

GRA 90.3 COVID – 19 SCHOOL OPERATION – VI8

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

Date: 12.09.22		School: Mountford Manor Primary School				
Significant Hazards	Persons at risk	Control Measures	RISK H/M/L	Actions Required	By Who	Date Complete
Contracting COVID-19	Pupil/Staff/Visitors	<p>System of controls:</p> <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. 	L	Government Guidance	Principal	Sept 22
Contracting COVID-19	Pupil/Staff/Visitors	<p>Ensure good hygiene for everyone:</p> <p>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.</p> <p>Respiratory hygiene The 'catch it, bin it, kill it' approach continues to be very important.</p> <p>Use of personal protective equipment (PPE) Face coverings are no longer advised for pupils, staff and visitors in classrooms or communal areas.</p>	L	<p>Hand sanitizer available on reception and throughout the school including, class room</p> <p>Pupils reminded to sanitize Hands regularly throughout the day</p> <p>Bins are emptied daily by Site Staff.</p>	<p>Site Staff/Teaching staff</p> <p>Site Staff</p> <p>Principal</p>	<p>On-going</p> <p>21/2/22</p>
Contracting COVID-19	Pupil/Staff/Visitors	Maintain appropriate cleaning regimes, using standard products such as detergents	L	COVID approved detergent available throughout the school	Site Manager	On-going

Doc. No.	Issue No.	Reviewed	Date	Page
GRA 90.3	18	David Maine	Sept 2022	1

		Maintain appropriate cleaning regimes, using standard products such as detergents that are effective against enveloped viruses		Site cleaning staff are operating an enhanced cleaning schedule Teaching staff to clean frequent touch points during the school day within the class rooms	Teaching staff	
Contracting COVID-19	Pupil/Staff/Visitors	<p>Keep occupied spaces well ventilated</p> <p>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.</p> <p>Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air.</p> <p>If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so).</p> <p>You should balance the need for increased ventilation while maintaining a comfortable temperature. Break time air flushing may be a useful strategy.</p>	L	<p>Teachers open windows/doors at the start of each lesson and or flushing the classroom with fresh air at break times.</p> <p>CO2 monitors have been provided, so staff can quickly identify where ventilation needs to be improved.</p>	Teaching Staff	<p>On-going</p> <p>21/2/22</p>

Doc. No.	Issue No.	Reviewed	Date	Page
GRA 90.3	18	David Maine	Sept 2022	2

<p>Contracting COVID-19</p>	<p>Pupil/Staff/ Visitors</p>	<p>Follow United Kingdom Health Security Agency (UKHSA) advice on testing, self-isolation and managing confirmed cases of COVID-19</p> <p>Regular asymptomatic testing is no longer recommended in any education or childcare setting, including in SEND, alternative provision and children’s social care settings.</p> <p>If you have symptoms of a respiratory infection, such as COVID-19, and you have a high temperature or do not feel well enough to go to work or carry out normal activities, try to stay at home and avoid contact with other people, until you no longer have a high temperature (if you had one) or until you no longer feel unwell.</p> <p>It is particularly important to avoid close contact with anyone who you know is at higher risk of becoming seriously unwell if they are infected with COVID-19 and other respiratory infections, especially those whose <u>immune system means that they are at higher risk of serious illness, despite vaccination.</u></p> <p>Try to work from home if you can.</p>	<p>L</p>	<p>Government Guidance</p>	<p>All staff and pupils</p>	<p>Sept 22</p>
<p>Contracting COVID-19</p>	<p>Pupil/Staff/ Visitors</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>	<p>L</p>	<p>Local management plan in place</p>	<p>Principal</p>	


Doc. No.	Issue No.	Reviewed	Date	Page
GRA 90.3	18	David Maine	Sept 2022	3

<p>Contracting COVID-19</p>	<p>Staff/Pupils/ Transport Provider/O perators/Pu blic</p>	<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> <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>L</p>	<p>Include COVID control measures in all risk assessments.</p> <p>Contingency plans in place to account for any changes during the visit.</p>	<p>Trip Leader/ EVC Principal</p>	<p>24/2/22</p>
<p>Contracting COVID-19</p>	<p>Staff/Pupils/ Transport Provider/O perators/Pu blic</p>	<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</p>	<p>L</p>	<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>	<p>Trip Leader</p>	

Doc. No.	Issue No.	Reviewed	Date	Page
GRA 90.3	18	David Maine	Sept 2022	4

		<p>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 symptomatic the school must inform the provider/operators without delay so that appropriate action can be taken</p>				
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.</p> <p>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>	L	<p>Guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</p> <p>Covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk</p>	Principal	25/2/22
/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>	L	Site team to remove all waste	Site Team	On going

Doc. No.	Issue No.	Reviewed	Date	Page
GRA 90.3	18	David Maine	Sept 2022	5

		Any potentially infected waste shall be placed in the first aid bin and treated as class b contaminated waste.		Principal to inform Site Team of any infected waste.		
Communication of controls	Pupil/Staff/Visitors	<p>Communication of controls:</p> <p>Staff to receive a copy of the risk assessment and briefed on local controls as they are updated</p> <p>Pupil control measures to be briefed to pupils regarding good hygiene and distancing</p>	L	Principal to brief as new controls are introduced/removed	Principal	On going
Wellbeing	Staff/Pupils	<p>Supporting staff and pupils wellbeing</p> <p>The Department for Education provides support for both pupil and staff wellbeing in the current situation.</p> <p>Staff also have access to Care First</p> <p>Staff to inform the Principal of any concerns</p>	L	<p>Visit the Government Web site for support links</p> <p>Mental-health-and-wellbeing-support-in-schools-and-colleges</p>	Principal	On going
Date of original Assessment: March 2020	Date of this Assessment: Sept 2022	Review November 2022	Reference: GRA 90.3 V18	Name of Assessors: Lee Edmonds		
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.		<p>Managers signature: </p>				
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			

Doc. No.	Issue No.	Reviewed	Date	Page
GRA 90.3	18	David Maine	Sept 2022	6