



**TITLE: COVID19: Re-opening Risk Assessment and Action Plan**

**SCHOOL NAME: St. Peter's C of E Primary Academy, Stonnall**

**OWNER: S Cockshott/D Castledine/K Quantrill**

**DATE DRAFTED: 17.8.20**

**DATE OF CONSULTATION: Submitted to the LAC 6.10.2020**

**DATE OF REVIEW: Weekly**

**DATE AMENDED: 31.8.20, 28.9.2020, 16.10.20, 02.11.20, 04.01.20, 11.01.21, 18.01.21, 25.01.21, 1.02.21, 08.02.21, 23.02.21 , 03.03.21, 12.03.2021, 14.05.21**

**DATE APPROVED BY TRUST: TBC**

### **Purpose of this document:**

This COVID19: Risk Assessment and Action Plan document sets out the decisions taken and measures put in place to prepare for the phased re-opening of the school and ensure the school continues to operate in a safe way.

Existing policies and guidance continue to apply alongside the actions within this document, including but not limited to:

- Health and Safety Policy
- First Aid Policy
- Child Protection Policy
- KCSIE
- WHISTLE BLOWING POLICY
- DFE Guidance relating to COVID19
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- The Health Protection (Notification) Regulations 2010
- Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities'

**Risk  
Opening in September 2020**

**Schools - COVID 19  
Assessment- Full**

<b>Description of Activity / Person / Area / Equipment being assessed</b>		<b>Provision of education during the Covid-19 situation - preparation for full opening of schools in September 2020</b>	
<b>Section(s) / Team(s) covered</b>		St Peter's CE Primary Academy, Stonnall	
<b>Location(s) covered</b>		Primary School	
<b>Date of Original Assessment</b>		16 <sup>th</sup> July 2020	
When did staff, covered by this risk assessment, have the opportunity to comment on this risk assessment?		Every week via email/ face to face	
Are staff covered by this risk assessment aware of the controls noted and understand them?		Yes	No
Has action been taken	YES / NO / ONGOING / NONE REQUIRED		
Confirmed by Line Manager?	YES / NO		
Lead Assessors name (print)	Sarah Cockshott / Dave Castledine		
Lead Assessor's signature			
Date:	16 <sup>th</sup> July 2020, 28.9.2020, 16.10.2020, 02.11.20, 04.01.21, 01.02.21		
Has action been taken	YES / NO / ONGOING / NONE REQUIRED		
Manager's name (print)	Sarah Cockshott		
Manager's signature			
Date:	September 2020		

**Direct quotes from Government guidance are highlighted with the pale green highlighter pen effect.**

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020 / Autumn Term 2020

Review Date	Were Changes Made	Name of Lead Reviewer	Date staff notified of changes
17.8.2020	<ul style="list-style-type: none"> <li>• Updates following the 30/12/2020 update of the Government's guidance on the full opening of schools September 2020</li> <li>• Link to new guidance on noting absence which includes actions for different COVID testing result scenarios</li> <li>• Information for all schools in relation to safe use and storage of alcohol containing hand sanitiser.</li> <li>• Inclusion of references/links to updated/ new specific Government Guidance documents where relevant to H&amp;S</li> <li>• Notification that CLEAPSS COVID guidance has been updated</li> <li>• Notification of additional wording in the HSE website relating to air conditioning and fans</li> <li>• Latest excerpt from the shielding guidance (updates 13/08/2020)</li> </ul>	James Dean	1.9.2020
28.9.2020	<ul style="list-style-type: none"> <li>• Visitors leaflet to be distributed to anyone needing to come on site</li> <li>• Remote Learning policy in the event of a local lockdown</li> </ul>	Sarah Cockshott	28.9.2020
16.10.2020	<ul style="list-style-type: none"> <li>• Increased hand washing due to a positive case within the academy. DfE advice sought</li> <li>• New Tier system set out by Government in place (12.10.2020)</li> <li>• Amendments made to allow siblings to be collected together. (7.10.2020)</li> <li>• QR code used for signing in system to reduce touch points (14.10.2020)</li> <li>• New ventilation guidance shared (12.10.2020)</li> <li>• 1 practise socially distanced fire drill w/c 19/10/2020</li> </ul>	Sarah Cockshott	15.10.2020
04.01.2021	<p>Use of face coverings in classrooms and when working with groups of children.</p> <p>Increased ventilation in school.</p> <p>Importance of time keeping.</p> <p>Year 1 to have coats and bags in the classrooms rather than cloakroom</p> <p>Removal of home and school PPE</p>	Sarah Cockshott Dave Castledine Katie Quantrill	04.01.2020
01.02.2021	<p>Use of Lateral Flow Test Kits at home by Primary School employees. (Amended as point 42 on current risk assessment)</p> <p>Lateral Flow Antigen testing is used to estimate the incidence and prevalence of COVID19 in school employees. It involves the processing of human nasal swabs, throat swabs, or sputum samples with a Lateral Flow Device (LFD). The testing is voluntary and should take place twice weekly at home. The LFD test kit uses immunochromatography, which draws the sample along the device in a similar way to a home pregnancy test kit. LFDs are designed to be used outside a formal laboratory setting and is used for testing asymptomatic people.</p> <p>Procedures for use of photocopiers around school. (Amendment made to point 16)</p>	Sarah Cockshott Dave Castledine Katie Quantrill	01.02.2021
08.03.2021	Update to fire and emergency evacuation procedures (Point 31)	Dave Castledine	08.03.2021

1		Sarah Cockshott	
12.03.2021	Updated guidance on wearing face coverings in Primary Schools. (Point 14)	Dave Castledine Sarah Cockshott	12.03.2021
23.04.2021	No changes required to risk assessment	Dave Castledine Sarah Cockshott	23.04..2021
30.04.2021	No changes required to risk assessment	Dave Castledine Sarah Cockshott	30.04..2021
07.05.2021	No changes required to risk assessment	Dave Castledine Sarah Cockshott	07.05..2021

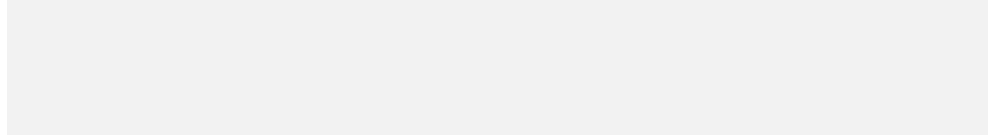
Review Date	Were Changes Made	Name of Lead Reviewer	Date staff notified of changes
14.05.21	Change made: Updated the guidance to reflect that from 17 May face coverings will no longer be recommended for pupils and students in classrooms or communal areas, in all schools and FE providers. Face coverings will also no longer be recommended for staff in classrooms. In all schools and FE providers, we continue to recommend that face coverings should be worn by staff and visitors in situations outside of classrooms where social distancing is not possible.	Dave Castledine Sarah Cockshott	17.05.21


No	Issue/hazard and what can go wrong	People at risk	Control measures/ mitigations to reduce the risk levels as low as practicably possible	In place? Comments?
1	Some staff or pupils may be more vulnerable to complications associated with COVID-19	Staff Pupils	<ul style="list-style-type: none"> <li>As all students will be back at school it is even more important to be aware of peoples' medical conditions. Staff / parents of pupils have been asked to let their Manager/the school know if any of the medical conditions listed in the NHS link provided below apply to them or their household. Link: <a href="#">NHS list of high risk and moderate risk conditions</a></li> <li>Shielding advice for all adults and children will pause on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. Read the <a href="#">current advice on shielding</a></li> </ul> <p><b>Latest excerpt from the <a href="#">shielding guidance</a> (updated on 13th August):</b></p> <p><i>"What has changed</i></p>	Other staff with vulnerabilities have met with school leadership and individual arrangements have been made

The	guidance for the paused. This means:	clinically	extremely vulnerable is that shielding has been	
			<ul style="list-style-type: none"> <li>• you do not need to follow previous shielding advice</li> <li>• you can go to work as long as the workplace is <u>Covid-secure</u>, but</li> </ul>	
	should carry on working from	from	home wherever possible	
	settings in line with the	wider	<ul style="list-style-type: none"> <li>• clinically extremely vulnerable children should attend education and other specialist settings</li> </ul>	
			<ul style="list-style-type: none"> <li>• <u>guidance on reopening of schools</u> and <u>guidance for full opening: special schools</u></li> <li>• you can go outside as much as you like but you should still try to</li> </ul>	
keep	your overall social		interactions low	

		<b>Schools</b>	<b>- COVID 19 Risk Assessment- Full Opening in September 2020</b> <ul style="list-style-type: none"> <li>• you can visit businesses, such as supermarkets, pubs and shops, while keeping 2 metres away from others wherever possible or <u>1 metre</u>, plus other precautions</li> <li>• you should continue to wash your hands carefully and more frequently than usual and that you maintain thorough cleaning of frequently touched areas in your home</li> <li>• you will no longer receive free food parcels, medicine deliveries and basic care from the National Shielding Service”</li> <li>• Emerging evidence suggests that, alongside a previous list of health-related physical conditions, there are three key demographic factors that can affect people’s vulnerability, or ‘risk factor’ in relation to COVID-19 health outcomes: <ul style="list-style-type: none"> <li>• <b>Age</b></li> <li>• <b>Underlying health conditions</b></li> <li>• <b>Ethnicity</b></li> <li>• <b>Gender</b></li> </ul> </li> <li>• The school has utilised the individual staff risk assessment document and gone through the form with staff affected by this. As part of this process the arrangements for their return to work have been carefully planned and discussed with each individual.</li> </ul>	
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- Information provided in the updated guidance (for full September opening) relating to clinically or extremely clinically vulnerable and pregnant staff has been expanded.



	Schools - COVID 19	Risk	Assessment- Full Opening in September 2020	
who for	<p>category, and are <a href="#">opening in September</a></p> <p>includes a link to this <a href="#">employers and</a> may be at greater risk. future updates to it.</p> <p>undertaken for referring those staff</p>	<p>generally (this</p> <p>document <a href="#">pregnant</a></p> <p>The</p> <p>pregnant through</p>	<p><b>Assessment- Full Opening in September 2020</b></p> <ul style="list-style-type: none"> <li>Pregnant women are included advised to follow the Government advice on full opening of schools. <b>Link:</b> takes you to the 'school operations' section then you need to scroll down to</li> <li>The Government advice in by the Royal College of Obstetrics and Gynaecology (RCOG). <b>Link:</b> <a href="#">women</a>. This document includes advice for women from 28 weeks gestation or Government therefore advises employers and pregnant women to follow this</li> <li>The school will review any staff and consider the advice - particularly in the case of those of weeks 28 to Occupational Health.</li> </ul>	<p>in the 'clinically vulnerable' <a href="#">Government Guidance for full</a> 'workforce').</p> <p>relation to pregnant women also <a href="#">Occupational Health advice for</a> with underlying health conditions advice and to continue to monitor</p> <p>individual staff risk assessments gestation and beyond and</p>
<p>People with symptoms of COVID-19 - potential for</p> <p>2</p>		<p>Staff pupils visitors contract</p>	<ul style="list-style-type: none"> <li>Staff, children, parents, carers or any visitors, such as suppliers, are made aware they must not enter the education or childcare setting if they or any member of their household are displaying any <a href="#">symptoms</a> of COVID-19.</li> </ul>	<p>Following PHE advice we will not be taking children's temperatures on arrival at school.</p>

**transmission from  
person to person**

ors

- If anyone becomes unwell in school with a new, continuous cough, a high temperature or a loss of the sense of taste and/or smell, they are sent home/their parents or carer are contacted to collect them and they are advised to follow the [staying at home guidance](#) and arrange a test to identify whether they have COVID-19.
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	<b>Schools - COVID 19</b>  in school who presents 'Someone develops  that routinely taking the identifying coronavirus  advice on noting	<b>Risk</b>  COVID-  (COVID-  absence	<b>Assessment- Full Opening in September 2020</b>  <ul style="list-style-type: none"> <li>The arrangements for someone symptoms are discussed in detail in the section of this risk assessment called '19 symptoms whilst at school' - number 25 in this risk assessment</li> <li>Public Health England advises temperature of pupils is not recommended as this is an unreliable method for 19).</li> <li>The following link provides and gives examples of the time required off school for different COVID-related</li> </ul>	
	scenarios based on test results:  full opening in September days to 10 days from	has the onset	<a href="#">AbsenceInRelationToCOVIDscenarios</a>  <ul style="list-style-type: none"> <li>The Government Guidance on changed the isolation period for those who test positive for coronavirus from 7 of symptoms.</li> </ul>	
	<b>Stress and anxiety for staff who are asked to return and who are worried about the risks to</b>	Staff	<ul style="list-style-type: none"> <li>In addition to the bullet points listed in point 1 of this risk assessment the following are in place:</li> <li>Individual staff risk assessments can be completed where necessary.</li> <li>Plans are discussed with staff including on a one-to-one basis to enable people to speak about their own situation.</li> </ul>	We have met with all staff to ascertain who may have worries relating to a return to school. Individual arrangements have been put in place to support

**their health and the health of their family (particularly if living with those who are currently shielding).**

- SLT discuss with staff individually - to include consideration as to how working will affect them and what, if any, additional measures are needed.
- School regularly receives updates from Government/Trust/LA affiliated teams such as the H&S Team, Education Teams etc.
- Staff and school have access to official guidance from DfE and Public Health England.
- Pregnant staff are not expected to come into work from 28 weeks of pregnancy and we will develop a cover plan for their roles.

them.

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- We stagger staff lunchtimes so that we minimise the number of staff in

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p>the staff room at one time.</p> <ul style="list-style-type: none"> <li></li> </ul>	
4	Testing		<p>The government has widened the eligibility criteria for COVID-19 testing to include anyone with symptoms. This now includes children of all ages, even those under 5. Anyone with symptoms will need to be tested.</p> <ul style="list-style-type: none"> <li> <p>Link: <a href="#">Guidance on Testing for Essential Workers (e.g. teachers)</a></p> </li> <li> <p>Link: <a href="#">Guidance on Testing for Non-essential workers, e.g. parents and pupils</a></p> </li> <li> <p>Link: <a href="#">Symptoms</a></p> </li> </ul> <p style="text-align: right;">Link: <a href="#">Essential Workers</a></p>	<p>We have been advised that schools will receive some testing kits to give to parents and staff if required but we do not have these yet.</p>
5	Local Lockdowns		<p><b>Process in the event of local outbreaks</b></p> <p>If a local area sees a spike in infection rates that is resulting in localised community spread, Public Health England will decide which measures to implement to help contain the spread. The Department for Education will be involved in decisions at a local and national level affecting a geographical area, and will support appropriate authorities and individual settings to follow the health advice. The school will follow the advice provided by Public Health in these situations.</p> <p>In the event of a possible contagion at the school, the school will work closely with Public Health England and the Local Authority/Academy Trust.</p> <p>Link: <a href="#">Contingency Planning for Local Outbreaks (section 5 of Full Opening of Schools Guidance)</a> the Guidance includes educational aspects including the provision of remote learning if children are required to stay at home during these situations.</p>	<p>We will follow the PHE Action to take in the event of a Covid 19 incident document,</p> <p>Remote learning policy in place, virtual learning platform whereby staff can monitor pupils learning, health and wellbeing.</p>

			<p>Educating the children during a local lock down via dojo</p> <p>Staffordshire is currently in National Lockdown.</p>	
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	Schools - COVID 19	Risk	Assessment- Full Opening in September 2020	
6	<p><b>The potential for transmission of virus droplets from surfaces to the hands and then to the face -</b></p> <p><b>Handwashing</b></p>		<p>Staff pupils visitors  contractors</p> <ul style="list-style-type: none"> <li>• The school is reviewing the numbers of handwashing facilities in school and considering whether these are sufficient or more are needed. We will supplement sinks where needed with the provision of hand sanitiser dispensing units. As part of this the school will consider aspects related to exposure to the elements, e.g. insulation to prevent freezing in winter, etc..</li> <li>• The school is reviewing whether it has sufficient numbers of bins to support respiratory and handwashing hygiene, pedal bins are most effective as they negate the need for hand contact with the bin, however the school will decide ultimately, taking into account suitability in relation to the pupils (e.g. age and abilities of pupils).</li> <li>• On arriving at school, all staff and pupils are required to wash their hands or apply hand sanitiser. Pupils are well versed in the arrangements and handwashing methods, plus their role in infection control.</li> <li>• On arriving at school, visitors including contractors are required either to apply hand sanitiser provided in reception.</li> </ul>	<ul style="list-style-type: none"> <li>• Prominent signage is provided in the reception area so all are clear what is expected of them in relation to hand washing/ hand sanitising.</li> <li>• All staff and pupils are reminded to wash their hands regularly during the day, especially after using the toilet, when they return from breaks, when they change rooms and before and after eating, and to avoid touching their nose, mouth or eyes.</li> <li>• Where a sink is not nearby, hand sanitiser is provided in classrooms and other learning environments.</li> <li>• Soap, paper towels (where used) and hand sanitiser supplies are regularly replenished.</li> <li>• Public Health England has confirmed that hand dryers are appropriate to use. The key is to ensure hands are fully dry, either with the use of hand dryers or disposable paper towels.</li> </ul>

- Link: [Guidelines on hand hygiene](#)
- Link: [Wash your hands poster](#)
- Ensuring good respiratory hygiene - promoting 'catch it, bin it, kill it'.
- Link: [Catch it, Kill it, Bin it](#)

We have purchased hand sanitiser dispensing units for Years 3,4,5,6.

Bins are already in situ in classrooms/offices and staffrooms.

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[poster](#)

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<ul style="list-style-type: none"> <li>Where toilets have lids, pupils and staff are encouraged to close the lids before flushing. )</li> <li>First aiders have access to local handwashing facilities/hand sanitiser.</li> </ul>	
7	Visitors		<ul style="list-style-type: none"> <li>Visitors to the school are still reduced to those which are essential, with careful discussion and arrangements made.</li> <li>Signing in arrangements are discussed in row 8 below.</li> <li><b>All Schools:</b> Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. They should ensure they minimise contact and maintain as much distance as possible from other staff. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. The school ensures these individuals are aware of the handwashing and social distancing arrangements to be followed in school.</li> <li><b>Immunisation Programmes - Excerpt from the full opening of schools in September Government guidance which was updated on 7/8/2020:</b></li> <li><i>"As normal, schools should engage with their local immunisation providers to provide <b>immunisation programmes</b> 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."</i></li> <li>Where immunisation visits are being organised to take place in school, the school will share its risk assessment with the immunisation provider and request confirmation as to what infection control arrangements the provider will be putting in place for the immunisation process.</li> <li>Where visitors such as contractors are required for inspections and maintenance, these visits are organised to take place outside the normal school day wherever possible.</li> </ul>	<p>New signage to go in entrance</p> <p>Lobby</p> <p>And 'Visiting' leaflet to be shared with visitor</p>

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<ul style="list-style-type: none"> <li>Prior to visits by contractors, discussions about local school requirements and contractor requirements relating to relevant controls, including hand washing take place.</li> </ul>	
8	<p><b>The potential for transmission of virus droplets from surfaces to the hands and then to the face -</b></p> <p><b>Signing in arrangements, Use of equipment including pens and pencils, Use of Resources, Libraries</b></p> <p><b>Shared equipment</b></p>		<ul style="list-style-type: none"> <li>Staff, pupils and contractors use their own pens and pencils where possible, not sharing items with others, including when signing in. If a school pen has to be used because an individual doesn't have a pen and needs to sign in, either reception staff sign in on their behalf or a pen is provided which is then wiped clean afterwards. All staff to sign in and out using I-pad and QR code to avoid excessive contact.</li> <li>Classroom based resources, such as toys, books and games, can be used and shared within that group/bubble if necessary. These items are cleaned regularly. (Easily cleanable toys are best where possible.)</li> <li>Soft furnishings which can be cleaned can be used.</li> <li>Marigold or similar gloves are suitable for cleaning resources. Each member of staff who does this task has their own dedicated pair of gloves and they should not share them with others.</li> <li>Pupils and teachers can take books and other shared resources home, although unnecessary sharing is avoided, especially where this does not contribute to pupil education and development.</li> <li>Resources that are shared between classes or bubbles, such as sports, art and science equipment are cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles. (See also the sports row of this risk assessment.)</li> <li>Use of the <b>Library</b> – the library is now the new staff room. A maximum of 3 people can use the library bus as a staffroom at any one time and 4 people in the staffroom. Please ensure that all surfaces, including chairs, are wiped down with antibacterial wipes before leaving. Please see lunchtime rotas for further detail. If books are to be used from the library then the following controls are in place for the library to reduce the potential for virus transmission: <ul style="list-style-type: none"> <li>staff to collect a range of book from the library to ensure no touching until</li> </ul> </li> </ul>	<p>Visitors will be asked to give their contact details in case we are required to track and trace in the event of an outbreak</p> <p>Cleaning staff to complete regular cleaning of exit and entrance buttons, door handles and glass screen</p>

	<b>Toys</b>		they are issued. All library books that are returned by children are stored in a specific area for 48 hours before they are then put back	
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		<b>Schools</b>	<p><b>- COVID 19 Risk Assessment- Full Opening in September 2020</b></p> <p>onto the shelves as available to take out by other pupils from other groups.</p> <ul style="list-style-type: none"> <li>Where staff share a desk additional controls are in place, ensuring all equipment is cleaned with antibacterial products before use.. It is the responsibility of each member of staff to clean their station (desk top/keyboard and mouse) before and after use. This includes classrooms, group rooms, the office and the staff study</li> <li>Sanitising wipes are provided for areas where pupils or staff are using keyboards and mice.</li> <li>Where possible there will be a 72 hour gap between usage of laptops for children. The school considers how external play equipment is used, ensuring it is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously.</li> <li><b>Playground play equipment:</b> <ul style="list-style-type: none"> <li>Children can have access to a selection of balls/equipment, but this will be solely for that class. This means that there is no cross over/contamination. During Tier 4 restrictions there will be no equipment available to reduce the risk of cross contamination.</li> </ul> </li> </ul>	
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**Computer and IT equipment**

**Outside play equipment**

- For our wooden play surfaces (such as the trim trail) we will have a (group of children use that play area for four days one week (i.e. Monday to Thursday inclusive), then leave the equipment unused for three days, so that the next group could use the area on the Monday.

- We will allocate each specific area of play equipment to a specific group of children for a period of time and not allow any other groups of children to play on the equipment. The equipment

will be cleaned before being used by other groups of children.

#### Signing in System

- All staff and regular visitors to have QR code to be able to sign in without touching the system.

- **Excerpt from the Government Guidance for Schools (full opening):**

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p><i>“Equipment and resources are integral to education in schools. During the summer term, their use was minimised, many were moved out of classrooms, and there was significant extra cleaning. That position has now changed for the autumn term, because prevalence of coronavirus (COVID-19) has decreased and because they are so important for the delivery of education. For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared. Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces. Resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</i></p>	
9	<b>Cleaning</b>		<ul style="list-style-type: none"> <li>• There is enhanced and increased cleaning of frequently touched surfaces using standard cleaning products (detergents and bleach (not mixed together)).</li> <li>• Rooms / shared areas that are used by different groups are cleaned more frequently.</li> <li>• The Government Guidance wording in relation to toilets has changed as of 7/8/2020 and is quoted below with the main change highlighted with yellow highlighter:</li> <li>• <i>toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet</i> – Each year group will have a specified toilet to use.</li> <li>• Introduce enhanced cleaning, including cleaning frequently touched</li> </ul>	<b>In place</b>

			surfaces often using standard products, such as detergents and bleach	
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<p>An excerpt from “<b>Safe care settings</b>, provided below:</p> <p>“Cleaning should be</p> <p>rooms or shared areas</p> <p>surfaces more often</p> <ul style="list-style-type: none"> <li>○</li> <li>○</li> <li>○</li> <li>○</li> </ul>	<p><b>Schools working in education, childcare and children’s social including</b></p> <p>generally</p> <p>that are</p> <p>than</p> <p>usual</p>	<p><b>- COVID 19 Risk Assessment- Full Opening in September 2020</b></p> <p><b>in education, childcare and children’s social including the use of personal protective equipment (PPE)”</b> (Updated 21 July 2020) is</p> <p>enhanced, including:</p> <ul style="list-style-type: none"> <li>• more frequent cleaning of</li> <li>used by different groups</li> <li>• cleaning frequently touched</li> <li>normal, such as:</li> <li>○ door handles</li> <li>handrails</li> <li>table tops</li> <li>play equipment</li> <li>toys</li> <li>○ electronic devices</li> </ul> <p>products, like detergents and bleach,</p>	<p>(such as phones)</p>
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because these are very effective at getting rid of the virus on surfaces.

All education, childcare and children’s social care settings should follow the [PHE guidance on cleaning for non-healthcare settings](#).”

- See link: [Cleaning in non-healthcare settings](#). Note: this guidance was updated as the Government promised.
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Schools - COVID 19	Risk	Assessment- Full Opening in September 2020		
Social distancing -	Pupils, staff	Classrooms	<ul style="list-style-type: none"><li>● Link: <a href="#">(Schools)</a></li></ul>	<a href="#">Guidance for Full Opening</a>
		Bubbles/Groups	<ul style="list-style-type: none"><li>● Link: <a href="#">Opening Other</a></li></ul>	<a href="#">Guidance for Full (Special Schools &amp; Specialist Settings)</a>
		10	<ul style="list-style-type: none"><li>● Where outside space activities.</li></ul>	possible and appropriate, is utilised for lessons or
		Classrooms	<ul style="list-style-type: none"><li>● Where same class and different the day. (If this reduce the be asked to group become</li><li>● Where classroom or day with a at the end of</li><li>● Time prompt when from lunch crossing Children should be encouraged to go to the toilet at designated break times and when they enter school in the morning. There should be minimal use of the toilets by pupils during class time.</li><li>● Face Coverings</li></ul>	<p>possible, pupils are in the group at all times each day, groups are not mixed during can be achieved it will help to number of people who could isolate should someone in the ill with COVID-19.)</p> <p>possible, pupils use the same area of a setting throughout the thorough cleaning of the rooms the day</p>

Teaching,

- Staff are permitted to wear face coverings anywhere in the premises.

- If you arrive to school wearing personal PPE can this be removed before entering the building and then make use of the school's supply of PPE when in school. There is a bin in the entrance outside of the school office for you to dispose of any PPE that you have used in school before leaving the premises.

- Support staff must wear face coverings when working with intervention groups and individual

children.

- TA's who cover PPA to wear face coverings at all times.

- Teaching staff working with small groups to wear face coverings at all times.

- Keeping occupied spaces well ventilated  
Once the school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained.

This can be achieved by a variety of measures including:

- natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation, and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air

- natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so)  
To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate:

- opening high level windows in preference to low level to reduce draughts

- increasing the ventilation while spaces are unoccupied (for examples, between classes, during break and lunch, when a room is unused)

- providing flexibility to allow additional, suitable indoor clothing. For more information see School uniform

- rearranging furniture where possible to avoid direct drafts

avoid entering other classrooms wherever possible.

- Where possible fire exits will be utilised as entry points to reduce congestion at set times.

- Intervention groups to be held within the Hall (except Tuesday's and Thursday's when hall is required for PE), dining space, corridor (ensure adequate ventilation) and library bus. Library bus only used for groups intervention, not one to one sessions. The chairs/tables will need to be wiped down before the next group uses the room.

- Desks are arranged so pupils sit side by side and are looking in the same direction (i.e. not facing each other). The teacher remains at the front of the class and maintains 2 metres social distancing where possible. Infant and Primary school teachers try to do this where possible but appreciate it is not always possible.

- Where staff and in particular teaching assistants, need to move between classes and year groups for timetabling, intervention and subject purposes they will try to keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. Class teachers to remain within their bubble and



<p>open enough to maintain informed so they ensure</p> <p>people whilst inside transmission. It is their pupils, staying adults should always possible, circumstances allow spent within 1 metre of complex needs or who</p> <p>These pupils</p> <p>“Minimising contacts important in all possible to minimise</p> <p>The overarching</p>	<p>Schools</p> <p>and strong at the maintain that will anyone. need</p> <p>and contexts, contacts</p> <p>principle</p>	<p><b>- COVID 19 Risk Assessment- Full Opening in September 2020</b></p> <ul style="list-style-type: none"> <li>Classroom window(s) are kept good general ventilation wherever possible. Parents and pupils have been pupils dress appropriately.</li> <li><b>Excerpts from Government</b></li> <li><b>Measures within the classroom</b></li> <li>“Maintaining a distance between reducing the amount of time they are in face to face to contact lowers the risk of public health advice that staff in secondary schools maintain distance from front of the class, and away from their colleagues where possible. Ideally, 2 metre distance from each other, and from children. We know that this is not particularly when working with younger children, but if adults can do this when help. In particular, they should avoid close face to face contact and minimise time Similarly, it will not be possible when working with many pupils who have close contact care.</li> </ul> <p>educational and care support should be provided as normal.”</p> <ul style="list-style-type: none"> <li>The Government Guidance notes: mixing between people reduces transmission of coronavirus (COVID-19). This is and schools must consider how to implement this. Schools must do everything and mixing while delivering a broad and balanced curriculum.</li> </ul> <p>to apply is reducing the number of contacts between children and staff. This can</p>	<p><b>Guidelines:</b></p>
<p>be achieved through</p>	<p>keeping</p>	<p>groups separate (in 'bubbles') and through maintaining distance between</p>	

		Schools	<p><b>- COVID 19 Risk Assessment- Full Opening in September 2020</b></p> <p><i>individuals. These are not alternative options and both measures will help, but the balance between them will change depending on:</i></p> <ul style="list-style-type: none"> <li><i>children's ability to distance</i></li> <li><i>the lay out of the school</i></li> <li><i>the feasibility of keeping distinct groups separate while offering a broad curriculum (especially at secondary)</i></li> </ul> <p><i>It is likely that for younger children the emphasis will be on separating groups, and for older children it will be on distancing. For children old enough, they should also be supported to maintain distance and not touch staff where possible.</i></p> <p><i>Maintaining consistent groups remains important, but given the decrease in the prevalence of coronavirus (COVID-19) and the resumption of the full range of curriculum subjects, schools may need to change the emphasis on bubbles within their system of controls and increase the size of these groups."</i></p>	
	Social distancing -  lunch and school  canteens			

- Ensure that food is eaten in classrooms or outside apart from reception who will eat in dining space.
  - Chartwells will provide cooked food/snack boxes
  - ISS staff will not come out of the school kitchen when children are in the hall
  - Children to collect food from the servery area (if child is not having a packed lunch)
  - Kitchen staff member to collect used trays and return to the kitchen
  - Children to play outside before lunch – see timetable
-

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p>reduce movement around school</p> <ul style="list-style-type: none"> <li>• Staff not to go into the school kitchen when Chartwells staff are in there.</li> <li>• Access the boiler room etc. from the outside gates near the kitchen not via the main kitchen when Chartwells staff are on site</li> <li>• Staggered lunch times to reduce the total numbers of people moving around the school</li> </ul>	
11	<b>Social distancing - Offices</b>		<ul style="list-style-type: none"> <li>• Staff maintain the 2-metre distancing rule wherever possible including with other staff and pupils. Maximum of 2 people in office at any one time Maximum of 3 in Exec Principal office Maximum of 2 in SBM's office</li> <li>• Where staff have to share a desk additional cleaning controls will be in place, such as wiping down desk, keyboard etc – this is the responsibility of the member of staff about to use the space</li> <li>• Sanitising wipes are provided for areas where pupils or staff are using keyboards and mice.</li> <li>• Office window(s) are kept open enough to maintain good general ventilation wherever possible. Staff have been informed so they can dress appropriately.</li> </ul>	Keep glass panel closed at all times
12	<b>After School Clubs, Breakfast Clubs, Holiday Clubs</b>		<ul style="list-style-type: none"> <li>• The Government has provided guidance on the provision of these facilities</li> <li>• <b>Link: <a href="#">Protective Measures for Holiday or After School Clubs or Other Out of School Settings</a></b> - this guidance advises on the controls required of providers for these activities and settings.</li> <li>• The school ensures any organisation using its facilities for these purposes has a COVID-19 risk assessment in place and that the provider adheres to the school's arrangements and processes for managing COVID-19.</li> <li>• The school provides a copy of its COVID-19 risk assessment to these providers and gives clear information as to the expectations it has including the local arrangements for infection control.</li> </ul>	<p>School to run the breakfast club</p> <p>Breakfast club – max of 14 children – kept 2 mtrs apart unless same year group</p>



## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

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13	Social Distancing -  Travelling to and from school		<ul style="list-style-type: none"> <li>• The vast majority of our pupils walk to school or travel by car.</li> <li>• All those who travel on public transport are required to wear face coverings. <b>Update:</b> The guidance on this has been updated again (4/7/2020) - <b>Link:</b> <a href="#">Safer Travel Guidance for Passengers</a></li> <li>• See also this poster: <a href="#">Safe Travel Poster for Passengers</a></li> <li>• The following quote from the <b>Government Guidance</b> sums up the areas to be considered:</li> </ul> <p><b><i>“Dedicated school transport, including statutory provision</i></b></p> <ul style="list-style-type: none"> <li>• <i>Pupils on dedicated school services do not mix with the general public on those journeys and tend to be consistent. This means that the advice for passengers on public transport to adopt a social distance of two metres from people outside their household or support bubble, or a ‘one metre plus’ approach where this is not possible, will not apply from the autumn term on dedicated transport.</i></li> <li>• <i>The approach to dedicated transport should align as far as possible with the principles underpinning the system of controls set out in this document and with the approach being adopted for your school. It is important to consider:</i> <ul style="list-style-type: none"> <li>○ <i>“how pupils are grouped together on transport, where possible this should reflect the bubbles that are adopted within school</i></li> <li>○ <i>use of hand sanitiser upon boarding and/or disembarking</i></li> </ul> </li> </ul>	

	Dropping off and collection arrangements	Schools	<p><b>- COVID 19 Risk Assessment- Full Opening in September 2020</b></p> <ul style="list-style-type: none"> <li>○ additional cleaning of vehicles</li> <li>○ organised queuing and boarding where possible</li> <li>○ distancing within vehicles wherever possible</li> <li>○ the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet”</li> </ul> <ul style="list-style-type: none"> <li>● Parents are discouraged from gathering at the school gates and reminded of the social distancing rules (2 m or, if this is not possible, 1 m plus mitigating controls).</li> <li>● Drop off and collection times are staggered to avoid larger groups gathering. (Government Guidance states these arrangements should not reduce the amount of overall teaching time.) See little issues to staffs/families in Autumn term regarding start times and departure times.</li> <li>● Pupils are regularly reminded about maintaining social distancing both in and outside of school.</li> <li>● The school regularly checks the Government Advice:</li> </ul>	
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- Link: [Government Guidance - Full Opening of Schools](#)

- Link: [Government Guidance - Special Schools and Other Specialist Settings](#)
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- Link: [Government Advice - Conducting a SEND Risk Assessment](#)

	Schools - COVID 19	Risk	Assessment- Full Opening in September 2020	
	Face Coverings	Staff, pupils	14	<p><b>Face coverings</b></p> <ul style="list-style-type: none"> <li>Where worn face school, the relation to the when they communicates</li> <li>Pupils are their face removing</li> <li>They must arrival (as is students), coverings in a face coverings home with again before</li> <li>Guidance childcare and provides more <a href="#">working childcare and</a></li> <li>PPE is should they</li> </ul> <p>pupils, students or staff have coverings on their way to school has a process in removal of face coverings arrive at the setting and it clearly to them.</p> <p>instructed not to touch the front of covering during use or when them.</p> <p>wash their hands immediately on the case for all pupils and dispose of temporary face covered bin or place reusable in a plastic bag they can take them, and then wash their hands heading to their classroom.</p> <p>on safe working in education, children's social care advice. <b>Link: <a href="#">Guidance to safely in education, children's social care</a></b></p> <p>available in school for staff feel the need to wear.</p> <p><b>Link: <a href="#">Government Guidance on Full Opening of Schools</a></b></p>

**Quote from Section 1, point 6 of the  
Government Guidance:**

*“The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including:*

*where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained*

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## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p><i>where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used"</i></p> <ul style="list-style-type: none"> <li>● This risk assessment includes arrangements for the provision of first aid, attending to someone who has symptoms of COVID19 and providing personal care including what PPE staff should wear in those instances.</li> </ul> <p><u>UPDATED 12.03.21</u></p> <p>In primary schools and early years settings, Government advice now recommends that face coverings should be worn by staff and adult visitors where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in these settings should not be asked to wear face coverings.</p> <p>We expect that most adults will already have access to face coverings from their wider use in society, however, it is recommended that all settings have a small contingency stock of face coverings available, should an individual have forgotten, lost or damaged their own. Staff to remove any of their own personal face coverings and collect a face mask from the school office when entering the building. This face covering is then to be used throughout the day and disposed of in the bin situated by the school office door on their way out of the building. Staff can then use their own face coverings once outside of the building if they choose to do so.</p> <p>To support the return to full attendance and ensure maximum compliance with the system of controls, the Department of Health and Social Care is completing a one-off delivery of approximately 450 'Type IIR' masks to primary schools where there are multiple members of adult staff and visitors on the premises. This supply is to be used as a contingency stock and you should expect to receive your delivery by Wednesday 17 March.</p> <p><u>UPDATED 14.05.21</u></p>	
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			<p>Updated the guidance to reflect that from 17 May face coverings will no longer be recommended for pupils and students in classrooms or communal areas, in all schools and FE providers. Face coverings will also no longer be recommended for staff in classrooms. In all schools and FE providers, we continue to recommend that face coverings should be worn by staff and visitors in situations outside of classrooms where social distancing is not possible.</p>	
15	<p><b>Social distancing - lunch and school hall</b></p>		<ul style="list-style-type: none"> <li>• Classes (apart from Reception) will eat lunch in their classrooms. For children having school lunches these will be collected by the class and empty trays will be collected by the kitchen staff. Reception children will eat lunch in the school hall.</li> <li>• No other pupils will be in the hall at lunchtime</li> <li>• Chartwells staff will not come out of the school kitchen when children are in the hall</li> <li>• Kitchen staff to collect used trays and return to the kitchen</li> <li>• Staff not to go into the school kitchen when Chartwells staff are in there.</li> <li>• Access the boiler room etc. from the outside gates near the kitchen not via the main kitchen when Chartwells staff are on site</li> <li>• Staggered lunch times to reduce the total numbers of people in the servery at any one time.</li> <li>• All windows open daily (doors safely secured so they can't slam shut in the wind) to provide good general ventilation to the hall – See updated ventilation guidance (12.10.2020)</li> </ul>	



## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<ul style="list-style-type: none"> <li>Entrance into smaller areas (e.g. food servery if this is slightly discrete to the main hall) controlled with maximum number of people allowed in the space at any one time.</li> <li>Tables and chairs set to maximise the distance between people.</li> <li>Exit doors/windows open (doors safely secured so they can't slam shut in the wind) to provide good general ventilation to the hall.</li> <li>Link: <a href="#">Government Advice for Schools implementing protective measures in education and childcare settings</a></li> <li>Link: <a href="#">Government Advice - Conducting a SEND Risk Assessment.</a></li> </ul>	
16	<b>Social distancing -</b> <b>staff room and staff</b> <b>toilet facilities</b> <b>meetings</b>	Staff, visitors	<ul style="list-style-type: none"> <li>Protocol set for the use of staff room and staff toilet areas - distancing indicators on the floor in the hall</li> <li>Staff are encouraged to have breaks outside/go for local walk. We have an outside space in school (outdoor table and chairs) for staff to have their lunch when weather permits. Individual choice is important and accepted.</li> <li>Staff are encouraged to close toilet lids before flushing</li> <li>Staff make their own drinks and handle their own food.</li> <li>Meeting rooms have chairs removed to ensure only a minimal number permitted to ensure social distance can be enabled.</li> <li>Window(s) opened where possible.</li> </ul> <p>- No more than one person to use photocopier at any time and no more than one waiting to use the photocopier.</p> <p>If the photocopier in the staffroom is being used then please wait outside of the staffroom until the member of staff has completed their photocopying.</p> <p>Photocopier to be cleaned with disinfectant wipe after use and staff to wash/sanitise hands after use.</p> <p>Link: <a href="#">Government Guidance on Full Opening for Schools</a></p> <p><b>Excerpt from the Government Guidelines:</b></p> <p><i>"Schools should also plan how shared staff spaces are set up and used to help staff to distance from each other. Use of staff rooms should be minimised, although staff must still have a break of a reasonable length</i></p>	

			during the day.”		
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### Schools - COVID 19 Risk Assessment- Full Opening in September 2020

17	<b>Social distancing -  movement around school buildings</b>	Staff,  pupils	<ul style="list-style-type: none"> <li>• Break times and the movement of pupils around the school are staggered to reduce large groups of children gathering.</li> <li>• We will use different outside areas for different year groups. These will be rotated to ensure children benefit from different spaces.</li> <li>• Where there are windows along corridors, they are opened to help with general ventilation where possible.</li> <li>• Keep windows open in offices, classrooms and toilets to ensure ventilation is sufficient around school</li> <li>• Cleaners to ensure toilets have windows opened and closed each day</li> <li>• Teaching staff to open windows when they arrive in school.</li> <li>• We have arrows around the school to show the route that must be taken.</li> <li>• <b>Excerpt from the Government Guidelines:</b>  <i>"While passing briefly in the corridor or playground is low risk, schools should avoid creating busy corridors, entrances and exits."</i></li> </ul>	
18	<b>Social distancing -  Assemblies,  Large gatherings,  Whole school worship</b>	Staff, pupils, visitors	<ul style="list-style-type: none"> <li>• Whole school assemblies or whole school worship does not take place. Instead the school organises individual group assemblies/worship or uses technology (for example with one group of children present as the assembly/worship is delivered and this is filmed for showing in each classroom).</li> <li>• <b>Excerpt from Government Guidelines:</b>  <i>"Groups should be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group."</i></li> </ul>	<b>In place</b>

	Schools - COVID 19	Risk	Assessment- Full Opening in September 2020	
<p><b>Social distancing -</b></p> <p><b>Singing</b></p>		<p>Staff, pupils</p>	<ul style="list-style-type: none"> <li>● Singing is carefully organised as follows:               <ul style="list-style-type: none"> <li>○ in small groups of no more than 15 pupils (bubbles maintained);</li> <li>○ with social distancing in place;</li> <li>○ outside wherever possible;</li> </ul> </li> </ul>	<p><b>In place</b></p>

- in well ventilated areas, with the pupils standing/sitting side to side or back to back.
- Singing does **not** take place in larger groups such as school choirs and groups/ensembles, or school assemblies.

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## Social distancing -

Pupils,  
staff

## Music including

## playing of wind and brass instruments

- Playing of wind and brass instruments is carefully organised as follows:
  - in small groups of no more than 15 pupils (bubbles maintained);
  - with social distancing in place;
  - outside wherever possible;
  - in well ventilated areas, with the pupils standing/sitting back to back or side to side;
  - pupils do not share instruments and only use their allocated instrument.
- Wind and brass playing does **not** take place in larger groups such as school choirs and ensembles, or school assemblies.

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### Quote from the Government Guidelines:

*“Schools should note that there may be an additional risk of infection in environments where you or others are singing, chanting, playing wind or brass instruments or shouting. This applies even if individuals are at a distance. Schools should consider how to reduce the risk, particularly when pupils are playing instruments or singing in small groups such as in music lessons by, for example, physical distancing and playing*

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## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p><i>outside wherever possible, limiting group sizes to no more than 15, positioning pupils back-to-back or side-to-side, avoiding sharing of instruments, and ensuring good ventilation. Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies. Further more detailed DfE guidance will be published shortly."</i></p>	
21	<b>PE and Sports</b>	Staff, pupils	<ul style="list-style-type: none"> <li>• PE and sports lessons will take place outside where the weather permits and it is practical to do so. Certain activities requiring specific equipment may be more suitable for indoor use only.</li> <li>• Contact sports will not take place. Instead, for example, training in such sports will take place with individual spaces marked out for each individual taking part in training elements of the activity and distanced from others.</li> <li>• Equipment used for sports and PE are cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</li> <li>• Pupils will be kept in consistent groups.</li> <li>• External coaches where used will follow the school's requirements in terms of its wider controls including hygiene, social distancing and non-contact sports.</li> </ul> <p><b>Association for Physical Education (AfPE) Guidance:</b></p>	

	<b>Schools - COVID 19</b>	<b>Risk</b>	<b>Assessment- Full Opening in September 2020</b>	
	some of the key areas	to	<ul style="list-style-type: none"> <li>consider when planning activities:</li> </ul> <p>AfPE has produced some useful</p>	guidance for schools highlighting

Link: [AfPE Guidance on Interpreting the Government Guidance](#)

**Swimming**

Pupils,  
staff

• Swim England has published a number of documents in relation to opening swimming pools, the links to which are provided below. (There does not currently appear to be specific Government advice in relation to pools.)

See Springboard Swimmers full risk assessment

[Link to Swim England Documents](#) - in particular the Guidance for Operators document is the most helpful for schools and it has just been updated (13/7/2020).

22

Controls include:

- one-way systems for entry and exit of the pool and changing rooms
- increased ventilation
- enhanced cleaning arrangements
- reduced numbers of swimmers in the pool and changing areas

<b>Educational Visits</b>	Staff,	<b>Link: <a href="#">coronavirus: travel guidance for education settings</a>.</b>	No trips requiring public transport are planned for autumn
23	pupils	<ul style="list-style-type: none"> <li>• The Government has advised that, in the autumn term, schools can resume non-overnight domestic educational visits. This includes any trips or placements connected with a pupil or student's preparation for adulthood (for example workplace visits, travel training, etc.).</li> </ul>	1 2020
		<ul style="list-style-type: none"> <li>• Trips are organised in line with protective measures, such as keeping</li> </ul>	

### Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p>children within their consistent group, and the coronavirus (COVID-19) secure measures in place at the destination.</p> <ul style="list-style-type: none"> <li>• The school also makes use of outdoor spaces in the local area to support delivery of the curriculum. When planning these activities, the school undertakes a risk assessment in the usual way to ensure they can be done safely. As part of this risk assessment, the school considers what control measures are needed and ensures it is aware of wider advice on visiting indoor and outdoor venues.</li> <li>• The school has access to an Staffordshire EVC system who provides information and advice to the school. As part of this arrangement, the school notifies them of any trips and submits risk assessment as necessary for consideration.</li> </ul>	
24	<b>Provision of first aid and medication</b>	Staff, pupils	<ul style="list-style-type: none"> <li>• First aiders have access to local handwashing facilities including soap and paper towels/hand sanitiser.</li> <li>• Disposable gloves are provided for first aiders (preferably non-latex for allergy reasons).</li> <li>• First aiders should wear a fluid-resistant (Type IIR) surgical mask when carrying out direct patient care, particularly for those suspected or confirmed as COVID-19 cases.</li> <li>• A disposable plastic apron is recommended.</li> <li>• Risk assess whether there is a need to use disposable eye protection (such as face visor or goggles) when there is an anticipated risk of contamination with splashes, droplets of blood or body fluids.</li> <li>• Where possible a window is kept open in the first aid room to help ensure good ventilation.</li> <li>• Clean hands thoroughly with soap and water or alcohol sanitiser before putting on and after taking off PPE.</li> </ul>	In place

		Schools	<b>- COVID 19 Risk Assessment- Full Opening in September 2020</b> <ul style="list-style-type: none"> <li>• See also the section on ‘Someone develops COVID-19 symptoms whilst at school’</li> <li>• Excerpt from <a href="#">Government Guidance</a>: Safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE) (updated 21 July 2020):</li> </ul>	
	Administering Resuscitation (CPR)		Cardiopulmonary	

*“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.*

*Face masks must:*

- *cover both 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 must be cleaned after disposal"*

### **In place**

- Please see the following link for PPE guidance for first responders:
  - [Recommended PPE for ambulance staff, paramedics and first responders](#)
- The following link provides information on donning masks:
  - [Advice on donning surgical masks and other PPE.](#)
- The following link provides information on how to safely remove the masks and other PPE:
  - [Advice on removing surgical masks and other PPE.](#)

		Schools	- COVID 19 Risk Assessment- Full Opening in September 2020		
			<p><b>Cardiopulmonary Resuscitation</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Government Advice to First Aiders including Resuscitation</a></li> <li>• <a href="#">Resuscitation Council Advice</a></li> </ul>	<p>If a decision to-mouth arrest, use a where</p> <p>If schools do <b>shield</b> in their for them to</p> <p>examples.</p> <p><a href="#">Examples</a></p>	<p>is made to perform mouth-ventilation in asphyxial resuscitation face shield available.”</p> <p>not already have a <b>resuscitation</b> first aid kits, then it is advisable purchase these. Here are some</p> <p><b>Link:</b></p>
	Administering medication		<p>The above links advise on the differences between performing CPR on adults and children.</p> <p>“If you are required to perform cardiopulmonary resuscitation (CPR), you should conduct a risk assessment (in the Police this would be a “dynamic risk assessment”) and adopt appropriate precautions for infection control.</p> <p><b>For adults, during COVID-19, it is recommended you do not perform rescue breaths or mouth-to-mouth ventilation; perform chest compressions only.</b></p> <p>Compression-only CPR may be as effective as combined ventilation and compression in the first few minutes after non-asphyxial arrest (cardiac arrest not due to lack of oxygen).</p> <p><b>Cardiac arrest in children is more likely to be caused by a respiratory problem (asphyxial arrest), therefore chest compressions alone are unlikely to be effective.</b></p>		

We will ensure we have a resuscitation face shield in each classroom

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p>Should staff have given mouth-to-mouth ventilation there are no additional actions to be taken other than to monitor themselves for symptoms of possible COVID-19 over the following 14 days. Should they develop such symptoms they should follow the advice on what to do on the <a href="#">NHS website</a>.</p> <p><b>Medication</b></p> <ul style="list-style-type: none"> <li>• The school has a medication policy in place that is followed</li> <li>• Staff dispensing medication to students should minimise contact.</li> <li>• Wash hands before and after dispensing the medication</li> <li>• Where appropriate, students should take the medication out of the blister packs/bottles then place the unused ones back in the cupboard, etc.</li> <li>• If required, gloves will be worn by staff when giving medication.</li> </ul>	
25	<p><b>Someone develops COVID-19 symptoms whilst at school</b></p>	<p>Staff, pupils</p>	<ul style="list-style-type: none"> <li>• If anyone is experiencing <a href="#">symptoms</a> - a new, continuous cough, loss of the sense of taste and/or smell, or a high temperature they are sent home/their parents or carer are contacted to collect them and they are advised to follow the <a href="#">staying at home guidance</a> and arrange to be tested to confirm if they have COVID-19.</li> <li>• If a pupil is awaiting collection, they are moved to the central courtyard if weather permits or a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required.</li> <li>• Where possible, a window is opened for ventilation.</li> <li>• If the pupil 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.</li> <li>• If contact with the pupil 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</li> </ul>	

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splashing to the eyes, then eye protection	for should	example from coughing, spitting, or vomiting, also be worn.	
while waiting to be and disinfected using	collected, standard	<ul style="list-style-type: none"> <li>If they need to go to the bathroom they use a separate bathroom where possible. The bathroom should be cleaned cleaning products before being used by anyone else.</li> </ul>	
seriously ill or injured or	their life	<ul style="list-style-type: none"> <li>The school will call 999 if they are is at risk.</li> </ul>	
someone who was go home unless they	taken develop	<ul style="list-style-type: none"> <li>If a member of staff has helped unwell with a new, continuous cough or a high temperature, they do not need to symptoms themselves.</li> </ul>	
at least 20 seconds	after any	<ul style="list-style-type: none"> <li>Staff wash their hands thoroughly for contact with someone who is unwell.</li> </ul>	
disinfectant after	someone	<ul style="list-style-type: none"> <li>Cleaning with normal household with symptoms has left reduces the risk of passing the infection on to other people.</li> </ul>	
individual, including normal waste.	PPE	<ul style="list-style-type: none"> <li>Any waste items associated with the should be double bagged and stored safely for 72 hours before placing in the</li> </ul>	
positive for rest of their class/group	be sent	<ul style="list-style-type: none"> <li>Link: <a href="#">guidance on cleaning in non-healthcare settings.</a></li> <li>Where a pupil or staff member tests Coronavirus, follow the protocols as shared by PHE which will likely advise that the home and advised to self-isolate for 14 days.</li> <li>Link: <a href="#">Government Guidance for</a></li> </ul>	

#### [Contacts of People with Confirmed Case of Coronavirus](#)

Excerpt from Government Guidance for schools:



		<b>Schools</b>	<b>- COVID 19 Risk Assessment- Full Opening in September 2020</b>	
	“Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:			
	face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)		<ul style="list-style-type: none"> <li>• direct close contacts - face to</li> </ul>	
	close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual		<ul style="list-style-type: none"> <li>• proximity contacts - extended</li> </ul>	
	person		<ul style="list-style-type: none"> <li>• travelling in a small vehicle, like a car, with an infected</li> </ul>	
	The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we recommend schools keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups (see <a href="#">section 5 of system of control</a> for more on grouping pupils). This should be a proportionate recording process. Schools do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.”			

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

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28	<b>Laundry</b>		<ul style="list-style-type: none"> <li>Public Health advises items should be washed in accordance with the manufacturer's instructions, using the warmest water setting and drying items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items.</li> <li>Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air.</li> <li>Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above.</li> <li>People dealing with laundry from a suspected/ confirmed case should wear gloves and aprons when handling the laundry.</li> <li>The school follows the above advice if washing items that a person suspected of having COVID-19 has used or when cleaning washable soft furnishings that are used within a group/bubble.</li> </ul>	
29	<b>Uniforms</b>	Staff,  pupils	<ul style="list-style-type: none"> <li>Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.</li> </ul> <p>Children to wear PE kits to school on the days that they have PE.</p>	
30	<b>Routine cleaning of communal areas of the school estate</b>	Staff/ Cleaning Contractors	<p>For <b>routine</b> cleaning (i.e. <b>not</b> cleaning in the event of significant contamination by someone suspected of having Covid-19), the following are in place:</p> <ul style="list-style-type: none"> <li>Disposable gloves are provided for staff/contractors (see next bullet point)</li> <li>Staff wear their usual washable uniform/clothing</li> <li>Mops are used for the tasks</li> <li>No jet washing takes place during the current COVID-19 - not under any circumstances</li> <li>Staff wash their hands when they have finished their task and dispose of the gloves.</li> <li>Clothing such as trousers, t-shirts and sweatshirts can be washed each evening as normal.</li> </ul>	

**Fire and Emergency  
Evacuation Procedures Policy  
in place 2020/21.**

31	<b>Fire and Emergency Evacuation Procedures.</b>	<p><b>All staff</b></p> <p><b>Pupils</b></p>	<p>Fire drills should continue to be held as normal. Office to call the Fire Brigade immediately –</p> <p>1. Action when the fire alarm sounds - All children and staff to evacuate the building in an orderly manner. Each class should remain in their bubble and socially distance <b>WHERE POSSIBLE.</b></p> <p>- Miss Smith to check the girls KS2 toilets – Mrs Fallon-Bland in absence - Year 4 Teaching assistant to check the boys KS2 toilets – Mrs Fallon-Bland in absence - Mrs Hatchard to check KS1 toilets – Mrs Luckhurst in absence - Mrs Fallon-Bland to check the staff toilets – Mrs Peace in absence.</p> <p>Reception vacate through the outdoor play area, if safe to do so. Year 1 vacate through the classroom, if safe to do so. Year 2 vacate through Reception classroom, if safe to do so. Year 3 vacate through KS2 girls toilet door, open blue gate, if safe to do so. Year 4 vacate through door in classroom to blue gate, if safe to do so. Year 5 vacate through Junior door, if safe to do so. Year 6 vacate through Junior door, if safe to do so.</p> <p>Kitchen staff to vacate through their exit door, if safe to do so.</p> <p>If the nearest exit door is not safe, please use your nearest available exit.</p> <p>Years 3 and 4 to line up in the space at the bottom of the playground. Year R, 1, 2, 5 and 6 to line up in class rows from the community hut side of the playground.</p>
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## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

30 Continued			<ul style="list-style-type: none"> <li>As a precautionary measure, the jacket could be left near the front door of each person's home, separate from other clothes, particularly if they live with someone who is vulnerable to COVID-19.</li> <li>The school checks that external cleaning contractors have their own covid related risk assessment in place and ensures the cleaners are aware of what is expected of the contractors in terms of following COVID controls within school.</li> </ul>	
32	<b>Communicating with staff and parents</b>	All	<ul style="list-style-type: none"> <li>Arrangements for discussing in detail plans with all staff including individually have been discussed elsewhere in this risk assessment.</li> <li>Parents will be informed of the general arrangements being made and an explanation of what is expected of them in terms of dropping off and collecting children and any other local procedures will be given. We will emphasise their role in terms of the national approach</li> <li>Include reminders of parents' roles in social distancing in the school's Half termly newsletter</li> <li>Emphasise to parents and carers that if a child feels in any way unwell or under the weather, they need to stay at home and not come into school</li> </ul>	
33	<b>Storage and issuing of masks</b> <b>Putting on the masks</b>	Staff	<ul style="list-style-type: none"> <li>Where masks have been supplied for staff (e.g. first aiders) they need to be decanted into clean, sealable bags or plastic lidded boxes so that staff each have their own supply for social distancing purposes and keeping the unused masks clean.</li> <li>The following link provides information on donning masks:  <b>Link: <a href="#">Advice on donning surgical masks and other PPE.</a></b></li> <li>The following link provides information on how to safely remove the masks and other PPE: <b>Link: <a href="#">Advice on removing surgical masks and other PPE.</a></b></li> </ul>	

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			Video: <a href="#">PPE - Donning and Doffing PPE Video, Public Health England</a>	
34	Ventilation  including mechanical ventilation		<ul style="list-style-type: none"> <li>• Reference has been made in this risk assessment to keeping some windows open in various areas, including classrooms, offices, corridors and kitchens to help create general natural ventilation. Where activities can take place outside, (weather permitting), this also remains an effective measure.</li> <li>• <b>HSE Advice: (as at the 14/8/2020 this is noted to have been updated on the HSE website and the updates are highlighted with yellow highlighter below)</b></li> <li>• <b>“Air conditioning</b></li> <li>• The risk of air conditioning spreading coronavirus (COVID-19) in the workplace is extremely low. as long as there is an adequate supply of fresh air and ventilation.</li> <li>• You can continue using most types of air conditioning system as normal. But, if you use a centralised ventilations system that removes and circulates air to different rooms it is recommended that you turn off recirculation and use a fresh air supply.</li> <li>• You do not need to adjust air conditioning systems that mix some of the extracted air with fresh air and return it to the room as this increases the fresh air ventilation rate. Also, you do not need to adjust systems in individual rooms or portable units as these operate on 100% recirculation. You should still however maintain a good supply of fresh air ventilation in the room.</li> <li>• If you're unsure, ask the advice of your heating ventilation and air conditioning (HVAC) engineer or adviser.</li> <li>• <b>General ventilation</b></li> <li>• Employers must, by law, ensure an adequate supply of fresh air in the workplace and this has not changed.</li> </ul>	

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so	focus on improving  example, by opening  prevent pockets of provided good  extremely low.”	general  windows  stagnant  providing	<ul style="list-style-type: none"> <li>• Good ventilation can help reduce ventilation, preferably through fresh air or mechanical systems.</li> <li>• Where possible, consider ways to and doors (unless fire doors).</li> <li>• Also consider if you can improve air in occupied spaces. You can do this by using ceiling fans, desk fans or ventilation is maintained.</li> <li>• The risk of transmission through there is good ventilation in the area it is being used, preferably provided by fresh</li> </ul>	<p>the risk of spreading coronavirus,</p> <p>increase the supply of fresh air, for</p> <p>the circulation of outside air and opening windows, for example.</p> <p>the use of ceiling and desk fans is air.” Source: HSE.</p>
			<ul style="list-style-type: none"> <li>• SEE UPDATED GUIDANCE</li> </ul>	12.10.2020
<b>Fire Evacuation</b> <b>Fire Doors</b>		All	<ul style="list-style-type: none"> <li>• The school has reviewed the fire evacuation procedures to consider if there are busy areas and whether the current assembly point presents</li> </ul> <p>social distancing issues. See Point 31 for detailed fire and emergency evacuation</p>	<p>Whilst there is a high risk of covid transmission we will carry out 1 socially distance practice W/c 19/10/2020.</p>

guidance..

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- *The school has in place procedures for the regular cleaning of areas of the doors most frequently made contact with.*

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<b>Food and drink</b>	All	<ul style="list-style-type: none"><li>• Staff make their own drinks and do not share foodstuffs, cutlery and cups, etc.</li></ul>
36 <b>Catering</b>		<ul style="list-style-type: none"><li>• The caterers prepare their own risk assessment that includes social distancing, cross contamination, food hygiene, etc. and are required to follow the <a href="#"><u>Government Guidance for Caterers.</u></a></li><li>• Pupils are not allowed to swap food from their lunch boxes/plates.</li></ul>

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## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

			<p><b>Excerpt from Government Guidance:</b></p> <p><i>"We expect that kitchens will be fully open from the start of the autumn term and normal legal requirements will apply about provision of food to all pupils who want it, including for those eligible for benefits-related free school meals or universal infant free school meals."</i></p> <p>Controls detailed in the guidance for caterers include:</p> <p>regular handwashing  those with symptoms to stay at home and get tested;  prompt removal of anyone with symptoms;  active engagement in test and trace;  risk assessment in place for activities;  limit unnecessary visits into the kitchen;  maintain 2m distancing between workers – if not possible, additional measures, e.g. redesigning task. Physical barriers, PPE or face coverings.</p>	
37	<p><b>Science, DT</b></p> <p><b>guidance</b></p>	All	<ul style="list-style-type: none"> <li>• CLEAPSS has written a number of guidance documents in relation to delivering activities during the current situation and some of these are listed and discussed below.</li> </ul> <p>The first three documents listed below remain current up until the end of the summer term and can still be accessed via the CLEAPSS website. They are being updated in relation to full September 2020 opening and the updated versions will be published once that work is complete, during the next few weeks:</p>	

		<b>Schools - COVID 19 Risk Assessment- Full Opening in September 2020</b>	
GL343 - Guide to doing practical	work in a partially reopened school - Science.		
GL344 - Guidance on practical	work in a partially reopened school in DT		
P104 - Organising and managing school.	hands on activities in science, D&T and art in a partially reopened primary		
The following website. Documents that local lockdowns relating occur.	documents are CLEAPSS documents which remain accessible via the CLEAPSS practical activities for children at home will remain in place for use in the event occur.		
<b>Primary Schools</b>			
P097 - Practical closure.	activities for primary aged children attending school during extended periods of school		
P098 - Practical	activities for primary aged children at home during extended periods of school closure.		
<b>Science</b>			
GL336 - CLEAPSS Advice	during the COVID-19 / Coronavirus Pandemic		
GL338 - Practical activities	for pupils attending school during extended periods of closure		
GL339 – Practical activities	for pupils at home during extended periods of school closure		
GL345 – Guidance for extended period of science closure	departments returning to school after an		
<b>Design and Technology</b>			

GL346 School Extended Closure Arrangements

GL347 returning to school after an extended period of closure



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			<a href="http://science.cleapss.org.uk/">http://science.cleapss.org.uk/</a>	<a href="http://dt.cleapss.org.uk/">http://dt.cleapss.org.uk/</a>	
38	<p><b>Safe storage of alcohol based hand sanitiser supplies - for all schools</b></p> <p><b>Use of alcohol-containing hand sanitiser</b></p>	Staff	<p><b>Storage of Supplies of alcohol based hand sanitiser</b></p> <ul style="list-style-type: none"> <li>Where the school is storing supplies of alcohol-based hand sanitiser, it acknowledges that this is a flammable substance which requires sensible storage. The school will ensure that its supplies of sanitiser: <ul style="list-style-type: none"> <li>are not stored within fire escape routes including stairwells;</li> <li>are not stored near ignition sources - they are kept from heat, hot surfaces, sparks, open flames and other ignition sources;</li> <li>there is a no smoking policy in place;</li> <li>the containers are kept tightly closed;</li> <li>are not stored in the same room as Oxygen cylinders;</li> <li>located in a room with a fire door;</li> <li>where available they are kept in a fire resisting cabinet;</li> <li>signage is provided to the storage area (see example) raising awareness of the risk (no smoking, no naked flames);</li> <li>the school's fire risk assessment is updated to reflect that the sanitiser is being stored on site and that it is being stored following these bullet points.</li> </ul> </li> </ul> <p><b>Use of alcohol-containing hand sanitiser</b></p> <ul style="list-style-type: none"> <li>Where a school has Oxygen cylinders on site and/or in use by pupils, before anyone uses, adjusts or checks the cylinders, they will wash and dry their hands using soap and water first rather than use hand sanitiser. If they have to use hand sanitiser for reasons of practicality, they will follow</li> </ul>		



Danger Highly Flammable/No Smoking/Naked Lights Signs

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			<p>the following advice:</p> <ul style="list-style-type: none"> <li>• <b>Excerpt from a BOC guide on Oxygen cylinders:</b>  <i>"You can use alcohol gels to clean your hands – but if you do, make sure that the alcohol gel is massaged in well, particularly in between the fingers. Allow plenty of time for the alcohol gel to fully evaporate before handling your oxygen equipment. Your hands should be completely dry when handling your equipment."</i> Source: <i>The Home Oxygen Handbook by BOC.</i></li> </ul>	
39	<b>Communicating with staff and parents</b>	All	<ul style="list-style-type: none"> <li>• Arrangements for discussing in detail plans with all staff including individually have been discussed elsewhere in this risk assessment.</li> <li>• Parents and carers have been updated with a summary of the main COVID controls and arrangements that will be in place in school for September opening. Descriptions have been included as to what is expected of parents (and pupils) when dropping off and collecting children and any other local procedures the school feels are important.</li> <li>• Emphasising the role of parents and carers in terms of the national approach is also appropriate as it potentially impacts on school life and the whole pandemic control measures.</li> <li>• Include reminders of parents' roles in social distancing in the school's newsletter, for example in terms of the weekends if the newsletter goes out towards the end of the week.</li> <li>• Emphasise to parents and carers that if a child feels in any way unwell or under the weather, they need to stay at home and not come into school.</li> </ul>	
40	<b>COVID controls declaration poster</b>	-	<ul style="list-style-type: none"> <li>• The Government has produced a declaration poster for employers to display which schools may like to display:</li> <li>• <b>Link: <a href="#">Covid Secure Poster</a></b></li> </ul>	
41	<b>Relevant publications and posters - these are</b>	-	<ul style="list-style-type: none"> <li>• <b><a href="#">Guidance for Full Opening of Schools</a></b></li> <li>• <b><a href="#">Guidance for Full Opening of Special Schools and Specialist Settings</a></b></li> <li>• <b><a href="#">Government Advice on Implementing Social Distancing in Schools</a></b></li> </ul>	

## Schools - COVID 19 Risk Assessment- Full Opening in September 2020

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documents we have considered in writing this RA and have provided links to throughout the document. We are including them here for ease of reference.

- [Safe Working in Education, Child Care and Children's Social Care Settings](#)
- [Reopening Schools and Other Settings - Information for Parents](#)
- [Government Advice - Conducting a SEND Risk Assessment](#)
- [Government Guidance for Schools - shielding children and adults](#)
- [Actions for Schools During the Coronavirus](#)
- [Guidelines on hand hygiene](#)
- [Advice on donning surgical masks and other PPE.](#)
- [Advice on removing surgical masks and other PPE.](#)
- [Video: PPE - Donning and Doffing PPE Video, Public Health England](#)
- [School Premises - Managing Partially Opened Buildings](#)
- [Guidance on Ventilation by REHVA](#)
- [guidance on cleaning in non-healthcare settings.](#)
- [DfE Summary of Government Advice Scientific Evidence Summary](#)
- [Covid Secure Poster](#)
- [staying at home guidance](#)
- [Catch it, Kill it, Bin it poster](#)
- [Safe Travel Poster for Passengers](#)

42	<b>Emotional Damage (some children have not been in school since March 2020)</b>	<ul style="list-style-type: none"> <li>• First day back in school children offered an opportunity to talk about experiences at home and staff will identify if further work needs to be done. This will be focused on children who had not been back to school before September 2020.</li> <li>• Whilst we cannot offer physical comfort staff we endeavour to offer reassurance and in the event the children is too distressed we will call the parents to pick them up</li> </ul>		



<b>43</b>	<b>Use of Lateral Flow Test Kits at home by Academy Employees.</b>	used to estimate the incidence and prevalence of COVID19 in school employees. It involves the processing of human nasal swabs, throat swabs, or sputum samples with a Lateral Flow Device (LFD). The testing is voluntary and should take place twice weekly at home.	<b>Following</b> See separate risk assessments	<b>guidance from SCC.</b> Policies to be shared with - Use of lateral flow test kits at home by Academy employees RA - Lateral Flow Management Arrangement RA	staff and reviewed regularly.

The risk assessment will be reviewed weekly by the Senior Leadership Team.

Any changes will be immediately communicated to all staff. LAC members and parents.

I fully understand the risk assessment and have been given the opportunity to renew it, raise questions, and add any omissions/oversights. I agree that these are responsible measures to be taken to reduce the risk posed to staff, children, and our families and therefore agree to coming into work as of September 1st, 2020.

I understand that the risks will be continually monitored, that I will be able to raise any concerns, if noticed, and decisions will be taken with due regards for all our safety.

Signed \_\_\_\_\_ Date \_\_\_\_\_