**COVID ROADMAP STEP 4 RISK ASSESSMENT– CONNECT SCHOOLS ACADEMY TRUST**

**JULY 2021 UPDATE**

With effect from 19 July 2021, England moves to Step 4 of the government roadmap and this date marks the end to previous restrictions. The date is very shortly before the end of term for most schools, and the guidance does allow schools to continue unchanged until the end of term.

When schools return in September, assuming there have been no further developments, they will be able to return to normal, with certain recommendations as contained in:

<https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999689/Schools_guidance_Step_4_update_FINAL.pdf>

The vast majority of the actions detailed in the risk assessment used by the schools during the pandemic no longer apply, but it remains necessary to risk assess the situation and to have contingency plans in place in case of further outbreaks or advice to revert to the previous bubble system. (Contingency plan appended).

Headline changes from previous guidance include:

* There will no longer be a requirement that children are taught in consistent bubbles.
* Schools will no longer be required to hold data for contact tracing – this will be taken over by the NHS.
* From 16 August, children under the age of 18 will no longer be required to self-isolate if they are identified as a close contact of a positive case. Instead they will be advised to take a PCR test.
* Face coverings are no longer required in school or on school grounds but remain mandatory on public transport.
* Schools should have an outbreak management plan in the event of an outbreak at the school or in the local area. This will be covered in the risk assessment.

**Staff Responsible: Amanda Frost**

**Date: July 2021**

**Update w.e.f. 23 August 2021**

The contingency framework describes the principles of managing local outbreaks of Coronavirus (COVID-19) (including responding to variants of concern) in education and childcare settings, covering:

• the types of measures that settings should be prepared for

• who can recommend these measures and where

• when measures should be lifted

• how decisions are made

<https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf>

Much of this is the response to the change to responsibility for dealing with cases in schools, which has now passed to the NHS. The guidance clarifies what schools might need to do in the case of local outbreaks, either when these are advised to them by the local health authority, or when they are identified in school,

**UPDATE NOVEMBER 2021**

Following the detection of the Omicron variant, the government has announced that some measure are to be reintroduced, around the use of face coverings, contact tracing and isolation and travel restrictions.

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| **Trust Name****CONNECT SCHOOLS ACADEMY TRUST****RA ADAPTED FOR VALLEY PRIMARY SCHOOL** | **Decide who may be harmed (insert ✓):** |
| **Student** | **✓** | **Contractors** | **✓** | **Visitors** | **✓** |
| **VERSION NUMBER****VERSION 4 – Post 29 November Guidance** | **Staff** | **✓** | **Vulnerable People** | **✓** | **Volunteers** | **✓** |

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|  | **Risk Description**  | **Risk Control(s)**  | **Additional Controls Required (if any)**  | **Lead for Risk Control Activities**  |
| 1.  | Contaminants being brought into school  | * All staff and pupils to wash hands on arrival, before and after lunch and regularly throughout the day.
* Soap dispensers available, full and working – checked twice daily
* Hand sanitiser available at receptions and signage to visitors to wash hands on arrival
* Air Purifiers in classrooms run on setting 2 throughout the day.
* Regular detergent and wipes available for cleaning.
* Parents will be asked to wear face coverings on school premises, although these are not required outside.
* Schools are starting December celebrations – particular thought should be given when parents are invited into school – face coverings to be worn, hand sanitiser to be available on entry, ventilation of area, limit on numbers,
* Valley’s Open Days held on Saturdays.
* Disinfectant door mats on all main entry doors to school.
 | PPE will Be available for staff to use. School will provide face coverings, visors, gloves, aprons for certain identified activities.Regular cleaning of areas and equipmentStaff undertake twice weekly LFT testing and report result to school and NHS . In the light of the new variant, staff to be reminded that LFT testing kits are available and be encouraged to test and report twice weekly.Staff should wear face coverings in communal areas and when moving around the school. | Class teachersSite staffStaff |
| 2. | Infection may spread through resources used in school | * 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.
* We should continue to reinforce the ‘catch it, bin it, kill it’ approach.
* Used tissues to be placed in lidded bins.
* Contact points, such as door handles should be cleaned regularly throughout the day with Chlor Clean.
* Dining Room tables wiped down with Chlor Clean between sittings.
* Two staffroom areas in operation.
* No whole-school assemblies to run. Virtual assemblies will be held in their place.
* Staggered morning playtime for Key Stage 1 and 2.
* Disinfectant wipes to be available in all high use areas – for example kitchens/drink-making facilities/microwaves.
* CO2 monitors in classrooms to monitor levels of ventilation.
* All identified close contacts of an Omicorn Variant positive case will be required to self-isolate irrespective of age and vaccination status.
 | Staff to reinforce the “bin it, bag it, kill it” messageTissues available in all classrooms. This will be checked daily and can be replenished during the day.It is important to ensure schools are well ventilated and a comfortable teaching environment is maintained. Poorly ventilated areas will be identified. Schools should have received a supply of CO2 monitors to be placed in each classroom. Ensure these have been allocated out and are being used.Air Purifiers run on setting 2 throughout the day. Where this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supplyWindows and doors should be opened to allow through-flow of air. They should be opened more fully during breaks to purge the air in the space. Where doors are open, individual risk assessments to be undertaken if a child might be considered a flight risk. | Site teamClass teachersStaff |
| 3. | Staff or children display COVID symptoms at school | * Pupil to be taken to Wet Room (outside HT’s office)
* Parent to be called to collect from school and self-isolation guidelines explained.
* If child needs to use the toilet whilst waiting, this must be cleaned after use.
* The area around a person with COVID symptoms must be cleaned with Chlor Clean solution afterwards.
* Any staff who have supervised unwell child or adult to wash hands thoroughly after unwell person has gone home.
* Unwell staff member to go home
* Any child or staff member who shows symptom should be tested as soon as possible and remain at home until negative test results received. (Schools cannot insist on seeing a negative test result)
 | A positive case in school will not mean that a class or bubble has to close. | Head TeacherFirst aidersSite staffCleaning contractors |
| 4. | Increasing positive cases in school | * Schools should record positive cases amongst staff and pupils, and take additional action when the first of these thresholds are met:

• 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or• 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period.For special schools, residential settings, and settings that operate with 20 or fewerchildren, pupils, students and staff at any one time:• 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period | When thresholds are met:* review and reinforce the testing, hygiene and ventilation measures already in place.
* seek additional public health advice if concerned about transmission in the setting, either by phoning the DfE helpline (0800 046 8687, option 1) or in line with other local arrangements.
* Schools to receive initial advice form LCRC.
 | Head Teacher |
| 5. | Parent unwilling to engage in testing process | * If a parent refuses to have their symptomatic child tested, the schools have the right to refuse to allow the child to attend.
* Anyone with symptoms who is not tested cannot return to school until they have completed 10 days self-isolation period.
 | Schools are to be provided with a small number of home testing kits. Consideration to be given to giving these to families who might not otherwise engage in testing. | Head Teacher |
| 6. | Staff or child tests positive for COVID-19 | * Child or staff member to self-isolate for 10 full days from the day after the onset of symptoms (or the day of test if asymptomatic), and return only if they have no symptoms other than a cough or loss of sense of taste or smell.
* If a member of staff has a positive PCR test, schools should notify the Self-Isolation Service Hub on 020 3743 6715
* If positive staff case means that school has reached threshold numbers (see section 4), staff member will need to provide the 6 digit CTAS number which schools will pass to the service hub
* School should seek public health advice if a child or staff member is admitted to hospital with COVID-19. DfE helpline (0800 046 8687, option 1), or in line with other local arrangements
 | Anyone who develops [symptoms](https://www.bbc.co.uk/news/health-54145299) or tests positive for Covid must immediately self-isolate.From Monday 17 January, [people who test positive will be able to leave self-isolation after a further five full days](https://www.bbc.co.uk/news/uk-59980505), subject to having two negative LFT results, 24 hours apart.The day symptoms begin or someone tests positive is day zero. The next day is day one of the isolation period.The first test is taken on day five. If it is negative, another test must be taken 24 hours later on day six. Assuming this is also negative - and the person does not have a temperature - they can immediately leave isolation.These rules apply whether the person is vaccinated or not.Individuals who are fully vaccinated or aged under 18 years and 6 months, and live in the same household as someone with COVID-19 are not legally required to self-isolate. They should take an LFD test every day for 7 days, and self-isolate if any of these test results is positive. (Individuals are fully vaccinated 14 days after having received two doses of an approved vaccine).Anyone aged 18 years and 6 months or over and not fully vaccinated living in the same household as someone with COVID-19 is legally required to stay at home and self-isolate.Individuals who are informed by NHS Test and Trace that they are a contact of a person who has had a positive test result for COVID-19 are legally required to stay at home and self-isolate if they are aged over 18 years and 6 months and are not fully vaccinated.Individuals aged over 18 years and 6 months who are fully vaccinated are not legally required to self-isolate as a contact but are strongly advised to take a rapid LFD test every day for 7 days or until 10 days since the last contact with the person who tested positive for COVID-19 if this is earlier. If any of these test results are positive, they should self-isolate immediately and have a PCR test.Those aged 5 years and over and identified as a contact of someone with COVID-19, are not legally required to self-isolate but are strongly advised to take an LFD test every day for 7 days, or until 10 days since the last contact with the person who tested positive for COVID-19 if this is earlier.Regular LFD tests are not recommended for children aged under 5. If they live with someone who has COVID-19 they are not legally required to self-isolate but contact should be limited with anyone who is at higher risk of severe illness if infected with COVID-19 and they should take a PCR test as soon as possible.Anyone identified as a close contact of a positive case should take appropriate measures in school:* wear face coverings in enclosed spaces where social distancing cannot be maintained
* Limit contact with anyone who is CEV

Where a child has tested positive, but is well enough to work from home, high quality remote learning must be made available to them. | Head TeacherStaff |
| 7. | Travel to school | * Face coverings are mandatory on public transport and school transport
 | Staff and parents to be made aware of need for face coverings on public transportAnyone who needs to take public transport will be referred to [government guidance](https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#public-transport)  | Head Teacher |
| 8. | A school or schools in the Trust having to close either because of cases in school or a local lockdown. | * On-site provision should in all cases be retained for vulnerable children and young people and the children of critical workers. If schools have to temporarily stop onsite provision on public health advice, they should discuss alternative arrangements for vulnerable children and young people with the local authority.
 | * Staff to be trained in delivery of remote lessons using Teams.
* Nominated staff to be responsible for the provision of home learning, potentially at short notice

See COVID-19 Outbreak Management Plan | Head TeacherInclusion ManagerTeachers |
| 9. | Vulnerable children absent from school | * Follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns
* Encourage the child or young person to attend educational provision, working with the local authority and social worker (where applicable), particularly where the social worker and the Virtual School Head (where applicable) agrees that the child or young person’s attendance would be appropriate
 | * Have in place procedures to maintain contact with the child and ensure they are able to access remote education support, as required, and regularly check if they are doing so
* If school has to close on public health advice, they should discuss alternative arrangements for vulnerable children with the local authority
 | Head TeacherInclusion ManagerTeachers |
| 10 | COVID fatigue | * Schools should continue to provide strong messaging to parents and staff about signs and symptoms of COVID to try to ensure that the risk of infection being brought into school is minimised.
 | Schools to reinforce messaging to staff regarding LFT testing and to parents about the need to revert to wearing face coverings on school premises. | Head Teacher |
| 11 | Staff or pupils unable to return to school due to need to quarantine on return from abroad. | * If staff become aware that they will have to quarantine, school to be advised as soon as possible.
* Cover to be arranged for class(es) using school staff where possible.
 | Parents to advise school that family are in quarantine, and date of return to school. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, access must be offered to remote education.  | Head TeacherStaffParents |
| 12 | Educational Visits; including financial liability | * The position in relation to overseas visits must be kept under review
* Non-residential domestic visits can be arranged – but special attention would have to be paid to the risk assessment for the visit to include public health advice.
 | Ensure any new visits planned are adequately insured. | Head teacherEVCAdmin and finance staff |

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| **Date of Assessment:** | **29/11/2021** | **Carried out by:** | **Amanda Frost** | **Signature:** |  |
| **Date of next review:** | **Ongoing and continual review** | **Carried out by:** | **Amanda Frost** | **Date Review Completed:** |  |

**VERSION CONTROL**

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| **Version Number** | **Date** | **Change** |
| 1 | 09.07.2021 | Revised RA for the return to school in September |
| 2 | 16.08.2021 | Update to self-isolation rules for close contacts of positive case. |
| 3 | 19.08.2021 | Update following publication of new contingency framework |
| 4 | 29/11/2021 | Update following restrictions introduced to combat Omicron variant |
| 5 | 14/12/2021 | Update following changes to self-isolation guidance – no longer different for contact with Omicron |
| 6 | 17/12/2021 | Change to advice for under 5’s – PCR now recommended for those who are close contacts with a positive case.Outbreak management plan updated |
| 7 | 05/01/2022 | Update following changes to self-isolation rules |
| 8 | 11/01/2022 | Update following change to testing rules |

**COVID-19 OUTBREAK MANAGEMENT PLAN**

This plan is based on the contingency framework for managing local outbreaks of COVID-19, provided by the Department for Education (DfE). We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), director of public health (DsPH), Public Health England (PHE) health protection team or the national government.

It may be necessary to implement these measures in the following circumstances, for example:

 To help manage a COVID-19 outbreak within the school

 If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission

 As part of a package of measures responding to a ‘variant of concern’ (VoC)

**Bubbles**

Although it is no longer necessary to teach children in bubbles, schools should plan for the possibility that bubbles may have to be reintroduced as a temporary measure to reduce mixing. This is likely only to be a last resort, and on the advice of Public Health.

**Shielding**

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the shielded patient list (SPL).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

**Other measures**

If recommended, we will limit:

 Residential educational visits

 Open days

 Transition or taster days

 Parents coming into school

 Live performances

**Attendance restrictions**

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

**Eligibility to remain in school**

In the first instance, we will stay open for:

 Vulnerable pupils

 Children of critical workers

 Reception, Year 1 and Year 2 pupils

If further restrictions are recommended, we will stay open for:

 Vulnerable pupils

 Children of critical workers

If a school has to close temporarily following public health advice, it will liaise with the local authority to find alternative provision for these groups.

**Education and support for pupils at home**

All other pupils will be required to stay at home and will receive remote education. We will aim to deliver remote education that meets the same quality and quantity of education that pupils would receive in school, as outlined in our Remote Leaning Policy (available at each of the Schools in the Trust).

The school will continue to provide lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines. The method of distribution of lunch parcels is under review.

**Wraparound care**

We will limit access to before and after-school activities and wraparound care during term time and holidays to those that need it most. We will communicate who will be eligible to attend once the restrictions are confirmed.

**Safeguarding**

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

We will aim to have a trained DSL or deputy DSL on each school site wherever possible. Details of DSLs and DDSLs at each school are available, and Safeguarding staff can be “shared” between schools if necessary.