



Oaklands Junior School

Coronavirus (Covid-19): Risk Assessment for pupils and staff at school



Document ID:	CLT – RA1
Revision No.:	0.4 02-03-2021
Trustees Approved Date:	02.03.21
Published Date:	05.03.21
Date of Next Review:	May 2021
Statutory/Non-Statutory:	Statutory
Public/Internal:	Public
Applies to:	All
Date approved by Local Governing Body:	March 2021

This Risk Assessment for the Corvus Learning Trust schools is based on the Guidance issued by the DfE on 2nd July 2020 and updated on 5th November 2020 and 7th January 2021 and 21st February 2021.

This Risk Assessment is based on the template provided Bracknell Forest Council which has been the subject of consultation with BFC Legal, HR, Health & Safety and also the Trade Unions

Updated following government guidance issued on 07Jan: [Guidance for full opening: schools - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/full-opening-schools)

The aim of the government continues to be that all pupils, in all year groups, remain in school full-time.

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

All schools should consider the additional risks and control measures to enable a return to full capacity during the spring term.

Name of School/setting: Oaklands Junior School

Assessment conducted by: Hazel West	Job Title: Headteacher	Signature:	Date: 5.03.21
Signed off by: Bob Elsey	Job Title: CEO of Corvus Learning Trust	Signature:	Date: March 2021
Signed off by: Doug Brady	Job Title: Health & Safety Adviser (Bracknell Forest)	Signature:	Date: March 2021

Likelihood of Occurrence	High (probable)	MEDIUM	HIGH	HIGH
	Medium (possible)	LOW	MEDIUM	HIGH
	Low (remote)	LOW	LOW	MEDIUM
Risk Assessment Matrix		Minor (causes physical or emotional discomfort)	Severe (causes physical injury, or illness requiring first aid)	Major (causes major physical injury, harm or ill-health)
		Likely Impact		

The Risk Assessment Matrix is used to assess risks before and after control measures are applied. The objective is to remove all HIGH risks and to reduce all other risks to an acceptable level.

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Situational Awareness	<u>M</u>	<ul style="list-style-type: none"> Daily monitoring of government advice and guidance on Covid https://www.gov.uk/coronavirus https://www.gov.uk/coronavirus/education-and-childcare Local restriction tiers: what you need to know - GOV.UK (www.gov.uk) Daily review of general Covid situation in school with Senior Leaders <p>Summary of Government Guidance (21-Feb):</p> <p>From 8 March, all pupils should attend school.</p> <p>The guidance explains the actions school leaders should take to minimise the risk of transmission of coronavirus (COVID-19) in their school. This includes public health advice, endorsed by Public Health England (PHE).</p> <p>Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their health and safety risk assessments and plans that address the risks identified using the system of controls. These are adapted from the system of protective measures that will be familiar from the summer term.</p> <p>Essential measures include:</p> <ul style="list-style-type: none"> a requirement that people who are ill stay at home robust hand and respiratory hygiene enhanced cleaning and ventilation arrangements the wearing of appropriate PPE where necessary promotion and engagement in asymptomatic testing active engagement with NHS Test and Trace formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise the potential for contamination so far as is reasonably practicable 	<u>HT & SLT</u>	<u>05.03.21</u> <u>Ongoing</u>	<u>L</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<p>How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:</p> <ul style="list-style-type: none"> grouping children together avoiding contact between groups arranging classrooms with forward facing desks staff maintaining distance from pupils and other staff as much as possible 				
<p>Prevention</p> <p>1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend your setting</p>	H	<ul style="list-style-type: none"> Action on Displaying Symptoms NHS Test and Trace: how it works – GOV.UK (www.gov.uk) https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus <ul style="list-style-type: none"> Anyone who has tested positive in the last 10 days will remain at home If anyone in school becomes unwell with a new and persistent cough or a high temperature, or has a loss of or change in, their normal sense of taste or smell (anosmia), they will be sent home Anyone developing those symptoms will be sent home and advised to arrange to have a test to see if they have coronavirus (COVID-19) and advised to follow <u>'Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'</u> Self Isolation at Home <ul style="list-style-type: none"> They must self-isolate for at least 10 days and should arrange to have a test Coronavirus (COVID-19): getting tested - GOV.UK (www.gov.uk) Other members of their household (including any siblings) should self-isolate for 10 days from when the symptomatic person first had symptoms and was then tested positive (if a negative result is received, self-isolation ends, so long as members of household feel well) 	HT, SLT & Admin	05.03.21	M	Yes

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> Isolation in School (hall) <ul style="list-style-type: none"> Pupils displaying symptoms in school are isolated Parents/carers are contacted immediately Pupils awaiting collection are isolated at least 2m away from others Appropriate staff supervision while waiting With a window open for ventilation They use separate toilets which are cleaned and disinfected using standard cleaning products before being used by anyone else (disabled toilet) <p>Please note that this toilet will also be in daily use by:</p> A child in Y3 who will temporarily be in a wheelchair following an operation - this is the only toilet accessible by a wheelchair. PEEP created for fire evacuation. A child in Y5 who has previously used the disabled toilet in Y3 & Y4 for medical reasons. PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe Staff who have provided close contact care to someone with symptoms, even while wearing PPE, and all other members of staff or pupils who have been in close contact with that person with symptoms, even if wearing a face covering, do not need to go home to self-isolate unless: <ul style="list-style-type: none"> the symptomatic person subsequently tests positive 	<p><u>Site Controller for cleaning</u></p>	<p><u>05.03.21</u></p>	<p><u>M</u></p>	<p><u>Yes</u></p>
			<p><u>HT, SLT, Staff</u></p>	<p><u>05.03.21</u></p>	<p><u>M</u></p>	<p><u>Yes</u></p>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> ○ they develop symptoms themselves (in which case, they should arrange to have a test) ○ the symptomatic person subsequently tests positive ○ they are requested to do so by NHS Test and Trace or the PHE advice service (or PHE local health protection team if escalated) ○ Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. ○ The area around the person with symptoms will be cleaned with normal household disinfectant after they have left ○ COVID-19: cleaning of non-healthcare settings guidance. • Testing Is Required arrange to have a test <ul style="list-style-type: none"> ○ When an individual is displaying symptoms ○ After being in contact with someone displaying symptoms ○ If requested to do so by NHS Test and Trace ○ Twice weekly LFT tests for ALL Primary school staff • Emergency Services <ul style="list-style-type: none"> ○ call 999 if someone is seriously ill or injured or their life is at risk. ○ Anyone with coronavirus (COVID-19) symptoms should be advised not visit the GP, pharmacy, urgent care centre or a hospital <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#effective-infection-protection-and-control</p>	<p><u>Site Controller for cleaning</u></p> <p><u>Admin</u></p>	<p><u>05.03.21</u></p> <p><u>05.03.21</u></p>	<p><u>M</u></p> <p><u>M</u></p>	<p><u>Yes</u></p> <p><u>Yes</u></p>

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Prevention 2. Where recommended, the use of face coverings in schools	M	<p>Use of Face Coverings in School</p> <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care</p> <p>https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education</p> <p>Primary</p> <ul style="list-style-type: none"> Face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible Primary school children will not need to wear a face covering <p>Exemptions</p> <p>Face coverings: when to wear one, exemptions, and how to make your own - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> The following individuals are exempt from wearing face coverings, including those who: <ul style="list-style-type: none"> Cannot put on, wear or remove a face covering because of a physical or mental illness or impairment or disability Need to speak to or provide assistance to someone who relies on lip reading, clear sound or facial expression to communicate <p>Access to Face Coverings</p> <ul style="list-style-type: none"> Adults and pupils are expected to provide their own face coverings due to their increasing use in wider society However, the school will maintain a contingency supply of face coverings for use as and when required (new clear masks available in medical room, in addition to paper masks & visors) 	HT, SLT & Staff	05.03.21	L	Yes
			HT, SLT & Staff	05.03.21	L	Yes

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> No one will be excluded from education on the grounds that they are not wearing a face covering <p>Safe Wearing and Removal of Face Coverings</p> <ul style="list-style-type: none"> The school has clearly communicated a prescribed process to staff and pupils for: <ul style="list-style-type: none"> when face coverings are worn at school in certain circumstances how to remove face coverings when arriving at school cleaning of hands before and after touching face coverings safe storage of them in individual, sealable plastic bags between use face coverings to be carefully replaced if they become damp not touching the front of face coverings during use or during removal disposing of temporary face coverings into 'black bag' waste bins or placing reusable face coverings in a plastic bag they can take home washing of hands after handling face coverings before going to class Face coverings are required at all times on public transport, except for children under the age of 11. N/A 				
<p>Prevention</p> <p>3. Clean hands thoroughly more often than usual</p>	<u>M</u>	<ul style="list-style-type: none"> Sufficient soap and water or hand sanitiser is provided Hand washing stations have been designated/provided (4 mobile units purchased for use in Y3 & Y5 as they have less hand-washing facilities compared to other year groups) Pupils to wash their hands regularly, including: <ul style="list-style-type: none"> On arrival On return from breaks 	<u>HT, SLT, Staff</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

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		<ul style="list-style-type: none"> ○ When they change rooms ○ Before and after eating • Foot operated hand sanitiser stations are located in Y3 and Y5, to alleviate queues to the toilet washbasins and class washbasins. • Frequency of hand washing is appropriate for the pupils and staff • Particular arrangements for SEND pupils are in place • Use of sanitiser by young pupils supervised re: ingestion risk N/A • Small children and pupils with complex needs continue to be helped to clean their hands properly • Skin friendly skin cleaning wipes available as an alternative • Hand washing regime is built into the school culture, supported by behaviour expectations and helping ensure younger children and those with complex needs understand the need to follow them 				
Prevention 4. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach	<u>M</u>	https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2017/09/catch-bin-kill.pdf Information about the Coronavirus (e-bug.eu) <ul style="list-style-type: none"> • Sufficient supplies of tissues are available • Sufficient lidded bins are in place • Double bagging and careful disposal of contents of waste bins • Pupils instructed, encouraged and supported to follow this routine • Pupils with complex needs continue to be helped to follow this routine 	<u>HT, SLT & Staff</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

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Prevention 5. Introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and Micro Kill (as bleach not allowed)	<u>H</u>	<p>COVID-19: cleaning non-healthcare settings guidance.</p> <ul style="list-style-type: none"> • There is more frequent cleaning of rooms / shared areas (Site Controller & cleaner) • Frequently touched surfaces are cleaned more often (surface wipes in rooms) • Detailed attention to rooms occupied by the pupils and staff (Site Controller & cleaner) • There is additional cleaning at lunchtimes (Staff/children wipe all surfaces before & after lunch) • Touch points including door handles & light switches (Site Controller & cleaner) • Additional toilet cleans e.g. at mid-morning (extra cleaner bought in) • Separate cleaning cloths and equipment in each classroom • Cleaning regime is subject to regular review • Sufficient supplies of cleaning materials are available • Cleanliness monitored daily to required standards • Bins for tissues are emptied throughout the day • Timetabling of spaces allows access for cleaning • Different groups do not need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet At OJS we will be keeping year groups to their own toilets. <p><i>Churchills' cleaners are to continue to prioritise "Touch points" i.e. door handles, taps, tables etc.</i></p> <p><i>Cleaners to concentrate their daily cleaning on areas used by children and staff.</i></p> <p><i>Churchills have updated risk assessments covering Covid-19. Individual staff risk assessments also updated.</i></p>	<u>HT, SLT, Site Controller & Staff</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>

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		<p><i>Churchills use a new type of cleaner/disinfectant (Micro Kill) – Wokingham Borough Council contract prohibits the use of bleach in schools.</i></p> <p><i>PPE masks are not being used by Churchill operatives (but a lunchtime cleaner does wear PPE as he is in school at lunchtime). Churchills request that areas are to be vacated where possible before their staff arrive - this is to protect everyone. Failure to do so may result in areas not being cleaned.</i></p>				
Prevention 6. Minimise contact between individuals and maintain social distancing wherever possible	H	<p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</p> <p>safe working in education, childcare and children's social care</p> <p>Grouping of Children</p> <p>Primary</p> <ul style="list-style-type: none"> Pupils keep in separate class groups or appropriately sized 'bubbles' that do not mix with others <p>Teaching Staff</p> <ul style="list-style-type: none"> All teachers and other staff can operate across different classes and year groups Staff will observe social distancing, ideally 2m where possible, when moving around the school Supply teachers, peripatetic teachers and other temporary staff will minimise contact and maintain as much distance as possible from other staff. NB peripatetic teachers work from their own separate room (terrapin) and wear masks. 	HT, SLT & Staff	05.03.21	M	Yes

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> “Informal” staff conversations are discouraged in corridors or other restricted communal spaces. Any discussions that are necessary will be held in an appropriate designated room that can hold the relevant number of individuals with appropriate social distancing. Start/Finish times <ul style="list-style-type: none"> Staggered starts/adjusted start and finish times are in place including break times Social Distancing Regime <ul style="list-style-type: none"> Is communicated to staff, parents, pupils and visitors Pupils will be repeatedly reminded to observe social distancing Social distancing is monitored and enforced by all staff Where required, adaptations to classrooms for social distancing have been made Unnecessary furniture has been removed to make more space Pupils are required and supported to maintain distance and not touch staff or their peers where possible. Classrooms and Teaching Spaces Primary <ul style="list-style-type: none"> Staff and pupils will maintain ideally 2m distance from each other where possible When working in close proximity to younger children staff will avoid close face to face contact and minimise time spent within 1m Pupils sit side by side facing forwards (not face to face) Unnecessary furniture has been removed to make more space 				

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		<ul style="list-style-type: none"> ○ Where required, adaptations to classrooms for social distancing have been made ○ Pupils are required and supported to maintain distance and not touch staff or their peers where possible. ○ Staff will not congregate together in classrooms unless this is strictly necessary for operational/teaching. • Shared Spaces <ul style="list-style-type: none"> ○ Collective assemblies will not take place with more than one Group (unless on Teams or outside with 2m social distance between groups) ○ Timetabled use of shared spaces, such as corridors, playgrounds, entrances and exits, dining halls, and toilets, and specialist areas ○ Delayed start/finish and break times in place for shared areas ○ Arrangements for dining halls are in place (Beehive after school club on Mon/Tues). Hot lunches served in all classes.. ○ Arrangements for the use of toilets are in place (year group specific) ○ Arrangements for assemblies are in place (pre-recorded or live on Teams) • Staff Areas <ul style="list-style-type: none"> ○ Arrangements and signage are in place for how staff access and use of staff rooms and facilities, including how staff access tea/coffee making areas to minimise congregation and maintain social distancing (7 only allowed in staff room) • Circulation <ul style="list-style-type: none"> ○ Circulation routes in place and signed to minimise contact ○ Site safe entry/exit routes in place and signed 				

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		<ul style="list-style-type: none"> ○ Building safe entry/exit routes in place and signed ○ Safe parking rules in place for staff and visitors ○ Timetabling avoids contact between groups moving around the site • External <ul style="list-style-type: none"> ○ Arrangements are in place for drop off and pick up times (staggered) ○ Plan in place to ensure there are no gatherings at the school gates ○ Enhanced supervision of children including during playtimes ○ Staff remain at a safe distance at lunchtime or during breaks ○ Outdoor playground equipment is not used unless it has been cleaned (or if timetabled to allow 72 hours between use by a different group) • Parents and Visitors <ul style="list-style-type: none"> ○ Coming onto the site without an appointment is not allowed ○ Parents are aware of process in place for drop-off and pick-up ○ Meetings with parents to take place at a safe distance or remotely by phone or Teams call ○ Site guidance is given to visitors including contractors ○ Site visits optimised for outside of school hours ○ Records kept of all visitors for track and trace • Special Needs and Young Children <ul style="list-style-type: none"> ○ Pupils are supported to maintain distance where possible ○ Specialist support staff for pupils with SEND is provided where needed 				

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		<ul style="list-style-type: none"> Where pupils have complex needs or who need close contact care which means that distancing is not possible, educational and care support will be provided as normal. Supporting pupils at school with medical conditions (publishing.service.gov.uk) Equipment & Resources <ul style="list-style-type: none"> Staff and pupils have their own pens and pencils which are not shared Shared resources within the group e.g. books are cleaned regularly Resources shared by different groups e.g. science & sport equipment are cleaned frequently and meticulously after use or rotated for a period of 48 hours (72 hours for plastics) between use by different groups Outdoor play equipment is not in use at present but when it is back in use, there will be 72 hours between groups using it Parents and pupils instructed to limit the amount of equipment they bring to school each day to essentials only Pupils & teachers may take shared books home but un-necessary sharing is avoided 				
Prevention 7. Where necessary, wear appropriate Personal Protective Equipment (PPE)	M	safe working in education, childcare and children's social care https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#effective-infection-protection-and-control <ul style="list-style-type: none"> PPE beyond what is normally needed for work is only needed in a very small number of cases, including: 	HT, SLT & Staff	05.03.21	L	Yes

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at school, and only then if a distance of 2 metres cannot be maintained where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE will continue to be used Sufficient suitable PPE is available in school (in classrooms and medical room) Staff trained in the use & disposal of PPE if this becomes necessary (already done for start of lockdown & revisited at the start of autumn term and again in spring with new staff trained). 				
Prevention 8. Always keep occupied spaces well ventilated	M	https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm https://www.cibse.org/coronavirus-covid-19/coronavirus,-sars-cov-2,-covid-19-and-hvac-systems Mechanical Ventilation Systems (only applies to IT Suite but not used as windows open) <ul style="list-style-type: none"> Are adjusted to full fresh air or to increase the ventilation rate wherever possible Where systems cannot be adjusted, they remain in operation where they are within a single room and supplemented by an outdoor air supply Other mechanical ventilation systems have been taken out of use Natural Ventilation <ul style="list-style-type: none"> Some windows are opened just enough to provide constant background ventilation Windows are opened more fully during breaks to purge the air in the space Internal doors (but not fire doors) may also be left open to create a throughput of air External doors may also be open – weather and temperature permitting 	HT	05.03.21	L	Yes

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		Heating <ul style="list-style-type: none"> Will be used as necessary to ensure comfort levels are maintained, particularly in occupied spaces. Parents informed/pupils encouraged to bring suitable warm clothes to school when needed e.g. an extra jumper 				
Prevention 9. Asymptomatic Testing in Schools		https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk) Entering the UK: Self-isolating when you arrive in the UK - GOV.UK (www.gov.uk) Primary Schools <ul style="list-style-type: none"> Staff will be provided with home kits for twice weekly home testing Staff with a positive test will need to self isolate and arrange a confirmatory PCR test Staff will report their result to NHS Test and Trace as soon as the test is completed either online or by telephone as per the instructions in the home test kit Staff should also share their result, whether void, positive or negative, with the school to help with contact tracing 	<u>Admin (Covid Co-ordinator)</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>
Response to any infection 10. Engage with the NHS Test and Trace process	<u>M</u>	<ul style="list-style-type: none"> The school will engage with the NHS Test and Trace process Testing <ul style="list-style-type: none"> Staff and parents/carers are advised that they will need to be ready and willing to: <ul style="list-style-type: none"> book a test if they or their child are displaying symptoms not come into the school if they have symptoms 				

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		<ul style="list-style-type: none"> ○ if they develop symptoms at school they will be sent home to self-isolate ○ provide details of anyone they or their child have been in close contact with if they were to <ul style="list-style-type: none"> ▪ test positive for coronavirus ▪ or if asked by NHS Test and Trace ○ self-isolate if they have been in close contact with someone who tests positive for coronavirus, or if anyone in their household develops symptoms of coronavirus <p>Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> • If a pupil who has attended school, or a staff member, receives a positive 'Polymerase Chain Reaction (PCR) test having developed symptoms, schools should follow the guidance below. <p>Test Results</p> <ul style="list-style-type: none"> • Parents and staff have been asked to inform the school immediately of the results of a test and follow this guidance: • In the event of a negative test result for coronavirus <ul style="list-style-type: none"> ○ They should stay at home until they are recovered as usual from their illness but can safely return thereafter. ○ The only exception to return following a negative test result is where an individual is separately identified as a close contact of a confirmed case, when they will need to self-isolate for 10 days from the date of that contact. • In the event of a positive test result for coronavirus 	<u>HT, SLT, Admin</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> ○ They should follow the guidance: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance ○ They must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms. ○ The 10-day period starts from the day when they first became ill. ○ If after that date they still have a high temperature, they should continue to self-isolate until their temperature returns to normal. ○ Other members of their household should all self-isolate for the full 10 days. <p>NHS COVID-19 Track & Trace</p> <ul style="list-style-type: none"> • The school uses booking in details for visitors including contractors • Promote and engage in Asymptomatic Testing 				

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<p>Response to any infection</p> <p>11. Manage confirmed cases of coronavirus (COVID-19) amongst the school and college community</p>	<u>H</u>	<ul style="list-style-type: none"> The school will report anyone tested positive to the Health Protection team where required The Health Protection Team will: <ul style="list-style-type: none"> Carry out a rapid risk assessment Confirm who has been in close contact with an infected individual, including: <ul style="list-style-type: none"> Face to face contact including being coughed on < 1m Being within 1 metre for 15 minutes or longer without face-to-face contact Sexual contact Proximity contact within 1-2m for more than 15 minutes (either as a one-off contact, or added up together over one day) Travelling in a small vehicle or car Ensure they are asked to self-isolate Guide the school through the actions they need to take People who have been in close contact with the person who has tested positive, will be sent home and advised to self-isolate for 10 days since they were last in close contact with that person when they were infectious Health Protection will advise who must be sent home The school will keep proportionate records of pupils and staff in each group and any close contact that takes places between groups The school will keep in contact with and provide pastoral and education support for individuals who are self-isolating who meet the Public Health definition of vulnerable 	<u>HT, SLT, Admin</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>

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		<ul style="list-style-type: none"> Names of individuals will be kept confidential however shared appropriately with the Local Authority Parents/carers and staff are asked to inform school immediately about test results: <ul style="list-style-type: none"> Negative tests: if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating Positive tests: they should follow the guidance below: Stay at home : guidance for households with possible or confirmed coronavirus (COVID-19) infection The school will use reasonable judgement in determining whether a pupil can attend 				
Response to any infection 12. Contain any outbreak by following local Health Protection team advice	<u>H</u>	<ul style="list-style-type: none"> An outbreak may have occurred if there are two confirmed cases of coronavirus in the school within 10 days or where there is an overall rise in sickness absence where coronavirus is suspected In the event of an outbreak, the school will follow the advice of the Health Protection team who will be able to advise if additional action is required 	<u>HT, SLT, Admin</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>
School Operations 13. Transport	<u>M</u>	https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/transport-to-school-and-other-places-of-education-autumn-term-2020 <ul style="list-style-type: none"> Staff, parents and pupils are encouraged to walk or cycle to school where possible Families using public transport should refer to the safer travel guidance for passengers https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers 	<u>HT, SLT, Admin</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

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		<ul style="list-style-type: none"> Parents are advised that children must not board home to school transport if they, or a member of their household, has symptoms of coronavirus For dedicated coaches and minibuses the school will consider wherever possible <ul style="list-style-type: none"> Social distancing to be maximised within vehicles Distancing within vehicles wherever possible Pupils will sit together in their groups or 'bubbles' Use of hand sanitiser upon boarding and/or disembarking Additional cleaning of vehicles Organised queuing and boarding is put in place Through ventilation – fresh air (from outside the vehicle) is maximised, by opening windows and ceiling vents https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers				
School Operations 14. Attendance	<u>M</u>	<ul style="list-style-type: none"> Normal Attendance rules now apply. 	<u>HT, SLT, Admin</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>
School Operations 15. Workforce	<u>M</u>	<ul style="list-style-type: none"> Staff not attending school will work from home where possible <p>All Staff</p> <ul style="list-style-type: none"> Have been informed of and are required to follow the guidance set out in this risk assessment including: <ul style="list-style-type: none"> taking particular care to observe good hand and respiratory hygiene minimising contact and maintaining social distancing - ideally 2 metres wearing appropriate face covering as required 	<u>HT, SLT, Business Manager</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

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		<ul style="list-style-type: none"> ○ where this is not possible avoid close face-to-face contact and minimise time spent within 1 metre of others ○ continuing to take care to socially distance from other adults including older children and adolescents <p>Staff who are Clinically Extremely Vulnerable (CEV)</p> <ul style="list-style-type: none"> • Following the extension of shielding, staff have been advised they should not attend the workplace • Staff who are identified as Clinically Extremely Vulnerable have been advised to follow the published guidance • The school will discuss with Clinically Extremely Vulnerable staff how they will be supported, including to work from home • Those living with someone who is Clinically Extremely Vulnerable can still attend work where home-working is not possible. <p>Staff who are Clinically Vulnerable</p> <ul style="list-style-type: none"> • Can continue to attend school – Individual risk assessment carried out as appropriate • While in school they have been advised to follow the measures in this document to minimise the risks of transmission, including: <ul style="list-style-type: none"> ○ observing good hand and respiratory hygiene, ○ minimising contact and maintaining social distancing ○ where distancing is not possible to avoid close face-to-face contact and ○ minimising time spent within 1 metre of others. • People who live with those who are clinically vulnerable or clinically extremely vulnerable can attend the workplace but should ensure they maintain good prevention practice in the workplace and home settings. 				

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		<p>Staff Shielding</p> <ul style="list-style-type: none"> People who live with those who are Clinically Extremely Vulnerable or clinically vulnerable can attend the workplace unless advised otherwise by an individual letter from the NHS or a specialist doctor. <p>Non Face-to-Face Staff</p> <ul style="list-style-type: none"> Where some staff roles may be conducive to home working, the school will consider what is feasible and appropriate <p>Staff who are Pregnant</p> <p>Staff and the school will follow https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees</p> <p>See also https://www.rcog.org.uk/en/guidelines-research-services/guidelines/coronavirus-pregnancy/covid-19-virus-infection-and-pregnancy/</p> <ul style="list-style-type: none"> Pregnant employees are considered clinically vulnerable. In some cases they are considered CEV. If they have received an NHS letter, advice for CEV staff applies. An Individual risk assessment will be carried out for pregnant staff and this will be updated regularly, including at 28 weeks <p>Staff who may Otherwise be at Increased Risk</p> <ul style="list-style-type: none"> For those who feel they may be at increased risk (and have not received a letter from the NHS to confirm they are CEV) can attend school as long as the system of controls in the risk assessment are in place Individual risk assessment carried out for these employees. 				

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		<p>Staff Living with a CEV, CV or person at increased risk from CV:</p> <ul style="list-style-type: none"> ○ Staff can attend work and should maintain good prevention practice in the workplace and home setting. • Health & Safety & Equalities <ul style="list-style-type: none"> ○ Health & Safety and equality risks will continue to be assessed ○ First Aiders in school will follow the HSE guidance on first aid during Coronavirus at https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm • Supporting Staff <p>https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers</p> <p>https://www.gov.uk/government/publications/wellbeing-for-education-return-grant-s31-grant-determination-letter</p> <ul style="list-style-type: none"> ○ Staff will be supported by governors and senior leaders, having regard for work life balance and wellbeing ○ Staff will be given information that explains the measures that are in place and that staff are involved in the process ○ The school will continue to provide mechanisms to support staff wellbeing, including where staff may be anxious about attending ○ The Education Support Partnership provides a free helpline for school staff and offers targeted support for mental health and wellbeing <p>http://www.educationsupport.org.uk/</p> <p>Staff Deployment</p>				

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<p>https://www.gov.uk/guidance/school-workload-reduction-toolkit</p> <ul style="list-style-type: none"> Managers will discuss and agree any changes to staff roles: <p>Deploying support staff and accommodating visiting specialists</p> <p>https://educationendowmentfoundation.org.uk/tools/guidance-reports/making-best-use-of-teaching-assistants/</p> <ul style="list-style-type: none"> The school will ensure that appropriate support staff are available for pupils with SEND Support staff may be used to support catch-up provision or targeted interventions if appropriate Teaching assistants may also be deployed to lead groups or cover lessons, under the direction and supervision of a teacher Where redeployments are necessary, safe ratios are met and training is undertaken Any proposed changes in role or responsibility will be discussed and agreed with the member of staff Only support staff with appropriate checks will be allowed to engage in regulated activity. Keeping children safe in education. <ul style="list-style-type: none"> Recruitment <p>https://teaching-vacancies.service.gov.uk/</p> <ul style="list-style-type: none"> will continue as usual, operating remotely if appropriate <p>https://teaching.blog.gov.uk/2020/05/29/recruiting-during-lockdown-how-we-did-it/</p>				

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		<p>https://teaching.blog.gov.uk/2020/06/12/attending-your-first-remote-interview/</p> <ul style="list-style-type: none"> ○ Legal requirements for pre-appointment checks will continue to be met <p>https://www.gov.uk/government/publications/keeping-children-safe-in-education--2</p> <p>https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers</p> <ul style="list-style-type: none"> ○ Early career materials have been made available by DfE <p>https://www.gov.uk/government/collections/early-career-framework-reforms</p> <ul style="list-style-type: none"> • Recruitment: Supply teachers and other temporary or peripatetic teachers <p>Deal for schools: hiring supply teachers and agency workers - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> ○ Will continue to be used as required ○ The school will seek to minimise the numbers of different individuals employed by utilising longer assignments ○ Such staff will be expected to comply with the school's controls for managing Covid-19 <ul style="list-style-type: none"> • Teacher trainees may be employed if this is appropriate <p>Performance Management</p> <ul style="list-style-type: none"> • Appraisals and performance management will continue to be undertaken in accordance with staff contracts of employment • Staff will not be penalised in the appraisal process or in respect of pay progression as a result of restrictions to pupil attendance at school. • Staff taking leave involving foreign travel 				

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		<ul style="list-style-type: none"> ○ Staff will be made aware that the government has set a requirement for people returning from some countries to quarantine for 10 days on their return https://www.gov.uk/government/publications/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk ○ Staff will also be reminded there may be risk of return travel being disrupted by COVID-19 ○ Where staff are quarantined during term time, consideration will be given to allowing them to temporarily work from home. • Volunteers <ul style="list-style-type: none"> ○ Volunteers may be used as would usually be the case, and they will be properly supported and given appropriate roles ○ Checking and risk assessment processes will be followed https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 ○ Mixing of volunteers across groups will be kept to a minimum and 2m distancing will be observed where possible <p>Staff Concerns</p> <ul style="list-style-type: none"> • If staff are concerned, including those who may be clinically vulnerable, Clinically Extremely Vulnerable or who believe they may be at possible increased risk from Coronavirus, school leaders will discuss any concerns individuals may have around their particular circumstances and reassure staff about the protective measures in place. 				

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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School Operations 16. Safeguarding	<u>H</u>	<ul style="list-style-type: none"> Child Protection Policy has been reviewed by Designated Safeguarding Lead (DSL) to reflect the return of more pupils https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers DSL and deputies are provided with more time, to help them provide additional support to staff and children and the handling of referrals to children social care and other agencies where these are appropriate DSL will work with outside agencies to look for signs of harms Lead First Aiders have been communicated with re their continued virtual support to pupils who have not been at school (Parent Support Advisor, Nurture Assistants, SENCo to replace 'Lead First Aiders' at OJS) 	<u>DSL & DDSL</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>
School Operations 17. Catering	<u>M</u>	<ul style="list-style-type: none"> School meals and kitchens will be fully open Kitchens will comply with the guidance for food businesses on coronavirus (COVID-19) Contact between catering staff, lunchtime supervisors and pupils will be minimised The school will continue to provide school meal support for pupils who are eligible 	<u>HT & Cucina</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>
School Operations 18. Estate (Premises)	<u>M</u>	https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown <ul style="list-style-type: none"> All rooms, including staff offices and staff rooms have a maximum capacity set and this is displayed on all entry doors (7 in staff room) Chairs and other furniture have been re-arranged to reflect social distancing and capacity 	<u>HT, SLT Admin & Site Controller</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> Non-essential visitors' chairs have been removed from offices and other spaces Physical restrictions have been put in place for use of furniture in communal spaces including staff rooms and halls Classroom floors may be physically marked with social distancing for the teacher areas Need for any minor alterations has been reviewed Usual pre-term building checks are undertaken Water hygiene regime is in place https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm				
School Operations 19. Offsite Visits	<u>H</u>	<ul style="list-style-type: none"> Offsite visits are suspended until further notice 	<u>HT, SLT, EVC, Staff</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>
School Operations 20. School Uniform	<u>M</u>	<ul style="list-style-type: none"> Pupils attending school are required to wear their school uniforms Because increased ventilation may make school buildings cooler than usual over the winter months, parents have been advised to provide sufficient suitable clothing in addition to the school uniform 	<u>HT, SLT, Staff, Admin</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>
School Operations	<u>M</u>	https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak	<u>HT, SLT, Staff & Beehive</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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21. Extra-Curriculum Provision		https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak <ul style="list-style-type: none"> Breakfast and after-school provision will be operated where possible from 8th March 2021 Control measures will include keeping children within their year groups or bubbles where possible If this is not possible then small, consistent groups will be used As with physical activity during the school day, the system of controls will be followed. This will include the cleaning of equipment between groups. Parents will be advised to limit their out of school providers to one plus the school as far as possible https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak Lettings of school premises outside school hours subject to agreement with hirers and compliance with the school house rules and government guidance on working safely during Coronavirus https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak 				
Curriculum, Behaviour and Pastoral Support	M	<ul style="list-style-type: none"> The school will prioritise the most important components for progression 	HT, SLT, Staff	05.03.21	L	Yes

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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22. Key Stage 2		<ul style="list-style-type: none"> Consideration of how all subjects can contribute to the filling of gaps in core knowledge, e.g. through an emphasis on reading For pupils in Key Stage 2 priorities are: <ul style="list-style-type: none"> identifying gaps re-establishing good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics) identifying opportunities across the curriculum so pupils read widely, developing their knowledge and vocabulary. The curriculum to remain broad, so that the majority of pupils are taught a full range of subjects over the year 				
Curriculum, Behaviour and Pastoral Support 23. Music Dance & Drama	M	<ul style="list-style-type: none"> Singing, wind and brass instrument playing can be undertaken in line with https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts <p>Minimising Contact Between Individuals</p> <ul style="list-style-type: none"> The school will do everything possible to minimise contacts and mixing, to reduce the number of contacts between pupils and staff. This will be achieved through keeping groups separate (in bubbles) and through maintaining the social distance between individuals. The balance between both measures will change depending on the age of pupils, the layout of the building, and the feasibility of keeping groups separate from each other while offering a broad curriculum. Staff will try to keep their distance from pupils and other staff as much as they can, ideally 2 metres from others. 	HT, SLT, Music Subject Lead & Staff	05.03.21	L	Yes

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> Reduction in group sizes may be employed to achieve social distancing during music, dance and drama lessons. Background or accompanying music will be kept at levels which do not encourage teachers or other performers to raise their voices unduly, including where appropriate using microphones Use of microphones will be in accordance with government guidelines on handling of equipment: Where there is singing, the following guidance will be followed: https://www.gov.uk/government/publications/covid-19-suggested-principles-of-safer-singing/covid-19-suggested-principles-of-safer-singing#:~:text=%E2%80%A2%20As%20required%20by%20national,arts%20are%20applied). Singing, wind and brass playing should not take place in larger groups such as choirs and ensembles, or assemblies unless significant space, natural airflow and strict social distancing and mitigation can be maintained <p>Performances</p> <ul style="list-style-type: none"> Face-to-face performances in front of a live audience will be conducted in accordance with DCMS performing arts guidance, implementing events in the lowest risk order as described. https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts <p>Peripatetic Teachers</p> <p>Music Education Hubs Arts Council England</p> <ul style="list-style-type: none"> May be engaged including from music education hubs Peripatetic teachers are allowed to move between schools 				

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> They will be expected to comply with the school's own rules and arrangements for managing and minimising risk, including <ul style="list-style-type: none"> Maintaining distancing requirements with each group they teach Avoid situations where distancing requirements are broken; for an example demonstrating partnering work in dancing. Make efforts to reduce the number of groups taught and locations worked in, to reduce the number of contacts made. <p>Social distancing</p> <ul style="list-style-type: none"> In the smaller groups where these activities can take place, the school will observe strict social distancing between each singer and player, and between singers and players, and any other people such as conductors, other musicians, or accompanists. Current guidance is that if the activity is face-to-face and without mitigating actions, that 2 metres is appropriate. <p>Seating positions</p> <ul style="list-style-type: none"> Pupils will be positioned back-to-back or side-to-side when playing or singing (rather than face-to-face) whenever possible. Wind and brass players will be positioned so that the air from their instrument does not blow into another player. <p>Microphones</p> <ul style="list-style-type: none"> Microphones will be used where possible or encourage singing quietly. <p>Handling Equipment and Instruments</p> <ul style="list-style-type: none"> Increased handwashing will be employed before and after handling equipment, especially if being used by more than one person. 				

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		<ul style="list-style-type: none"> Sharing of instruments and equipment will be avoided wherever possible (groups have their own equipment which is not used by others - Music subject lead identifying Musical instruments for half a term for each year group) Name labels will be placed on equipment to help identify the designated user, for example, percussionists' own sticks and mallets. If instruments and equipment have to be shared, they will be disinfected regularly (including any packing cases, handles, props, chairs, microphones and music stands) and always between users, <p>Factories, plants and warehouses - Working safely during coronavirus (COVID-19) - Guidance - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> Instruments will be cleaned by the pupils playing them, where possible. Handling of music scores, parts and scripts will be limited to the individual using them. The number of suppliers hiring instruments and equipment will also be limited The School will agree whose responsibility cleaning hired instruments is with the suppliers before they arrive on site Hire equipment, instruments or tools will also be cleaned on arrival and before first use and before return. Equipment and instruments will be stored in a clean location if they are delivered before they are needed Pick up and drop off collection points will be created where possible, rather than passing equipment such as props, scripts, scores and microphones hand-to-hand. <p>Individual Lessons and Performance in Groups</p> <ul style="list-style-type: none"> Individual lessons in music, dance and drama can resume. 				

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> If this means teachers interacting with pupils from multiple groups, then particular care will be taken, in line with the measures set out above on peripatetic teachers. In individual lessons for music, dance and drama, social distancing will be maintained wherever possible, and teachers will avoid providing physical correction. <p>Social Distancing</p> <ul style="list-style-type: none"> Between pupil and teacher (current guidance is that if the activity is face-to-face and without mitigations, 2 metres is appropriate), accounting for ventilation of the space being used. Pupil and teacher will be positioned side by side if possible. 				
Curriculum, Behaviour and Pastoral Support 24. Physical Activity	<u>M</u>	<p>https://www.sportengland.org/how-we-can-help/coronavirus</p> <p>https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf</p> <p>https://www.youthsporttrust.org/coronavirus-support-schools</p> <p>https://www.swimming.org/swimengland/pool-return-guidance-documents/</p> <p>Coronavirus (COVID-19): grassroots sports guidance for the public and sport providers - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> PE and team sports may be undertaken Approved team sports which are on the government's guidance list https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation Pupils are kept in consistent groups Sports equipment cleaned between each use by different groups (groups have their own equipment not used by others with PE subject lead identifying outdoor sport/PE for half a term for each year group) 	<u>HT, SLT, PE Subject Lead & Staff</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> Outdoor sports are preferred and prioritised where possible Indoor sports if undertaken will be carried out in a large well-ventilated space Maximising distancing between pupils Paying scrupulous attention to cleaning and hygiene External facilities can also be used in line with government guidance Specific risk assessments will be applied to use of external coaches, clubs and organisations for curricular and extra-curricular activities Physical activities will operate within wider school protective measures Competition between different schools will not take place until wider grassroots sport for under 18s is permitted 				
Curriculum, Behaviour and Pastoral Support 25. Catch Up Support	<u>M</u>	https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/ https://www.gov.uk/guidance/coronavirus-covid-19-catch-up-premium <ul style="list-style-type: none"> Individual pupil needs will be assessed in respect of catch up support required Direct or indirect support will be provided The school will also consider participation in the National Tutoring Programme for one to one tuition https://educationendowmentfoundation.org.uk/covid-19-resources/national-tutoring-programme/ 	<u>HT & SLT</u>	<u>05.03.21</u>	<u>L</u>	<u>Yes</u>
Curriculum, Behaviour and Pastoral Support	<u>H</u>	https://www.gov.uk/guidance/teaching-about-mental-wellbeing https://youtu.be/MYmBLnSQh3M http://www.sendgateway.org.uk/download.562CD801-B654-41A5-862E3DF51096D027.html	<u>HT, SLT, EdPsychologist, & Staff</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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26. Pupil Wellbeing and Support		http://www.sendgateway.org.uk/download.3EBB9861-73CA-4624-A1E2D4BC8ABFE6C0.html http://www.sendgateway.org.uk/download.AFCE48A2-4932-4462-983D77E17A4AAA01.html http://www.sendgateway.org.uk/download.19DF2054-9B87-436C-9D3C8774964FA5EC.html https://www.sendgateway.org.uk/whole-school-send/find-wss-resources/ https://www.sendgateway.org.uk/whole-school-send/join-our-community-of-practice.html https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/899384/Checklist for school leaders on behaviour and attendance.pdf https://www.gov.uk/guidance/teaching-about-mental-wellbeing https://www.minded.org.uk/ https://covid.minded.org.uk/ https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 https://www.gov.uk/government/publications/healthy-child-programme-0-to-19-health-visitor-and-school-nurse-commissioning <ul style="list-style-type: none"> • Staff and School Leaders should be aware pupils may be experiencing emotions • Particularly for vulnerable children, including those with complex needs • Pupils requiring support will be identified • Senior Leaders will consider the provision of pastoral and extra-curricular activities for all pupils designed to: <ul style="list-style-type: none"> ○ support the rebuilding of friendships and social engagement ○ address and equip pupils to respond to Covid-19 issues linked 				

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> ○ support pupils with approaches to improving their physical and mental wellbeing • More focused pastoral support will be provided where issues are identified that individual pupils may need help with • Staff understand that every interaction matters https://www.minded.org.uk/ • Consideration will be given to Children in Need and others including vulnerable pupils who may need additional help or support, e.g. with stress, fear, trauma and bereavement https://covid.minded.org.uk/ • The School Nursing Services will be engaged to support the health and wellbeing of their pupils, including: <ul style="list-style-type: none"> ○ support for resilience, mental health and wellbeing including anxiety, bereavement and sleep issues ○ support for pupils with additional and complex health needs ○ supporting vulnerable children and keeping children safe ○ delivery of the healthy child programme 				
Curriculum, Behaviour and Pastoral Support 27. Behaviour Expectations	<u>M</u>	<ul style="list-style-type: none"> • Behaviour Policy updated for Covid-19 https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools • Staff, pupils & parents understand behaviour expectations • Behaviour standards are enforced consistently • Disciplinary and reward outcomes are included • Staff working with specific pupils who have not re-engaged • Support to overcome barriers to attendance and behaviour 	<u>HT & SLT</u>	<u>05.01.21</u>	<u>L</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<ul style="list-style-type: none"> Support pupils with trauma anxiety including bereavement Staff able to identify social, emotional and mental health concerns School has access to Educational Psychologists, social workers, and counsellors Specific support for pupils with SEND Checklist for school leaders to support full opening: (publishing.service.gov.uk)				
Assessment and accountability 28. Inspection	L	https://www.gov.uk/government/collections/ofsted-plans-2021 <ul style="list-style-type: none"> Remote monitoring inspections of schools graded inadequate, or requires improvement began on 25th January; however, these are not graded Statutory primary assessments will NOT take place in summer 2021 STA also reviewing arrangements for implementation of the engagement model for the assessment of pupils https://www.gov.uk/government/publications/the-engagement-model	HT & SLT	05.03.21	L	Yes
Assessment and Accountability 29. Accountability Expectations	L	Coronavirus (COVID-19): school and college performance measures - GOV.UK (www.gov.uk) <ul style="list-style-type: none"> Performance tables were not published for the 2018 to 2020 academic year. We will not judge schools on data based on exams and assessment from 2020 Data based on exam and assessment results from summer 2021 will not be published on school performance tables Read https://www.gov.uk/government/publications/coronavirus-covid-19-school-and-college-performance-measures/coronavirus-covid-19-school-and-college-accountability-2019-to-2020 and https://www.gov.uk/government/publications/coronavirus-covid-19-school-and-college-performance-measures/coronavirus-covid-19-school-and-college-accountability-2019-to-2020 	HT & SLT	05.03.21	L	Yes

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		college-performance-measures/coronavirus-covid-19-school-and-college-accountability-2020-to-2021 to see what this means for accountability in 2019 to 2021				
Contingency Planning for Outbreaks 30. Remote Education	<u>H</u>	<p>The school will provide remote education to those pupils who are shielding</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings/contingency-framework-education-and-childcare-settings-excluding-universities</p> <p>In the event the school is required to revise the delivery model of education, the above guidance will be followed. For remote learning the following will apply:</p> <ul style="list-style-type: none"> This will be equivalent in length to the core teaching pupils would receive in school and will include both recorded or live direct teaching time, and time for pupils to complete tasks and assignments independently. The school will <ul style="list-style-type: none"> nominate a senior leader with responsibility for remote learning (Stuart Lee) teach a planned and well-sequenced curriculum use high-quality online and offline resources and teaching videos give access to high quality remote education resources select the online tools that will be consistently used across the school where appropriate distribute school-owned laptops accompanied by a user agreement or contract provide printed resources for pupils who do not have online access work with families of pupils with SEND to meet their needs. publish information for pupils, parents and carers about our remote education provision on our website 	<u>HT, SLT, Computing Subject Lead & Staff</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		<p>Providing remote education information to parents: template - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> ○ set meaningful assignments each day in a number of different subjects ○ set work that is of equivalent length to that undertaken in school <ul style="list-style-type: none"> ▪ primary Key Stage 2: 4 hours a day ○ provide frequent, clear explanations of new content to pupils ○ set clear expectation on how teachers will check work ○ Inform parents immediately where engagement is a concern ○ gauge how well pupils are progressing ○ provide feedback using digitally facilitated or whole-class feedback ○ enable teachers to adjust the pace or difficulty of what is being taught ○ ensure the expectations are age appropriate ○ ensure expectations are appropriate to SEND ○ Ensure remote learning is undertaken safely <p>Keeping children safe in education - GOV.UK (www.gov.uk)</p> <p>Safe Remote Learning SWGfL</p> <p>Online Safety - London Grid for Learning (lgfl.net)</p> <p>Video conferencing services: security guidance for... - NCSC.GOV.UK</p> <p>Safeguarding and remote education during coronavirus (COVID-19) - GOV.UK (www.gov.uk)</p>				

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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Contingency Planning for Outbreaks 31. Special Educational Needs	<u>H</u>	<ul style="list-style-type: none"> The school will continue to use its best endeavors to secure the special educational provision called for by the pupils' special educational needs. The school will work collaboratively with families, putting in place reasonable adjustments as necessary, so that pupils with SEND can successfully access remote education alongside their peers. Where remote learning may impact on the way pupils learn then decisions on the types of services that the pupil can access remotely will be considered on a case by case basis, avoiding a one size fits all approach. 	<u>HT, SLT, SENCo & Staff</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>
Contingency Planning for Outbreaks 32. Vulnerable Children	<u>H</u>	<ul style="list-style-type: none"> The school will <ul style="list-style-type: none"> keep in contact with vulnerable pupils who are self-isolating notify their social worker (if they have one) when a vulnerable child is asked to self-isolate Agree with the social worker the best way to maintain contact and offer support to the vulnerable pupil Check if a vulnerable pupil is able to access remote education support Support them to access it (as far as possible) Regularly check if they are doing so 	<u>HT, SLT, SENCo & Staff</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>
Contingency Planning for Outbreaks 33. Delivering Remote Education Safely	<u>H</u>	<ul style="list-style-type: none"> The school will keep pupils safe online https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 Support on delivering online remote education safely is available from: https://swgfl.org.uk/resources/safe-remote-learning https://www.lgfl.net/online-safety/default.aspx 	<u>HT, SLT, Computing Subject Lead & Staff</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>

Coronavirus (COVID-19): Risk Assessment – Full Reopening from 8th March 2021

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		https://www.ncsc.gov.uk/guidance/video-conferencing-services-security-guidance-organisations https://www.ncsc.gov.uk/guidance/video-conferencing-services-using-them-securely https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19				
Contingency Planning for Outbreaks 34. Remote Education Support	<u>H</u>	https://www.gov.uk/guidance/remote-education-during-coronavirus-covid-19 Remote education webinars - GOV.UK (www.gov.uk) Home EdTech Demonstrator Programme (lgfl.net) Get support guides for laptops, tablets and 4G wireless routers - GOV.UK (education.gov.uk)	<u>HT & SLT</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>
35. Education, Health and Care Plans (EHCP)	<u>H</u>	<ul style="list-style-type: none"> The school recognises that many pupils will have found restrictions exceptionally difficult socially and emotionally. Following discussion with the parents and/or the pupil, the school will offer additional support and phased returns where needed. The school will co-operate in supporting timely consultations over potential placements for September, and in providing families with advice and information where requested 	<u>HT, SLT, SENCo & Staff</u>	<u>05.03.21</u>	<u>M</u>	<u>Yes</u>