



St Bernadette's
Catholic Primary School

Doing our best for God

COVID 19 RISK ASSESSMENT.

**Review of Assessment after government policy
changes. April 22.**

**Issue 12
11th April 2022.**

(NOTE – THIS DOCUMENT HAS BEEN COMPILED IN
ACCORDANCE WITH DEPARTMENT for
EDUCATION GUIDELINES).

DOCUMENT AUTHORITY**(REFERS TO THIS ISSUE/AMENDMENT SERIES ONLY).**

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AMENDMENT RECORD.**NOTE ANY NEW DATA ADDED WITH AMENDED HIGHLIGHTED THUS.**

ISSUE	CHANGE	DATE	APPROVED
1	First Issue.	21 May 20	AS
2	Amends by HT prior to issue to staff.	29 th May 20	AS
3	Inclusion of virus symptoms-guidance for staff.	2 nd June 20	AS
4	Review inc. Return to School post testing.	2 nd July 20	AS
5.1	Revised assessment prior to Autumn Term 2020	14 th July 2020	AS
6	Revised assessment - returning to school	11 th Nov 20	AS
6.1	Inclusion of use of Supply Staff.	24 th Nov 20	AS
7	Review with Covid "new Strain" & Lockdown	17 th Jan 21	AS
8	Review prior to full return of pupils-8 th March 2021	01 st March 21	AS
9	Review since new guidelines issued 24 th May 2021.	01 st June 2021	AS
9.1	New guidelines-clinically vulnerable children.	04 th June 21	AS
10	Review of assessment prior to new term Sept 2021.	1 st Sept 21	AS
11	Review due to Omicron/return to school Jan 22.	31 st Dec 21	AS
12	Policy change from government April 22.	07 Apr 22	AS

SCHEDULED DATE OF IMPLEMENTATION.**11th April 2022****LIST OF SERVICE PROVIDERS AFFECTED BY THIS CHANGE.**

1	St. Bernadette's Catholic Primary School. Devonshire Rd. Bispham.
2	

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REGULATORY REQUIREMENTS

1. This risk assessment is composed following a government announcement regarding the next stage of Covid-19 management - the "Living with Covid" strategy, issued for implementation 1st April 2022.

Schools have been instructed via the DfE & UK Health Security Agency:

- a) From 1st April 2022 people with symptoms of a respiratory infection, including Covid 19, and with 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.
- b) Anyone with a positive Covid 19 test result is advised to try and stay at home and avoid contact with other people for 5 days, which is the period when they are the most infectious.
- c) Individuals who need to leave home when they have the symptoms (or a positive Covid 19 test result) should avoid contact with people with a weakness of the immune system, wear a face covering and avoid crowded places.
- d) Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people where they can. They can return to school when they no longer have a high temperature and are well enough to attend.
- e) In view of the above guidelines, staff at St. Bernadettes school should stay off from school for 5 days and only return when they feel well enough.**
- f) Staff who are still testing positive to Covid 19 but are symptomless, feeling fine, may return to school. NOTE: if these people are still testing positive on return they should wear masks in communal areas until they test negative for a period of 5 days.**
- g) Children testing positive or showing symptoms are to stay away from school for 3 days and only return when they are feeling well.**

2. A link to the DfE "Living with Covid strategy" (April 2022):
<https://www.gov.uk/government/news/government-sets-out-next-steps-for-living-with-covid>
3. The above information was published during April 2022. It is not the purpose of this assessment to reproduce the full details of the HMG guidelines here but the requirements shall be implemented accordingly to ensure the safety of the pupils and staff at St. Bernadette's Catholic Primary School, Bispham, Blackpool.
4. Section 17 The Children Act 1989 has been included in the assessment to ensure the safety and wellbeing of vulnerable pupils who attend the school.
5. Blackpool Borough Council Health and Safety requirements.
6. Further documents are referenced directly through the link reproduced above (Para 2.).

7. Since the initial issue (1) of this assessment (21st May 2020) there have been a number of changes to policy and procedure issued by the government via the DfE and UK Health Security Agency due, primarily, to the lack of experience of managing a pandemic affecting the UK across all areas and age groups. Accordingly, this assessment shall be reviewed on a regular basis to ensure it remains valid, effective and reflects the current situation at St. Bernadette's school.

1. EXECUTIVE SUMMARY.

1.1 There has been a pandemic spread of a virus, Covid 19/Coronavirus throughout the world, subsequently identified to have arrived in the UK early March 2020 by HM Government. The virus is extremely contagious and can be fatal. To reduce the potential to overwhelm the National Health Service capability to respond to the illnesses caused by the virus the government continues to vaccinate as many people as possible.

1.2 Along with the vaccination program there has been increasing confidence in the effectiveness of the vaccination program, which manifests itself in that individuals still develop Covid but the effects are very much reduced on previous infections. Consequently, all previous local testing has ceased.

1.3 The purpose of this assessment is to examine the local issues pertinent to St. Bernadette's School Bispham in accordance with the DfE guidelines issued to school senior leadership.

1.4 Each of the items to be considered, as listed in the DfE guidelines are tabulated in the assessment included below (page 20 onwards). The format of the assessment is described and is the standard assessment as issued by Blackpool Borough Council.

1.5 It is important to note that risk assessments are normally compiled using a matrix which provides a numerical value for "Likelihood" and "Severity" thereby permitting a level of risk to be calculated. Once the risk has been calculated the senior management team decide whether the risk is acceptable, or if not, whether the risk can be managed to a level which is "As Low As Reasonably Practicable" (ALARP).

1.6 In this particular situation the hazard is well known, being the potential to infect pupils and staff at the school with the virus and thereby causing spread to the families of those related and then further onward spread. The severity CAN still lead to death but the incidence of this occurring is much reduced. The government has published regular statistical evidence regarding the numbers of newly infected individuals and the number of fatalities. There is however no guidance data available for this assessment to permit accurate determination of the likelihood of spread or cross-infection.

1.7 These guidelines and the implementation of the management plans produced shall be reviewed regularly, as the situation develops, and if necessary, changed if plans are deemed inadequate or unworkable in practice.

1.8 In accordance with paragraph 1.7 above, further guidance has been issued by HMG/ D f E in April 2022. (See paragraph 1 above page 4 "Regulatory Requirements").

2. ASSESSMENT GENERAL GUIDELINES.

ALL STAFF:

BASIC PRINCIPLES:

2.1 The overarching intention of this assessment and management plan is to ensure the safety of our children and fellow staff members. We cannot provide detailed instructions covering every single event that will occur in your day-to-day activity teaching children therefore, please remember the basic requirement to maintain a safe distance between individuals if at all possible and if you believe there is a better way to operate within these constraints let the senior management team and your colleagues know immediately.

2.2 Members of staff/adults should remain at home for a period of 5 days and only return if they are feeling symptomless and fit to work.

2.3 Children should not attend school if they are unwell and have a high temperature. If they are positive they should remain at home for 3 days.

ISOLATION RULES FOR PERSONS TESTING POSITIVE FOR COVID-19.

2.3 When an individual develops Covid-19 symptoms or has a positive test:

2.4 They should not come into school if they have symptoms, have a positive test result or other reasons requiring them to stay at home due to the risk of them passing on Covid-19 (for example, they are required to quarantine). They should remain absent for a period of 5 days and only return when symptoms have ceased and they feel fit to work. They do not need to have a negative test result. However, if they have taken a test and are positive, we request they wear a mask in the communal areas and continue with the increased hygiene care in place.

SUPPLY TEACHING STAFF.

2.4 Un-vaccinated full-time members of teaching staff may, due to the infectious nature of covid-19, need to self-isolate for the reasons stated in this document. A 5 day absence can be and is very disruptive to the children being taught. Therefore, there is a possibility that supply teachers may be required – at present all staff in school have been double vaccinated.

2.5 To enable the supply staff to integrate effectively they must be fully briefed before actually starting their teaching duties of the management processes that are in place at St. Bernadette's school during the pandemic.

2.6 This brief should take place with a senior member of staff who will ensure that the new supply staff member receives a copy of this document and "walks-through" the areas of the school that they will be working.

2.7 With the pandemic being a number of months in progress supply staff will have experience of the basic principles that are in force for the general public to limit virus spread and indeed, may have experience in other schools.

2.8 Existing members of staff at school should be advised of the new supply teacher, where they are teaching and the need to provide advice regarding the finer details of working in school with the risks associated with the virus.

2.9 Should the SMT believe that parents and carers may be concerned that a new member of staff is in school and therefore perceive that the risk of infection has increased every effort must be made to ensure that they are made aware of the management of this situation and the very low risk associated.

Essential Measures to limit Spread.

2.10 Clean your hands and wrists more often than usual - with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.

2.11 Use the 'catch it, bin it, kill it' approach.

2.12 Avoid touching your mouth, nose and eyes.

2.13 Clean frequently touched surfaces often using standard products, such as detergents and bleach.

2.14 Think about ways to modify your teaching/supporting children so you are able to keep a distance from children in your class as much as possible, particularly close face to face support (noting that it's understood that this is not possible at all times, which is why hygiene and hand cleaning is so important).

2.15 Years 3 – 6 will have desks facing forward and staff will be instructed to keep a 2m distance. This will be reviewed when the children return.

2.16 Reception and Years 1& 2 will continue with the arrangements already in place.

2.17 Consider avoiding going near children to check on their work if not necessary.

2.18 Help your pupils to follow the rules on hand cleaning, not touching their faces, 'catch it, bin it, kill it' etc. including following the Risk controls described in the assessment below.

2.19 Prevent pupils from sharing equipment and resources (like stationery).

2.20 Keep your classroom door and windows open if possible, for air flow.

2.21 Limit the number of children from using the toilet at any one time – 1 in 1 out of the cloakroom in Years 1, 2, 3, 4, 5, 6 and Reception where the children will be based. Within the after school building the same principle applies.

2.22 Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms.

2.23 Make sure you've read the school's updated behaviour policy and know what role in it you're being asked to take.

2.24 Staff should be fully familiar with the NHS "Test & Trace" process.

Corona Virus (COVID 19) Symptoms.

Source: NHS website:

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/main-symptoms/>

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/coronavirus-in-children/>

ADULTS

- a high temperature or shivering (chills) – a high temperature means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours
- a loss or change to your sense of smell or taste
- shortness of breath
- feeling tired or exhausted
- an aching body
- a headache
- a sore throat
- a blocked or runny nose
- loss of appetite
- diarrhoea
- feeling sick or being sick

The symptoms are very similar to symptoms of other illnesses, such as colds and flu.

CHILDREN

Children and young people aged 18 and under can get coronavirus (COVID-19), but it's usually a mild illness and most get better in a few days.

Symptoms of COVID-19 can include:

- a high temperature or shivering (chills) – a high temperature means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours
- a loss or change to your sense of smell or taste
- shortness of breath
- feeling tired or exhausted
- an aching body

- a headache
- a sore throat
- a blocked or runny nose
- loss of appetite
- diarrhoea
- feeling sick or being sick

The symptoms are very similar to symptoms of other illnesses, such as colds and flu.

2.25 If you believe that a child, or one of the staff at school has any of these symptoms please isolate the individual for 3 days, and the child feels fit enough to return to school.

Timetable for Day

2.26 Agreed:

- a) Children continue to observe the strict hygiene routine and registration;**
- b) Bubbles, as previously described shall not be used.**

Arrival at School.

08.45 am - Both gates (Devonshire Road and All Hallows) shall be opened to permit children to enter to congregate on the main playground. The Head Teacher and one other member of staff shall be present to supervise.

08.50 am - A whistle shall sound when children will line up ready to start the school day.

- Years Reception, 1 & 2 will line up on the playground. Staff will be present to assist them;
- Years 3, 4 & 6 will line up in front of their respective classroom entrance doors;
- Year 5 will line up outside OSCKERS.

Children will then enter the classrooms when instructed by staff.

Lunchtimes:

2.27 Class groups should have the following lunch times:

Reception: 11.55 am – 12.55 pm

KS1 – 12.00 – 1.00 pm

KS2 12.20 – 1.10 pm

2.28 From November, there will be more hot lunch choice. All classes will eat in the hall. We have a system in place whereby all parents can choose their children's lunches and book on line for the lunch.

2.29 If outside, children are not to access the building during lunch time unless for toileting;

2.30 **Staff allocated to zones outside for lunch times**

2.31 First Aid resources will be available to all.

NOTE:

- a) Mrs Satterthwaite or a member of the SMT will oversee lunch times where necessary.

Movement- Children:

2.32 Children are required to observe personal space at all times.

Movement- Staff:

2.33 The staff room will have the main staff room for their breaks but there is an additional staff room in the small hall if necessary with re-arranged furniture.

2.34 Kitchen facilities available in small hall.

2.35 **Staff are required to observe personal space at all times.**

Movement- Parents/Carers

2.37 Parents/Carers should not enter the school building under any circumstances unless appointment has been arranged – exceptions in the reception area when parents need to speak to the office staff if a telephone conversation is not appropriate. Masks should be worn where social distancing is not possible. **This will assessed after the Easter break 2022**

2.28 All correspondence should be via telephone and email where possible

2.39 If a child is being picked up for re- appointment or due to illness, they will be picked up from the Reception area so they can be logged in and out from the INVENTORY system.

2.40 Further correspondence has been sent to all parents reminding them to please adhere to the rules so our school community can stay safe.

Working Hours

2.41 Staff should not enter the building before 7.30 am and should exit by 5.00 pm where possible; SMT may stay later.

2.42 PS in before staff to clean and after children have left.

2.43 HD to alter hours to come in to cover midday cleaning.

Breakfast and after-school clubs.

2 members of staff up to 24 children – in the OSKERS building.

Both clubs will be based in OSCKERS. To access, use the entrance at the back of school.

Flexible times will resume:

- 7.30 am – 8.30 am
- 3.30 pm – 5.30 pm.

Children will be dropped off and picked up during those times. Booking of sessions will be via ParentPay!

Premises checks

Cold water systems:

2.44 Increase frequency of outlet flushing and temperature monitoring to maintain water quality within the entire system. If required, consider additional water quality testing at water outlets (closest and further from the main water source) and drinking water outlets that remain in use.

Domestic hot water services:

2.45 Hot water generation servicing to continue in line with manufacturers' criteria.

2.46 Water temperatures must be kept within limits recommended for the control of legionella bacteria in water systems.

2.47 Regularly check hot water generation for functionality and if required, temperature recording.

2.48 If the hot water system has been left operational, the hot water should be circulating as normal and regular checks, in line with guidance, should be carried out.

Gas safety

2.49 Do not isolate gas supplies to boilers and hot water generators.

2.50 To avoid the risk of leaks and dangerous build-up of gases, isolate gas supplies to other appliances where not in use.

2.51 Continue planned gas safety checks including gas detection/interlocking Fire safety.

2.52 Review and if necessary, update fire management plans and ensure any changes to fire escape routes are clearly identified and communicated.

2.53 Carry out weekly checks of alarms systems, call points, and emergency lighting.

2.54 Carry out regular hazard spotting to identify escape route obstructions.

2.55 Check that all fire doors are operational. Fire drills should continue to be held as normal.

Kitchen equipment - Equipment that holds water, for example dishwasher:

2.56 Run through at least a full cleaning cycle per week, to remove scale build up and standing water build up, to pre-empt possible bacteria growth.

Security.

2.57 All areas of the school to be kept secure; Access to certain closed areas should only be possible by relevant staff – for example office, staff room etc.

2.58 Check that access control and lockdown systems are operational.

Ventilation.

2.59 All systems to remain energised in normal operating mode

2.60 Where mechanical ventilation is present, re-circulatory systems should be adjusted to full fresh air. If mechanical ventilation systems cannot be adjusted to full fresh air these should be switched off.

2.61 Where possible, occupied room windows should be open.

2.62 Ventilation to chemical stores should remain operational.

Other points to consider:

2.63 Core building-related electrical systems, including internal and external lighting, small power to remain in use/energised in normal operating mode.

2.64 For drainage systems, check traps have not dried out and ensure water seals are in place to prevent smells within the building

2.65 Update your key holder information.

2.66 Intruder alarm/fire alarm companies often have remote monitoring stations (response centres) – follow advice from these providers.

2.67 Continue carrying out thorough examination and testing of lifting and pressure equipment during the coronavirus outbreak following updated HSE guidance:

<https://www.hse.gov.uk/coronavirus/equipment-and-machinery/work-equipment.htm>

Toilet Facilities:

2.68 Pupils should only enter two at a time into toilets

2.69 Pupils will, where possible, adhere to personal space

2.70 There is no need for an adult to accompany a pupil to toilet to support management of hand washing. However, we will still keep the children to a minimum in the toilet area.

2.71 Caretaker and cleaner- PS and HD to check soap supply is adequate. Outside washing facilities now purchased and in place. This has supported with quicker procedures during handwashing.

First Aid:

2.72 PPE should be worn (gloves, apron and masks) when dealing with a first aid incident. DD to organise so adequate First aid is available. Those using PPE must be conversant with method to remove PPE once contaminated and aware of the PPE waste disposal process (see item 84 below).

2.73 Individual staff (with first aid online training) should administer basic first aid in the first instance.

2.74 Serious injuries should be seen by a fully trained first aider – see list

2.75 Vomit is required to be cleaned up as soon after incident as possible (PPE to be worn). Children to be taken to the PPA room to exit through the staffroom back door.

2.76 All soiled articles to be double black bagged and stored outside back door. PS alerted to area.

2.77 No child to be sent home from school unaccompanied.

Cleaning: (NOTE: any use of detergents or other agents subject to COSHH regulations).

2.78 Toilets will be deep cleaned at the end of each day.

2.79 Toilets will be sprayed/cleaned by HD during the lunch period and afterschool with suitable cleaning detergent.

2.80 Tables and contact points must be cleaned regularly.

2.81 Equipment that has been used (and that can be cleaned) should be identified by the teacher at the end of the day to the cleaner (message on whiteboard) so that those objects can be disinfected.

2.82 A “fogging/misting vapour” apparatus has been purchased and will be used in areas where Covid-19 infection has been detected in staff/pupils. This process is recommended by the HSE to help control spread of the virus.

2.83 No toys to be brought from home.

2.84 Resources that cannot be cleaned according to the instructions must be packed away until after the COVID-19 epidemic is over.

2.85 Laptops should be wiped several times daily and between use. If possible, avoid children sharing laptops. Contact points should be cleaned by cleaners at least once daily, including taps, toilet flush handles, toilet seats, table surfaces, door handles, handrails, armrests, light switches etc. However, staff will be required to clean surfaces and touch points when used.

2.86 Bins must be emptied before they are full and at least once daily – and double bagged if necessary.

NOTE: Cleaning staff to wear long gloves.

2.87 Bleach to be used to clean items which cannot be done with soap which then is removed by water into a sink.

2.88 Communication from teacher to cleaner should be left on the whiteboard in the classroom area at the end of each day.

2.89 Parents have been informed of all the new rules, by letter from the LEA and the Headteacher dated the 24th August 2021, and all documents are on the school website. Staff have been informed of the new rules. **Updated risk assessment is on the website**

Classrooms

2.90 Reception: Malleable resources, such as play dough can be shared but strict hygiene rules should apply.

2.91 Reception: Resources for activities such as painting, sticking, cutting, small world play, indoor and outdoor construction activities should be washed before and after use (more detailed guidance on this will be included in the guide for early years providers).

2.92 Reception: Children should be taught to wash their hands frequently, but particularly after using wheeled bikes, trikes and other large, movable toys. Children should be encouraged where possible not to touch their faces or to put objects in their mouths. Sharing stories, singing and playing outdoor games will help all children to socialise and resettle into familiar everyday classroom routines.

2.93 Infants and Juniors: Tables should be wiped regularly.

2.94 Infants and Juniors: Staff should have a spray bottle and cloth (disposable) within their classroom for regular cleaning.

2.95 Children can share class resources but where possible, children should have their own resources.

CONTROL of CROSS-INFECTION:

In all education, childcare and social care settings, preventing the spread of coronavirus involves dealing with direct transmission (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces).

A range of approaches and actions should be employed to do this. These can be seen as a hierarchy of controls that, when implemented, creates an inherently safer system, where the risk of transmission of infection is substantially reduced.

These include:

- 1) Minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, that they do not attend school;
- 2) Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands and wrists are covered;
- 3) Ensuring good respiratory hygiene - promote the 'catch it, bin it, kill it' approach;
- 4) Cleaning frequently touched surfaces often using standard products, such as detergents and bleach;
- 5) **Social Distancing:**
 - a) Physical contact such as handshakes and hugs must be avoided between staff;
 - b) Staff/all adult on site should endeavour to their personal space
 - c) Strict adherence to this policy will be monitored.
 - d) Outside sinks have been fitted so children are able to wash their hands quickly and efficiently – saving on loss of teaching time.
- 6) **Communication to and from Parents:**
 - a) Essential correspondence will be sent out via letter.
 - b) Any forms or messages from parents should be emailed to the school office email or by telephone.
 - c) Communicate methods of entry and exit to the school grounds.
- 7) **Procedures for Medical Care, Isolation and Confirmed Cases:**
 - a) Use the small hall if symptoms are apparent to isolate the child. NOTE: If possible, ensure the main outside doors to the hall are left open and the windows are also left open. If the child in isolation requires the toilet use the separate toilet in the corridor. Once used, the bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else.
 - b) Staff or children that have been in contact with a child who is believed to be infected must wash their hands thoroughly before recommencing school activities.
 - c) Parents to be called and children to be sent home as soon as possible if they develop symptoms and then will need to isolate for 3 days.
 - d) All staff who display symptoms should be sent home.
 - e) Thermometers have been purchased but advice is that we do not need to check children on entry.

REMEMBER: as per normal school policy, if someone is seriously ill, injured or their life is in danger call 999.

8) Procedures for those sent home who show Coronavirus Symptoms.

Children, unvaccinated parents, carers and staff who develop the virus symptoms should:

- a) Follow the "stay at home: guidance for households with possible or confirmed Coronavirus (Covid-19) infection" details available of the D f E and/or NHS websites.-
- b) Isolate for at least 3 days;
- c) Other unvaccinated adult members of the household (including siblings) should self-isolate for 3 days from when the symptomatic person first had symptoms.

- i. The pupil must be symptom free;

NOTE: If there is any doubt regarding the health of a pupil and there is a belief that she/he may be infected with Coronavirus/Covid 19 the parents/carer of the child must be informed and they must return home as per Section "Control of Cross Infection" paragraph 8.

9) Visitors:

- a) Any visitors who are teaching must keep to the strict health and safety procedures in place. PE support staff (Blackpool FT) have their own risk assessment linked in with St Bernadette's – kept in the office
- b) Parents and carers should enter the school building only when absolutely necessary and after pre-booking their visit with the staff member being consulted. Masks should be worn and any issues should (preferably) be discussed in the reception area. Any non-urgent communication should be carried out via email or telephone call. Parents and carers must not be permitted to enter the school any further than the reception area during this current Omicron infection period.

10) Shielding and Clinically Vulnerable Children and Adults:

- a) Clinically extremely vulnerable pupils (those with pre-existing medical conditions) should have returned to their school or other educational setting.
- b) The current government advice is that clinically extremely vulnerable individuals can attend the workplace if they cannot work from home.
- c) For further details see following link:

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

- d) If a child, young person or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend their education or childcare setting – NOTE: there is a separate risk assessment for pregnant staff

LIST OF AVAILABLE STAFF TO WORK DURING THIS PERIOD:

Reception -	Mrs Dowling/Mrs Maddox
Year 1 –	Miss Gooch /Mrs Mullen
Year 2 –	Miss Scarlett/Mrs Blackwell
Year 3 –	Mr Hopkinson/ Mrs. Brown/Mrs Barnes
Year 4 -	Mrs Kirkpatrick /Mrs Huggart
Year 5 –	Mrs Pearson/Mrs Freitas
Year 6 –	Miss Greenhalgh/Mrs Pinder.
Office Staff	Mrs. Wells/Miss Straughair
Head Teacher	Mrs. Satterthwaite.
DSL/FSW	Mrs. Duke.
ICT Tech	Mr. Smith
Parish Priest	Father Peter
Cleaning Team	Mr. Silcock/Mrs. H. Day.

2 ASSESSMENT



RISK RATING MATRIX

I have used H M L not numbers but obviously it can be changed

1. **Hazard**

Something with the potential to cause to harm (e.g. substances, machines, methods of work)

2. **Risk**

The chance that harm will result from a particular hazard under typical working conditions.

Assessment of Risk

Any assessment of risk must take into account two factors: -

- (i) The Likelihood of the hazard occurring
- (ii) The Severity of the consequences when it does

The multiplication of these two factors provides a simple means for evaluating the degree of risk.

$$\text{Assessed Risk} = \text{Likelihood} \times \text{Severity}$$

This concept has been incorporated into a matrix and assigned either descriptive or numerical values.

LIKELIHOOD	SEVERITY		
	Slight Harmful (1)	Moderately Harmful (2)	Extremely Harmful (3)
High Unlikely (1)	Trivial Risk $1 \times 1 = (1)$	Acceptable Risk $1 \times 2 = (2)$	Moderate Risk $1 \times 3 = (3)$
Unlikely (2)	Acceptable Risk $2 \times 1 = (2)$	Moderate Risk $2 \times 2 = (4)$	Substantial Risk $2 \times 3 = (6)$
Likely (3)	Moderate Risk $3 \times 1 = (3)$	Substantial Risk $3 \times 2 = (6)$	Intolerable Risk $3 \times 3 = (9)$

Multiplication of a 'Likelihood' with a 'Severity' will produce a Risk Rating with a total of six possibilities combinations. In this way risks can be assessed either by description (Trivial, Substantial etc.) or allocated numerical values (1 – 9).

This method is subjective but it does give weight to the factors involved and generates easily understood risk assessment outcomes.



RISK ASSESSMENT

DIRECTORATE: EDUCATION **ASSESSED BY:** Alexis Satterthwaite & SMT.
SECTION: St. Bernadettes School Bispham. **DATE:** 7th April 2022
TASK/JOB: Covid 19 Phased Return to School. **LOCATION:** St. Bernadette's School Premises.

HAZARD	HARM	AT RISK	RISK CONTROL IN PLACE	FACTORS		RISK RATING	ADDITIONAL RISK CONTROL
				L	S		
Cross-infection of coronavirus: General.	Ill-health, various symptoms including possibility of death. Communication of virus to others.	Pupils.	Implementation of Dept. for Education Covid 19/Coronavirus guidelines. PLUS: <ul style="list-style-type: none"> ▪ Personal Distancing should be applied where possible. ▪ The two staff rooms already in place will continue. ▪ Each year group will manage their own collective worship. ▪ Father Peter will celebrate a class mass each week. He will keep a 2m. distance from all staff and children. ▪ Supply staff shall be comprehensively briefed regarding local (school) control measures to reduce virus spread. ▪ Supply staff shall be “walked-through” the areas that they will be using and other members of staff informed of the new staff member. 	2	1	2	<ul style="list-style-type: none"> ▪ Children who do not follow strict rules will be given a warning, if warning is not adhered to then a consequence will be given. If they continue to disobey the strict rules on social distancing and or hygiene routines, then a member of the SMT may ring parents and that pupil may be sent home. ▪ Children are not to be inside the building alone during lunch time or dinner unless they have requested the toilet. ▪ Behaviour policy appendix - updated. ▪ As much assistance/monitoring of supply staff shall be given, especially during the first few days of employment. ▪ Should supply staff be needed in the coming months those members of the supply “pool” that have previous

<p>Cross-infection of coronavirus: General. (Continued).</p>	<p>Ill-health, various symptoms including possibility of death. Communication of virus to others.</p>	<p>Pupils.</p>					<p>experience of St. Bernadette's school (during the pandemic) should be given preference.</p> <ul style="list-style-type: none"> ▪ Increased numbers of adults undergoing Covid vaccination. ▪ Misting disinfection available to limit virus spread.
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RISK ASSESSMENT

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SECTION: St. Bernadette's School Bispham. **DATE:** 7th April 2022
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HAZARD	HARM	AT RISK	RISK CONTROL IN PLACE	FACTORS		RISK RATING	ADDITIONAL RISK CONTROL
				L	S		
Cross-infection of coronavirus: School Building Layout.	Ill-health, various symptoms including possibility of death. Communication of virus to others.	Pupils, staff, parents, siblings & others in contact.	Implementation of Dept. for Education Covid 19/Coronavirus guidelines. PLUS: <ul style="list-style-type: none"> ▪ The children are now within their class and tables do not need to be 2m apart. ▪ Own wallet is not necessary – although some class may keep to this for continuity. ▪ Shared items within the class will be sanitised each night. ▪ Teachers should stay 2m. distance from other colleagues and children where possible. ▪ Door closers to be removed and doors to be wedged open if this is deemed possible throughout the day ▪ Cloak rooms will be item free where at all possible. ▪ Children should not bring other bags or personal items from home other than school bag/rucksack. Lunch bag ▪ Corridors for hanging coats now available 	2	1	2	<ul style="list-style-type: none"> ▪ Confirm that staff are fully aware of fire regulations with the school requiring extra ventilation during this containment of virus spread. <p style="text-align: center;">Signage</p> <ul style="list-style-type: none"> ▪ Ensure that hand sanitiser station posters and ensure toilets have washing hands posters. <p style="text-align: center;">Isolation will be the small hall – well ventilated. .</p> <ul style="list-style-type: none"> ▪ With the recent building work (March 2021) to classrooms Years 3,4,5 & 6 risk of cross-infection has been reduced due to access corridors now in use.

			<ul style="list-style-type: none"> ▪ Doors to be propped open where it is safe to do so (bearing in mind fire safety and safeguarding) to limit use of door handles and to aid ventilation. ▪ Classroom spaces should be accessed from a singular entrance and preferably, directly from outside if possible. Year Reception from outside entrance, Year 1 and 2 classrooms can be accessed from outside. Year 3 and 4 classrooms can be accessed from outside doors. <p style="text-align: center;">Classroom Spaces</p> <p style="text-align: center;">Reception classroom in and out spaces used – gate from the MUGA used</p> <ul style="list-style-type: none"> ▪ Years 1 and 2 classroom – their doors used for Year 1 and 2 intake ▪ Years 3, 4 classroom - their doors and side entrance used for intake ▪ Years 5/6 classroom – their doors to be used for entrance to their classrooms. ▪ The library area will be used for one to one work/group work with support staff ▪ The sunshine room – off the hall will be used for one-one support ▪ The small hall, if necessary, will be used for delivering medication to two children <p style="text-align: center;">Outdoor Space</p> <ul style="list-style-type: none"> ▪ Areas outside for play will revert back to normal procedure pre-COVID ▪ Where lessons and weather permit, learning is to take place outside, teachers should use outdoor education wherever possible. ▪ Outdoor equipment can be used by all children but sanitised where possible. 				<p style="text-align: center;">Separate risk assessment completed for these two children/staff</p> <ul style="list-style-type: none"> • Sinks now provided outside to improve hand cleanliness and reduce risk of cross-contamination being brought into school.
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ST. BERNADETTE'S CATHOLIC PRIMARY SCHOOL COVID-19 RISK ASSESSMENT.

			<ul style="list-style-type: none">Children are not to enter the building alone during break time unless for the toilet. After toileting they must go straight back outside.				
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RISK ASSESSMENT

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SECTION: St. Bernadette's School Bispham. **DATE:** 7th April 2022
TASK/JOB: Covid 19 Phased Return to School. **LOCATION:** St. Bernadette's School Premises.

HAZARD	HARM	AT RISK	RISK CONTROL IN PLACE	FACTORS		RISK RATING	ADDITIONAL RISK CONTROL
				L	S		
Cross-infection of coronavirus: General.	Ill-health, various symptoms including possibility of death. Communication of virus to others.	Staff.	Implementation of Dept. for Education Covid 19/Coronavirus guidelines. PLUS: <ul style="list-style-type: none"> Daily/Weekly risk assessment via internal office form to SMT Peripatetic teachers are allowed in school - including Father Peter to work with children To keep to a minimum people gathering in the office 	2	1	2	<ul style="list-style-type: none"> PPA cover will be covered by outside specialist for PE and one part-time PPA teacher - 2 staff Staff briefings will also help gather staff together to share concerns and the weekly teacher meeting. – Staff wellbeing. Additional support has been provided by Blackpool Council and Father Peter is on hand to support pastorally with Mrs Duke. Increased numbers of adults undergoing covid vaccination



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HAZARD	HARM	AT RISK	RISK CONTROL IN PLACE	FACTORS		RISK RATING	ADDITIONAL RISK CONTROL
				L	S		
Cross-infection of coronavirus: General.	Ill-health, various symptoms including possibility of death. Communication of virus to others.	Parents, siblings & others in contact.	Implementation of Dept. for Education Covid 19/Coronavirus guidelines. PLUS: <ul style="list-style-type: none"> Detailed instructions regarding the access of parents/family to school. Mitigating risks - prohibition of non-essential staff into the school buildings. Communications between school and parents via paper mail, email or telephone. Very limited access to school for parents/carers (reception only). Reviewed April 2022 	2	1	2	<ul style="list-style-type: none"> Ensure that staff carry out the correct supervision required to keep parents, staff and pupils separated. Continue to communicate regularly and clearly with parents, advising them of any changes to policy or procedures. Supervise children closely to ensure cross infection risk is reduced and correct cleaning techniques are used. Parents to be advise re- amendment to the Risk Assessment via email and then posted on the school website. Vaccination of adults providing covid protection.



RISK ASSESSMENT

DIRECTORATE:

EDUCATION

ASSESSED BY:

Alexis Satterthwaite & SMT.

SECTION:

St. Bernadette's School Bispham.

DATE:

7th April 2022

TASK/JOB:

Covid 19 Phased Return to School.

LOCATION:

St. Bernadette's School Premises.

HAZARD	HARM	AT RISK	RISK CONTROL IN PLACE	FACTORS		RISK RATING	ADDITIONAL RISK CONTROL
				L	S		
Effects of situation impacting mental welfare.	Deterioration of persons mental health.	Pupils, staff, parents, siblings & others in contact.	<ul style="list-style-type: none"> ▪ Carry out weekly staff meetings to ensure their mental and physical health is taken into account. ▪ Monday and Wednesday briefings for Teachers and meetings for support staff - Head Teacher on hand to support staff – regular email communication ▪ Make available support through Blackpool Health to ensure anxiety and stress levels are monitored - support staff in returning to school. Father Peter and Mrs Duke are on hand to support pastorally ▪ Day-to-day supervision of children. ▪ Regular letters to parents with information and requesting feedback if necessary – Weekly Newsletter 	2	1	2	<ul style="list-style-type: none"> ▪ Staff briefings/staff meetings will also help gather staff together to share concerns. ▪ Supervision during working day by senior leadership team. ▪ Increased confidence by all that control measures are proving effective along with increased protection of individuals vaccinated against covid.



RISK ASSESSMENT

DIRECTORATE: EDUCATION **ASSESSED BY:** Alexis Satterthwaite & SMT.
SECTION: St. Bernadette's School Bispham. **DATE:** 7th April 2022
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HAZARD	HARM	AT RISK	RISK CONTROL IN PLACE	FACTORS		RISK RATING	ADDITIONAL RISK CONTROL
				L	S		
Cross-infection of coronavirus: Personal Protective Equipment (PPE).	Ill-health, various symptoms including possibility of death. Communication of virus to others.	Pupils, staff, parents, siblings & others in contact.	<ul style="list-style-type: none"> If necessary, staff to wear a facial covering when in close contact with pupils – First Aid - one- one TA's to have the option of wearing mask and visors Staff only to wear gloves when treating First Aid unless or in medical emergencies. Contenance issues and soiling should not be dealt with by staff. Parent should be rung immediately, and children sent home. Doctor explained that transmission rates for children under Year 5 were lower and therefore a facial covering was not needed. Also, that younger children do not have the discipline to comply. Reception pupils a third less likely to contract the virus and no evidence of primary pupils giving it to adults. 	2	1	2	<ul style="list-style-type: none"> New guidelines issued April 2022 regarding use of face coverings. These guidelines have reduced the need for adults to use masks on all occasions. Majority of adults now double vaccinated.

3 CONCLUSION.

With the instruction from the DfE Guidelines schools must have plans in place to support the "living with Covid strategy". Therefore this assessment has been reviewed.

After assessing the hazards presented by Coronavirus/Covid 19 it has been decided this assessment permits school to continue functioning using the control measures described.

Using the Blackpool Borough risk matrix the calculated risk is dependent upon the new guidelines issued by the D f E in April 2022.

- With the national program to double vaccinate the adult population, along with the proven reduction in lethality to those persons contracting Coronavirus, the risk rating has been reduced to ACCEPTABLE (2) in all aspects. Similarly, the research carried out to establish the risks to children has demonstrated that the risk is not as great as previously thought.
- The Headteacher and staff at St. Bernadette's school understand that Blackpool is an area that has suffered an increase in infection rates, possibly due to the town being a tourist resort, and that the need for constant vigilance remains regarding the welfare of pupils and staff.

This decision is subject to the satisfactory implementation of the management controls stated for each hazard. Every effort will be made to ensure the safety and wellbeing of the pupils and staff and the management processes and their effectiveness, shall be closely monitored and amended/adjusted accordingly.

Should infection occur during the period of risk the school shall adhere to the instructions issued by the DfE (HMG), the UK Health Safety Agency, Blackpool Borough Education Authority and those issued by the National Health Service.

Signed:

Alexis Satterthwaite

Alexis Satterthwaite,

Headteacher, on behalf of the Senior Management Team and Governors.

8th April 2022.