

Coronavirus (COVID-19) Wider Opening Risk Assessment	<b><u>STANHOPE BARRINGTON PRIMARY SCHOOL</u></b>	Ref No	C19/006
		Date	08/03/21

Task Description	Wider Opening Risk Assessment – Whole School	Location	All Areas	Date of Review	When necessary
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Assessor	Print Name: : Deb Cross	Acting Head Teacher	Print Name: Deb Cross	Equipment or Plant No.	N/A
	Signed: <i>Deb Cross</i>		Signed: <i>Deb Cross</i>		

Persons Affected Individuals or Groups	Employees, children, contractors, visitors, members of the public and family members
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Hazards / Consequences	Existing Control Measures	L	S	R	Further Control Measures Whole School	Modified		
						L	S	R
<b>Wider Opening – Whole School</b>	<p>On Monday 8<sup>th</sup> March 2021 school will re-open to all children.</p> <p>As a rural location surrounded by an AONB, Geopark and Conservation areas we have numerous beauty spots. Following the easing of restrictions our village has seen an influx of visitors who are congregating and not maintaining social distancing.</p> <p>Monitor the R rating for our local area to respond appropriately with Academy Council support should the rate of infection increase.</p>	3	4	<b>M</b>	See Organisational plan for specific group arrangements.	2	4	<b>M</b>

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	<p>Each Learning Zone (Classroom) will constitute a ‘bubble’ with the children sitting facing the front side by side wherever possible (this may not be always possible for younger children).</p> <p>Each bubble will minimise contact with other bubbles/classes by having staggered arrival times, playtimes, lunchtimes and collection times.</p> <p>Should there be a confirmed case of Covid-19, we will immediately isolate the child in the designated isolation room, contact DDMAT and the covid inform line reporting system. The appropriate letters will be sent to parents of children in the affected bubble.</p> <p>Parents will be informed that there is an expectation that they will keep any child displaying Covid-19 symptoms at home, organise a test and then engage with the Test and Trace service. Informing the school of the outcome of the test.</p>							
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<b>Travel/School transport</b>	<p>There is no school transport. Parents will be asked to walk their children to school and park at the bottom of Ronnie Bell’s bank.</p> <p>When confirmation is received of swimming lessons resuming we will review transport RA.</p>	2	4	<b>M</b>	Confirmation has been received that swimming lessons will not commence until further notice.	1	4	<b>L</b>
<b>Visitors to premises: Including Contractors and Parents</b>	All visitors, including parents and contractors must have a pre-arranged appointment prior to arrival on site.	2	4	<b>M</b>	<p>See Visitors risk assessment for more information (not attached).</p> <p>Only visitors who are deemed ‘essential’ are granted access to the school.</p> <p>Face coverings will remain optional for staff at the discretion of the Head Teacher in line with Government Guidance. Authorised visitors will be expected to wear a face covering when transitioning around the school and in general communal areas. Face covering for children remains optional and at the discretion of the</p>	1	4	<b>L</b>

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				<p>parents/guardians but face coverings should <b>not</b> be worn in class. A notice is displayed at the main entrance.</p> <p><b>Note:</b> Children under the age of 3 will not be permitted to wear face masks for safety reasons.</p> <p>Only essential visits or those that enhance the school’s curriculum will be authorised. All visitors must comply with the school’s protective measures and risk assessment.</p> <p>Academy Councillors are able to attend school for governance purposes but must follow the visitors RA.</p> <p>Extra-curricular activities which are not primarily to enable parents to work, seek work or provide respite care will only be able to continue where there is</p>		
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					no mixing of bubbles, they operate in line with the school's wider protective measures and, whilst not the main purpose, do enable parents' ability to work.			
<b>Arrival Times &amp; Collection Times</b>	<p>A one way system will be used whereby ALL parents bring their children onto the yard via the main gate and Opal (Nursery), Amethyst (Reception and Year 1) and Sapphire (Year 1 and Year 2) parents will exit via the nursery gate whilst the other parents will exit via the side gate off the main yard and leave the premises via a designated route across the front of the school building. Older siblings should be collected first and then the one way system should be followed to collect younger children.</p> <p>Diamond Learning Zone (Year 5&amp;6) will arrive at 8.30am  Emerald Learning Zone (Year 4) will arrive at 8.40am  Ruby Learning Zone (Year 3) will arrive at 8.50am</p>	3	4	<b>M</b>				
	Sapphire Learning Zone (Year 1&2) will arrive at 9.00am	3	4	<b>M</b>	See Organisational plan for specific group arrangements.	2	4	<b>M</b>

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	<p>Amethyst and Opal Learning Zones (Year 1, Reception and Nursery) will arrive at 9.10am</p> <p>Each bubble will be open from 8.30am and siblings can be dropped off together.</p> <p>At the allocated collection time the Class Teacher will bring the class out onto the yard and dismiss each child to their adult who will be waiting in their allocated box outlined on the yard. They will then leave via the side gate or nursery gate depending upon the class.</p> <p>Diamond Learning Zone will be collected at 3.10pm</p> <p>Emerald Learning Zone will be collected at 3.10pm</p> <p>Ruby Learning Zone will be collected at 3.10pm</p> <p>Therefore ALL children in KS2 will be collected at 3.10pm. Parents are asked to remain in their collection box on the yard and to observe social distancing rules at all times.</p> <p>The above parents and children will leave via side gate on main yard.</p>				<p>Parents will be encouraged to stick to the allocated times as early or late arrival will increase the number of people on the yard.</p> <p>All parents/guardians will be asked (where possible) if they would wear a face covering when dropping off and picking up their children from school if on the school site.</p>		
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	<p>Sapphire Learning Zone will be collected at 3.20pm  Amethyst Learning Zone will be collected at 3.20pm  Opal Learning Zone will be collected at 3.20pm unless they are collected at lunchtime when collection time is 12 noon.</p> <p>The above parents and children will leave via the nursery gate on EYFS yard.</p> <p>Staffing on the one-way system has now been reduced from 5 staff to one member of staff on the main gate.</p> <p>Head Teacher to monitor different areas to ensure compliance.</p> <p>All children in a given Learning Zone will leave that zone at the same time after handwashing. Classroom fire doors will be used for entry and exit where possible.</p> <p>Non-slip mats have been put in place inside each classroom fire door as when weather is wet the footfall was causing a slip risk.</p>						
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	Spots will be used to identify 2m distances where parents & children should wait for entry onto the yard.							
<b>Breakfast Club</b>	We will continue to offer Breakfast Club from 8am until 9am every morning.	3	4	<b>M</b>	Each bubble will be allocated an area within the hall to maintain separation from the other bubbles.	3	4	<b>M</b>
<b>Playtimes</b>	Each bubble has been allocated an outdoor area to access throughout the day so that children can be offered regular breaks whilst they settle back into school.	3	4	<b>M</b>	Each bubbles outdoor time will be appropriately staffed.	3	4	<b>M</b>
<b>Lunchtimes</b>	The hall will be sectioned into halves with two Learning Zones having lunch at the same time. Each Learning Zone will have 30 minutes allocated for eating lunch in the hall followed by 30 minutes of outdoor play.  11.45 – 12.15 Opal and Amethyst in hall 12.15-12.45 Sapphire and Ruby in hall 12.45 – 1.15 Emerald and Diamond in hall	3	4	<b>M</b>	A Lunchtime Supervisor is now allocated to each Learning Zone to maintain the integrity of the bubbles.  School kitchens are fully operational but must comply with the “Guidance for food businesses on Coronavirus (COVID 19)”.	3	4	<b>M</b>
<b>After School Clubs</b>	We will continue to offer after school provision every night between 3.10pm and 4.30pm.	3	4	<b>M</b>	After school clubs will take place in the hall which will be	3	4	<b>M</b>



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	Places are limited and must be booked through the school office.				quartered with each bubble in a specific quarter.			
<b>Early Years &amp; Primary aged children – lack of understanding</b>	<p>Early Years and Primary aged children will not be expected to maintain social distancing within their own bubbles/classes.</p> <p>We will be using songs, rhymes and repetition as well as good routines to embed regular handwashing and not touching.</p> <p>Four SEND children who do not have the cognitive understanding about not touching and handwashing will have an individual risk assessment and teaching programme to support them to understand the new school rules.</p>	3	4	<b>M</b>	See Organisational plan for specific group arrangements.	3	4	<b>M</b>
<b>Staff Wellbeing</b>	<p>Staff have been provided with Public Health England Guidance for the public on the mental health and wellbeing aspects of coronavirus (COVID-19).</p> <p>Staff receives sufficient breaks during the school day.</p>	3	4	<b>M</b>	<p>Staff meetings are now held in a different and larger Learning Zone with increased ventilation and social distanced seating.</p> <p>Due to staffing shortages we are extremely concerned about the emotional well-being of all of our</p>	2	4	<b>M</b>

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	<p>Staff encouraged to leave the school site shortly after the end of the school day. Staff informed of 24 hour free counselling service.</p> <p>Staff have been given a copy of the school's well-being principles document. Staff are kept up to date on a regular basis with changes.</p> <p>Team meetings to be held Weekly with the option of attending via zoom/teams. Staff advised to remain 2m apart from other adults in school.</p> <p>Individual staff who may be extremely anxious to receive 1:1 support from SLT when necessary.</p> <p>SLT and Thrive Practitioner to monitor staff and respond if necessary.</p> <p>SLT have tried hard to respond to any queries or concerns raised by staff asap to try to alleviate additional stress.</p>				staff and this is being monitored closely by the Head Teacher.			
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	<p>Thrive Practitioner provides advice, posters and information in the staff room.</p> <p>All staff have been sent a copy of the emotional well-being booklet “How to keep calm during Covid”.</p>							
<b>Children’s emotional well being</b>	<p>We are very concerned about the emotional impact of Covid-19 on our children and their mental health.</p> <p>We have implemented a new structure in school involving the establishment of Learning Zones which will result in mixed age classes to allow accelerated progress to be made.</p> <p>Each Learning Zone will be visiting the Weardale Outdoor Education Centre in April to focus on their learning outcomes, emotional well-being and mental health, re-establishment of friendship groups and a real focus on positive skills gained during lockdown.</p> <p>We will need to assess the impact on our children’s mental health when we return to identify the number of children in need of support.</p>	3	4	<b>M</b>	<p>All staff offered the opportunity to complete a Psychological First Aid course.</p> <p>We are training a second Thrive Practitioner so that we will have one per key stage.</p>	3	4	<b>M</b>

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	SLT to monitor and support Thrive Practitioner so she is not overwhelmed with cases.							
<b>Sensory Seeking Behaviours displayed (SEND issues)</b>	<p>Children with sensory seeking behaviours have been identified and risk assessments carried out.</p> <p>Phased return and transition plans have been designed in conjunction with parents/carers for four specific children.</p> <p>Monitor and adapt if SEND children with sensory issues return to school.</p>	3	4	<b>M</b>	One child with sensory seeking behaviours is still on a phased return to school plan with advice sought from ASC team. Triggers being monitored and action plan in place.	2	4	<b>M</b>
<b>Emergency Procedures</b>	<p><b>Fire</b></p> <p>Emergency procedures are reviewed regularly to ensure that arrangements remain valid for Fire Safety including the numbers and locations of trained fire wardens and the validity of Personal Emergency Evacuation Plans considering social distancing measure where possible.</p>	3	4	<b>M</b>	<p>A fire drill was carried out W/C 7<sup>th</sup> September 2020 and 25<sup>th</sup> Feb 2021.</p> <p>The school ensures that the weekly testing of the fire alarm is carried out to ensure legal requirements are met.</p>	2	4	<b>M</b>

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	<p>Children will not be expected to socially distance when lining up with their bubble/class but will be separate from other classes/bubbles.</p> <p><b><u>Lockdown</u></b> Emergency lockdown procedures are reviewed regularly to ensure that arrangements remain valid.</p> <p>All teachers to have plans in place for how the curriculum will be delivered virtually in the event of the school be locked-down. Teachers to also make arrangements for the education of children who are shielding.</p> <p>Our remote learning platform (Seesaw) will continue to be used for homework and for children or bubbles who need to isolate.</p>							
<b>Handling Cash</b>	<p>Parents asked to pay with cash in a sealed envelope with child's name, amount and reason on envelope. Only admin staff to handle cash. Envelopes to be handed into cash collection boxes at main entrance and classrooms.</p>	1	4	L	<p>Parent Pay facilities are not available at this time.</p> <p>Head Teacher exploring option of introducing Parent Pay.</p>	1	4	L

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	Reduce the amount of cash payments from parents/carers. Disposable gloves are available for any member of staff handling cash.  Every member of staff has been issued with their own personal hand sanitiser.							
<b>Handwashing</b>	Fully opening the school means that classes/bubbles will have to share toilet and handwashing facilities.  Each class will have its own allocated hand basin within the toilet block area.  Children will have to wash their hands upon arrival, more often than usual throughout the day and at the end of the day. An adult will have to supervise the use of toilets for handwashing at the beginning and end of each day. Additional cleaning time will be required to ensure the toilets and handwashing facilities have an enhanced cleaning schedule.	3	4	M	Ongoing Monitoring  Children will handwash upon arrival, before lunch and before leaving at the end of the day. Hand sanitiser is available in each classroom for use throughout the day.  All additional Covid costs are being coded appropriately.	2	4	M
<b>Staff room/eating and safe use of facilities</b>	Soap, hand wash, tissues and other related products will be available in all teaching areas.	2	4	M	Staff room is now allocated in a new area to ensure social distancing is possible.	1	4	L

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	<p>Clean down tables after you have finished and remove all uneaten food and drink and dispose of in bin or rubbish bag.</p> <p>Staff should wherever possible bring in packed lunches and a flask for hot drinks, the use of tea clubs is prohibited.</p> <p>Staff to be encouraged to remain on site during lunch and breaks, when this is not possible, staff are advised to maintain social distancing while off-site.</p> <p>Two male members of staff to use male toilets. All female staff to share one toilet but to use antibacterial wipes on toilet seat, flush, hand basin and taps following each use. Hand sanitiser provided. Staff toilet windows to remain open to allow for ventilation.</p> <p>All desks and chairs will be wiped down and cleaned after each person has left the desk area.</p>						
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<b>Deliveries</b>	<p>Advise all delivery drivers that no goods or food should be physically handed over.</p> <p>Decide on a location as a set drop-off point agreed in advance.</p>	2	4	<b>M</b>	All deliveries left outside main doors or put down in the reception area.	2	4	<b>M</b>
<b>Meeting Rooms/Offices</b>	<p>Display maximum occupancy on door and rearrange furniture/remove chairs to help ensure capacity is not exceeded.</p> <p>The maximum occupancy for offices should be communicated with staff.</p> <p>Encourage increased natural ventilation in smaller offices.</p> <p>Staff should leave their desks as clear as possible so that it can be easily cleaned.</p> <p>Waste bins to be emptied regularly throughout the day.</p>	2	4	<b>M</b>	<p>Displaying the occupancy on the door is a quick and simple method to communicate this information.</p> <p>Parents informed that they cannot come to the main office without an appointment due to RA of shielding member of staff.</p>	1	4	<b>L</b>
<b>Classrooms</b>	<p>Children will sit at their own tables with all tables facing forward. Where possible teachers should try to remain at least 2 m away from children.</p>	3	4	<b>M</b>	<p>See Organisational plan for specific group arrangements.</p> <p>Children to wear PE kit on days they have PE.</p>	2	4	<b>M</b>



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	<p>EYFS children to be encouraged to sit on carpet all facing forward rather than in a circle. Stations should be set up so that children are side by side rather than face to face or in a circle.</p> <p>To prevent infection spread on handles and for air flow, where possible, classroom doors and windows should be kept open.</p>				Provisions for regular spot cleaning are located in each classroom.			
<b>Resources/Pupil Supplies</b>	<p>An individual tray will be set up prior to opening of the bubble which will contain the resources, paper, pencils, ruler etc that the children will need.</p> <p>Art resources will be collected from the art cupboard by each class adult at the beginning of each week and will not be returned to the art cupboard or shared with other classes.</p> <p>ICT equipment will be allocated according to a timetable with 'isolation' periods between use after a thorough clean at the beginning and end of each day.</p>	2	3	L	<p>Children can bring in their own pencil cases but CANNOT share them with anyone else in the class.</p> <p>Following advice from AVEC we have now implemented a new timetable which gives each class the ICT equipment for the whole day so long as it is cleaned before and after use.</p>	2	3	L

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	<p>Any small world toys used in the class should be minimised and will be placed in a mesh bag and soaked in disinfectant overnight.</p> <p>Staff will have access to the photocopier and printer located in the school library. A hand sanitiser station will be set up in this area and staff will be asked to clean their hands before and after use. The photocopier and printer will be cleaned three times a day by SLT and twice by cleaning staff.</p>							
<b>Curriculum Delivery</b>	<p>A broad and engaging curriculum will be delivered but lesson time will be affected by staggered timings and enhanced handwashing.</p> <p>Teachers to use own professional judgement as to how often and when the children need a break or mindfulness activity and not expect them to return to school ready to learn immediately.</p> <p>During the first week, we will be introducing the children to the new Learning Zones, doing Character Development lessons and will be</p>	2	4	<b>M</b>	<p>The amount of actual teaching time will be significantly impacted due to staggering and additional handwashing and mindfulness activities throughout the day.</p> <p>Week commencing 8<sup>th</sup> March 2021 our brass and violin teachers returned to school following the Durham Music Service RA and our Visitor RA.</p>	2	4	<b>M</b>

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	<p>starting our first day with World Book Day so that they have a fun and exciting first day back.</p> <p>PE –Children must change into PE kits. Lessons will take place outdoors where possible and avoid contact sports initially.</p> <p>ICT – it will be difficult for every class to deliver a computing lesson given equipment requires ‘isolation’ time after each class has used it. The timetable allows for each class to have access for one whole day each week.</p>				With effect from 04/1/2021 Josh Ridley has been furloughed and is no longer attending school until further notice. PE lessons are being taught by Class Teachers.			
<b>Facilities and Premises</b>	<p>See re-opening checklist (attached).</p> <p>Complete all usual pre-term opening checks.</p>	1	4	L	Site Team to ensure all PPM (planned preventative maintenance) is scheduled and carried out.	1	4	L
<b>Lettings</b>	<p>Our only letting is to SCAMPS 0-3 nursery which will continue to provide childcare under the government guidance and their own risk assessment.</p>	1	4	L	Only lettings which are essential wraparound care should continue during the national lockdown.	1	4	L

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<b>Cleaning</b>	<p>See cleaning schedule.</p> <p>To avoid cross contamination, SCAMPS staff will clean their own area and time will be built into their day to allow this to happen. School will provide cleaning equipment and training where necessary.</p>	2	4	<b>M</b>	<p>PPE will be worn by all cleaning staff (disposable gloves and aprons).</p> <p>All cleaners (where possible) will have own set of cleaning resources to reduce the risk of indirect transmission.</p> <p>All areas within school will be cleaned thoroughly on a daily basis.</p> <p>Particular attention will be paid to touch points such as door handles, light switches and handrails.</p>	2	4	<b>M</b>
<b>First Aid/Possible COVID-19 Symptoms</b>	<p>First aid equipment will be available in each classroom. Where possible, teachers should provide minor first aid to any child who requires it. The usual protective equipment, such as gloves, should be worn when first aid is administered.</p>	3	4	<b>M</b>	<p>Personal protective equipment <b>must</b> be worn when administering first aid.</p> <p><a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/877658/Quick_guide_to_donning">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/877658/Quick_guide_to_donning</a></p>	2	4	<b>M</b>

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	<p>First Aiders to wear a face mask if administering first aid requires a breach of the 2m distancing rules.</p> <p>First Aid trained/responsible person/s in place.</p> <p>First Aid kit and Accident book to be kept in each joint bubble.</p> <p>PPE equipment will be located in each joint bubble as well as the main office and at stations around the school.</p> <p>Disposable gloves and aprons available.</p> <p>Children showing signs of Covid-19 will be isolated until parents can collect them. Suitable PPE equipment must be worn.</p> <p>Children or adults showing symptoms of Covid-19 will be isolated in the staff room and supervised by Head Teacher.</p>				<p><a href="#">g doffing standard PPE health and social care poster .pdf</a></p> <p>There is a protocol in place for managing individuals who present with symptoms of Covid-19. Individuals who fall within the moderate or high risk category will not be expected to assist any individual who presents with possible symptoms of Covid-19.</p> <p>There is a process in place for the pupils to receive the annual flu vaccinations.</p> <p>See PPE Matrix.</p>			
<b>Contact due to personal / intimate care</b>	<p>Staff must wear the normal personal protective equipment they need for giving intimate/personal care.</p> <p>Disposable gloves and aprons available.</p>	3	4	<b>M</b>	<p>PPE Is in place and staff have being given instruction on how to use, store, clean and dispose.</p> <p>See PPE Matrix.</p> <p>A number of our Nursery children are having accidents at school</p>	2	4	<b>M</b>

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	<p>There will be one child attending school on an Intimate Care Plan and this will be covered in their individual RA.</p> <p>Nursery children starting school will need to be identified if they require an Intimate Care Plan.</p>				despite being reported as toilet trained. Staff have been briefed on Covid secure methods of dealing with these situations.			
<b>Contamination of outdoor play equipment</b>	<p>Cleaning regime in place for outdoor play equipment (portable) at the end of the school day.</p> <p>Each Class to be allocated own set of portable outdoor equipment which will be cleaned at the end of the school day and remain within the bubble.</p>	3	4	<b>M</b>	<p>Outdoor play equipment to be used;</p> <ul style="list-style-type: none"> <li>EYFS fixed play equipment on yard</li> </ul> <p>All fixed equipment to be washed at the end of the school day.</p> <p>Tyres and Green Shelter on Big Yard are NOT to be used.</p> <p>All external play equipment is kept in an allocated trolley and cleaned at the end of each day.</p>	1	4	<b>L</b>
<b>Shielding Staff (Medical complications relating to pre-existing medical condition/</b>	One member of staff was previously shielding has returned to work with her own RA.	3	5	<b>M</b>	<p>Contact with other staff and children to be minimised.</p> <p>No first aid duties to be undertaken.</p>	2	5	<b>M</b>

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<b>Medical complications relating to medical treatment)</b>				<p>Not expected to respond if a Covid-19 case is suspected – this will be dealt with by SLT. Contact with parents attending main entrance to be minimised.</p> <p>Revise vulnerable person/s risk assessment in line with Government Guidance.</p> <p>From the 5<sup>th</sup> November 2020 staff who fall within this category will be advised to work from home where possible. If they cannot work from home, they should not attend work for this period of restrictions.</p> <p><a href="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">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</a></p>		
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<b>Clinically Vulnerable/ Vulnerable Staff (Including pregnancy)</b>	There are no clinically vulnerable staff in school.	1	4	<b>L</b>	Monitor and respond if changes.  Revise vulnerable person/s risk assessment in line with Government Guidance.	1	4	<b>L</b>
<b>Potential Symptoms (General) Significant breathing difficulty. High Temperature Coughing and sneezing Loss of taste and smell</b>	General precautions as advised by the Government strictly observed: Tissues widely available for staff and pupils Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze Put used tissues in the bin immediately Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available Personal bottle of hand sanitizer to be given to every member of staff. Try to avoid close contact with people who are unwell Don't touch your eyes, nose or mouth if your hands are not clean.  Each person in school, staff, pupil or visitor will where possible maintain a practical distance away from each other and not get into close	3	4	<b>M</b>	Ongoing monitoring  A flow chart has been created to ensure procedures are followed for any persons presenting with Covid-19 symptoms.  To arrange a test call 119 or visit <a href="http://www.gov.uk/coronavirus">www.gov.uk/coronavirus</a>	3	4	<b>M</b>



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	proximity with each other if it can be avoided. Staff can work between classes but must try to maintain social distance between adults in school.							
<b>NHS Test and Trace/NHS Test and Trace App</b>	<p>Close contact means:</p> <ul style="list-style-type: none"> <li>• having face-to-face contact with someone less than 1 metre away (this will include times where you have worn a face covering or a face mask).</li> <li>• spending more than 15 minutes within 2 metres of someone.</li> <li>• travelling in a car or other small vehicle with someone (even on a short journey) or close to them on a plane.</li> </ul>	2	4	M	<p>All staff are now carrying out Lateral Flow Tests twice a week.</p> <p>Any member of staff contacted by Test and Trace must notify the school immediately.</p> <p>Any member of staff who receives a positive test result must be very clear of the definition of 'close contact' when communicating with Test and Trace.</p> <p>Staff or students bringing mobile phones in to school, must ensure they follow the schools phone policy along with Government Guidance for when to pause the App.</p> <p>Example: When an individual is not able to have their phone with</p>	2	4	M

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					<p>them, for example because it is stored in a locker or communal area – this is to avoid the app picking up contacts when the individual is not with their phone.</p> <p><a href="https://www.gov.uk/government/publications/use-of-the-nhs-covid-19-app-in-schools-and-further-education-colleges/use-of-the-nhs-covid-19-app-in-schools-and-further-education-colleges">https://www.gov.uk/government/publications/use-of-the-nhs-covid-19-app-in-schools-and-further-education-colleges/use-of-the-nhs-covid-19-app-in-schools-and-further-education-colleges</a></p>		
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**Risk Assessment Notes:**

There is a protocol in place for managing individuals who present with symptoms of Covid-19. Individuals who fall within the moderate or high risk category will not be expected to assist any individual who presents with possible symptoms of Covid-19.

[Guidance](#) for vulnerable persons

[Guidance](#) for Pregnancy taken from a link on the NHS FAQs [site](#).

**General Advice:**

- To ensure good hand hygiene we ask that where possible staff refrain from wearing jewellery including watches in school.
- If possible, hair should be tied back to reduce the risk of touching your face.

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- Staff are advised that when passing in corridors, to adhere to the non-verbal signalling method of communication to reduce the risk of the virus spreading.
- When with the children, do not bend down to their level and wherever possible stand to the side or the back of the child.

***\*Throughout the re-opening process there will be incidents that require a dynamic risk assessment – an assessment of unforeseen or emergency hazards. The risk will be assessed by the staff at the time of the event.***

The normal duties of consultation on health and safety matters still apply during the pandemic. Section 2(6) HSWA states:

“It shall be the duty of every employer to consult any such representatives with a view to the making and maintenance of arrangements which will enable him and his employees to co- operate effectively in promoting and developing measures to ensure the health and safety at work of the employees, and in checking the effectiveness of such measures.”

**Rating: Low = 1 – 6, Medium = 8 – 15, High = over 15**

Risk Assessment Matrix (Probability and Likelihood Scales)							
		Likelihood Rating					
		1	2	3	4	5	6
Severity Rating	Description	Very Unlikely	Unlikely	May happen	Likely	Very likely	Certain or imminent

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<b>1</b>	Delay only	<b>LOW</b>					
<b>2</b>	Minor injury, minor damage						
<b>3</b>	Lost time injury, illness, major damage						
<b>4</b>	Major injury, disabling illness, major damage					<b>MEDIUM</b>	
<b>5</b>	Single fatality, or permanent total disability						
<b>6</b>	Multiple fatalities					<b>HIGH</b>	

