

COVID-19 Risk Assessment

Please note that the principles set out in this risk assessment are based on government guidance 19.01.22.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

This document should be read in conjunction with our [Outbreak Management Plan](#) and Remote Learning Plan, both of which can be found on the school website.

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| School name | St Jude's C of E Junior School | | |
| Assessment carried out by (name/role) | Vicki Chiverton, Pru Ashplant, Emily Stanton. Checked by Stephen Wilkinson (School Governor) | | |
| Date of assessment | 01.02.22 | Date of next review | As government advice changes or in line with possible extra measures in the event of Outbreak Management. |

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| | <p>symptoms themselves (in which case, they should arrange a test) or they have been requested to do so by NHS Test & Trace.</p> <ul style="list-style-type: none"> • The area around the person with symptoms will be cleaned with normal household disinfectant 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. • The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. • 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 COVID-19. Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice. | <p>Parents may be offered a lateral flow test to carry out on their child before the child is allowed to come into school.</p> | |
| Increased frequency of hand washing | <ul style="list-style-type: none"> • Pupils are required to clean their hands regularly, including when they arrive at school, when they return from breaks, before and after eating; Staff will supervise this and remind pupils of this requirement, as appropriate to age and individual needs. • Sufficient handwashing facilities (running water and soap, alcohol hand rub, sanitiser, skin-friendly wipes) are available for staff and children. • A sufficient supply of tissues and bins has been made available throughout the school. Pupils are required to immediately dispose of tissues into bins. These are emptied throughout the day. | <p>Reminder of hygiene for first day in school. 05.01.22.</p> <p>Check the handwashing posters are still in each classroom.</p> <p>Ask for donations of boxes of tissues from parents.</p> | <p>Every teacher</p> <p>SK</p> |
| Promoting good respiratory hygiene 'catch it, bin it, kill it' | <ul style="list-style-type: none"> • Posters made and displayed in toilets and around school. | <p>Check the 'catch it, bin it, kill it' posters are still in each toilet.</p> | <p>SK</p> |

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| Wearing of face coverings | <ul style="list-style-type: none"> • This is not required for primary aged children. • From Step 4, face coverings are no longer recommended for staff and visitors either in classrooms or in communal areas. <p>Temporary additional measures in the event of an outbreak</p> <p>If a specific threshold in the school's Outbreak Management Plan is met, the following additional measures will be considered.</p> <ul style="list-style-type: none"> • The school is aware that a director of public health might advise that face coverings should temporarily be worn in communal areas or classrooms (by pupils, staff and visitors, unless exempt). The school's Outbreak Management Plan covers this possibility. • Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. • 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 should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately. • The use of face coverings may have a particular impact on those who rely on visual signals for communication. Those who communicate with or provide support to those who do, are exempt from any recommendation to wear face coverings in education and childcare settings. • In the event of an outbreak, <u>Contingency framework: education and childcare settings</u> will be referred to in reimplementing the use of face coverings. | <p>See Outbreak Management Plan</p> <p>From 20th January 2022: face coverings are no longer advised for pupils, staff and visitors in classrooms.</p> <p>From 27th January 2022: face coverings are no longer advised for pupils, staff and visitors in communal areas.</p> | |

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| Enhanced cleaning, using standard products such as detergents and bleach | <ul style="list-style-type: none"> • An enhanced cleaning schedule is in place which includes: <ul style="list-style-type: none"> ○ more frequent cleaning of rooms / shared areas that are used by different groups within the year group); ○ frequently touched surfaces being cleaned more often than normal; ○ regular cleaning of toilets. • Regular checks on cleaning are carried out by identified person on site each day. | <p>Cleaning checklist in place (Appendix 2)</p> <p>MG to check toilets at lunchtime each day and empty bins or replenish hand towels as needed.</p> | <p>CE and VC</p> <p>MG to do after lunch daily</p> <p>SR & JW</p> |
| Maximising ventilation | <ul style="list-style-type: none"> • Windows opened and doors propped open where safe and warm enough to do so to encourage natural ventilation (bearing in mind fire safety and safeguarding considerations). • If temperature is low outside, high level windows will be opened and doors opened during break times to ventilate the rooms to purge the room of stale air. CO2 monitors and guidance for their use will be provided to the school by the DfE during the Autumn term. | | All staff |
| Contact between classes | <p>It is no longer necessary for class bubbles to remain separate from each other. However, some practices will remain in place:</p> <ul style="list-style-type: none"> • Accessing rooms directly from outside where possible; • One-way system in operation for parents in playground. • Limited numbers using toilet facilities at one time; • Limited use of shared resources and prevention of sharing stationery and other equipment where possible; • Provision of additional support to children as necessary to follow these measures; <p>Prior to the implementation of the Outbreak Management Plan, we will separate a class from the rest of the school for a period of 10 days in the event that one single case is recorded within that class. This is to minimise the potential spread to the</p> | | |

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| | <p>school community. This will include, for that class, separate breaks, not joining with whole school assemblies and separate lunch arrangements.</p> <p>Temporary additional measures in the event of an outbreak</p> <p>If a specific threshold in the school's Outbreak Management Plan is met the following additional measures will be considered.</p> <ul style="list-style-type: none"> • It may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups. • The number of contacts between pupils and staff is reduced. • Large gatherings such as assemblies will be avoided and will take place online with only one year group in the hall. • Break times (including lunch) are staggered so that all pupils are not moving around the school at the same time • Pupils use the same classroom or defined area of a setting throughout the day and are seated at the same desk • An enhanced cleaning schedule is put in place to include further cleaning during the day. • Any plans for Seasonal Events or performances will be fully risk assessed and contingency plans made for managing or cancelling events using the thresholds for additional action set out in the DfE contingency framework as a guide. • If planning an indoor or outdoor face-to-face performance in front of a live audience, a sporting or other organised event, the school will also follow the latest advice in the DCMS Events and attractions - Working safely during coronavirus (COVID-19) - Guidance - GOV.UK (www.gov.uk) | <p>See Outbreak Management Plan</p> | |
| <p>School office and communal spaces</p> | <ul style="list-style-type: none"> • Staff required to share workstations, telephones, radios or other equipment should continue to sanitise between users; • Only two parents at a time to be in reception area. Masks to be worn when inside. • Post box outside office to be used for parents to drop things off rather than coming into the building. | <p>Cleaning of phones and keyboards.</p> <p>Hands free phone to be used by members of staff not based in the office. To be cleaned in between use.</p> | <p>KH/SL</p> |

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| LFD Tests | <p>Lateral Flow Device testing for staff</p> <ul style="list-style-type: none"> • Each member of staff is allocated LFDs for use twice a week. Correct use has been demonstrated via videos and an information booklet. • Spread sheet set up to record batch numbers of boxes and to record result of LFD test. • In the case of a positive test, that member of staff must not attend school but should book a PCR test and advise of the result. If positive, usual procedures apply with regard to self-isolation. • Participation in LFD testing is voluntary. Further boxes of LFDs will be ordered by the office staff when necessary. • From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result. | | <p>All staff</p> <p>Office staff to maintain spreadsheet</p> |
| RESPONSE TO INFECTION | | | |
| Contact Tracing | <ul style="list-style-type: none"> • 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. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. • The school is aware it may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. • The school will encourage all individuals to take a PCR test if advised to do so. • Staff who do not need to isolate and children who have been identified as a close contact should continue to attend school as normal. | | |
| PCR Tests | <ul style="list-style-type: none"> • Staff and pupils with a positive LFD test result will follow the latest government guidance on confirmatory PCR tests in Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK. • 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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| Remote education | <ul style="list-style-type: none"> • Remote education plan in place and on website. • Remote learning to be provided to any pupils who are having to isolate. | See Remote Learning Plan | |
| Manage confirmed cases of COVID-19 amongst the school community and contain any outbreak | <ul style="list-style-type: none"> • A log of positive cases amongst the school community has been maintained since March 2020 and will continue to be. • The school's Outbreak Management Plan describes what we would do if pupils or staff test positive for COVID-19, or how the school would operate if it was advised to reintroduce any measures described in this document to help break chains of transmission. • The Outbreak Management Plan will be kept up-to-date, referencing the government's COVID-19 Contingency Framework and the Surrey County Council local outbreak control plan. • This risk assessment sets out the additional protective measures which will be considered in the case of and for the duration of an outbreak i.e. if a specific threshold is met, as set out in the government's COVID-19 Contingency Framework and the school's Outbreak Management Plan. | | Office staff |
| Monitoring | <ul style="list-style-type: none"> • The school will monitor and review the preventative and protective measures regularly to: <ul style="list-style-type: none"> ○ Ensure they are working effectively and as expected; ○ Address any shortfalls identified; ○ Reflect any changes to public health advice. | | Senior leaders |