

The Spire Federation – East Wold & North Cockerington CE Primary Schools (Including Wraparound care)

Risk Assessment School Opening September 2021

Hazard: Something with the potential to cause **harm**.

To Assess Risk: Consider **Severity** (S) and **Likelihood** (L) **without** Control Measures. **Multiply** (S x L)= risk

Describe Control Measures: Control measure(s) **reduce** the likelihood, **and/or** severity of **harm**, reducing **risk**.

Re-assess Risk, considering Severity (S) and Likelihood (L) **with** Control Measures in place.

Multiply (S x L) = **Risk Rating** (with controls).

Severity (S)	x	Likelihood (L)	=	Risk Ratings (R)	
Fatality = 5		Likely = 5		20 +	Very High Risk
Injury (Specified injury / RIDDOR reportable) = 4		Probable = 4		15 - 19	High Risk
Injury (requiring treatment and/or 3 to 7 day absence) = 3		Possible = 3		9 – 14	Medium Risk
Injury (requiring treatment and/ or absence less than 3 days) = 2		Unlikely = 2		4 – 8	Low Risk
Minor Injury = 1		Very Unlikely = 1		1 - 3	Very Low risk

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Reviewed:

Presented to Staff: 1.9.21

Presented to Governors: 1.9.21 Presented to Parents:

6.9.21

Hazard	Severity	Likelihood	Risk	Theme	Government Level Key action list	School Level Control Measures - Mitigation, responses and confirmation that actions have been completed.	Severity	Likelihood	Risk
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People with the virus infecting others Risk to health due to COVID-19				Prevention	When an individual develops COVID-19 symptoms or has a positive test	Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should 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-19 (for example, they are required to quarantine). If anyone in your school develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice. For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary. If needed, a separate toilet should be used and cleaned afterwards. <i>Depending on how close you need be to an individual with COVID-19 symptoms you may need the following PPE:</i> • fluid-resistant surgical face masks (also known as Type IIR) • disposable gloves • disposable plastic aprons • eye protection (for example, a face visor or goggles) <i>How much PPE you need to wear when caring for someone with symptoms of COVID-19 depends on how much contact you have.</i> 1. A face mask should be worn if you are in face-to-face contact. 2. If physical contact is necessary, then gloves, an apron and a face mask should be worn.			
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					3. <i>Wear eye protection if a risk assessment determines that there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting.</i> <i>When PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance on how to put PPE on and take it off safely in order to reduce self-contamination.</i> Face masks should: cover both the nose and mouth; not be allowed to dangle around the neck; not be touched once put on, except when carefully removed before disposal; be changed when they become moist or damaged; be worn once and then discarded - hands should be cleaned after disposal. All surfaces that the symptomatic person has come into contact with will be cleaned and disinfected. Cleaning cloths should be disposed of and any waste should be double bagged and retained for 72 hours. Office staff to complete tracking sheet and inform EHT. If the pupil used school transport, LCC transport should be informed. The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. Siblings under 18 can still attend school. If a parent or carer insists on a pupil with symptoms attending school, SLT can take the decision to refuse the pupil if, in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Decisions would need to be carefully considered in light of all the circumstances and current public health advice.			
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Risk to health due to COVID-19				Prevention	Face Coverings Face coverings are no longer advised for staff and visitors either in classrooms or in communal areas. The government has removed the requirement to wear face coverings in law but expects and recommends 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 or college. In accordance with the contingency framework, face coverings may be reintroduced. Used face coverings should be disposed of in the lidded bins. Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission. They may protect the wearer against droplet spread in specific circumstances but are unlikely to be effective in preventing the escape of smaller respiratory particles when used without an additional face covering. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.			
Risk to health due to COVID-19				Prevention	Ensure good hygiene for everyone Hand hygiene - Frequent and thorough hand cleaning should be regular practice. Staff and pupils should clean their hands regularly. This can be done with soap and water or hand sanitiser. Santiser is available around the school and should be used by all adults/visitors on entering the building. Respiratory hygiene - The 'catch it, bin it, kill it' approach continues to be very important and is promoted/modelled/used in school. Supplies of tissues and lidded bins in all spaces Use of personal protective equipment (PPE) - Most staff will not require PPE beyond what they would normally need for their work.			

Risk to health due to COVID-19 -				Prevention	Keeping occupied spaces well-ventilated	School will be well ventilated whilst maintaining a comfortable teaching environment. Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so). Any poorly ventilated spaces should be raised with SLT. When holding events where visitors such as parents are on site, for example, school plays, increased ventilation should be in place. The DfE is providing a CO2 levels device which will be used around the school to ensure adequate ventilation is in place. School fleeces and extra layers may be worn.			
Risk to health due to COVID-19				Prevention	Maintain appropriate cleaning regimes, using standard products such as detergents	The enhanced cleaning schedule ensures areas and frequently touched surfaces areas are cleaned twice a day. Staff continue to ensure equipment is regularly cleaned (including PE equipment). Appropriate cleaning materials, including wipes for classroom use, are in place. Milton spray is available to support outside cleaning of benches and equipment. Cleaning detergents are to be stored away from children. Staff to ensure tables are cleaned before /after eating. Children may be asked to support this by using antibacterial wipes.			

Risk to health due to COVID-19				Prevention	Staff to undertake regular asymptomatic testing	Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed. Staff with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19. Whilst awaiting the PCR result, the individual should 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 LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms.			
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Risk to health due to COVID-19				Response to infection	Engage with the NHS Test and Trace process	Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing. As with positive cases in any other setting, NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. 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, and any of the following apply: - they are fully vaccinated - they are below the age of 18 years and 6 months - they have taken part in or are currently part of an approved COVID-19 vaccine trial - they are not able to get vaccinated for medical reasons Instead, they 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. School will encourage all individuals to take a PCR test if advised to do so. Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal. They do not need to wear a face covering within the school, but it is expected and recommended that these are worn when travelling on public or dedicated transport. Public health advice should be sought if a pupil or staff member is admitted to hospital with COVID-19.			
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Pupils long term education, well-being and wider development is adversely impacted via the pandemic				Pupil Attendance	School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school.	Registers - Online registers to be taken Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they should be recorded as code X (not attending in circumstances related to coronavirus). Where they are unable to attend because they have a confirmed case of COVID-19 they should be recorded as code I (illness). For pupils abroad who are unable to return, code X is unlikely to apply. In some specific cases, code Y (unable to attend due to exceptional circumstances) will apply. All clinically extremely vulnerable (CEV) children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. 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.			
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Insufficient staff to operate the schools				Staffing	School leaders are best placed to determine the workforce required to meet the needs of their pupils. Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. It is important that everyone adheres to this guidance, but CEV people may wish to think particularly carefully about the additional precautions they can continue to take. Further information can be found in the guidance on protecting people who are CEV from COVID-19. Social distancing measures have now ended in the workplace and it is no longer necessary for the government to instruct people to work from home. Employers should be able to explain the measures they have in place to keep CEV staff safe at work. The Health and Safety Executive (HSE) has published guidance on protecting vulnerable workers, including advice for employers and employees on how to talk about reducing risks in the workplace. Staff are encouraged to take up vaccines and staff who are eligible for a vaccination can attend booked vaccine appointments where possible even during term time. Staff who are pregnant – Risk assessments are in place and we follow the guidance https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees School to report confirmed cases of COVID-19 to the LCC Corporate Health and Safety team, via a PO3, to assess if a RIDDOR report is required (See HSA Reporting of COVID-19 for guidance)			
Pupils not having a healthy lunch				Catering	School meals Free school meal support is given to any pupils who are eligible for benefits-related free school meals and who are learning at home during term time.			

Health & Safety and infection risks whilst off the school site				Educational Visits	Education visits can take place Given the likely gap in COVID-19 related cancellation insurance, staff considering booking a new visit are advised to ensure that any new bookings have adequate financial protection in place. They should speak to either the visit provider, commercial insurance company, or the risk protection arrangement (RPA) to assess the protection available. Staff should undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP). In addition to the above, all visits must comply with the Education Visits Policy.			
Pupils suffering with mental health issues as a result of the pandemic				Pupil Well-being	Some pupils may be experiencing a variety of emotions in response to the COVID-19 pandemic, such as anxiety, stress or low mood ELSA staff available at both schools. Comprehensive PHSE programme in place. Staff can access useful links and sources of support on promoting and supporting mental health and wellbeing in schools as well as the staff drive.			

Lost learning due to non-attendance (medical or lockdowns)				Remote Education	Schools subject to the remote education temporary continuity direction are required to provide remote education to pupils covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19. Where appropriate, we will support those who need to self-isolate because they have tested positive to work or learn from home if they are well enough to do so. Our Remote Education Policy is in place to ensure a high-quality remote education is in place, including for pupils who are abroad, and facing challenges to return due to COVID-19 travel restrictions, for the period they are abroad.			
Increased risks due to increased cases				Contingency	Additional measures Contingency plans are in place outlining what we would do if children or staff test positive for COVID-19, or how you would operate if you were advised to take extra measures to help break chains of transmission.			