

Task / Activity:	Schools - Covid-19 Hopton Primary School
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This risk assessment should be produced in conjunction with the current government guidance as highlighted below:

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

Service Area/Division: Hopton Primary School	Assessed by: A Blakeley	Date of Assessment: 17/12/21	Ref No:
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Hazard	Risks	Control Measures	Actions Required	Person Responsible and Target Date
School Premise	Personal injury Fire Legionella Infection of coronavirus	<ul style="list-style-type: none"> • Undertake a workplace inspection to ensure adequate working environment, equipment, fire safety and emergency arrangements are in place. • Fire Risk Assessment to be reviewed and the Fire log-book is up to date. • Legionella checks are to be up to date. • Electrical, gas and ventilation systems checks are up to date. • Increased cleaning regime. 	No Action Required	Andy Blakeley Dave Corcoran Ongoing
Infection Control	Infection of coronavirus Dealing with direct transmission (e.g.	<ul style="list-style-type: none"> • Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms do not attend childcare settings, schools or colleges. 	Continue advice to parents and carers around keeping children at home if displaying symptoms and seeking PCR tests If children or adults present with symptoms then they are sent home with appropriate/agreed adult collection.	Andy Blakeley Office Staff All staff

	<p>close contact with those sneezing/coughing) and indirect transmission (e.g. touching contaminated surfaces</p>	<ul style="list-style-type: none"> • Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. • Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach. • Maintain appropriate cleaning regimes, using standard products such as detergents. This should include regular cleaning of areas and equipment (for example, twice per day) with a particular focus on frequently touched surfaces. PHE has published guidance on the cleaning of non-healthcare settings. • Keep occupied spaces well ventilated. Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so). • Where mechanical ventilation systems exist, if possible, systems should be adjusted to full fresh air or, if this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply. HSE guidance on air conditioning and ventilation during the COVID-19 pandemic and CIBSE COVID-19 advice provides more information. • Identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas. CO2 monitors will also be provided to all state-funded education settings from September, so staff can quickly 	<p>Whilst waiting, children are placed in well ventilated area, away from others.</p> <p>Continuation of appropriate hygiene expectations including the use of hand sanitiser.</p> <p>Children to continue to utilise bins for tissues and to wash hands after sneezing and coughing.</p> <p>Normal cleaning is utilised using standard products.</p> <p>Use of CO2 monitors and ensuring that the areas are well ventilated.</p>	<p>Ongoing from January 2022</p> <p>Cleaning staff Ongoing</p> <p>David Corcoran to ensure monitors are in classrooms and working</p> <p>January 2022</p>
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		<p>identify where ventilation needs to be improved. A 'how to' guide on using CO2 monitors in education and childcare settings is available on the DfE ventilation document sharing platform.</p>		
PPE (including face masks/coverings)	Spread of infection (coronavirus)	<ul style="list-style-type: none"> • Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19. • Face coverings should be worn in communal areas in all settings by staff, visitors and pupils or students in year 7 and above, unless they are exempt. • Pupils or students (in year 7 or above) should continue to wear face coverings on public and dedicated school transport unless they are exempt. 	Staff and visitors have the option to use PPE. There use is voluntary.	All staff Ongoing
People who need to self-isolate	Transmission of the coronavirus	<ul style="list-style-type: none"> • All educational and childcare settings should continue to encourage staff and students (year 7 and above) to test twice weekly using lateral flow device (LFD) tests. • Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19. • Whilst awaiting the PCR result, the individual should continue to self-isolate. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test 	<p>All staff and children reminded about and expected to isolate should any symptoms of Covid be present. Staff and parents/carers given guidance to seek PCR tests.</p> <p>Test results to be sent into school.</p> <p>We will continue to support children and staff who are in close contact with a positive case to come into school. They will need to ensure that they follow the latest guidance from government to enable them to come into the setting.</p>	

		<p>LFD test and the individual can return to school, as long as the individual doesn't have COVID-19 symptoms.</p> <ul style="list-style-type: none"> • From 16 August, if individuals are fully vaccinated or aged under 18 years and 6 months they will not be required to self-isolate if you are a contact of someone who has tested positive for COVID-19. • The above guidance on contact tracing and isolation remains in place. In addition to these, any suspected or confirmed close contacts of the Omicron variant will be asked to isolate for 10 days regardless of vaccination status or age. You will be contacted directly and told to isolate. 		
Clinically extremely vulnerable (CEV) children	Infection of the coronavirus to CEV children	<ul style="list-style-type: none"> • All CEV children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. 	We presently do not have any individual who falls into the category.	
CEV adults	Infection of the coronavirus to CEV adults	<ul style="list-style-type: none"> • CEV staff are advised, as a minimum, to follow the same guidance as everyone else. • Social distancing measures have now ended in the workplace and it is no longer necessary for the government to instruct people to work from home. Employers should be able to explain the measures they have in place to keep CEV staff safe at work. If this is the case, an individual risk assessment with the staff member should be undertaken and any discussion documented including the measures you have put in place. The Health and Safety Executive (HSE) has published guidance on protecting vulnerable workers. 	We presently do not have any individual who falls into the category.	

Local outbreak of COVID-19 in school	Transmission of the coronavirus	<ul style="list-style-type: none"> • Develop a contingency plan (sometimes called outbreak management plan). It makes sense to think about taking extra action if the number of positive cases substantially increases. A school outbreak management plan template can be downloaded from the Emergency Planning Resources page on Kirklees Business Solutions. • Information on what circumstances might lead you to consider taking additional action, and the steps you should work through, can be found in the contingency framework. • Identification of areas that could be used to isolate a pupil who developed symptoms during the school day. 	<p>If an outbreak occurs all relevant parties will be informed as required.</p> <p>Children may be sent home and the school closed if guidance is received to that effect.</p> <p>Remote learning will be put in place through Google Classroom, work sent home and general guidance.</p> <p>Staff who are absent ill with Covid will not be expected to provide remote learning.</p>	<p>Andy Blakeley Katrina Bates Suzanne Henderson Fiona Etheridge</p> <p>Governing Body</p>
Planned international educational visits	Changes to the red list for international travel to England	<ul style="list-style-type: none"> • Individuals arriving in England from red list countries must follow the red list rules. • Schools should consider whether to go ahead with planned international educational visits at this time, recognising the risk of disruption to education resulting from the need to isolate and test on arrival back into the UK. 	None planned	
School plays, concerts, events etc.	Transmission of the coronavirus	<ul style="list-style-type: none"> • Ensure areas are well ventilated • Use of face coverings by staff, visitors, and students (year 7 and above), unless exempt. • Enhanced cleaning regimes • Good personal hygiene • Encourage staff, visitors, and students (year 7 and above) to test twice weekly using LFD tests. 	None planned from January 2022	

Conclusions:

If the above the measures are followed and employees and pupils with suspected symptoms do not attend the school or if they do are sent home immediately, and a high standard of hygiene is maintained then the risk of transmission will be low.

Review Date:

Review of this document should be annually or more frequent if:

- After an accident / incident involving an activity from this risk assessment
- Any significant changes to work practices, materials, equipment or legislation

Assessor (Signed): A Blakeley

Dated: 17/12/21

Manager (Signed): A Blakeley

Dated: 17/12/21

THIS RISK ASSESSMENT MUST BE SHARED WITH ALL INVOLVED IN THIS ACTIVITY

The sharing of the risk assessment with all staff involved with the activity is vital to ensure all control measures are complied with, are practical and adhered to.

Please note: there is a collective agreement with unions which requires schools to share and discuss the Risk Assessment. If schools fail to do so, then you may be at risk of breaching section 4.4 of the Employment Rights Act and there could be challenge to your school from the unions.

Contact details for trade unions are as follows:

NASUWT

Paula Wescott; paula.wescott.nasuwt@gmail.com

NAHT

Richard Dodd; Richarddodd64@hotmail.com

UNITE

Unite@kirklees.gov.uk

NEU

Hazel Danson; hazel.danson@neu.org.uk

UNISON

kirkleescouncilunison@gmail.com

GMB

GMBConvenors@kirklees.gov.uk

This risk assessment was shared with all staff, either through the school resource area or through a paper copy on 17/12/21.

This risk assessment was shared with the Governing Body on 17/12/21.

This risk assessment was placed on the school website on 17/12/21.