

Schools Risk Assessment

School	Little Heath School	
Job, Activity or Task	Covid 19 protective measures in secondary schools, primary schools and early years settings March 2022	
List of Hazards	What are you already doing to lower risks? Below are possible control measures, you will need to work out what is applicable to your school, further ideas are in the end column.	Things to consider when deciding on appropriate additional control measures for your school. If applicable add these to the control measures column
A person who has Covid symptoms or who has tested positive	<ul style="list-style-type: none"> Staff and pupils who have covid symptoms should not attend school, they should order a PCR test and self-isolate until they have the result. Staff and pupils who have tested positive for coronavirus are advised not attend school until they have finished their isolation period (10 days), they may take a LFD test on day 5 of isolation and end isolation if they have 2 consecutive negative tests (24 hrs apart) and no longer have a fever. 	School can take the decision to refuse a child if, in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Their decision would need to be carefully considered in light of all the circumstances and current public health advice
Suspected cases of Covid 19 in the school day	<p>If a person displays symptoms - a high temperature, a persistent cough or loss of smell and taste, they should:</p> <ul style="list-style-type: none"> Move pupil to a separate room and contact parents for immediate collection. The holding room should then be cleaned. If staff are required to wait with the pupil then appropriate PPE should be worn if within 2m. They should order a PCR test and self-isolate until they have the result. In line with current government guidance they should not return to school until their period of self-isolation has been completed (10 days), they may take a LFD test on day 5 of isolation and end isolation if they have 2 consecutive negative tests (24 hrs apart) and no longer have a fever. If a staff member shows symptoms they should go home, order a PCR test and self-isolate until they have the result. In line with current government guidance they should not return to school until their period of self-isolation has been completed (10 days), they may take a LFD test on day 5 of isolation and end isolation if they have 2 consecutive negative tests (24 hrs apart) and no longer have a fever. . 	

03/03/2022

Notes:

- Risk Assessors should have sufficient skills, knowledge and experience.
- Sponsors will be Heads of Service, Line Managers, Head Teachers or Heads of School Department.
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Contact between individuals	<ul style="list-style-type: none"> • Face coverings are not required to be used in school, they may be temporarily reinstated in exceptional circumstances where there is widespread transmission in school • Implementation of additional controls as directed by Public Health, UKHSA or local authority 	
Asymptomatic LFD testing	<ul style="list-style-type: none"> • <i>Staff and pupils are requested to continue with twice weekly asymptomatic LFD testing where possible.</i> 	
Hand hygiene	<p>Hygiene rules to be implemented</p> <ul style="list-style-type: none"> • Maintain routine for frequent hand washing/sanitising. • Use alcohol-based hand sanitiser where hand washing facilities are not available. 	
Communal areas/Offices	<ul style="list-style-type: none"> • Ensure good ventilation throughout all areas either through opening windows/door or mechanical ventilation • Avoid hot desking if possible. Where not possible, ensure there are cleaning sprays or wipes available for staff to clean desks, screens, keyboards, phones etc. • Maintain the cleaning of frequently touched surfaces 	
Staffing	<ul style="list-style-type: none"> • Staff should discuss any medical needs with the Head Teacher, while there is no requirement to shield, an individual risk assessment can put in place if required. • Any existing individual risk assessments (disability, young persons or new/expectant mothers) should be reviewed, any changes must be recorded including any changes to controls. 	
School meals	<ul style="list-style-type: none"> • Food and drink should only be consumed in areas that are suitable and can be easily cleaned • Hand cleaning facilities or hand sanitiser should be made available when entering any room where people eat and should ideally be used again by all persons when leaving the area. • Drinking water should be provided with enhanced cleaning of taps and contact surfaces introduced. • All areas used for eating should be cleaned between use, including chairs, tables, door handles. • Ensure good ventilation is maintained in all areas 	
Offsite trips	<ul style="list-style-type: none"> • Day trips as part of curriculum are acceptable and will be risk assessed individually and processed via Evolve 	

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	<ul style="list-style-type: none"> • Trips can be planned according to current government guidance • Trip plans should be reassessed in the event of increased cases in school 	
Cleaning	<p>A cleaning schedule will need to be implemented throughout the site, ensuring that contact points e.g. work surfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly.</p> <p>Cleaning protocol is as follows:</p> <ul style="list-style-type: none"> • Hard surfaces to be cleaned prior to disinfecting. • A combined detergent disinfectant solution (at a dilution of 1,000 parts per million available chlorine) or a household detergent followed by disinfection (1,000 parts per million available chlorine) is to be used. • Extra attention is to be given to frequently touched areas and surfaces, e.g. doors, toilets, door handles, phones, light switches and door fobs, etc. • Hand towels and hand wash are to be regularly checked and supplies replaced/replenished. • Enhance the cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush. • Only cleaning products supplied by the school should be used. • Bin liners should be used in all bins 	
School travel arrangements	<ul style="list-style-type: none"> • On dedicated school transport follow the current government guidance or providers policies on the use of face masks and face coverings. • If staff or pupils have chosen to wear a face covering on the way to school this must be removed on entry to school and either disposed of or placed in a plastic bag to be taken home for washing. 	
Visitors to site	<ul style="list-style-type: none"> • Visitors should not attend site if they have tested positive and are in the self-isolation period or have symptoms of Covid 19 • All visitors to be made aware of site rules • Any site visitor should be required to wash or sanitize hands before allowing entry to the site. 	The school have the discretion to ask contractors/visitors to wear face coverings while on site. If you choose to do this it is recommended that you notify visitors in advance

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Contractors	<ul style="list-style-type: none"> Contractors should not attend site if they have tested positive and are in the self-isolation period or have symptoms of Covid 19 All contractors are to wash their hands upon entering the site. Hygiene rules to be implemented, all contractors are to be asked to wash hands on entry into individual work areas – or use alcohol-based hand sanitiser 	<p>Update the contractors check list to include the school precautions.</p> <p>Discuss the school precautions and added expectations of contractors with them prior to their arrival onsite.</p>
Ventilation	<ul style="list-style-type: none"> Use CO2 monitors to identify and monitor areas of poor ventilation, monitoring results. Areas of poor ventilation should be identified and measures put in place to improve the air flow. This can be opening windows/doors or mechanical ventilation if the source air is drawn from outside. Where there is poor ventilation reduce the occupancy of the room and the duration of use There needs to be a balance between thermal comfort and ventilation. In cold weather consider ventilating rooms during break times and keeping windows open a smaller amount at all times Where possible outdoor areas should be used for large group gatherings or where singing, shouting or exercise is taking place. 	<p>Follow the HSE guidance for mechanical ventilation.</p>
Hand sanitiser	<ul style="list-style-type: none"> To be effective on viruses hand sanitiser must be a minimum of 60% alcohol. When used, hand sanitiser should be allowed to dry or evaporate before touching your face, nose or eyes or other surfaces. Do not use near heat sources. Hand sanitiser must be stored in accordance with the manufacturer's instructions Use of hand sanitiser by pupils must be supervised for younger/vulnerable children A COSHH assessment should be undertaken and all staff to be made aware of the appropriate use, storage and risks of the hand sanitiser provided by school. 	

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Risk assessment completed by	David Ramsden	Signature	
Risk assessment sponsored by	Richard Hand, Steve Jones, Rachel Hearn-Phillips, Ken Somner	Signature	
Date assessment completed	14/3/2022		
Risk assessment communicated to relevant staff by	Briefing <input type="checkbox"/> Email <input type="checkbox"/> Copy & Signature <input type="checkbox"/> Other <input type="checkbox"/>		

Review Date	Assessor	Signature	Sponsor	Signature

Additional guidance documents:

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