



SCHOOLS COVID -19 RISK ASSESSMENT FORM

DIRECTORATE AND SECTION	People Services
LOCATION	Markeaton Primary School
ASSESSMENT DATE	Autumn term 2021
NAME OF ASSESSOR/S	DCC Corporate H&S Team
WORK ACTIVITY AND/OR ENVIRONMENT	
<p>The risk assessment explains the actions schools should take to reduce the risk of transmission of COVID-19 for the start of the autumn term 2021. It is based on:</p> <p>Schools COVID-19 operational guidance – 27 August 2021 https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance</p> <p>and</p> <p>Contingency Framework: education and childcare settings – August 2021 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf</p>	

Separate guidance is available for:

Early years: <https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures>

and

SEND and specialist settings: additional COVID-19 guidance: <https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/send-and-specialist-settings-additional-covid-19-operational-guidance-applies-after-step-4>

Please remember to:

Involve colleagues in the completion of the risk assessment

Consult with trade unions and safety representatives as required by law

Update the schools' equality impact assessment accordingly

List significant hazards – anything that could cause harm	What harm could occur and who might be affected?	What measures are already in place to protect people?	What harm could still occur and how likely is this?	What more needs to be done? List extra measures needed, the person responsible for action and the timescales
Staff, pupils, contractors and visitors attending school who are symptomatic or confirmed as positive with COVID-19 – transmission	Staff & pupils COVID related illness	Any member of staff or pupil who have symptoms of COVID-19 or are confirmed as positive must not attend school and must isolate for 10 days. Individuals who have symptoms they must book a PCR COVID test to establish COVID status. https://www.gov.uk/get-coronavirus-test See Derby City Council (DCC) COVID-19 pages for all COVID-19 updates. This includes the link to the local outbreak plan – https://www.derby.gov.uk/environmental-health-licensing-trading-standards/environmental-health/health-and-safety/employees-and-	Cases & transmission may still occur	Although many of the COVID-19 control measures have been removed caution should still remain. Continue to monitor controls and cases and move to your contingency plan as appropriate.

of COVID -19		<p>public/novel-coronavirus/</p> <p>Where a COVID-19 infection (staff only) has occurred as a result of a person's work then this requires reporting to the HSE under RIDDOR. If this is the case, contact CHST for further advice and support. Schools outside DCC control should contact their own H&S consultant for advice.</p> <p>If a parent or carer insists on a pupil attending your school, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Your decision would need to be carefully considered in light of all the circumstances and current public health advice.</p>		
Transmission of COVID -19 within the school environment	Staff & pupils COVID related illness	<p>Ensure good hygiene: Hand hygiene –</p> <p>Robust hand hygiene should be in place to help prevent the spread of coronavirus.</p> <p>Clean hands thoroughly and more often than usual ensuring ample hand washing stations/hand sanitiser are available in classrooms and key locations.</p> <p>The school should ensure they have enough tissues and bins to manage additional waste.</p> <p>Empty bins frequently to avoid overflowing.</p> <p>Display hand wash signage to remind children and staff of good hand hygiene techniques.</p>	Cases & transmission may still occur	

Schools must ensure younger children and those with complex needs are supported to ensure appropriate hand hygiene is maintained.

<https://www.hse.gov.uk/coronavirus/cleaning/handwashing-using-hand-sanitiser.htm>

Respiratory hygiene –

Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.

See link below:

https://ebug.eu/eng_home.aspx?cc=eng&ss=1&t=Information%20about%20the%20Coronavirus

Cleaning:

Maintain robust cleaning schedules. This should include regular cleaning of areas and equipment (e.g., twice per day), with particular emphasis on frequently touched surfaces.

More frequent cleaning depending on the number of people using the space and equipment within it. For example, gym equipment, door keypads etc.

Remove clutter and difficult items to clean.

Appropriate cleaning materials should be used ensuring required dilution rates are used.

		<p>See government guidance on the cleaning of non-healthcare settings: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings and HSE guidance https://www.hse.gov.uk/coronavirus/cleaning/cleaning-workplace.htm</p> <p>Ventilation:</p> <p>Keep occupied spaces well ventilated by:</p> <p>Opening doors and windows. External opening doors may be opened if safe to do so. <u>Internal fire doors must not be wedged open to improve ventilation.</u></p> <p>Identify poorly ventilated spaces – take steps to improve fresh air flow giving particular consideration when holding events where visitors such as parents are on site, for example, school plays and assemblies</p> <p>Mechanical ventilation should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated.</p> <p>If possible, systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply. Where mechanical ventilation systems exist ensure they are maintained in accordance with manufacturers’ recommendations. Balance the need for increased ventilation while maintaining a comfortable temperature and teaching environment.</p>		<p>The government will provide CO2 monitors to all state-funded education settings from September which can be used to identify where ventilation needs to be improved</p> <p>If you identify an occupied room which you suspect is poorly ventilated contact Property Services via the helpdesk for further advice and guidance or your independent professional adviser</p>
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		<p>See HSE guidance:</p> <p>https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation/index.htm</p> <p>Asymptomatic testing:</p> <p>Pupils –</p> <p>All secondary school pupils should have 2 on site lateral flow device tests (LFT), 3 to 5 days apart, on their return in the autumn term.</p> <p>Commence testing from 3 working days before the start of term. If required stagger return of pupils across the first week to manage this.</p> <p>Continue to test twice per week at home until the end of September, when this will be reviewed.</p> <p>No need for primary children to test (year 6 and below).</p> <p>Offer primary pupils 2 tests at an asymptomatic testing site (ATS) at the beginning of the autumn term when they start at their secondary school as new year 7's.</p> <p>Staff –</p> <p>Undertake twice weekly home tests and whenever on the school site until the end of September, when this will be reviewed.</p> <p>Secondary schools to retain a small ATS on-site until the end of September, when this will be reviewed.</p>		
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		<p>PCR test:</p> <p>Staff and pupils with a positive LFD test result must self-isolate in line with stay-at-home guidance for households with possible or confirmed COVID-19 infection. They will need to have a PCR test to check if they have COVID-19.</p> <p>If the PCR test is taken within 2 days of a positive LFD, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as they do not have COVID-19 symptoms.</p> <p>Self-isolation:</p> <p>Pupils, staff and other visitors should not come to 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 passing on COVID-19 (e.g., required to quarantine)</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p> <p>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 the close contact.</p> <p>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:</p> <ul style="list-style-type: none">• They are fully vaccinated (received 2nd vaccination more 14 days prior to being told to self-isolate)• They are below the age of 18 years and 6 months• They have taken part in a or are currently part of an approved COVID-19 vaccine trial• They are not able to get vaccinated for medical reasons		
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		<p>education-childcare-and-childrens-social-care</p> <p>Clean rooms after they have left – follow principles of cleaning after an individual with symptoms of, or confirmed, COVID-19 has left the setting or area. See link:</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p>		
Carrying out first aid – fleeting contact under 15 minutes.	<p>First aider, person being treated by the first aider.</p> <p>Staff & pupils COVID related illness</p>	<p>No PPE is required for fleeting contact - i.e. applying a plaster to a graze other than good hand washing.</p>	Cases & transmission may still occur	
Prolonged first aid contact lasting longer than 15 minutes.	<p>First aider, person being treated by the first aider.</p> <p>This could lead to persons involved in the first aid process becoming infected with COVID-19 through close contact</p>	<p>Try to assist at a safe distance from the casualty</p> <p>Minimise the time you share a breathing zone.</p> <p>Although treating the casualty should be your first concern, tell them to do things for themselves if they are capable.</p> <p>Remember the 3P model – preserve life, prevent worsening, promote recovery.</p> <p>Preserve life: CPR</p> <p>Call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms.</p> <p>Ask for help. If a portable defibrillator is available, ask for it.</p> <p>Before starting CPR, use a cloth or towel to cover the patient's mouth</p>		

		<p>and nose. This should minimise the risk of transmission</p> <p>If available, you should use:</p> <ul style="list-style-type: none">• a fluid-repellent surgical mask• disposable gloves• eye protection• apron or other suitable covering <p>Only deliver CPR by chest compressions and use a defibrillator (if available) – don't do rescue breaths.</p> <p>For CPR in paediatric settings see guidance from the Resuscitation Council UK.</p> <p>Prevent worsening, promote recovery: all other injuries or illnesses</p> <p>If you suspect a serious illness or injury, call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms.</p> <p>If you're giving first aid to someone, you should use the recommended equipment listed above if it is available.</p> <p>You should minimise the time you share a breathing zone and direct them to do things for you where possible.</p> <p>After delivering any first aid:</p> <p>Make sure you discard disposable items safely and clean reusable ones thoroughly.</p> <p>Wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible.</p> <p>Clean the area</p>		
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<p>Vulnerable people including clinically extremely vulnerable (CEV) staff and pupils.</p> <p>Supporting pupils with medical conditions.</p>	<p>Staff & pupils COVID related illness</p> <p>Those in the CEV category may be at greater risk of serious illness from COVID-19</p>	<p>All clinically extremely vulnerable (CEV) children should attend their education setting unless they are one of the very small number of children under paediatric, or other specialist care, who have been advised by the clinician or other specialist not to attend.</p> <p>Where parents are concerned about their child's attendance speak to the family to discuss the general measures in place and any other measures that can be put in place to ensure their children attend school regularly.</p> <p>https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3</p> <p>Staff, including teachers, and pupils in this category should follow the guidance on protecting people who are clinically extremely vulnerable from COV-19:</p> <p>https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</p> <p>See HSE guidance: Protect vulnerable workers during the coronavirus pandemic:</p> <p>https://www.hse.gov.uk/coronavirus/working-safely/protect-people.htm</p>	<p>Cases & transmission may still occur</p>	

<p>Stress & anxiety</p>	<p>Pupils and staff may be experiencing a variety of emotions in response to the COVID-19 pandemic</p>	<p>Adjust timetable to ensure sufficient or increased time for social and emotional support for pupils.</p> <p>Review or consider support offered to those directly affected by COVID-19.</p> <p>Staff wellbeing - free helpline to school staff for mental health and wellbeing. Education support</p> <p>Pupil wellbeing and support - to access useful links and sources of support for pupils wellbeing and support:</p> <p>https://www.gov.uk/guidance/mental-health-and-wellbeing-support-in-schools-and-colleges</p> <p>Conduct individual Stress risk assessments</p> <p>Pupils to attend school to promote wellbeing.</p> <p>For DCC schools undertake wellbeing support plans – see I Derby or SIP for further information</p>	<p>Cases & transmission may still occur</p>	
<p>Educational visits</p>	<p>Staff, pupils, parents, guardians and volunteers.</p> <p>Increased transmission risk and reduced infection control within the location or whilst doing activities</p>	<p>International educational visits can start but you should be aware that the travel list (and broader international travel policy) is subject to change, and green list countries may be removed into amber or red.</p> <p>You should speak to either your visit provider, commercial insurance company, or the risk protection arrangement (RPA) to assess the protection available.</p> <p>You 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, are in place.</p> <p>Wherever possible organise activities outside.</p> <p>Add trips to the EVOLVE system</p>	<p>Cases & transmission may still occur</p>	

<p>Dedicated transport to schools – arriving and leaving school</p>	<p>Staff and pupils using dedicated transport.</p> <p>Increased risk of transmission.</p> <p>Staff & pupils COVID related illness</p>	<p>The government has removed the legal requirement to wear face coverings, but it expects and recommends that they are worn in enclosed and crowded spaces where persons may come into contact with people they don't normally meet. This includes public transport and dedicated transport to school or college.</p> <p>Work with school transport providers to discuss proportionate control measures which include:</p> <ul style="list-style-type: none"> • Reminding pupils not to board dedicated transport if they have symptoms or other reasons requiring them to stay at home. • Recommending and promoting the use of face coverings on school transport • Avoiding overcrowding on school transport. • Provide hand hygiene where possible • Follow good respiratory hygiene – promote the 'catch it, bin it' approach • Maintain cleaning regimes • Let fresh air into vehicles when occupied by opening windows and ceiling vents, whilst balancing the need for increased ventilation whilst maintaining a comfortable temperature. <p>https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/dedicated-transport-to-schools-and-colleges-covid-19-operational-guidance</p>	<p>Cases & transmission may still occur</p>	
<p>Managing contractors – meeting those you do not normally meet</p>	<p>Staff, pupils & contractors</p> <p>COVID related illness</p>	<p>Request copies of contractors COVID measures and risk assessment</p> <p>Make contractors aware of the schools COVID controls and risk assessment. Update contractors if further measures are introduced due to increased cases &/or outbreak management.</p> <p>Pre-planned appointments outside of school hours wherever possible.</p>	<p>Cases & transmission may still occur</p>	

		Although no longer a legal requirement still maintain social distancing wherever possible.		
Managing visitors – meeting those you do not normally meet	Staff, pupils and visitors	Those who have symptoms or have tested positive must not attend school sites. Pre-planned appointments wherever possible.	Cases & transmission may still occur	
Cases of COVID-19 within school settings and school outbreaks.	Staff, pupils, visitors and wider community. Increased number of positive cases within school settings may require additional measures to be in place	Contingency Plans: Schools are required to have a robust contingency plan to manage positive cases and school outbreaks – this must remain robust and up to date. Review these plans for the start of the Autumn term 2021 (see school website for details). The plan should cover: <ul style="list-style-type: none"> • Roles and responsibilities • When and how to seek public health advice • Details of the types of control measures that might be required to control outbreaks. For each additional control measure include: <ul style="list-style-type: none"> • Actions you would take to put it in quickly and • How you would communicate changes to children, pupils, parents, carers and staff 	Cases & transmission may still occur	

		<p>When schools should consider extra action:</p> <p>Schools should seek additional advice from Public Health England, local outbreak management teams, the Corporate Health & Safety Team &/or their independent adviser as soon as possible in the event of positive cases and/or outbreaks that may require extra measures to be put in place.</p> <p>Cases identified in the test-on-return period should not trigger extra measures or escalation to the DfE helpline.</p> <p>If the following thresholds are reached this could indicate transmission is happening within the school. If the following thresholds are reached seek public health advice (whichever is reached first):</p> <ul style="list-style-type: none">• 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period: or• 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period <p>For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time:</p> <ul style="list-style-type: none">• 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period <p>All schools should seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19 – phone the DfE helpline – 0800 046 8687 or alternatively contact the local helpline &/or Corporate Health and Safety Team:</p>		
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		<p>Actions to consider and plan for if cases increase &/or the thresholds above are reached:</p> <ul style="list-style-type: none">• Review and reinforce the testing, hygiene and ventilation measures already in place – focussed and enhanced cleaning as required.• For all staff cases contact NHS Test and Trace in the workplace• Increased testing for staff and pupils• Use of face coverings (children of primary school age and early years children should not be advised to wear face coverings)• Limiting residential educational visits, open days, transition and taster days, parental attendance at schools and live performances.• Restricting attendance – only as a short-term measure and as a last resort• Re-introduction of ‘bubbles’• Establishing if classes, exercise and assemblies could take place outdoors		
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