**Risk Assessment** :New Academic Year 21-22 **Assessment** **Date**: 19th September 2021 v9

**Academy/Establishment:** Wandle Valley Academy

**Activity:** Education

**Completed by:** LHa/CP

**Date Reviewed:** Monthly (or sooner if required) **Reviewed by**: SLT/CP.

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| Hazard  *List significant hazards which may result in serious harm or affect several people.* | Who may be affected | Control Measures  List existing controls or note where the information may be found. (e.g. Information, instruction, training, systems or procedures) | Any Further Action  *List the risks which are not adequately controlled and proposed action where it is reasonably practicable to do more.* |
| Pupils and staff contracting Covid19  (including site team, admin, cleaners and anyone who has to enter the building or premises) | All | Any staff or pupils showing signs of Covid-19, will be isolated until they are able to leave site safely.When staff and pupils enter the School they will have a daily temperature check with the electric scanner. Those showing a high temperature will be shown in red. They will be isolated in the Covid 1st Aid room in the Admin block. Temperature will be taken half an hour later. If still high staff will leave the premises and go home and isolate. Pupils parents/carers will be notified and collection of pupil to be organised.  The School day will start at 9.15 and end at 14.45. Procedure for taxis in the morning all Primary pupils to be dropped off/released at rear Primary entrance/Secondaries at Main Entrance. Home time - the pupils are called via walkie talkie when their taxi is on site. Staff to have duty roster. | SLT or whoever is in charge for the day.  Staff/Pupil will be expected to self isolate for at least 10 days.  Site Supervisor to ensure there is enough sanitizer and equipment ready for the beginning of each day. Including all bins emptied safely. |
|  | All | There is a cleaning station at the entrance of the school. All persons that enter will sanitise before entering the building. | Site Supervisor |
|  | All | All staff to be given a hand sanitizer to have with them throughout the day. | SLT to send out. |
|  | All | PPE is provided by the school ( Visors, masks and sanitiser ) The Government will also be sending out PPE to all Schools.  Sanitiser dispensers have been placed around the School. These will be found at the Main entance, the Primary entrance, the Dining Hall and individual bottles can be found in each teaching area. | Site Team |
|  | All | Face coverings preferably to be worn by all in communal areas, but not required outside or when eating in dining hall. Pupils and staff are reccommended to wear face coverings in classrooms, as long as it is practicable to do, but this remains optional.    Face coverings are worn for the protection of others.  Boxes of disposable masks to be provided to each classroom, for pupils who forget their own mask.  Those exempt from wearing face coverings for medical reasons should make themselves known to SLT/CP in order that they can be made aware of additional risks they pose. | All staff to remind/encourage |
|  | All | Procedures to keep safe will be sent to staff prior to opening. | SLT |
|  | All | The floor has been marked out with the 2m safe distance markers. The corridor also now includes a centre line indicating that all staff and pupils walk along the left hand side of the corridor. Such visiual reminders are to encourage safer distancing. | Site Team |
|  | All | Procedures to be explained to parent/carers and pupils routinely throughout the term. Clear expectations for Covid-safe behaviour are communicated to all new pupils prior to arrival.  On the daily timetable, hand cleaning sessions will be highlighted, to help staff and pupils make sure they are keeping safe.  Where possible, everyone to follow the 2m distance rules inc Breaktime/lunchtime.  Physical contact between pupils/staff will be discouraged at all times.  Windows and doors to be opened to encourage ventilation. | SLT/MLT |
|  | All | All outdoor equipment to be sterilised at the end of each day.  All to follow the ‘catch, bin, kill’ guidelines when coughing and sneezing. | Staff and Site Team to have cleaning products to sanitize as we use the equipment.  Site Team to ensure there are enough tissues in rooms – daily |
|  | All | Cleaners to clean all surfaces, handles, computer terminals, phones, window openers etc daily. | Site Team to oversee. |
|  | All | If School Cars are used, then these need to be sanitized each day and when different people use them. Responsibility of the driver to sanitize on exit.  The driver and passengers are required to wear masks and the | Site Team to make sure that each car has sanitizer, black bag, tissues etc and that they are wiped down at the end of each day. |
|  |  | Pupils travelling to school in Taxi’s. | SLT to request risk assesments from the borough taxi firms, specific for Covid-19. |
| Mixing and Bubbles | All | The government no longer recommend that it is necessary to keep children in consistent groups (‘bubbles’). This means that bubbles will not need to be used from the Autumn term 2021.  Assemblies can resume and there is no longer a requirement to make alternative arrangements to avoid mixing at lunch. | LH and SLT |
| Member of staff/pupil testing positive for Covid -19 | All | School to contact Public Health England for advice and guidance. Area where that member of staff/pupil works most regularly may be closed. Area to be deep cleaned by electro static method where appropriate.  Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are identified as a close contact of someone with COVID-19, and any of the following apply:   * they are fully vaccinated * they are below the age of 18 years and 6 months * they have taken part in or are currently part of an approved COVID-19 vaccine trial * they are not able to get vaccinated for medical reasons   Instead, they will be contacted by NHS Test and Trace/WVA, informed they have been in close contact with a positive case and advised to take a PCR test.  WVA will then ask staff and pupils of close contact to take LFT for 7 days.  Staff who do not need to isolate, and pupils who have been identified as a close contact, should continue to attend school as normal. They do not need to wear a face covering within the school, but it is expected and recommended that these are worn when travelling on public or dedicated transport.  If staff/pupils develop any of the following symptoms: a new continuous cough, a high temperature, or a loss of, or change in your normal sense of taste or smell (anosmia), they should self-isolate and arrange to have a PCR test for COVID-19 either online or by phone by calling 119, even if the symptoms are mild.  (Postal PCR tests available at WVA upon request). | LH and SLT |
|  | All | Only the staff member or pupil and their parent/carer who has tested positive will be directly informed of their result. | LH |
| Covid Contingency – ‘Extra Action’ Plan | All | The thresholds, detailed below, can be used as an indication for when WVA will seek PHE advice on additional measures and/or closure (if either of the following thresholds is reached)t:  • 5 pupils or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or  • 10% of pupils or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period  WVA will seek PHE advice if a pupil or staff member is admitted to hospital with COVID-19, as hospitalisation could indicate increased severity of illness or a new variant of concern. | SLT to monitor on a daily basis |
| Shielding | All | Shielding is currently paused. In the event of a major outbreak or VoC that poses a significant risk to individuals on the shielded patient list (SPL), government ministers may agree to reintroduce shielding. Shielding would be considered in addition to other measures to address the residual risk to people on the SPL, once the wider interventions are taken into account.  Shielding can only be reintroduced by national government. | SLT to follow national guidance |
| Weapons and sharp implements that pupils may have on their person. | All | Pupils are searched on entering the building by SLT and MLT. Staff conducting the searches should wear a mask at all times and request that the pupil does also.  Any implements found are confiscated and SLT to take the appropriate action. | SLT to monitor on a daily basis |
| Contractors/Visitors on site | All | Where possible, contractors/visitors come onto site out of school hours.  Temperature checked when entering the building. Masks to be worn or provided for the duration of their stay.  LFT must have been completed prior to arrival or one must be completed in the TestCentre immediately on arrival and then contractor/visitor will be asked to isolate for 20mins until test result is complete. | Site team to escort round School if they have to be on site during School hours. |
| Deliveries | All | Deliveries are dropped off at the reception. | Site team to escort round School if they have to be on site during School hours. |
| Covid Testing | All | Covid testing centre has been set up in the 2 meeting rooms.  Staff that have been trained will oversee the testing of pupils.  Testing to be undertaken when pupils/staff first return to school (following a break of 1 week) or when a visitor first attends the school site.    Following initial test, Pupils to go outside to the playground to await results and to be kept at distance from one and other.  Staff/visitors awaiting results to isolate/distance from others in empty classrooms/meeting rooms.  Test results take 20-30 minutes. If a positive result is confirmed the pupil will then be collected by parent/carer or staff member/visitor will be asked to leave site, completing a postal PCR test in the TestCentre before leaving and posting it at their closest priority post box.  Staff and pupils ideally to have undertaken tests before returning to School following the holidays, using home LF test kits provided. Results to be entered onto the Test Register and NHS sites by 6pm on the Sunday eve before returning to school.  Thereafter, testing for all pupils will be done on a twice weekly basis, ideally one in school and one using home LF test kits provided. Results to be recorded online (as above). All staff to test twice weekly at home and record on TestRegister.  Those unable to do this, or choosing to, can test twice weekly in the school test centre. | Stie Team and Trained Staff  TA to oversee Test Register. |
| Social Distancing | All | All staff and pupils to be aware and adhere to social distancing of 2m where possible.  Pupils to follow staff directed seating plan.  Utilise all areas of the school to ensure social distances can be maintained.  Staff to minimise unnecessary close contact with others in classrooms, communal areas and car sharing. | Site team to minimise number of tables/chairs in each teaching area. |
| Offer to be vaccinated | All Staff | All members of staff have been offered the chance to be vaccinated against COVID 19. | Staff members to follow instructions sent via email, if they wish to be vaccinated against COVID 19. |
| Electrostatic cleaning (fogging) |  | School to be routinely electrostatically cleaned (fogged) during school holidays.  School has purchased electrostatic equipment, to enable regular fogging of higher-risk areas (such as Testing Centre and cars).  TEST CENTRE and CARS FOGGED DURING SCHOOL HOLIDAYS AND WHEN THERE IS A POSITIVE CASE. | Site Team to complete routine fogging process. |

**RISK CATEGORIES**

**PUPILS**

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| **HIGH RISK PUPILS** | **MODERATE RISK PUPILS** | **LOW RISK PUPILS** |
| Significant risk of spreading COVID -19 or putting others at risk by failing to follow Control Measures.  Or  Have additional significant health needs, putting them at greater risk if they are infected/more vulnerable to infection. | Moderate risk of spreading COVID -19 or putting others at risk by partially failing to follow Control Measures.  Or  Have additional health needs, putting them at a slightly greater risk if they are infected/more vulnerable to infection. | Pose no additional risks of spreading COVID-19  Or  Have no additional health needs. |
| To be closely monitored by staff at all times. | To be closely monitored by staff at all times. | To follow all above general guidance/Controls. |
| To be sent home at the earliest opportunity if Control Measures are deliberately/repeatedly ignored. | To be sent home at the earliest opportunity if Control Measures are deliberately/repeatedly ignored. |  |
| Restricted number of pupils in this category to be in school at any one time. | A carefully considered number of pupils in this category to be in school at any one time. |  |
| **Number currently in this category:** | **Number currently in this category:** | **Number currently in this category:** |

**STAFF**

|  |  |  |
| --- | --- | --- |
| **HIGH RISK STAFF** | **MODERATE RISK STAFF** | **LOW RISK STAFF** |
| Have additional significant health needs (clinically extremely vulnerable), which put them at significantly greater risk if they are infected/more vulnerable to infection. | Have additional health needs (clinically vulnerable) or are in higher risk groups, putting them at a slightly greater risk if they are infected/more vulnerable to infection. | Have no additional health needs. |
| To work from home where possible. | To maintain 2m distance from others. Wear PPE at all times.  To follow all above general guidance/Controls. | To follow all above general guidance/Controls. |
| **Number currently in this category:** | **Number currently in this category:** | **Number currently in this category:** |

Please see risk group guidance below from the NHS.

NHS (www.nhs.uk)

**Who's at higher risk from coronavirus**

Coronavirus (COVID-19) can make anyone seriously ill. But for some people, the risk is higher.

There are 2 levels of higher risk:

* high risk (clinically extremely vulnerable)
* moderate risk (clinically vulnerable)

**Important**

The lists below may not include everyone who's at higher risk from coronavirus and may change as we learn more about the virus.

**People at high risk (clinically extremely vulnerable)**

You may be at high risk from coronavirus if you:

* have had an organ transplant
* are having chemotherapy or antibody treatment for cancer, including immunotherapy
* are having an intense course of radiotherapy (radical radiotherapy) for lung cancer
* are having targeted cancer treatments that can affect the immune system (such as protein kinase inhibitors or PARP inhibitors)
* have blood or bone marrow cancer (such as leukaemia, lymphoma or myeloma)
* have had a bone marrow or stem cell transplant in the past 6 months, or are still taking immunosuppressant medicine
* have been told by a doctor you have a severe lung condition (such as cystic fibrosis, severe asthma or severe COPD)
* have a condition that means you have a very high risk of getting infections (such as SCID or sickle cell)
* are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppressant medicine)
* have a serious heart condition and are pregnant
* have a problem with your spleen or your spleen has been removed (splenectomy)
* are an adult with Down's syndrome
* are an adult who is having dialysis or has severe (stage 5) long-term kidney disease
* have been classed as clinically extremely vulnerable, based on clinical judgement and an assessment of your needs

Information:

If you're at high risk from coronavirus, you should have received a letter from the NHS.

Speak to your GP or hospital care team if you have not been contacted and think you should have been.

**People at moderate risk (clinically vulnerable)**

People at moderate risk from coronavirus include people who:

* are 70 or older
* have a lung condition that's not severe (such as asthma, COPD, emphysema or bronchitis)
* have heart disease (such as heart failure)
* have diabetes
* have chronic kidney disease
* have liver disease (such as hepatitis)
* have a condition affecting the brain or nerves (such as Parkinson's disease, motor neurone disease, multiple sclerosis or cerebral palsy)
* have a condition that means they have a high risk of getting infections
* are taking medicine that can affect the immune system (such as low doses of steroids)
* are very obese (a BMI of 40 or above)
* are pregnant – see [advice about pregnancy and coronavirus](https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/pregnancy-and-coronavirus/)

Unlike people at high risk, you will not get a letter from the NHS.

**What to do if you're at moderate risk**

If you're at moderate risk from coronavirus, it's very important to follow social distancing advice to reduce your chances of catching or spreading the virus.

**Other things that can affect your risk**

There are other things that can make you more likely to get seriously ill from coronavirus, including if you are:

* over 60 – your risk increases as you get older
* from a Black, Asian or minority ethnic background

See the [full report on disparities in the risk and outcomes of COVID-19 on GOV.UK](https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes).

Page last reviewed: 4 January 2021