



St Peter's Catholic Primary School

RISK ASSESSMENT AND CONTINGENCY PLAN

St Peter's Catholic Primary School is following the guidance and information provided by Public Health England and the DfE. This assessment records site specific arrangements.

July 2021: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance#risk-assessment>

Overarching Guidance for all staff:

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, do not attend childcare settings, schools or colleges
- 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) minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)

Staff Principles

1. Do not come to work if you have coronavirus symptoms or go home as soon as these develop (informing your manager) and access a test as soon as possible.
2. 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.
3. Use the 'catch it, bin it, kill it' approach.
4. Avoid touching your mouth, nose and eyes.
5. Clean frequently touched surfaces often using standard products, such as detergents and bleach.

6. Think about ways to modify your teaching approach 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).
7. Consider avoiding calling pupils to the front of the class or going to their desk to check on their work if not necessary.
8. Help your class to follow the rules on hand cleaning, not touching their faces, 'catch it, bin it, kill it' etc. including by updating your classrooms displays with posters.
9. Limit sharing equipment and resources (like stationery).
10. Keep your classroom door and windows open if possible, for air flow.
11. Limit the number of children from your class using the toilet at any one time.
12. Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms.
13. Make sure you've read the school's updated behaviour policy and know what role in it you're being asked to take.

Aspect of concern	Who might be harmed and how?	Control Measures (Existing)	Additional Control Measures	DfE Guidance	Notes	Risk
Transmission of Covid 19	All persons on school site	<p>The school has been following all of the guidance and measures set out by the DfE, as much as has been possible.</p> <p>From September '21, the school will follow the guidance as specified, namely:</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. 	<p>Ensure that all visitors follow the signing in and hand sanitising procedures.</p> <p>Ensure that any cover or visiting teachers are aware of this risk assessment.</p> <p>Visitor signage information in main entrance hall.</p> <p>Copy of this in the Entrance Hall and on School Website</p>			H

Transmission of Covid 19	All persons on school site	<p>1. Good hygiene – Hand sanitation stations around the school will remain in place and the same checking / refilling as during the previous guidance will continue.</p> <p>Children will continue to be reminded to use the hand sanitisation stations as they move around the school.</p> <p>All hands must be washed in some way before going out to break and before eating lunch.</p> <p>Staff to be reminded of good hygiene.</p>	<p>Stations to continue to be checked at least twice weekly by the Site Supervisor</p> <p>Adults in class and with the children at lunchtime to remind.</p> <p>Posters up in staff room areas</p>	<p><i>Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</i></p> <p><i>The 'catch it, bin it, kill it' approach continues to be very important.</i></p> <p><i>The e-Bug COVID-19 website contains free resources for you, including materials to encourage good hand and respiratory hygiene.</i></p> <p><i>Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19.</i></p>	These practises to be used in Extended Day Provision	H
Transmission of Covid 19	All persons on school site	<p>2. Maintain appropriate cleaning regimes.</p> <p>Cleaning services to continue as per the previous year.</p>	Continue to monitor	<p><i>You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.</i></p>	Extended Day continue reduced hours to provide additional cleaning time.	H
Transmission of Covid 19	All persons on school site	<p>3. Keep occupied spaces well ventilated.</p>	Staff to monitor windows are open in the room.	<p><i>When your school is in operation, it is important to</i></p>		H

		<p>Continue to open windows in all occupied spaces to allow for ventilation</p>		<p><i>ensure it is well ventilated and that a comfortable teaching environment is maintained.</i></p> <p><i>You should 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 holding events where visitors such as parents are on site, for example, school plays.</i></p> <p><i>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).</i></p> <p><i>You should balance the need for increased ventilation while maintaining a comfortable temperature.</i></p> <p><i>The Health and Safety Executive guidance on air conditioning and ventilation during the COVID-19 pandemic and CIBSE COVID-19 advice provides more information.</i></p> <p><i>CO2 monitors will also be provided to all state-funded education settings from September, so staff can quickly identify where ventilation needs to be improved. Further</i></p>		
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				information will be issued as monitors are rolled out.	
Transmission of Covid 19	All persons on school site	<p>4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.</p> <p>Take advice as directed by guidance from the DFE / PHE and HCC.</p>	Information sent out and distributed as appropriate and required.	<p><i>Settings only needed to do contact tracing up to and including 18 July. Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</i></p> <p><i>Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting (see Stepping measures up and down section for more information) or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures.</i></p>	<p>Discuss individual cases and contexts with parents/staff member to agree next steps.</p> <p>Limit number of contacts in the school setting via a Key Stage approach. System to be reviewed at half term.</p>
Transmission of Covid 19 means that the school has to close to all, or some pupils CONTINGENCY / OUTBREAK	All persons on school site	<p>School is to maintain the current arrangements of working in Key Stages, as this is working well and means that implementation of bubble system can be quickly reinstated if necessary.</p> <p>School to maintain the Seesaw platform so that this can be used if required.</p>	Timetables allow for all children to eat in the school dining hall with managed numbers of contacts.	<p><i>You should make sure your contingency plans (sometimes called outbreak management plans) cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.</i></p> <p><i>Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly and would need to take account of the detrimental impact they</i></p>	Staff Timetabling allows for staggered Key Stage play/lunch times.

				<p>can have on the delivery of education.</p> <p><i>In most cases, parents and carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others.</i></p> <p><i>If a parent or carer insists on a pupil attending your school, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Your decision would need to be carefully considered in light of all the circumstances and current public health advice.</i></p>		
MANAGEMENT PLAN		<p>To continue to use the iPads effectively for learning at school and at home, so that transition to remote working is smooth and part of normal practise.</p>	<p>YR to continue to set up and use Seesaw as previously. 15 iPads bought for Reception class use.</p> <p>Update iPad lease to ensure that devices are up-to-date and are easily accessible for remote learning.</p>	<p><i>Not all people with COVID-19 have symptoms. Where appropriate, you should support those who need to self-isolate because they have tested positive to work or learn from home if they are well enough to do so. Schools subject to the remote education temporary continuity direction are required to provide remote education to pupils covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19.</i></p>	<p>Parent Pay Scheme to be introduced during September for Year 4 pupils. Devices can be used in school and home.</p>	

			<p>Apps are loaded via the Managed Service so that resources can be utilised quickly and effectively.</p>	<p><i>You should maintain your capacity to deliver high-quality remote education for the next academic year, including for pupils who are abroad, and facing challenges to return due to COVID-19 travel restrictions, for the period they are abroad.</i></p>		
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