

OPERATING DURING CORONAVIRUS RISK ASSESSMENT LEALANDS HIGH SCHOOL

Risk Assessment of operating during coronavirus pandemic. Who Might be Affected? Staff, students and visitors		Date of Assessment March 2020, Reviewed May 2020, June 2020, July 2020, November 2020, January 2021, February 2021, March 2021, April 2021, May 2021. Name of Assessor Caroline Lee (Southalls) and Johanna Goslin (Lealands). Reviewed by Eleanor Collinge (Southalls) NB: These control measures are in addition to site risk assessments which are held on Safety Cloud and remain applicable for other hazards.
What are the Hazards?	How could people be Harmed?	Control Measures to be Applied

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<p>Coronavirus (Covid-19)</p>	<p>Most people are at risk from infection (staff, children, visitors, etc.). The possible implications from contracting COVID 19 are, as we know, worse for clinically vulnerable persons. The list of who is currently vulnerable includes: the elderly; those with chronic underlying health conditions; pregnant women.</p> <p>The risks to children of becoming severely ill from COVID19 is very low</p> <p>Based on ONS data, the risks to education staff are similar to those for most other occupations.</p> <p>The majority of cases lead to mild symptoms (persistent coughing and temperature). The disease, however, can be fatal. Transmission is via person to person spread as airborne droplets and also via surfaces contaminated with virus.</p>	<p>Government Advice:</p> <ul style="list-style-type: none"> ● Government guidance is being reviewed on a daily basis to ensure the latest available information is put into practice. Guidance for full opening: schools - GOV.UK ● Risk assessments should be treated as 'living documents' and regularly reviewed. Schools should have active arrangements to monitor that the controls are effective and working as planned. ● Please refer to the lateral flow risk assessment for more information on lateral flow testing controls. ● Members of staff, students, and visitors to the school are reminded of the symptoms of coronavirus (COVID-19) at the point of entry to the site by posters displayed at site entrances and/or site rules displayed on visitor checking in systems and by regular communication with parents / carers via school website. These symptoms include a new, continuous cough or high temperature, or a loss of, or a change in, normal sense of taste or smell. ● All meetings on site will be observing 2m social distancing rules where possible or conducted utilising technology. ● All non-essential appointments on site have been postponed and necessary appointments will be evaluated taking into account current guidance as they occur. ● All staff have been issued with guidance on social distancing and have completed an eLearning title in relation to infection control and the importance of social distancing. ● Clinically Extremely Vulnerable individuals are no longer advised to shield but must continue to follow the rules in place for everyone under the current national restrictions. ● Staff who are Clinically Extremely Vulnerable will work from home where possible, but if they cannot work from home should attend their workplace. An individual risk assessment will be completed for these individuals. ● All Clinically Extremely Vulnerable pupils should attend their school unless they are one of the very small number of pupils under paediatric or other specialist care and have been advised by their GP or clinician not to attend.

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		<ul style="list-style-type: none"> ● Pregnant women are considered “clinically vulnerable” or in some cases “clinically extremely vulnerable” to COVID19. An individual risk assessment should be carried out, using information from the Coronavirus (COVID-19): advice for pregnant employees - GOV.UK and from their Midwife. ● Staff and students who have previously been identified as being within the clinically vulnerable group may continue to attend school. ● Extra-curricular activity and wrap-around provision can be resumed, and accessed by all parents from 12th April without any restrictions on the reasons for which they may attend. Bubbles in line with the school day should be maintained where possible. The guidance for providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children should be referred to when planning extra-curricular provision. ● From 29 March, outdoor sport competition between different schools can take place. From 12th April, indoor competition between different schools can take place. ● Educational visits may resume from 12 April. Domestic residential educational visits can take place from 17 May. These will be conducted in line with covid-19 guidance and regulations. Children will be kept in their consistent groups/bubbles. Covid-19 is to be considered in visit risk assessments, including maintaining bubbles, social distancing, respiratory and hand hygiene, incorporating controls on dedicated transport, and ensuring any third party transport and venues can demonstrate a suitable covid-19 risk assessment and controls. ● International visits will not take place before 5 September 2021. <p>SYSTEM OF CONTROLS</p> <p>A. Prevention</p> <ol style="list-style-type: none"> 1. The school will minimise contact with individuals who are infectious by ensuring that people do not attend school if they: <ol style="list-style-type: none"> a. have coronavirus (COVID-19) symptoms b. have had a positive test

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		<p>c. someone in their household, support bubble, or childcare bubble has symptoms or a positive test</p> <p>d. are required to quarantine after visiting a country outside of the Common Travel Area</p> <ol style="list-style-type: none"> 2. The use of face coverings, where recommended. 3. The school will ensure that all students, members of staff and visitors maintain excellent standards of hand hygiene. 4. The school will ensure that good respiratory hygiene practices are followed by promoting the “catch it, bin it, kill it” approach. 5. Enhanced cleaning practices will be followed, including the cleaning of frequently touched surfaces often, using products such as detergents and bleach. 6. The contact between individuals will be minimised, and social distancing will be maintained wherever possible. 7. Where necessary, appropriate personal protective equipment (PPE) will be worn. 8. Occupied spaces will always be kept well ventilated. 9. Promote and engage in asymptomatic testing, where available <p>B. Response to any Infection The following measures will be followed where relevant:</p> <ol style="list-style-type: none"> 10. The school will engage with the NHS Test and Trace process 11. The school will manage confirmed cases of COVID-19 amongst the school community. 12. Local Health Protection Team Advice will be followed in order to contain any outbreak. <p>SITE SPECIFIC PREVENTION CONTROLS</p> <ol style="list-style-type: none"> 1. Minimising contact with individuals who are unwell with symptoms of COVID-19: <ul style="list-style-type: none"> ● Pupils, staff and other adults must not attend school if they:

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		<ul style="list-style-type: none"> a. have coronavirus (COVID-19) symptoms b. have had a positive test c. someone in their household, support bubble, or childcare bubble has symptoms or a positive test d. are required to quarantine after visiting a country outside of the Common Travel Area <ul style="list-style-type: none"> • Members of staff returning to work after a period of absence e.g. holiday, will be asked to complete a return to work questionnaire to confirm that they are free of symptoms. • Pupils, staff and other adults must immediately cease to attend and not attend for at least 10 days from the day after they developed symptoms, or tested positive for covid-19 (whether by PCR testing or lateral flow testing). If this occurs during the school day, they must immediately be sent home. • Staff members/pupils who have come into contact with any person who is unwell will wash their hands thoroughly for 20 seconds with soap and water. • Where self isolation is being undertaken, a test must be arranged for coronavirus Coronavirus (COVID-19): getting tested - GOV.UK. • COVID-19: guidance for households with possible coronavirus infection must be followed. Guidance on timescales may change. • All members of staff will be briefed on the self-isolation process. Self-isolation includes the day symptoms started or a positive test was taken (whether by PCR test or lateral flow test), and the following 10 days. • If someone tests positive for covid-19 whilst not experiencing symptoms, but develops symptoms during the isolation period, they must restart the 10 day isolation period from the day they developed symptoms. • If a child is awaiting collection, they will be moved to the self-isolation room. A window will be opened to ventilate the room whilst occupied. This room will be cleaned and disinfected after use. • A separate bathroom has been allocated for use by children who are displaying symptoms of coronavirus. This bathroom will be cleaned and disinfected before being used by anyone else. • The self isolation room and bathroom will be kept clear of unnecessary items in order to facilitate thorough cleaning and disinfection.

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		<ul style="list-style-type: none"> ● PPE will be worn by staff caring for the child in the self isolation room, if a distance of 2 metres cannot be maintained. ● Where students or members of staff have been in close contact with or helped a student who has displayed symptoms, they will remain at school, unless they develop symptoms themselves or the symptomatic person tests positive for coronavirus. ● Pupils who test positive should not use public transport to go home. In exceptional circumstances, if the pupil cannot be collected, if age-appropriate and safe to do so the pupil can walk, cycle or scoot home. If this is not possible, the local authority may be able to source an appropriate vehicle with protection for the driver, and the driver informed of the positive test result. ● Where pupils or members of staff have been in close contact with or helped a student who has displayed symptoms, they will remain at school, unless: <ul style="list-style-type: none"> ○ they develop symptoms themselves ○ the symptomatic person tests positive for coronavirus. ○ they are requested to self-isolate by NHS Test and Trace or Public Health England advice service or health protection team ○ they have a positive test from an LFD ● Where staffing levels may be reduced due to absences within the school the Headteacher / SLT on site will undertake an assessment of the necessary controls to operate the school with a reduced capacity. <p>2. Face Coverings</p> <ul style="list-style-type: none"> ● Face coverings will be worn by students, staff and visitors outside of classrooms, when moving around the premises and in communal areas. Students and staff are no longer expected to wear face coverings in the classroom. ● Individuals may be exempt from the requirements to wear face coverings. This will be dealt with sensitively by the school. ● Clear face coverings can be worn if it will assist communication with someone who relies on lip reading, clear sound or facial expressions to communicate. The evidence of them being effective is currently limited, so should only be used where necessary. Face visors or shields should not be worn as an alternative to face coverings, as they are unlikely to reduce aerosol transmission - they should

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		<p>only be used following a risk assessment for the specific situation, and be cleaned appropriately.</p> <ul style="list-style-type: none"> ● Those who rely on visual signals for communication, or communicate with or provide support to such individuals, are exempt from wearing face coverings in school. ● Year 7 and above pupils will wear face coverings when travelling on dedicated school transport to secondary school. ● The school will maintain a small contingency supply of face coverings for those that have forgotten or damaged their own. ● The school will give instructions to pupils and staff on when and how to safely wear face coverings ● Staff and pupils are exempt from the need to wear face coverings when delivering education and training, including extra-curricular activities and wraparound childcare, in a community setting (for example, library or community centre) when in a private room or the premises has been exclusively hired for the sole use of those pupils and staff <p>3. Hand Hygiene</p> <ul style="list-style-type: none"> ● The school will ensure that students clean their hands regularly, including: <ul style="list-style-type: none"> ○ when they arrive at school ○ when they return from breaks ○ when they change rooms ○ before and after eating. ● Hand washing facilities are located in some specialist classrooms e.g. science and within all WC facilities. ● Hand driers are provided for use by students but students will be encouraged to also use hand sanitiser following the hand wash process. ● Hand sanitiser stations will be provided throughout the school but particularly on entrance to the site and within classrooms. ● Hand sanitiser will also be provided on school transport vehicles for use by students and staff members when getting onto and off the vehicle. ● Non-alcohol based hand sanitisers to be used in science because of the risk of fire and burns.

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		<ul style="list-style-type: none"> ● Posters will be displayed around the school site showing a good hand washing technique i.e 20 seconds with soap and water followed by drying with a paper towel. ● Members of staff are briefed on good hand hygiene practices via e-learning and/or toolbox talks, and are encouraged to use hand sanitiser or hand washing stations at frequent intervals throughout the day. ● Staff members are informed to avoid physically greeting others for example by the shaking of hands and nudging elbows. A simple 'good morning' or 'good afternoon' will suffice and will also adhere to the 2-metre clear social distancing measures. <p>4. Respiratory Hygiene</p> <ul style="list-style-type: none"> ● Tissues and bins will be provided around the school. ● Bins will be covered, provided with bin bags, and collected for disposal daily. ● Good respiratory hygiene in terms of “catch it, bin it, kill it” will be communicated to staff and students at the site. This will be reinforced by the use of posters. ● Face coverings are required at all times on public transport (for children over the age of 11). Government guidance on the safe wearing of face coverings will be issued to all users of public transport: https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#face-coverings Use of school specific minibuses - where students will be mixing outside their usual group or bubble, and are over the age of 11, the use of face coverings should be considered. <p>5. Enhanced Cleaning</p> <ul style="list-style-type: none"> ● A cleaning schedule has been implemented for all areas of the school. ● Frequently touched surfaces will be cleaned more often than normal, and these include: <ul style="list-style-type: none"> ○ stair rails ○ door handles ○ desks ○ light switches ○ kitchen surfaces

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		<ul style="list-style-type: none"> ○ photocopier and printer control pads ● Rooms or areas shared by a number of groups will be cleaned more frequently, and these include: <ul style="list-style-type: none"> ○ sports facilities ○ science labs ○ D&T labs ○ lunch facilities ● Classroom resources (used by one bubble only) such as books and games will be cleaned regularly. Sanitising wipes will be provided to encourage regular cleaning by teaching staff and support staff. ● Resources that are shared between classes or bubbles, such as sports, art and science equipment will 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. ● Musical instruments (brass and wind) will not be shared between students. Other musical instruments e.g. pianos will be thoroughly cleaned between uses or rotated between bubbles. ● Staff should have their own mouse and keyboard for teaching where possible if they are rotating between different rooms. If this is not possible, the equipment must be thoroughly cleaned and disinfected before and after each use. ● Outdoor playground equipment will be more frequently cleaned. ● Students and teachers can take books and shared resources home but unnecessary sharing will be avoided. Good hand hygiene when handling these resources is emphasised. ● Lab coats which may be shared in D&T, Art and Science will not be used. Disposable aprons for wet work within these subjects will be used or individual aprons/coats may be issued. ● Arrangements will be made to thoroughly clean lunch and break tables between uses by different groups. ● PPE such as eye protection used in D&T and Science will be cleaned before and after use by the use of non-alcohol based sanitising wipes; preferably all staff and students should have their own set of eye protection. ● Microscope eyepieces should be cleaned with non-alcohol based sanitising wipes

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		<p>6. Social Distancing and Minimising Contact between Individuals</p> <ul style="list-style-type: none"> • In order to ensure all students may attend the site, emphasis will be placed on self isolation, good hand and respiratory hygiene and enhanced cleaning measures, with local procedures in place to ensure that contacts between staff and students, and students and other students, are minimised during the school day via either individual social distancing or group distancing. • A daily check on the implementation of social distancing, personal hygiene and cleaning and disinfection arrangements will be undertaken by site management. Checks will be completed daily with regular cleaning of handles, toilets and frequently touched surfaces completed regularly throughout the day. <p><i>Measures within the Classroom</i></p> <ul style="list-style-type: none"> • Adults will maintain 2 metres distance from each other. • Close face to face contact will be avoided. • The time spent within 1 metre of anyone will be minimised. • Students within classrooms will be seated side to side and facing forwards. Not seated side on or face to face. • Unnecessary furniture has been moved out of classrooms to make space. • Classroom doors and windows will be kept open if possible to improve air flow. Where classroom doors are also fire doors, they should be kept shut unless they are on an approved closing device. • All unnecessary teaching aids will be removed from learning environments to promote social distancing, and to also assist the cleaning process. • Individual personal distancing between students will be encouraged. • Teachers and staff members will stay in front of class. • Desks will be spaced further apart to assist with individual distancing of students. • Lealands have designated that year groups will be considered as bubbles, and interaction will be minimised between year groups. The use of different coloured ties will help to ensure bubble integrity is maintained.

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		<ul style="list-style-type: none"> • Staff should have their own mouse and keyboard for teaching where possible if they are rotating between different rooms. If this is not possible, the equipment must be thoroughly cleaned and disinfected before and after each use. • For individual and very frequently used equipment, such as pencils and pens, students and staff should have their own items. <p><i>Measures for SEN pupils:</i></p> <ul style="list-style-type: none"> • Protocols around the reduction of contacts and maximising distance has been shared with pupils. These should be carefully demonstrated for pupils with SEN, checking that the pupil has understood reduction of contacts and maximising distance. Where a pupil does not understand maximising distance or for those who need close contact care, education and care support should be provided as normal. • SEN pupils stay with their own teacher/teaching assistant and do not mix with other pupils outside of their bubble. <p><i>Measures Elsewhere</i></p> <ul style="list-style-type: none"> • Whole school gatherings e.g. assemblies have been cancelled for the foreseeable future. • The movement of whole groups around the school will be minimised, with groups staying in classrooms where possible for the whole day. • The mixing of groups is avoided, apart from brief transitory contact in corridors for example at break time, lunch time or when leaving/entering the site. • In tier 4, toilets can remain open but changing rooms should close, except where necessary to provide access to toilet facilities. Students should be asked to attend school in their PE kit where possible. • Fire drills will still occur as scheduled (see fire safety). • Teaching staff and pupils can take books and shared resources home but unnecessary sharing will be avoided. Hand hygiene and rigorous cleaning of shared resources (or rotation) will be emphasised to all teaching staff. <p><i>Staff Welfare - facilities, break times and lunch</i></p>

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		<ul style="list-style-type: none"> ● Members of staff will minimise movement around the site by using phones or radios. ● Staff should maintain social distancing within staff work rooms and avoid congregating unnecessarily. The use of staff work rooms is to be minimised where possible, although staff must still have a break of a reasonable length during the day. ● Hard surfaces in these areas will be regularly cleaned by the cleaning staff on site. ● Staff members will be able to access Disabled, Staff and Visitor toilets in order to promote social distancing between each other. ● Staff members are discouraged from using other colleagues' phones, work tools and equipment, cups and drinking / eating vessels where possible. If necessary, clean and disinfect them before and after use. <p><i>Student Welfare - facilities, break times and lunch</i></p> <ul style="list-style-type: none"> ● Crowding of toilets will be discouraged, and consideration given to use of these during lessons as well as at breaks to stagger use. ● Break / Lunch time: <ul style="list-style-type: none"> ○ Pupils are encouraged to use outdoor seating areas ○ Picnic style benches have been taken out of use to minimise face to face contact. ○ Year Group/bubbles should not mix. Each group will go to the allocated area for break/lunch times. <p><i>Arriving and Leaving School</i></p> <ul style="list-style-type: none"> ● The school has made arrangements for the staggering of start and leave times. ● Communication has been made with parents about the drop off and collection process. ● Year groups (and bubbles) will have different entrance gates to the site. These entrances have designated bike sheds and students are encouraged to use hand sanitizer when using these facilities. ● Rules regarding gathering at school gates and no entry to school without appointment have been issued to all parents and carers.

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		<p>7. Use of PPE</p> <ul style="list-style-type: none"> ● PPE will be worn where already identified as necessary for a child or young person who has routine intimate care needs ● PPE will be worn where a child or young person becomes ill with coronavirus symptoms at school, and where a distance of 2 metres cannot be maintained. ● PPE will be worn when providing aerosol generating procedures. ● When working with young people who cough, spit or vomit but do not have coronavirus symptoms, only any PPE that would be routinely worn, should be worn. ● Guidance will be followed: Safe working in education, childcare and children's social care <p>8. Keeping Occupied Spaces Well Ventilated</p> <ul style="list-style-type: none"> ● Mechanical ventilation - The ventilation system is adjusted to supply full fresh air / single room supplemented with an outdoor air supply. The ventilation system is serviced. ● Natural ventilation - windows are opened. In colder weather, windows are opened just enough to provide background ventilation. The windows are fully opened during breaks to purge the classroom air spaces. Doors to the classrooms are also opened to allow further ventilation of the space (where not fire doors). ● High windows are opened where possible to reduce draughts. ● Teaching staff will open the windows before leaving the room at break to fully ventilate the space when unoccupied (check not overriding window restrictors). ● The school has altered the uniform policy to allow warmer clothing to be worn. ● Heating is increased to ensure that the classrooms are warmer. ● PE: Outdoor sports will be prioritised where possible, and large indoor spaces used where it is not. Natural ventilation flows will be maximised by opening windows and doors where possible. <p>9. Promote and engage in asymptomatic testing, where available</p>

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		<ul style="list-style-type: none"> ● Asymptomatic testing does not replace measures for symptomatic testing. Anyone showing symptoms must follow existing controls as above, to self-isolate and have a PCR test completed. ● Anyone who tests positive from a lateral flow detection test (whether done at home or supervised at school) should immediately self-isolate, follow the stay at home guidance, and book a confirmatory PCR test within two days. They must self-isolate until they receive the result of the PCR test. If the PCR test returns a positive result, they must self-isolate in line with current requirements, and are not required to take another self-test within the self-isolation period. If the result is negative, and the person is not displaying symptoms of covid-19, they may return to school. <p><i>Secondary Schools</i></p> <ul style="list-style-type: none"> ● Testing is voluntary but encouraged. ● A small on-site ATS will be retained so that testing can be offered to pupils who are unable or unwilling to test themselves at home. ● Students and staff will be supplied self-test kits to test at home. Results are to be provided to NHS Test and Trace online or by phone immediately. Results are also to be shared with the school. ● Pupils aged 12-17 should test and report with adult supervision - the adult may conduct the test if necessary. Children aged 11 should be tested by an adult. ● Any student with a positive test result will need to self-isolate. They should arrange for a PCR test within 2 days and follow stay-at-home guidance. <p>SITE SPECIFIC RESPONSE TO INFECTION CONTROLS</p> <p>10 and 11. NHS Test and Trace Process & Management of Cases Within School</p> <ul style="list-style-type: none"> ● Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus. ● The school will work with their local Public Health England health protection team: Lealands contact: The LA C19 Team on C19EducationEnquiries@luton.gov.uk

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		<ul style="list-style-type: none"> • The advice service will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate. If, following triage, further expert advice is required the adviser will escalate the school's call to the PHE local health protection team. • The advice service (or PHE local health protection team if escalated) will work with schools to guide them through the actions they need to take. Based on their advice, 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 10 days since they were last in close contact with that person when they were infectious. or, as an alternative to self isolation: • Those identified as a close contact of someone who has tested positive will be provided with daily testing for seven days. If they test negative on a daily basis, they can continue to attend school without having to self isolate. Schools & Colleges handbook. If consent has not been provided for daily contact testing, students must self isolate for 10 days, following government guidance. • Close contact means: <ul style="list-style-type: none"> • lives in the same household as someone with COVID-19 symptoms or who has tested positive for COVID-19 • has had any of the following types of contact with someone who has tested positive for COVID-19 with either a PCR test or LFD test (if a confirmatory PCR test is negative, provided it was taken within two days of the positive LFD, it overrides the lateral flow test and close contacts can stop self isolating): <ul style="list-style-type: none"> ○ face-to-face contact including being coughed on or having a face-to-face conversation within 1 metre ○ been within 1 metre for 1 minute or longer without face-to-face contact ○ been within 2 metres of someone for more than 15 minutes (either as a one-off contact or added up together over 1 day) ○ travelled in the same vehicle or a plane • The advice service (or PHE local health protection team if escalated) will provide definitive advice on who must be sent home. To support them in doing

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		<p>so, the school is to keep a record of pupils and staff in each group, and any close contact that takes place between children and staff in different groups. This should be a proportionate recording process. The school does 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.</p> <ul style="list-style-type: none"> • A template letter has been provided by the DfE/LA, on the advice of the health protection team, to send to parents and staff if needed. Schools must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others. • The school has communicated with members of staff and parents and carers about NHS Test and Trace, and where necessary, will supply details of how to book tests. • Parents and members of staff have been asked to immediately inform the school of any test results. • Control measures outlined in (1) will be followed where testing is undertaken. • Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow <u>guidance for households with possible or confirmed coronavirus (COVID-19) infection</u>. They should get a test, and: <ul style="list-style-type: none"> • if someone who is self-isolating because they have been in close contact with someone who has tested positive for coronavirus (COVID-19) starts to feel unwell and gets a test for coronavirus themselves, and the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period. This is because they could still develop coronavirus (COVID-19) within the remaining days. • If the test result is positive, they should inform the school immediately, and should isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 10-day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic person first had symptoms, following <u>guidance for households with possible or confirmed coronavirus (COVID-19) infection</u>

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		<ul style="list-style-type: none"> • The NHS Business Service Authority approach to contact tracing is shown in the Appendix. Please note that tracing will vary on a case by case basis. <p>12. Containing Outbreaks by following local Health Protection Team advice</p> <ul style="list-style-type: none"> • The school will work with their local Health Protection Team upon identification of an outbreak, as per point 9 (likely when 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where covid-19 is suspected). • Controls that may be implemented include the self isolation of a larger number of pupils e.g. a whole year or whole site group. • <p>TRANSPORT ARRANGEMENTS (DEDICATED SCHOOL TRANSPORT)</p> <ul style="list-style-type: none"> • Social distancing will be maximised within vehicles. • Pupils are to sit within their bubble on school transport or with the same constant group of children each trip. • Pupils will clean their hands before boarding transport and again on disembarking. • Additional cleaning of vehicles will be undertaken, ensuring that hand contact points are cleaned, such as seat handles, driver instruments and door handles. • The vehicle will be ventilated by opening windows and ceiling vents. • Organised queuing and boarding is put in place. • Pupils with suspected coronavirus will not travel on school transport. • Year 7 pupils and above will wear face coverings on board school transport. <p>FIRST AID ARRANGEMENTS</p> <ul style="list-style-type: none"> • Wherever possible when giving first aid, 2m distance will be maintained. • In the unlikely event of cardiac arrest in an adult, rescue breaths will not be performed: Adult CPR - Symptoms & First Aid Advice

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		<ul style="list-style-type: none"> ○ Do not place your face close to the casualty to hear for breathing. Watch the chest. ○ If possible, lay a towel or similar over the nose and mouth. ○ Ensure that CPR is performed using chest compressions and if possible a defibrillator if available and trained to do so. ○ Ensure that there is enough PPE for first aiders to utilise including a fluid resistant surgical mask, gloves and disposable aprons, as required. Where there is a risk of splashing to eyes, for example, from spitting, coughing or vomiting, a face shield or goggles will also be worn. ● In the event of cardiac arrest in a child, rescue breaths must be performed because cardiac arrest in children is likely to be caused by respiratory problems: Child CPR - Paediatric First Aid You must: <ul style="list-style-type: none"> ○ Use a face shield or pocket mask over the child's mouth when performing rescue breaths. ● When dealing with first aid incidents, always be aware of the risks to yourself and others. ● Wear gloves when dealing with injured persons, particularly those with open wounds. ● Cover cuts or grazes on your hands or arms with a waterproof dressing ● Always dispose of all medical waste safely in a medical waste bin.

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<p>Specific subjects</p>	<p>Transmission of COVID-19 during higher risk subjects</p>	<p><i>Music</i></p> <ul style="list-style-type: none"> ● Students should be socially distanced whenever playing blown instruments and singing (2 metres if face to face without mitigation). Students will be positioned back-to-back or side-to-side wherever possible. ● If indoors, use a room with as much space as possible, for example, larger rooms, rooms with high ceilings are expected to enable dilution of aerosol transmission. Windows will be opened to improve ventilation. ● Playing instruments and singing in groups should take place outdoors wherever possible. If indoors, consider limiting the numbers in relation to the space. ● Instruments will not be shared. Any instruments that must be used by different groups/bubbles will be cleaned between use, or isolated for 48 hours (72 hours for plastics). ● Microphones will be used wherever possible to encourage singing quietly. ● Teachers will avoid using student's instruments for the purposes of demonstrations or tuning etc. unless they are cleaned before returning to the student. ● Physical correction must not take place. Consider using visualisers instead. ● Students should wash hands or use hand sanitiser prior to handling instruments. This may be done on entry to the classroom. ● Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies unless significant space, natural airflow and strict social distancing and mitigation can be maintained. ● Peripatetic music lessons have resumed under stringent conditions as determined by the detailed, circumstance-specific risk assessment <p><i>Physical Activity</i></p> <ul style="list-style-type: none"> ● PE and sporting activities will be planned in line with the latest guidance from the Association for Physical Education, sporting body association guidance, and government guidance for grassroots sports. ● PE will be held outside where possible. If inside, ventilation will be maximised, distancing will be maintained, and good cleaning and hygiene will be maintained.

What are the Hazards?	How could people be Harmed?	Control Measures
		<ul style="list-style-type: none"> On days when students have PE, they shall come in PE kit and changing facilities will not be used for changing. <p><i>Science & DT</i></p> <ul style="list-style-type: none"> CLEAPSS guidance on Covid-19 shall be referenced when planning science and DT lessons

What are the Hazards?	How could people be Harmed?	Control Measures
Domestic residential educational visits	Transmission of Covid-19 if residential trips do not follow current guidelines.	<ul style="list-style-type: none"> ● A risk assessment will be produced for all trips. ● Bubbles to be formed from existing school bubbles, with no more than 30 students. ● Only teachers and staff already in the school bubble will accompany pupils of that bubble. ● Bubbles must not be altered during the trip. Bubbles on the same trip must be prevented from mixing. ● Contingency plans will be created, should anyone develop symptoms of covid-19 during the trip. ● Asymptomatic testing will be strongly encouraged for all attendees before and after the trip. ● The venue will provide their risk assessment to be checked ahead of the visit as part of the school's risk assessment process, including checks to ensure the venue is able to maintain school bubbles. ● Bubbles will be broken down to smaller groups for sleeping, and room sharing will be limited as far as possible. Employees will have their own single rooms where possible.
Legionella	Development of high numbers of legionella bacteria within the water system, leading to increased risk of legionellosis.	<ul style="list-style-type: none"> ● The school has a legionella risk assessment in place. Plans for recommissioning of water system following a period of absence will be implemented; the recommendation is that where complex* systems have been allowed to stagnate for 3-4 weeks they should be recommissioned**. ● Flushing of complex systems may not be enough of a control measure. ● Mitie undertake facilities management on site. <p>* complex systems are those with water storage, shower heads and other sprays and long lengths of pipework. ** recommissioning involves the cleaning and disinfection of the water system.</p>

What are the Hazards?	How could people be Harmed?	Control Measures
Fire Safety	Changes to emergency evacuation plan; numbers of marshals; and inadequate use of fire precautions may lead to increase in evacuation time and promote fire spread throughout the building	<ul style="list-style-type: none"> ● The school will return to normal operations, and existing fire safety procedures will be reviewed and implemented if deemed appropriate. ● Social distancing is not essential during a real emergency or fire, but is now required for fire drills; bubbles will be separated and social distancing will be maintained at assembly points. ● Fire doors will not be propped open, even as a measure to minimise surface contact. Door handles and touch points will be cleaned on a daily basis as per government guidance. ● Instructions will be given to all members of staff and students that hand sanitiser should be allowed to dry on the hands (to allow vapour to evaporate) before bunsen burners are used or before using other equipment involving naked flames.
Catering	<p>Most people are at risk from infection (staff, children, visitors, etc.). The possible implications from contracting COVID 19 are, as we know, worse for vulnerable persons. The list of who is currently vulnerable includes: the elderly; those with chronic underlying health conditions; pregnant women. The majority of cases lead to mild symptoms (persistent coughing and temperature). The disease, however, can be fatal. Transmission is via person to person spread as airborne droplets and also via surfaces contaminated with virus.</p> <p>Transmission between catering staff; catering staff to students and school staff, etc</p>	<ul style="list-style-type: none"> ● Contract caterers should provide evidence to the school of the measures that they are taking to be COVID-secure. ● Good hand hygiene practices will be followed, including washing hands with soap and water for at least 20 seconds, routinely including: <ul style="list-style-type: none"> ○ before and after handling food ○ when moving between different areas of the school, and especially after being in a public place e.g. reception ○ after blowing noses, coughing or sneezing. ● Food handlers who develop COVID-19 symptoms must self isolate at home, and should arrange to have a test through NHS Test and Trace. ● Increased cleaning of equipment and surfaces, including tray passes, till points (will return to card operation rather than biometric systems), trolleys, tables, and chairs. ● Trays, cutlery and crockery will all be cleaned and disinfected using a dishwasher. ● Screens to be considered where social distancing of 1m is implemented. ● Sauces and cutlery will be handed out with meals at point of service, rather than being in a cutlery tray subject to contamination. ● Consider how social distancing will be achieved between members of staff and students passing through the dining hall. Children may be in a bubble but the dining hall supervisors and catering team will not be part of this bubble.

What are the Hazards?	How could people be Harmed?	Control Measures
<p>Contractor Management</p>		<ul style="list-style-type: none"> ● Essential visits such as those concerned with the management of fire safety, legionella, gas safety, electrical safety, and examinations of ventilation systems will be pre-arranged with the relevant contractor. The following measures will be adopted, where possible: <ul style="list-style-type: none"> ○ The contractor will attend the site out of hours to minimise opportunity for contact between all parties ○ Where contractor visits attend site during hours of school operation, contractors will work in rooms that are not in use by teaching staff or students. ○ The room will be well ventilated, where possible. ○ Contractors will be issued with additional site rules at Mitie site office, including expectations in terms of cleaning, respiratory hygiene and hand hygiene. The contractor must confirm that they are not symptomatic. ○ Hand sanitiser gel will be provided for use upon entry to the site. ● Emergency visits may be undertaken but are subject to the following measures: <ul style="list-style-type: none"> ○ contractors must book in at the site office with Mitie. ○ they must confirm that they are not symptomatic (for COVID-19) ○ they will be issued with site rules regarding hand hygiene, cleaning and respiratory hygiene. ○ Where possible, students and members of staff will be moved from the work location; also in accordance with safeguarding principles. ○ Hand sanitiser gel will be provided for use upon entry to the site. ● Cleaning, catering and facilities contractors, including landscaping: <ul style="list-style-type: none"> ○ Self-isolation guidance will be issued to contractors who have a daily role on site. ○ Site rules including those on cleaning, hand hygiene and respiratory hygiene expectations will be issued to each contractor. ○ Posters will be displayed within kitchens, cleaning cupboards, and facilities offices regarding social distancing, hand hygiene, etc. ○ Measures for social distancing, include: <ul style="list-style-type: none"> ■ Consider perspex screens for kitchens ■ out of hours working for cleaners, landscapers

What are the Hazards?	How could people be Harmed?	Control Measures
		<ul style="list-style-type: none"> ■ separation of landscaping contractors from students and other staff; working in an external environment which is well ventilated.
Visitor Management		<ul style="list-style-type: none"> ● OFSTED visits have been confirmed as being suspended until the Summer Term 2021. The management of these visits will be planned in a later review of this risk assessment. ● Volunteers can be used to support the school. They should be properly supported and given appropriate roles. Volunteers should not mix across groups. They should receive instruction on the safe system of controls in the school. ● A risk assessment will be produced before any transitional, taster and open days take place. ● Safety Consultant and enforcement officer (e.g. food safety officers) visits may be unannounced. The following control measures will be implemented: <ul style="list-style-type: none"> ○ Visitors must book in at reception ○ They must confirm that they are not symptomatic (for COVID-19) ○ They will be issued with site rules regarding hand hygiene, cleaning and respiratory hygiene. ○ Hand gel will be provided at reception for use. ○ Social distancing measures will be adopted. ● Screens will separate receptionists from visitors to the site, where social distancing cannot be maintained. ● Cold calls (sales) will not be processed beyond the reception area of the school. ● Gate and door control pads will be regularly cleaned. ● Hand sanitizers are available at all entry points.

Please contact Eleanor Collinge at Southalls in the event any of the controls within this risk assessment require updating or changing so amendments can be recorded.