"> <li>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.</li> <li>Make sure an ambulance is on its way. If COVID 19 is suspected, tell them when you call 999.</li> <li>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.</li> <li>Early use of a defibrillator significantly increases the person's chances of survival and does not increase risk of infection.</li> <li>If the rescuer has access to any form of personal protective equipment (PPE) this should be worn.</li> <li>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.</li> </ul> | 5 | 1 | 5 |  |
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| <b>Risk of pupils not attending school</b>           | 5 | 2 | 10 |  | <p>Attendance is mandatory for all pupils unless they are self-isolating/quarantining</p> <ul style="list-style-type: none"> <li>School will work closely with anxious families.</li> <li>School to start regular attendance procedures immediately</li> <li>Bucks and government guidelines on fines to follow</li> <li>Social workers will be notified where appropriate.</li> <li>Pupils and staff who are self-isolating with symptoms to get a PCR test ASAP</li> <li>Fully vaccinated adults and children under 18 do not need to self-isolate if a member of the household has Covid.</li> </ul> <p>Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. Children and young people who were previously identified as being in one of these groups are advised to continue to follow Guidance for people previously considered clinically extremely vulnerable from COVID-19. Children and young people over the age of 12 with a weakened immune system should follow Guidance for people whose immune system means they are at higher risk from COVID-19. Children and young people previously considered CEV should attend school and should follow the same COVID-19 guidance as the rest of the population.</p> | 5 | 1 | 5 |  |
| <b>Risk of pupils travelling/returning to the UK</b> | 5 | 3 | 15 |  | <p>All children and staff travelling to England must adhere to government travel advice in travel to England from another country during coronavirus (COVID-19). Parents travelling abroad should bear in mind the impact on their child's education which may result from any requirement to quarantine or isolate upon return.</p> <p>Home learning will be provided if the holiday was taken in holiday time/authorised.</p>  | 1 | 5 | 5 |  |

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| <b>Risk of shielded and clinically vulnerable adults being unwell</b> | 5 | 5 | 25 | <p>Advice for those who are <u><a href="#">clinically-vulnerable, including pregnant women</a></u>, is available.</p> <p><u><a href="https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees">https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees</a></u></p> | <p>All staff should attend school. School leaders are best placed to determine the workforce required to meet the needs of their pupils.</p> <p>13</p> <p>Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. If staff were previously identified as being in one of these groups, they are advised to continue to follow Guidance for people previously considered clinically extremely vulnerable from COVID-19.</p> <p>Whilst individual risk assessments are not required, employers are expected to discuss any concerns that people previously considered CEV may have. RA using the guidance on the left will be drawn up for pregnant employees.</p> | 5 | 1 | 5 |  |
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| <p><b>Schools are unable to fully sustain phased opening due to staffing absence</b></p> | 5 | 5 | 25 |  | <p>School to notify ODBST of any staff unavailable to return to work due to UK quarantine</p> <p>Governed by pupil numbers adult: pupil ratios need to be identified and arrangements organised to support this.</p> <p>School to monitor staff ratios daily, making adjustments where necessary.</p> <p>Maintain good communication lines with staff and ensure issues around attendance can be anticipated - as far as possible.</p> <p>Welfare arrangements need to be communicated frequently.</p> <p>School to consider parent communications if the school needs to close</p> <p>If a member of staff tests positive or exhibits symptoms, they will need to leave the building immediately</p> <ul style="list-style-type: none"> <li>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</li> </ul> <p>Where appropriate the school will take advice from ODBST HR team.</p> <p>Staff who are not teachers may be deployed to lead groups or cover lessons, under the direction and supervision of a qualified, or nominated, teacher.</p> <p>Where possible, the school will cover staff absence through use of own staff. On rare occasions, it may be necessary to use supply staff and strict Covid procedures will be followed.</p> | 5 | 2 | 10 |  |
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| <p><b>Risk of infection during school day</b></p> <p>Significant risk of virus transmission with increased numbers of pupils occupying the site in a manner that does not support social distancing guidance</p> | 5 | 5 | 25 | <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.</p> <p>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. The school has Co2 monitors to check levels of ventilation.</p> <p>To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate:</p> <ul style="list-style-type: none"> <li>• opening high level windows in preference to low level to reduce draughts</li> <li>• increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused)</li> <li>• providing flexibility to allow additional, suitable indoor clothing.</li> <li>• rearranging furniture where possible to avoid direct drafts and not covering radiators</li> </ul> <p>Children in Year 1 -6 will have own pencil cases.</p> <p>Each pupil will have their own set of resources on their desk space, to limit movement around the class.</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 2 metres of everyone. Teacher to consider positioning – side by side / over the shoulder when supporting individuals, rather than facing them</p> | 5 | 2 | 10 |  |
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|                                |   |   |    | <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 interventions to take place, and set up with two separate desks placed a suitable distance apart. Keep interactions brief<br/>Increase ventilation</p> <p>Pupils will be seated in rows as much as practicable, side by side, not facing each other (except in Barn Owls)</p> <p>Children doing forest school will come to school in kits.</p> <p>Whenever possible, likely absence must be notified on the school phone the evening before attendance</p> |   |   |    |  |
| <b>Risk of serving lunches</b> | 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 |  |

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| <p>Risk of not maintaining enhanced cleaning standards - <b>WHEN open and following C.01 actions</b></p> <p>Increased demands on school cleaning standards and frequency, with the introduction of increased pupil numbers, and increased spaces in use in the school setting may not be sustainable to the correct level with current resources</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. All products with a hazard symbol must have the safety data sheet in the COSH file. Cleaners to ensure there are enough cleaning products.</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> <p>Chairs to be stacked at end of days.<br/>Staff doing touch point cleaning to have COSSH training. Anyone with contact dermatitis to have this reported via RIDDOR. Occupational diseases - RIDDOR – HSE</p> | 5 | 1 | 5 |  |
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| Curriculum |  |  | <p>Schools should consult the <a href="#">health and safety guidance on educational visits</a> when considering visits.</p> | <p>Full curriculum with all subjects covered -filling in gaps<br/>Well-being focus. Half termly worry box exercises.<br/>Basic skills emphasis.<br/>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.<br/>Lessons may take place outside</p> <p>Day trips will take place. ODBST follow national guidance on educational and residential visits. The Trust uses EVOLVE and the BCC Educational Journey Coordinator to authorise residential journeys with officer monitoring. All trips will be RA for Covid.</p> <p>Contingency plan will be in place for home learning should the school need to close/partially close again (see Remote Home Learning policy)<br/>Self-isolating teachers may teach remotely from home depending on the year group provided they are well.<br/>Self-isolating pupils will be set home learning and may join lessons remotely from home provided they are well.</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> <p>Open days will resume. Visitors and Yr 6 tour guides will be asked to use hand sanitiser on arrival. Groups will be spaced out with minimal times spent in classrooms. Outdoor tours.</p> |  |  |  |  |
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| <b>Risk of virus during educational visits</b> | 5 | 5 | 25 |   | <p>Staff and children to be reminded of hygiene protocols. A fully comprehensive risk assessment drawn up with attention to the integrity of the bubbles. Contingency plans in place to enable a rapid response to symptoms developing in the group or someone needing to self-isolate. Travelling on transport: fresh air (from outside the vehicle) through ventilation, is maximised, particularly through opening windows and ceiling vents. Trips will be held outside where possible.</p> <p>Parents, carers or volunteers will be outside at all times, 2m apart from the children. They will travel by own transport and not share the coach with the children.</p> <p>School to ensure travel/trip appropriate insurance and adequate financial protection is in place.</p> <p>There will be no residential trips this term. ODBST follow national guidance on educational and residential visits. The Trust uses EVOLVE and the BCC Educational Journey Coordinator to authorise residential journeys with officer monitoring.</p> | 5 | 2 | 10 |  |
| <b>Safeguarding</b>                            | 5 | 5 | 25 | <a href="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">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</a> | <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. S'G policy updated, shared with staff and gobs and on website<br/>All children to change for PE again to allow staff to see any bruising.</p> <p>Absences to be followed up.</p>  | 5 | 2 | 10 |  |

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| <b>Implementing protective measures – Planning &amp; Organising</b> | 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>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.</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 out of use.</p> <p>Fire drill, lockdown, scatter to be done as usual.</p> | 5 | 1 | 5 |  |
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| <b>Risk for adults working in the building</b> | 5 | 5 | 25 | <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, has tested positive or is displaying symptoms.</p> <p>Handwashing on arrival and before leaving the building and at frequent times in the day.<br/>Wash hands after touching any doors/resources.</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 less congestion in 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. Where possible, visitors will be after school hours.</p> <p>Staff to adhere to Covid rules when out of school to minimise risk to others.</p> <p>If a member of staff tests positive on a lateral flow test, develops symptoms, they will leave the school premises immediately. The areas where they were working will be thoroughly disinfected.</p> | 5 | 2 | 10 |  |
| <b>Risk of visitors on site</b>                | 5 | 4 | 21 |  | <p>Volunteers will adhere to systems of control and follow this RA. Minimal parent helpers.</p> <p>Meetings with parents will be held remotely, outside or in a well ventilated area.</p>   | 5 | 2 | 10 |  |

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| <p>Legal and liability over should a staff member or pupil contract COVID-19 and brings a claim against the school (or governors)?</p> | 3 | 3 | 9 |  | <p>RPA will defend the claim on the school's (or governor's) behalf and indemnify the school to the extent that the school (or governor) is legally liable to pay compensation or damages to the injured person.</p> <p><b>BUT only if this and other risk assessments have been reviewed shared and agreed by LGB and a review of policies and procedures has occurred as a result.</b></p> | 1 | 5 | 5 |  |
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| No paediatric first aider on site | 5 | 5 | 25 | <p>Mrs Bradshaw is the Appointed Person (AP) in charge of managing First Aid provision daily and managing staff cover.</p> <ul style="list-style-type: none"> <li>▪ All staff have emergency first aid and there are 3 senior first aiders so on the day that PFA does not work, there is cover in place. PFA can also be contacted by phone at home.</li> <li>▪ The First Aid Provision Plan is clearly displayed and shared with all staff and visitors.</li> <li>▪ Urgent changes to the plan are shared with all staff on site whilst maintaining safe distances and covid19 practices.</li> </ul> <p>The AP will keep records of all pupils in EYFS setting in school with first aid needs in clearly displayed in staffroom. Administration staff to refer to in an emergency.</p> <p>The HT will undertake all endeavours to locate PFA if the school is short staff, including:</p> <ul style="list-style-type: none"> <li>▪ liaising with the TRUST to find a suitable person, this could include identifying and looking to appoint temporary/interim cover through either: <ul style="list-style-type: none"> <li>▪ a person with a PFA certificate and Disclosure and Barring Service (DBS) check from a local provider who has closed</li> <li>▪ a registered local childminder with a PFA certificate and DBS check who is approved to work on non-domestic premises.</li> </ul> </li> <li>▪ looking to secure full PFA training for additional staff that includes the specific risk factors and techniques required for the care of young children including but not limited to choking, seizures, and issues related to sleeping – annex A of the EYFS statutory framework sets out the criteria for effective PFA training</li> </ul> <p>As set out in HSE guidance, any training in relation to paediatric CPR and choking should be in line with the <u>Resuscitation Council's guidance</u> and <u>NHS England guidance</u>.</p> | 1 | 5 | 5 |  |
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|   |   |   |    |  | <p>The AP will organise the following supportive practices to avoid no PFA being available:</p> <ul style="list-style-type: none"> <li>▪ All staff trained in First Aid at Work to undertake online training in PFA as soon as possible.</li> <li>▪ All first aiders to undergo revision of paediatric resuscitation methods and techniques.</li> <li>▪ Ensure all first aid equipment is readily available and all PFA know where this is kept in the classroom.</li> </ul> <p>Ensure all PPE is stored with First aid equipment, plus appropriate disposal for clinical waste</p>   |   |   |   |  |
| The PFA becomes ill during the school day | 5 | 3 | 15 |  | <p>If it is still not possible for someone with a full PFA certificate to be always on site whilst children are present, providers must undertake the following actions to remain open:</p> <ul style="list-style-type: none"> <li>▪ the HT and AP must consider and mitigate the likely occurrence of a serious incident.</li> <li>▪ the HT and AP should consider all relevant factors with the aim of enabling the setting to ensure they can provide the safe care needed during any period of intervention related to coronavirus (COVID-19), including: <ul style="list-style-type: none"> <li>▪ the number of children on the premises</li> <li>▪ the staff to child ratio</li> <li>▪ the types of activities undertaken with the children on the premises.</li> <li>▪ the likely need for first aid based on the needs of the children attending the premises.</li> <li>▪ first aider knowledge among staff on the premises</li> <li>▪ the mitigations available to reduce the risk of such an incident.</li> </ul> </li> </ul> <p><b>After carrying this out, if the HT is satisfied by the Risk Management then a member of staff trained in First Aid at Work or Emergency Certification PFA may provide cover.</b></p> <p>If this fails, the EYFS will be closed immediately, and pupils sent home.</p> | 1 | 5 | 5 |  |

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| In adequate first aid equipment | 4 | 3 | 12 |  | <p>Admin assistant to ensure First aid boxes contain at least the minimum equipment requirement.</p> <p>While there is no mandatory list of items to include in a first aid box.the Trust supports the use of HSE ACoP which provides a list of minimum recommended contents for a first aid container in a low hazard workplace:</p> <ul style="list-style-type: none"> <li>▪ a leaflet giving general advice on first aid:</li> <li>▪ 20 individually wrapped sterile adhesive dressings (hypoallergenic plasters can be provided if necessary)</li> <li>▪ 2 sterile eye pads</li> <li>▪ 4 individually wrapped triangular bandages (preferably sterile)</li> <li>▪ 6 safety pins</li> <li>▪ 6 medium-sized individually wrapped sterile unmedicated wound dressings.</li> <li>▪ 2 large sterile individually wrapped unmedicated wound dressings</li> </ul> <p>1 pair of disposable gloves.</p> | 1 | 5 | 5 |  |
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