

Name of person completing the risk assessment:		Mrs Rossanna Snee			Date: 1/4/22			
What are the hazards?	Who might be harmed and how?	What control measures are already in place? Are they sufficient?	What additional control measures are needed?	Action by who?	Action by when?	Actioned?		
Children, parents and staff are unsure of the procedures for reducing the risk of spreading the virus	Staff/pupils/stake holders	School has successfully reopened.	<p>Normal communication will resume and mention of the risk assessment may appear in some communications.</p> <p>Regular staff meetings/bulletins include updates on amendments to the Risk Assessment. Along with discussions about staff wellbeing.</p> <p>In line with national guidance, adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature</p> <p>Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend</p> <p>Adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious. For children and young people aged 18 and under, the advice is 3 days</p>	Principals and Academy Managers	Ongoing			

<p>Misunderstanding of the DfE guidance</p>	<p>Staff misunderstand the exact government guidelines leading to inappropriate actions being taken at the school</p> <p>Key stakeholders who are at risk include but are not limited to:</p> <p>Staff (teaching and non-teaching) including supply/visiting staff; pupils; parents entering the site; family members who come into contact with pupils in their homes etc;</p>	<p>Current procedures used in school reflect safe practices and school has been safe.</p>	<p>All staff will have the opportunity to read and comment on the risk assessment. Clarification will be provided where necessary.</p> <p>Leaders and staff will use this risk assessment whenever a decision regarding coronavirus is made. Adaptations will be made to suit individual school contexts.</p> <p>Risk mitigation rules continue and include:</p> <p>Control Measures</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. <p>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</p> <p>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</p> <p>School will ensure that appropriate support is made available for pupils with SEND, for example by deploying teaching assistants and enabling specialist staff from both within and outside the school to work with pupils in different classes or year groups.</p> <p>Where support staff capacity is available, we may consider using this to support catch-up provision or targeted interventions. Teaching assistants may</p>	<p>Principals</p>	<p>Ongoing</p>	

	contractors; other visitors		<p>also be deployed to lead groups or cover lessons, under the direction and supervision of a qualified, or nominated, teacher (under the Education (Specified Work) (England) Regulations 2012 for maintained schools and non-maintained special schools and in accordance with the freedoms provided under the funding agreement for academies). Any redeployments will not be at the expense of supporting pupils with SEND.</p> <p>All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.</p> <p>All normal school routines are now happening e.g. assemblies, trips etc</p> <p>Occupied spaces should be ventilated. The following applies:</p> <ul style="list-style-type: none">•mechanical ventilation systems – these should be adjusted to increase the ventilation rate wherever possible, and checked to confirm that normal operation meets current guidance (if possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply)•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) <p>Further advice on this can be found in Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE coronavirus (COVID-19) advice.</p> <p>To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate:</p> <ul style="list-style-type: none">• opening high level windows in preference to low level to reduce draughts			
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- increasing the ventilation while spaces are unoccupied (e.g. between classes, during break and lunch, when a room is unused)
- providing flexibility to allow additional, suitable indoor clothing (only if classrooms are extremely cold). Children and staff should be encouraged to wear plain vests or equivalent under shirts etc.
- rearranging furniture where possible to avoid direct drafts

We will continue to make use of the carbon dioxide monitors in school to monitor where there is poor ventilation. If this cannot be addressed, we will apply for a government funded clean-air unit. It should be noted that the government has placed strict eligibility criteria on the units but we will not allow poor areas of ventilation to be used by staff and pupils.

Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces

Children and staff to wash/sanitise hands as they arrive at school, before break, after break, before lunch, after lunch and before they leave school.

Additional hand cleaning facilities will be available on the school site to meet demand.

Table tops and other areas need to be cleaned carefully as required with anti-viral spray or equivalent.

IT equipment to be cleaned with an anti-viral cloth (or equivalent) as required.

All potentially contaminated high-contact areas such as toilets, door handles, telephones must be cleaned regularly. Cleaners should wear gloves when cleaning these areas. Additional PPE should be provided such as a visor if required.

Parents to send their child in uniform and work with the school to encourage good hygiene practices.

The full curriculum will run

Extra-curricular activities (that is, before and after school clubs) will all be back up and running. This complements the extension of the school day for taught catch-up curricular provision.

PE, sport and physical activity provided by school can continue including internal and external competitions. This includes sports clubs or activities before or after school, in addition to regular PE lessons following the risk assessment guidance as above.

Restrictions on music lessons are ended.

Wraparound care/after-school support will operate restriction free.

Parents' Evenings/Open Evenings etc can operate as normal however schools will consider offering a virtual option for some parents to make events more accessible.

People formerly considered to be clinically extremely vulnerable

Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again.

Children and young people who were previously identified as being in one of these groups, are advised to continue to follow the [guidance contained in Coronavirus](#): how to stay safe and help prevent the spread.

Children and young people previously considered CEV should attend school and should follow the same COVID-19 guidance as the rest of the population. In some circumstances, a child or young person may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice.

School will work with such individuals.

Staff who are pregnant

			<p>Pregnant women require special consideration as set out in the guidance for pregnant employees.</p> <p>As has always been the case, all pregnant staff should have a personalised risk assessment.</p> <p>Vaccinations</p> <p>All schools will fully support the vaccine program.</p>			
Child needs intimate care or falls ill in school	Children not treated appropriately if requiring intimate care or injured or ill	<p>Intimate Care Policy followed as usual.</p> <p>A first-aider will be on site at all times.</p> <p>Paediatric first aider available for Nursery and EYFS</p>	<p>Children, young people or learners who require first aid should continue to receive care in the same way. No additional PPE is needed because of coronavirus (COVID-19) for anyone who does not have coronavirus (COVID-19) symptoms.</p> <p>A disposable plastic apron should be used in the case of those children whose care routinely already involves the use of PPE due to their intimate care needs or due to EY age or special educational need. Relevant staff to read: <u>safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE)</u></p>	All Staff	Ongoing	
Child/staff member falls ill on site with suspected coronavirus symptoms	Staff supervising the ill child/supporting the member of staff and others who may come into contact with them could be	Staff are aware of the symptoms of coronavirus	<p>Reference to PPE below means (there are very few situations where any PPE is required):</p> <ul style="list-style-type: none"> •fluid-resistant surgical face masks •disposable gloves •disposable plastic aprons •eye protection (for example a face visor or goggles) 			

	exposed to the virus	<p>The PPE that should be used in the following situations when caring for someone with symptoms of coronavirus (COVID-19) is as follows:</p> <ul style="list-style-type: none">• a face mask should be worn if a distance of 2 metres cannot be maintained• if contact is necessary, then gloves, an apron and a face mask should be worn• if a risk assessment determines that there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection should also be worn <p>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.</p> <p>Face masks must:</p> <ul style="list-style-type: none">• 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 <p>If a child is awaiting collection, they should be moved, if possible, to 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.</p> <p>Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p> <p>If they need to go to the toilet while waiting to be collected, they should use a separate toilet if possible. The toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else. In this</p>			
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instance, cleaners should be given gloves, a splash resistant face covering and a visor.

In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned 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.

As with all respiratory illness, if staff or children are ill they should not attend school. Children who attend school who appear unwell will be sent home. Children who test positive for Covid should stay at home for 3 days and if well attend from day 4.

Staff who test positive for covid should stay at home for 5 days and attend on day 6 if well enough to do so.

Staff and pupils must not come into the school if they are unwell and have a high temperature. If anyone displays COVID symptoms, they may choose to pay for a PCR test. If positive they should stay at home (3 days for a pupil 5 days for an adult)

Leaders will ask parents and staff to inform them immediately of the results of a test:

In the majority of cases, schools and parents will be in agreement that a child is ill they do not attend school. In the event that a parent or guardian insists on a child attending school, we can take the decision to refuse the child if in our reasonable judgement it is necessary to protect our pupils and staff from possible infection with Covid or other illnesses

<p>Increased risk of adults spreading the virus to each other at work.</p> <p>Risk of staff not following the correct procedures to mitigate risks.</p>	<p>Staff not following the risk assessment or the guidance within it leading to an enhanced risk of contracting the virus</p>	<p>Current procedures at school are known and understood</p>	<p>We strongly encourage all staff and eligible pupils to be fully vaccinated and, for those eligible, to receive boosters. If staff have any concerns over the vaccination programme, we ask for open and honest discussions so that they can be signposted to health professionals to clarify any uncertainty.</p> <p>Staff should be reminded of the following principles:</p> <ul style="list-style-type: none"> •wash your hands more often - with soap and water for at least 20 seconds or use a hand sanitiser when you get home or into work, when you blow your nose, sneeze or cough, eat or handle food •avoid touching your eyes, nose, and mouth with unwashed hands •avoid close contact with people who have symptoms •cover your cough or sneeze with a tissue, then throw the tissue in a bin and wash your hands •clean and disinfect frequently touched objects and surfaces <p>Explicitly teach and supervise health and hygiene arrangements such as handwashing, tissue disposal and toilet flushing.</p> <p>Supply teachers, peripatetic teachers and/or other relevant staff can move between schools. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual.</p> <p>Face coverings are not required or advised in school for vaccinated or unvaccinated staff.</p>	<p>Central Team, Academy Managers and Site Staff</p> <p>Principals</p>	<p>Ongoing</p> <p>Ongoing</p>	
<p>Absence could increase due to anxiety of the virus</p>	<p>Staff/child wellbeing is affected</p>	<p>Absence procedures for staff and children</p>	<p>Staff should notify school as normal if they are due to attend but are ill/anxious. Full support should be given by the line manager/Principal in line with the Absence Policy and strategies implemented to facilitate a return to work. Care-First should be offered as required.</p>	<p>All Staff</p>	<p>Ongoing</p>	

	<p>Children/staff miss out on valuable educational opportunities including social interaction</p>	<p>Wellbeing Policy</p>	<p>Families should notify school as normal if their child is unable to attend so that staff can explore the reason with them and address barriers together. School will continue to inform social workers where children with a social worker do not attend.</p> <p>It is vital for all children to attend school to minimise, as far as possible the longer-term impact of the pandemic on their education, <u>wellbeing and wider development</u>.</p> <p>We will provide, where necessary, focused pastoral support for pupils' individual issues, drawing on external support where necessary and possible.</p> <p>If parents of pupils with significant risk factors are concerned, we will discuss their concerns and provide reassurance of the measures we are putting in place to reduce the risk in school. If necessary, an additional personalised risk assessment will be produced.</p> <p>We are clear that parents of pupils of compulsory school age must be in school unless a statutory reason applies (for example, the pupil has been granted a leave of absence, is unable to attend because of sickness, is absent for a necessary religious observance etc).</p> <p>Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in school. School attendance is mandatory. This means the usual rules on school attendance apply, including:</p> <ul style="list-style-type: none">parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;our responsibility to record attendance and follow up absencethe availability to issue sanctions, including fixed penalty notices in line MAC and local authorities' codes of conduct <p>Leaders will identify children with poor attendance records. This should include disadvantaged and vulnerable children and young people, especially</p>			
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those who were persistently absent prior to the pandemic. Additional work, such as telephone calls/EWO support/additional catch-up work/wellbeing discussions etc will take place.

All pupils of concern will be reported to the EWO.

The government now knows much more about coronavirus (COVID-19) and so there are fewer children and young people advised to shield whenever community transmission rates are high. Therefore, the majority of pupils will attend school.

Classrooms have been fitted with technology to enable live teaching to take place.

The Department for Education is providing additional support for both pupil and staff wellbeing in the current situation. Information about the extra mental health support for pupils and teachers should be made known to all staff.

The Education Support Partnership provides a free helpline for school staff and targeted support for mental health and wellbeing.

As usual, parents should plan their holidays within school breaks and avoid seeking permission to take their children out of school during term time.

Pupils, who are absent due to a positive Covid test, will be provided with remote teaching. In all other illness cases Remote learning, will not be provided, as if the children are well enough to learn they should be in school.

School may provide remote learning for exceptional circumstances when a child cannot attend school eg. They have to isolate prior to a hospital operation.

Free school meals will not be provided for any absences.

Insufficient supervision due to a member of staff falling ill on site/absent	Children not adequately supervised	EYFS ratios to be applied as usual	MAC SEL to be informed of any staffing level concerns so alternative arrangements can be sought safely. Supply staff will be used if required.	Principals	Ongoing	
Safeguarding measures may slip due to the unique nature of the situation	Children are not safe	Full Safeguarding Procedures to be followed	DSL/DDSL to ensure all staff are reminded of Safeguarding Procedures including the reporting of concerns on CPOMS or MyConcern. Additional time to be given to DSLs if required to support the staff and children regarding new welfare concerns and the handling of referrals. Communication with school nurses is important for supporting safeguarding and wellbeing. DSL/DDSL to attend LA updates.	Principals/DSL	Ongoing	
Staying at home causes the pupils to miss school	Children miss out on more educational opportunities	Live learning and effective remote teaching has been successfully implemented.	All staff and pupils in all years will be reminded/instructed of how to access live teaching. The collegiate has clear policies for remote education. If a child tests positive for Covid they will be provided with remote education for 3 days.	All Staff	Ongoing	
Lack of understanding of whether trips can run	Children miss out on opportunities	Full risk assessments written for each trip	We can go on domestic and international visits that have previously been deferred or postponed and organise new international visits for the future. Prior to arranging a visit, we will speak to either the visit provider, commercial insurance company, or the Risk Protection Arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options may be sought from the British Insurance Brokers' Association (BIBA) or	All Staff	Ongoing	

			<p>Association of British Insurers (ABI). Any existing bookings holding ATOL or ABTA refund credit notes may use these credit notes to rebook educational or visits. School will undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. <u>General guidance</u> about educational visits is available and is supported by specialist advice from the <u>Outdoor Education Advisory Panel (OEAP)</u>.</p>			
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Trips are an essential part of the curriculum and all normal activities should commence.