

Coronavirus (COVID-19) Whole School Risk Assessment – September 2021	<u>STANHOPE BARRINGTON PRIMARY SCHOOL</u>	Ref No	C19/006
		Date	31/08/2021

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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
Autumn Term 2021	<p>1st to 3rd September 2021 – Staff PD Day (No pupils) 6th September 2021 – Whole school returns</p> <p>As part of the Government’s Road Map out of lockdown, it was announced on the 6th of July the majority of COVID related measures will be eased from Monday 19th July.</p> <p>Any individual with symptoms will stay at home and get a PCR test.</p> <p>Individuals who are advised to self-isolate must do so in line with Government guidance.</p>	2	4	M	<p>The school’s outbreak management plan includes: <i>From Step 4, close contacts will be identified via NHS Test and Trace.</i></p> <p><i>You may be contacted in exceptional cases to identify close contacts,</i></p> <p><i>Where suspected case occurs, the individual will be asked to self-isolate and take a PCR test.</i></p>	2	4	M

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	<p>Twice weekly LFD testing will be encouraged for all staff on a Tuesday and Friday.</p> <p>The school will continue to act on any Government, Public Health England and any Local Health Protection guidance/advice and will increase control measures when requested</p>				<i>Public Health England will be consulted (08000468687 (1)) and any changes in their immediate or publicised guidance will be acted upon.</i>			
Volunteers	All volunteers, pupil's placements etc. must complete a full health and safety induction including Covid.	2	4	M	All volunteers etc will be encouraged to obtain LFD home test kits and swab themselves twice weekly at home.	2	4	M
Travel/School transport	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.	2	4	M		2	4	M
Visitors to premises: Including Contractors and Parents	<p>All visitors to be directed to wash their hands/apply alcohol gel on their arrival to the school site.</p> <p>Visitors will be asked to wear face mask when transitioning around school.</p>	2	4	M	<p>The wearing of face masks is now optional.</p> <p>Visitors may wear masks (or visor if a face mask cannot be</p>	2	4	M

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	A visitor's risk assessment is in place and is communicated with visitors prior to attending school.				worn for medical reasons) if they choose to do so whilst transitioning around the school and in general communal areas (and where a 2-metre distance cannot be achieved). Wearing of face masks in classrooms is no longer a requirement. Staff may wear masks (or visor if a face mask cannot be worn for medical reasons) if they choose to do so whilst transitioning around the school and in general communal areas (and where a 2-metre distance cannot be achieved). Staff and pupils will be discouraged from congregating in corridors.			
Arrival Times & Collection Times	A one-way system will be used whereby ALL parents bring their children onto the yard via the main gate and Opal (Nursery), Amethyst	2	4	M	All parents/guardians will be encouraged (where possible) to continue to wear face coverings	2	4	M

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	<p>(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&6) will arrive at 8.40am Emerald Learning Zone (Year 4) will arrive at 8.40am Ruby Learning Zone (Year 3) will arrive at 8.50am</p>				when dropping off and picking up their children from school (on the school site).			
	<p>Sapphire Learning Zone (Year 1&2) will arrive at 8.50am Amethyst and Opal Learning Zones (Year 1, Reception and Nursery) will arrive at 9.00am</p> <p>Each bubble will be open from 8.40am 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</p>	2	4	M	<p>See Organisational plan for specific group arrangements.</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>	2	4	M

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	<p>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 3.25pm Emerald Learning Zone will be collected at 3.25pm Ruby Learning Zone will be collected at 3.25pm</p> <p>Therefore, ALL children in KS2 will be collected at 3.25pm. Parents are asked to remain in their collection box on the yard and to observe social distancing rules at all times. The above parents and children will leave via side gate on main yard.</p> <p>Sapphire Learning Zone will be collected at 3.15pm Amethyst Learning Zone will be collected at 3.15pm Opal Learning Zone will be collected at 3.15pm unless they are collected at lunchtime when collection time is 12 noon.</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>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.</p> <p>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> <p>Spots will be used to identify 2m distances where parents & children should wait for entry onto the yard.</p>							
Breakfast Club	We will continue to offer Breakfast Club from 8am until 9am every morning.	2	4	M	In the case of an outbreak bubbles will be reinstated.	2	4	M

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					separation from the other bubbles.			
Playtimes	In line with government guidance bubbles are no longer required and therefore children will all have a shared playtime at 10.10am till 10.30am.	2	4	M	Bubbles will be reinstated if an outbreak occurs.	2	4	M
Lunchtimes	Due to the lightening of restrictions we are able to run lunchtime on a rota system rather than a bubble system. 11.45 – 12.15 Opal and Amethyst in hall 12.15-1.15 Rest of Learning Zones on a rota basis	2	4	M	School kitchens are fully operational but must comply with the “Guidance for food businesses on Coronavirus (COVID 19)”.	2	4	M
After School Clubs	From 6 th September 2021 we will be offering After School Childcare from 3.15pm – 5pm and also specific After School Clubs on certain nights from 3.30pm – 4.30pm. Clubs will take place in the hall with appropriate ventilation. Childcare will take place in the Topaz Learning Zone with ventilation of windows and doors.	2	4	M	Bubbles will be reinstated in the event of an outbreak.	2	4	M
Early Years & Primary aged children – lack of understanding	Children will be reminded of the regulations and new behaviour systems will be in place relating to social distancing not touching faces, fingers in mouth etc.	2	4	M	Handwashing will be supervised as far as possible using rhymes and songs with EY	2	4	M

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Hands/Face/Space		2	4	M	<p>Hands - Washing your hands with soap and water for at least 20 seconds, or using hand sanitiser, regularly throughout the day will reduce the risk of catching or passing on the virus.</p> <p>Face - Coronavirus is carried in the air by tiny respiratory droplets that carry the virus. Face coverings reduce the spread of these droplets, meaning if you're carrying the virus, you're less likely to pass it on when you exhale. <u>Find out how to make your own face covering on the gov.uk website.</u></p> <p>Space - Transmission of the virus is most likely to happen within 2 metres. While keeping this exact distance isn't always possible, remaining mindful of surroundings and continuing to make space has a powerful</p>	2	4	M

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					impact when it comes to containing the spread.			
Staff Wellbeing	<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> <p>Staff encouraged to leave the school site shortly after the end of the school day.</p> <p>Staff informed of 24-hour free counselling service.</p> <p>Staff have been given a copy of the school's well-being principles document.</p> <p>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.</p> <p>Staff advised to remain 2m apart from other adults in school.</p>	3	4	M	<p>We have organised a new Staffroom called The Chill Out Zone which allows for social distancing if staff feel the need for it.</p> <p>Due to staffing shortages, we are extremely concerned about the emotional well-being of all of our staff and this is being monitored closely by the Head Teacher.</p> <p>Training for PD days will take place in the hall and will be set up to allow for social distancing.</p> <p>A register is to be kept of staff who have had both vaccines in order to allow for planning for staffing in the event of a positive test.</p> <p>Well-being noticeboard set up in Chill Out Zone.</p>	2	4	M

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	<p>Individual staff who may be extremely anxious to receive 1:1 support from SLT when necessary.</p> <p>SLT and Thrive Practitioners to monitor staff and respond if necessary.</p> <p>Mental Health First Aider to provide support as 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> <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>				Training arranged for 5 th October 2021 for staff on Mental Health – Self Help and Supporting Colleagues.			
Children’s emotional wellbeing	<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</p>	3	4	M	<p>We have 2 Thrive Practitioners and a Mental Health First Aider qualified in school.</p> <p>We are setting up a Pupil Voice Group called the Well-being</p>	2	4	M

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	<p>Learning Zones which will result in mixed age classes to allow accelerated progress to be made.</p> <p>Welcome back CW to focus on Miley’s Mind by Katie Goodacre which is a story about feelings and how to handle them positively by talking to a trusted person.</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> <p>All staff received training on 2nd September on What it means to be a Thrive School.</p> <p>SLT to monitor and support Thrive Practitioners so they are not overwhelmed with cases.</p>				<p>Warriors to provide support for peers.</p> <p>Staff are made aware of: healthy child programme</p> <p>Parents and carers to be made aware of the following agencies.</p> <ul style="list-style-type: none"> - MindEd - a free educational resource from Health Education England on children and young people's mental health. - Rise Above is a website co-created and produced by young people. - Every Mind Matters includes an online tool and email journey which aims to support everyone to feel more confident in taking action to look after their mental health and wellbeing. - Barnardo’s See, Hear, Respond programme, focusing on finding and reaching out to 			
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					vulnerable children around the country who are experiencing negative impacts on their health and wellbeing, as well as those at risk of harm; and are not being seen by statutory agencies. - Bereavement UK and the Childhood Bereavement Network provide information and resources to support bereaved pupils, schools and staff.			
Sensory Seeking Behaviours displayed (SEND issues)	Children with sensory seeking behaviours have been identified and risk assessments carried out. Phased return and transition plans have been designed in conjunction with parents/carers for four specific children. Monitor and adapt if SEND children with sensory issues return to school.	3	4	M		2	4	M
Emergency Procedures	<u>Fire</u>	3	4	M	A fire drill will be carried out September 2021 TBA.	2	4	M

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	<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> <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><u>Lockdown</u> 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 who need to isolate.</p>				<p>The school ensures that the weekly testing of the fire alarm is carried out to ensure legal requirements are met.</p>			
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Handling Cash	All payments are now made through Parent Pay so no cash is handled in school since beginning of June 2021.	1	4	L		1	4	L
Handwashing	Fully opening the school means that classes 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.	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. Two Learning Zones have implemented a rota for handwashing and hand sanitising at lunchtime to reduce congestion in the toilet block they share. All additional Covid costs are being coded appropriately.	2	4	M
Staff room/eating and safe use of facilities	Clean down tables after you have finished and remove all uneaten food and drink and dispose of in bin or rubbish bag.	2	4	M		2	4	M

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	Antibacterial hand soap and hypoallergenic moisturiser is available for use. Hand gel is available throughout the building for staff use.							
Deliveries	Advise all delivery drivers that no goods or food should be physically handed over. Decide on a location as a set drop-off point agreed in advance.	2	4	M	All deliveries left outside main doors or put down in the reception area.	2	4	M
Meeting Rooms/Offices	Encourage increased natural ventilation in smaller offices. Staff should leave their desks as clear as possible so that it can be easily cleaned. Waste bins to have lids on for any discarded tissues etc, should be lined with a bag for easy removal and should be operated by foot.	2	4	M	Parents informed that they cannot come to the main office without an appointment.	2	4	M
Classrooms	See Organisational plan for specific group arrangements. To prevent infection spread on handles and for air flow, where possible, classroom doors and windows should be kept open but not at	2	4	M	Staff and children will be actively sanitising their areas throughout the day and predominantly at the beginning and end of the day.	2	4	M

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	<p>the expense of a comfortable temperature for learning in each zone.</p> <p>Soap, hand wash, tissues and other related products will be available in all teaching areas. Lidded bins with hazards bags will be provided in all classrooms for disposal of tissues and paper towels. Other bins will be provided in all classrooms for any other waste</p>				Provisions for regular spot cleaning are located in each classroom.			
Resources/Pupil Supplies	<p>Individual children’s equipment will be minimal and kept where possible at their table.</p> <p>Pupils will be encouraged not to share resources</p>	2	4	M	Children encouraged to wash hands / use hand gel before lessons and after each lesson.	1	4	L
Curriculum Delivery	<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</p>	2	4	M		2	4	M

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	<p>them to return to school ready to learn immediately.</p> <p>PE –Children must change into PE kits. Lessons will take place outdoors where possible depending upon the weather. Children in the Diamond Learning Zone can come into school already dressed for PE to avoid congestion in the toilet block.</p> <p>ICT – Computing equipment will be wiped down with wipes before and after use.</p>							
Facilities and Premises	<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
Ventilation	<p>Good ventilation with fresh air is essential at all times in classrooms and particularly during this period. Refer to the system of controls for guidance on keeping occupied spaces well ventilated.</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data</p>	1	4	L	<p>All the school's mechanical ventilation systems are serviced and maintained in accordance with the manufacturers recommendations.</p> <p>All areas of the school must be kept well ventilated. It is the individual's responsibility to</p>	1	4	L

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	ata/file/963541/Schools coronavirus operational guidance.pdf				ensure that the windows and doors (where appropriate) are fully opened within their office, classroom etc.			
Lettings	There are no formal lettings at the current time but in the event of a request all necessary Covid arrangements will be included. Due diligence is carried out to ensure the necessary insurance and risk assessments are in place for all letting hirers.	2	4	M		2	4	M
Educational Visits	From the 1 st of September 2021 all educational visits including international visits can resume. You should be aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit and you must comply with international travel legislation and should have contingency plans in place to account for these changes.	2	4	M	In the event of an outbreak all educational visits will cease.	2	4	M
Home Visits	A home visits risk assessment is in place and is communicated with all parties prior to attending the visit.	2	4	M		2	4	M

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	Where possible face to face visits should be replaced with video conferencing.							
Cleaning	<p>See cleaning schedule.</p> <p>Public Health England will publish revised guidance for cleaning non-healthcare settings to advise on general cleaning required in addition to the current advice on guidance. The school will follow the guidance provided and where need identified the current cleaning regimes reviewed.</p>	3	4	M	<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	M
First Aid/Possible COVID-19 Symptoms	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,	3	4	M	Personal protective equipment must be worn when administering first aid.	2	4	M

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	<p>such as gloves, should be worn when first aid is administered.</p> <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.</p> <p>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>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/877658/Quick_guide_to_doffing_standard_PPE_health_and_social_care_poster_.pdf</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>			
Contact due to personal / intimate care	Staff must wear the normal personal protective equipment they need for giving intimate/personal care.	3	4	M	PPE Is in place and staff have been given instruction on how to use, store, clean and dispose.	2	4	M

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	<p>Disposable gloves and aprons available.</p> <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>				See PPE Matrix.			
Contamination of outdoor play equipment	Outdoor play equipment to be cleaned appropriately as normal.	2	4	M		1	4	L
Potential Symptoms (General) High Temperature Coughing and sneezing Loss of taste and smell	<p>General precautions as advised by the Government to be strictly observed:</p> <ul style="list-style-type: none"> • 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 • Try to avoid close contact with people who are unwell 	2	4	M	<p>Any member of staff presenting with symptoms whilst in school will inform the Head Teacher or SLT on rota. Advice will be sought from Public Health England.</p> <p>To arrange a test call 119 or visit www.gov.uk/coronavirus</p>	2	4	M

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	<ul style="list-style-type: none"> Don't touch your eyes, nose or mouth if your hands are not clean <p>Each person in school, staff, student or visitor will where possible maintain a practical distance away from each other and not get into close proximity with each other if it can be avoided.</p>							
Clinically Extremely Vulnerable / Clinically Vulnerable Staff (Including BAME, pregnancy etc.)	<p>Shielding is currently paused. Although the advice to shield has ended, clinically extremely vulnerable people must continue to follow the rules that are in place for everyone.</p> <p>We are also advising clinically extremely vulnerable people to continue to take extra precautions to protect themselves.</p> <p>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</p>	3	4	M	<p>Everyone on the Shielded Patient List should already have been offered a COVID-19 vaccine. If you have not yet received your first dose, please contact your GP or book your vaccination appointment online. If you have received your first dose, you should still ensure you take up your second dose of the vaccine when it is offered to you. Having two doses should further increase your level of protection.</p> <p>A risk assessment review will be carried out with all pregnant staff approaching 28+ weeks, so that additional control measure can be considered (if required).</p>	2	4	M

Coronavirus (COVID-19) Whole School Risk Assessment – September 2021	<u>STANHOPE BARRINGTON PRIMARY SCHOOL</u>	Ref No	C19/006
		Date	31/08/2021

Task Description	Whole School Risk Assessment – September 2021	Location	All Areas	Date of Review	
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Contact Tracing/Self Isolation	<p>From Step 4, education settings will no longer be expected to undertake contact tracing.</p> <p>When to self-isolate:</p> <p>Self-isolate straight away and get a PCR test (a test that is sent to the lab) on GOV.UK as soon as possible if you have any of these 3 symptoms of COVID-19, even if they are mild;</p> <ul style="list-style-type: none"> • a high temperature • a new, continuous cough • a loss or change to your sense of smell or taste <p>You should also self-isolate straight away if:</p> <ul style="list-style-type: none"> • you've tested positive for COVID-19 – this means you have the virus • someone you live with has symptoms or tested positive (unless you are not required to self-isolate – check below if this applies to you) • you've been told to self-isolate following contact with someone who tested positive – find out what to do if 	2	4	M	<p>You may need to quarantine when you arrive in England from abroad. Check the quarantine rules when entering England on GOV.UK</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p>	2	4	M
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Coronavirus (COVID-19) Whole School Risk Assessment – September 2021	<u>STANHOPE BARRINGTON PRIMARY SCHOOL</u>	Ref No	C19/006
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Task Description	Whole School Risk Assessment – September 2021	Location	All Areas	Date of Review	
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	<p>you're told to self-isolate by NHS Test and Trace or the NHS COVID-19 app</p> <p>When you do not need to self-isolate:</p> <p>If someone you live with has symptoms of COVID-19, or has tested positive for COVID-19, you will not need to self-isolate if any of the following apply:</p> <ul style="list-style-type: none"> • you're fully vaccinated – this means 14 days have passed since your final dose of a COVID-19 vaccine given by the NHS • you're under 18 years, 6 months old • you're taking part or have taken part in a COVID-19 vaccine trial • you're not able to get vaccinated for medical reasons <p>Even if you do not have symptoms, you should still:</p> <ul style="list-style-type: none"> • get a PCR test on GOV.UK to check if you have COVID-19 • follow advice on how to avoid catching and spreading COVID-19 							
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Coronavirus (COVID-19) Whole School Risk Assessment – September 2021	<u>STANHOPE BARRINGTON PRIMARY SCHOOL</u>	Ref No	C19/006
		Date	31/08/2021

Task Description	Whole School Risk Assessment – September 2021	Location	All Areas	Date of Review	
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	<ul style="list-style-type: none"> consider limiting contact with <u>people who are at higher risk from COVID-19</u> 							
Lateral Flow Testing (COVID-19) home testing of staff	<p>All positive results from rapid tests need to be confirmed with a PCR test within two days of the positive lateral flow test.</p> <p>Following a positive lateral flow test, a confirmatory PCR test should be booked immediately either online or by calling 119.</p> <p>Whilst awaiting the PCR result staff should continue to self-isolate. If the PCR test is negative, provided it was taken within two days of the positive LFT, it overrides the lateral flow test and staff can return to school.</p>	2	4	M	<p>All staff have been provided with LFD home test kits to swab themselves twice a week at home.</p> <p>Households of children attending Education can now access lateral flow tests as per Government Guidance. https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff</p>	2	4	M

<p>Risk Assessment Notes:</p> <p>Government Guidance Managing COVID 19 in Educational and Childcare Settings Actions for school during the COVID 19 outbreak Guidance on protecting Clinically Extremely Vulnerable from COVID 19 When to Self-isolate and what to do</p>

Coronavirus (COVID-19) Whole School Risk Assessment – September 2021	<u>STANHOPE BARRINGTON PRIMARY SCHOOL</u>	Ref No	C19/006
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****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.”

Coronavirus (COVID-19) Whole School Risk Assessment – September 2021	<u>STANHOPE BARRINGTON PRIMARY SCHOOL</u>	Ref No	C19/006
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Task Description	Whole School Risk Assessment – September 2021	Location	All Areas	Date of Review	
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Rating: Low = 1 – 6, Medium = 8 – 15, High = over 15

Risk Assessment Matrix (Probability and Likelihood Scales)							
		Likelihood Rating					
Severity Rating	Description	1	2	3	4	5	6
		Very Unlikely	Unlikely	May happen	Likely	Very likely	Certain or imminent
1	Delay only	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;">1</div> <div style="border: 1px solid black; padding: 5px;">2</div> <div style="border: 1px solid black; padding: 5px;">3</div> <div style="border: 1px solid black; padding: 5px;">4</div> <div style="border: 1px solid black; padding: 5px;">5</div> <div style="border: 1px solid black; padding: 5px;">6</div> </div>					
2	Minor injury, minor damage						
3	Lost time injury, illness, major damage						
4	Major injury, disabling illness, major damage						
5	Single fatality, or permanent total disability						
6	Multiple fatalities						

COVID-19 Organisational Plan September 2021

Room	Number of children	Staff	Rationale
Opal Learning Zone & Amethyst Learning Zone (Nursery Children)	14 children	Chris Storey Joanne McArdle Jayne Humble Lauren Wilkinson Sarah Ingwersen Hannah Batson Lunchtime Supervisors: Claire Emerson, Elaine Hunt, Hannah Batson.	<ul style="list-style-type: none"> • Staggered Start times • Entry from main yard and exit Nursery gate • Own entrance via fire exit • Use own toilets • Access to own outdoor area (EYFS) • Own first aid kit • Own Accident book • Access to limit equipment on EYFS yard • Shared Lunchtime with Amethyst. • Staggered playtimes • Any child requiring additional spare clothing to be provided for the week • Stations to be set up so children are side by side
Sapphire Learning Zone	29	Sarah Howes-Jones Christina Davies 1:1 Key Worker for ZB Corrina Heslop-Stead Lunchtime Supervisors on a rota	<ul style="list-style-type: none"> • Staggered start times • Own entrance via fire exit • Use own toilets • Own first aid kit • Own Accident book • Shared lunchtime • Staggered playtimes • Staggered collection times • Parents to access via main yard and leave via nursery gate
Ruby Learning Zone	29 children	Johnathan Clarke Sarah Geraghty-Shewan Corrina Heslop-Stead	<ul style="list-style-type: none"> • Staggered start time • Parents enter yard via main yard and exit via side gate • Own entrance via fire exit

		Lunchtime Supervisor on rota	<ul style="list-style-type: none"> • Own toilet block with • Access to own half of yard and field (right) • Own first aid kit • Shared Accident book • Shared set of outdoor play equipment • Shared lunchtime • Staggered playtimes • Staggered collection times
Topaz Learning Zone	For group sessions Including Thrive	Depends on who is leading session	<ul style="list-style-type: none"> • Used throughout the day • Equipment cleaned after use
Emerald Learning Zone	26 children	Annabel Hunter-Purvis Amy Green Andrea Parvin Lauren Wilkinson Lunchtime Supervisor on rota	<ul style="list-style-type: none"> • Staggered start times • Parents enter yard via main yard and exit via side gate • Own entrance via fire exit • Share toilet block with Diamond • Shared Accident book • Shared set of outdoor play equipment • Staggered lunchtime • Staggered playtimes • Staggered collection times
Diamond Learning Zone	28 children	Kimberley Hepple Lauren Wilkinson Andrea Parvin Lunchtime Supervisor on rota	<ul style="list-style-type: none"> • Staggered start times • Parents enter yard via main yard and exit via side gate • Own entrance via fire exit • Share toilet block with Emerald • Shared Accident book • Shared set of outdoor play equipment • Staggered lunchtime • Staggered playtimes • Staggered collection times
Lunch hall	Opal and Amethyst first sitting 11.45 – 12.15	Allocated Lunchtime Supervisors	<ul style="list-style-type: none"> • Timetable for lining up at hatch in place

	Rest of Learning Zones on a rota between 12.15 and 1.15pm		<ul style="list-style-type: none"> • Dinner bands to be used to identify which meal • Children to wash hands prior to lunchtime • When a child has finished eating they can go straight outside • Two staff will be on duty with each sitting in the hall • Two staff will be outdoors with other children (not including EYFS ratios)
First Aid Room	First Aiders and individual requiring support	Deb Cross	<ul style="list-style-type: none"> • Separate area • Hand cleaning (or sanitising) • PPE available • Means of communication
Library	At allocated times		<ul style="list-style-type: none"> • PPA time to take place in library • Team meetings on a Wed at 3.30 in EYFS with social distancing with option of using teams/zoom
Outdoor area	Playground and Outdoor classroom Field Play Equipment	EYFS can use yard any other time. 10.30-10.50 am all LZ's outdoor play. 2.15-2.30pm all LZ's outdoor play.	<ul style="list-style-type: none"> • Staff to take first aid kit and accident book outside with them (which has been allocated for their class) • In the event of a fire alarm all children will be on big yard but well distanced apart

Date:

Daily Cleaning schedule

Rooms	Fluency	Areas	Extra areas/ resources used through the day which require cleaning
Hall area, corridors and shared areas	Daily	Floor Tables Chairs Trays Toilets- cubicles, basins, taps, dryers Blinds Computer Desk	
Opal and Amethyst Learning Zones	Lunch and Evening	Floor Tables Chairs Trays Toilets- cubicles, basins, taps, dryers Blinds Computer Desk ICT equipment	
Sapphire Learning Zones	Lunch and Evening	Floor Tables Chairs Trays Toilets- cubicles, basins, taps, dryers Blinds Computer Desk ICT equipment	
Ruby Learning Zones	Lunch and Evening	Floor Tables Chairs Trays Toilets- cubicles, basins, taps, dryers Blinds Computer Desk ICT equipment	
Emerald Learning Zone	Lunch and Evening	Floor Tables Chairs Trays Toilets- cubicles, basins, taps, dryers	

		Blinds Computer Desk ICT equipment	
Diamond Learning Zone	Lunch and Evening	Floor Tables Chairs Trays Toilets- cubicles, basins, taps, dryers Blinds Computer Desk ICT equipment	
Hall	Daily	Floor Cupboard tops Doors Door handles Tables and chairs	
Office	Daily	Floor Desk Table Computer Phone Window ledge	
HT Office	Daily	Floor Desk Window ledge Computer Phone	
Staffroom - SCAMPS	Daily	Tables Chairs Kettle Microwave	
Staff toilets	Daily	All within	
Corridor	Daily	Floor Work tops Doors Handles iPad Trolley	
Entrance	Daily	Doors Handles	
Thrive Area	Daily	Floor Tables Chairs Blinds Desk Photocopier Laptop Trolley	



Durham and Newcastle Diocesan Learning Trust

Outbreak Management Plan

Date Adopted	September 2021
Date Reviewed	
Next Review Date	September 2022
Version	1.0
Review Cycle	Annual
Publication Scheme	Trust Website Local Schools' Websites

This Outbreak Management Plan is based on the contingency framework for managing local outbreaks of COVID 19 and the school's/college's operational guidance from step 4, published by the Department for Education (DfE).

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), director of public health (DsPH), Public Health England (PHE) health protection team or the national government.

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

- To help manage a COVID-19 outbreak within the school/college
- If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC)

The Trust will have an up-to-date risk assessment in place, it will be communicated to the whole staff team; appropriate information will be shared with students, parents/carers, visitors and any other people impacted by the school/college activities.

The Senior Leadership Team will review the risk assessment each month to make sure the measures included are providing the best level of protection available, whilst allowing the school/college to run in a way which will prioritise student's education and growth.

The Trust will have arrangements in place so it can re-introduce measures, up to and in line with the Summer 2021 COVID-19 risk assessment. This may include:

- Reintroduction of face coverings in communal areas
- Adhering to national guidance on the reintroduction of shielding which would apply to those on the shielded patient list (SPL). We will speak to individuals required to shield about additional protective measures in school/college or arrangements for home working or learning
- If recommended to reduce mixing between groups we would:
 - Reintroduce bubbles
 - Have separate entrances/exits for bubbles
 - Deliver lunches to classrooms
 - Separate rota for breaks and lunches
 - Timetabled use of specialist rooms
 - Reintroduce 'maximum capacity' notices for all communal areas
- If recommended we would limit:
 - Residential educational visits
 - Transition days
 - Parents coming into school/college
 - Non-essential visitors coming into school/college
 - Live performances

As well as increasing the level of controls, the measures will include providing high quality remote education where students are not able to attend. The school will continue to provide meals or lunch parcels for students eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

LFD Testing kits will be available on site and supplies will allow for a scaling up of testing if required to allow students and staff to attend. LFD testing is not appropriate for people with symptoms and they should not attend school/college whilst they have symptoms.

PCR Testing kits will be available for any individual who is symptomatic and may not be able to access a PCR test by other means. Individuals (and where appropriate their parents/carers) should be encouraged to use PCR testing centres where they are likely to get a rapid result. Individuals (and where appropriate their parents/carers) should be strongly encouraged to share the results with the school/college at the earliest opportunity.

- Where a suspected case occurs, the individual will be asked to self-isolate and take a PCR test.
- It is possible when there are confirmed cases the school/college will be asked to provide a list of close contacts, this could lead to the need to take advice from PHE or the Local Health Protection team.
- Where there are multiple cases within a year group, further measures in line with the summer term risk assessment may be re-introduced. Public Health England will be consulted (08000468687 (1)) and any changes in their immediate or publicised guidance will be acted upon. In line with guidance released in August, if the school/college hits the outbreak threshold (General education 5 individuals or 10% of people test positive in a group), advice will be taken and significant measures introduced.

Where an individual is asked to self-isolate, they will be provided with an isolation number. The number will allow the individual and the school/college to track how long the isolation must be in place.

Individuals who have been informed by Test and Trace to isolate, or have symptoms, must not attend the school/college. The school/college retains the authority to refuse entry to individuals who have symptoms or where the school/college feels their attendance may lead to an outbreak.

Personal Protective Equipment Matrix

The matrix below details the type (not make) of Personal Protective Equipment which may be suitable for a specific task. Government advice specifically states:

The majority of staff in education settings will not require PPE beyond what they would normally need for work, even if they are not always able to maintain a distance of 2 metres from others. PPE will only be required in a very small number of cases.

	(Not PPE) Sanitiser	Face Mask	Disposable Gloves	Disposable Apron	Full Face Shield
					
Teaching or Assisting Teaching	When hand washing facilities are not available	X	X	X	X
Cleaning / Site responsibilities	When hand washing facilities are not available	When specific protection is needed due to chemicals being used or cleaning a potentially infected area.	When specific protection is needed due to chemicals being used or cleaning a potentially infected area.	When specific protection is needed due to chemicals being used or cleaning a potentially infected area.	X
Kitchen/Dining roles	When hand washing facilities are not available	X	In line with normal guidance and while clearing used crockery/cutlery	X	X
First Aid	When hand washing facilities are not available	When close contact is needed whilst administering First Aid	In line with normal guidance	In line with normal guidance	X
Required close contact (within 2 metres) with an actual or suspected COVID 19 cases	When hand washing facilities are not available	When close contact is required whilst supporting an individual before they are transported off site, and until area is cleaned.	When close contact is required whilst supporting an individual before they are transported off site, and until area is cleaned.	When close contact is required whilst supporting an individual before they are transported off site, and until area is cleaned.	When close contact is required whilst supporting an individual before they are transported off site.
Cleaning an area after a suspected COVID 19 case	When hand washing facilities are not available	Used when cleaning an area where a significant chance of infection exists (room where individual has waited for attention or toilet used)	Used when cleaning an area where a significant chance of infection exists (room where individual has waited for attention or toilet used)	Used when cleaning an area where a significant chance of infection exists (room where individual has waited for attention or toilet used)	X
Transporting in vehicles	Required along with disposable wipes	Available and provided for employees. Students encouraged to use their own	X	X	X