

GRA 90.3 COVID – 19 SCHOOL OPERATION – VI6

In accordance with Management of Health & Safety at Work Regulations 1999

| Date: | | School: | | | | |
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| Significant Hazards | Persons at risk | Control Measures | RISK H/M/L | Actions Required | By Who | Date Complete |
| Contracting COVID-19 | Pupil/Staff/Visitors | Government advice: Follow the Governments advice as detailed via the web link below (The main points have already been inserted into this RA below): System of controls: <ul style="list-style-type: none"> • Ensure good hygiene for everyone. • Maintain appropriate cleaning regimes. • Keep occupied spaces well ventilated. • Follow United Kingdom Health Security Agency (UKHSA) advice on testing, self-isolation and managing confirmed cases of COVID-19. No 'bubbles' unless contingency plan in place or guidance given by PHE to manage an outbreak. Assemblies can resume. Singing and instrument playing can be undertaken. Lunchtimes can return to normal. | M | Risk assessment updated to reflect the governments revised guidance effective February 2022 <u>Actions-for-schools-during-the-coronavirus-outbreak</u> | Principal | 21/02/22 |
| | | Ensure good hygiene for everyone: Hand hygiene Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that everyone clean their hands regularly. This can be done with soap and water or hand sanitiser. | | Hand sanitiser available on reception and throughout the school including classrooms. Pupils reminded to sanitise hands regularly throughout the day | Site Staff/Teaching staff | On-going |

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| | | Respiratory hygiene The 'catch it, bin it, kill it' approach continues to be very important. Use of personal protective equipment (PPE) Face coverings are no longer advised for pupils, staff and visitors in classroom or communal areas. Staff and pupils should follow wider advice on face coverings outside of school including on transport to and from school. | | Pupils in courage to follow the 'catch it, bin it, kill it' approach Bins are emptied daily by Site Staff. | Teaching staff Site Staff All Staff | 21/02/2022 |
| Contracting COVID-19 | Pupil/Staff/Visitors | Maintain appropriate cleaning regimes, using standard products such as detergents Maintain appropriate cleaning regimes, using standard products such as detergents that are effective against enveloped viruses | M | COVID approved detergent available throughout the school Site cleaning staff are operating an enhanced cleaning schedule Teaching staff to clean frequent touch points during the school day within the class rooms including shared equipment | Site Manager Teaching staff | On-going On-going |
| Contracting COVID-19 | Pupil/Staff/Visitors | Keep occupied spaces well ventilated Identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas, giving particular consideration when visitors are on site, for meetings. Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so). You should balance the need for increased ventilation while maintaining a comfortable temperature. Break time air flushing may be a useful strategy. | M | Teachers open windows/doors at the start of each lesson and or flushing the classroom with fresh air at break times. CO2 detection has been provided in rooms with lower levels of ventilation so that staff can identify Gym 2 does not have windows which open therefore when this is in use the main door to gym area and gym door should be left open <u>not the fire exit</u> (due to safeguarding) STI has few windows therefore | Teaching Staff Staff as applicable PE Staff CAPA | On-going 21/02/22 |

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| | | <p>Mechanical ventilation These should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated.</p> | | <p>office & props windows should be opened and doors to those rooms propped open. The intake/extract fan system should be used between lessons. Air conditioning must not be used in DT & Fitness Suite Masks to be worn when accessing server rooms where recirculating air con must remain on.</p> <p>Site Manager to control if applicable</p> | <p>staff</p> <p>TED & PE staff IT Staff</p> <p>Site Team</p> | |
| Contracting COVID-19 | Pupil/Staff/Visitors | <p>Follow United Kingdom Health Security Agency (UKHSA) advice on testing, self-isolation and managing confirmed cases of COVID-19 From 21 February, staff and pupils in mainstream secondary schools will not be expected to continue taking part in regular asymptomatic testing and should follow asymptomatic testing advice for the general population.</p> <p>In the event of an outbreak, a school may also be advised by their local health team or director of public health to undertake testing for staff and students of secondary age and above for a period of time.</p> <ul style="list-style-type: none"> • If you have COVID-19 you can infect other people from 2 days before your symptoms start, and for up to 10 days after. • Staff should not attend work • Pupils with COVID-19 should not attend their education setting while they are infectious | | <p><u>Stay at home guidance</u></p> <p><u>Track and trace</u></p> <p><u>Getting-tested</u></p> <p>Staff who need to isolate but are unable to work from home should talk to their line manager about options available</p> | All staff and pupils | 21/02/22 |

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| | | <ul style="list-style-type: none"> • They must report their results to NHS Test and Trace as soon as the test is complete • They must also inform the school/nursery of their result so the school can identify close contacts and start the self-isolation process. • Individuals with COVID-19 should not attend their education/work setting while they are infectious. • Many people will no longer be infectious to others after 5 days. You may choose to take an LFD test from 5 days after your symptoms started (or the day your test was taken if you did not have symptoms) followed by another LFD test the next day. If both these test results are negative, and you do not have a high temperature, the risk that you are still infectious is much lower and you can safely return to your normal routine. • If your day 5 LFD test result is positive, you can continue taking LFD tests until you receive 2 consecutive negative test results. <p><u>Returning to work</u> - Many people will no longer be infectious to others after 5 days.</p> <p>Take an LFD test from 5 days after your symptoms started (or the day your test was taken if you did not have symptoms) followed by another LFD test the next day. If both these test results are negative, and you do not have a high temperature, the risk that you are still infectious is much lower and you can safely return to your normal routine</p> <p>Public health advice for People with COVID-19 and their contacts changed from 24 February. Contacts are no longer required to self-isolate or advised to take daily tests, and contact tracing has ended.</p> | | | | |
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| Contracting COVID-19 | Pupil/Staff/Visitors | <p>Travel and quarantine</p> <p>All pupils travelling to England must adhere to travel legislation, details of which are set out in government travel advice.</p> <p>More information is provided in the government's quarantine and testing guidance.</p> | | <p>Awareness of travel hot spots when pupils are returning from their holidays.</p> <p>Travel Guidance</p> | Principal | 21/02/22 |
| Contracting COVID-19 | Pupil/Staff/Visitors | <p>Managing a confirmed case:</p> <p>In the event of a confirmed case within the school, contact the local health protection team immediately. Also inform the Director of Estates, Phase Director and CEO.</p> <p>Stepping measures up and down</p> <p>Principals should have an outbreak management plan what you would do if staff test positive for COVID-19, or how you would operate if you were advised to take extra measures to help break chains of transmission.</p> <p>Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission.</p> | M | Local management plan in place | Principal | 21/02/22 |
| Contracting COVID-19 | Staff/Pupils/Transport Provider/Operators/Public | <p>Educational trips planning</p> <p>Educational visits should be subject to risk assessments as normal and reflect any public health advice or in-country advice of the international destination.</p> <p>General guidance on educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).</p> | M | <p>Include COVID control measures in all risk assessments.</p> <p>Contingency plans in place to account for any changes during the visit.</p> | Trip Leader/ EVC Principal | 24/02/22 |

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| | | <p>For international educational visits, you should refer to the Foreign, Commonwealth and Development Office travel advice and the guidance on international travel before booking and travelling to make sure that the school group meet any entry and in country requirements especially in relation to vaccinations. More information can be found here and in the guidance on health and safety on educational visits.</p> <p>You are advised to ensure that all bookings have adequate financial protection in place. You should speak to either your visit provider or commercial insurance company</p> | | | | |
| Contracting COVID-19 | Staff/Pupils/ Transport Provider/ Operators/ Public | <p>Managing a symptomatic pupil/staff member case on the trip:</p> <p>Removed individual from the group immediately Isolate them as best they are able under the circumstances given the location or accommodation they find themselves in.</p> <ul style="list-style-type: none"> • If out and about separate them from the rest of the group. <p>Anyone supervising an isolating pupil should keep a distance of at least 2 metres or where this cannot be maintained (because of age or complex needs)</p> <p>Everyone in the group who has had contact with the unwell pupil/staff member should wash or sanitise their hands immediately.</p> <p>If possible arrange for their parents to pick them up, if this is not possible;</p> <ul style="list-style-type: none"> • Open windows • Use hand sanitiser • Clean door handles and other touch points • If traveling in bus the symptomatic person to wear a face mask and sat as distanced as possible from the rest of the group <p>If after returning from the venue an individual becomes</p> | M | <p>Inform the school of a symptomatic Pupil/staff member</p> <p>If it is a staff member a stand in staff member maybe required for the remainder of the trip</p> | Trip Leader | 21/02/22 |

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| | | symptomatic the school must inform the provider/operators without delay so that appropriate action can be taken | | | | |
| BAME or clinically vulnerable staff | BAME or clinically vulnerable staff/pupils | <p>Individuals previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. Guidance for people previously considered clinically extremely vulnerable from COVID-19.</p> <p>Children and young people over the age of 12 with a weakened immune system should follow Guidance for people whose immune system means they are at higher risk from COVID-19.</p> <p>Children and young people previously considered CEV should attend school and should follow the same COVID-19 guidance as the rest of the population.</p> <p>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.</p> | M | <p><u>Guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</u></p> <p><u>Covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk</u></p> | Principal | 25/02/22 |
| Contracting /COVID-19 | Pupil/Staff/Visitors | <p>Adjust transport arrangements where necessary including:</p> <ul style="list-style-type: none"> • Ensure good hand hygiene for everyone • Respiratory hygiene - The 'catch it, bin it, kill it' approach continues to be very important. • Maintain appropriate cleaning regimes focusing on frequently touched surfaces. • Let fresh air into vehicles when occupied | M | <p>Government guidance:</p> <p><u>Transport-to-school-and-other-places-of-education-autumn-term-2020</u></p> | Principal/ Trip Leaders | 21/02/22 |
| /Contracting COVID-19 | Pupil/Staff/Visitors | <p>Waste:</p> <p>All waste must be removed to the secure bin store and placed in the appropriate waste bin as soon as possible.</p> <p>Any potentially infected waste shall be placed in the first aid bin and treated as class b contaminated waste.</p> | M | <p>Site team to remove all waste</p> <p>First Aider/RALs to inform Site Team of any infected waste.</p> | Site Team | On going |

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| Communication of controls | Pupil/Staff/Visitors | Communication of controls: Staff to receive a copy of the risk assessment and briefed on local controls as they are updated Pupil control measures to be briefed to pupils regarding good hygiene and distancing | M | Principal to brief as new controls are introduced/removed | Principal | On going |
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| Wellbeing | Staff/Pupils | Supporting staff and pupils wellbeing The Department for Education provides support for both pupil and staff wellbeing in the current situation. Staff also have access to Care First Staff to inform the Principal of any concerns | M | Visit the Government Web site for support links Mental-health-and-wellbeing-support-in-schools-and-colleges | Principal | On going |
| Date of original Assessment: March 2020 | | Date of this Assessment: Feb 2022 | Review As required | | Reference: GRA 90.3 V16 | Name of Assessors: JMorgan & MLavis |
| Overall Risk Rating (H, M L): The risk rating for the overall risk is Medium due to the nature of the virus and the potential consequences. | | | Managers signature: | | | |
| Notes: | | | | | | |
| RESIDUAL RISK RATING | | | ACTION REQUIRED | | | |
| HIGH (H) Strong likelihood of fatality / serious injury occurring | | | The activity must not take place at all. You must identify further controls to reduce the risk rating. | | | |
| Medium (M) Possibility of fatality/serious injury occurring | | | You must identify controls to reduce the risk rating. If it is not possible to lower risk further you will need to consider the risk against the benefit Monitor risk assessment at this rating more regularly and closely | | | |
| LOW(L) Minimal risk | | | No further action needs to be taken reviewed annually | | | |

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