

A. Outline of activity or task to be assessed: Reducing the risks presented by the COVID-19 Pandemic

Form No. CMGv10STM

 School: ST. MARY'S BLUECOAT
CE PRIMARY SCHOOL

Work Activity

**Outbreak Management Plan & Assessment
Primary School. Relaxation of COVID19 related
measures in line with Step 4.**

Date of Assessment: 29.08.2021

 Date for Re-assessment:
to be reviewed weekly or
more frequently if
Government guidance
changes.

 Name of Assessors: C.Gaskin
Manager: C.Gaskin

Signature:

Hazard is something with the **potential** to cause **harm**. **Risk** is the **likelihood** of someone being hurt multiplied by the **severity** of the occurrence.

Level of risk = likelihood x severity
B. Risk Matrix – This section is used for guidance to complete section C.
5 x 5 RISK ASSESSMENT MATRIX

Increasing consequence or severity ↑	5	5 low	10 med	15 med	20 high	25 high
	4	4 very low	8 low	12 med	16 med	20 high
	3	3 very low	6 low	9 low	12 med	15 med
	2	2 very low	4 very low	6 low	8 low	10 med
	1	1 very low	2 very low	3 very low	4 very low	5 low

1 2 3 4 5

Increasing likelihood or probability →

PRIORITY OF ACTION
High 17 - 25 Unacceptable – Stop work or activity until immediate improvements can be made.

Medium 10 – 16 Tolerable but need to improve within a reasonable timescale, e.g., 1-3 months depending on the situation.

Low 5 - 9 Adequate but look to improve by next review.

Very Low 1 – 4 Residual risk acceptable and no further action will be required all the time the control measures are maintained.

Score	Likelihood / Probability	Description
5	Very likely / Almost certain	Event is expected to occur in most circumstances
4	Likely	Event will probably occur in most circumstances
3	Fairly likely / Possible	Event could occur at some time
2	Unlikely	Event is not likely to occur in normal circumstances
1	Very unlikely	Event may occur only in exceptional circumstances

Score	Consequence/Severity	Description
5	Catastrophic / Severe / Fatality	Death or permanent disability to one or more persons
4	Major injury / ill health	Hospital admission required, eg, broken arm or leg
3	Moderate (over 7-day injury)	Medical treatment required, over 7-day injury
2	Minor injury / ill health	First aid is required
1	Insignificant / no injury	Injuries not requiring first aid treatment

BACKGROUND

How COVID-19 spreads:

When someone who has COVID-19 coughs or exhales they release droplets of infected fluid. Most of these droplets fall on nearby surfaces and objects - such as desks, tables or telephones. People could catch COVID-19 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth. If they are standing within one meter of a person with COVID-19 they can catch it by breathing in droplets coughed out or exhaled by them. In other words, COVID-19 spreads in a similar way to flu. Most persons infected with COVID-19 experience mild symptoms and recover. However, some go on to experience more serious illness and may require hospital care. Risk of serious illness rises with age: people over 40 seem to be more vulnerable than those under 40. People with weakened immune systems and people with conditions such as diabetes, heart and lung disease are also more vulnerable to serious illness. (WHO guidance Getting Your Workplace Ready for COVID-19 March 3rd 2020)

Date this risk assessment approved by LA :	29 th May 2020
Date this risk assessment approved by the Governors of The Trinity Federation:	3 rd June 2020
Date of last review:	29 th August 2021

		<p>take place as prior to the pandemic.</p> <p>Events such as, stay and play workshops, open events etc can now take place but we will still be implementing caution and preventative measures to ensure such events can go ahead safely. Each event will be risk assessed by the HoS and will need to be individually approved by the EHT.</p> <p>Head of School to ensure a continued focus on remote learning can be maintained for any child/ren who are not attending school. We have a remote learning policy which outlines our approach to remote learning since the end of September 2020. Provision has been evaluated and meets all DFE expectations.</p> <p>Resources can be shared and those items removed at the beginning of the pandemic may be reintroduced to classrooms.</p> <p>Children can be seated at group tables within their classroom. Pupils will be sat at the same desk each day as far as possible and when a change of desk is necessary, surfaces will be cleaned before any new occupant uses the desk. Technology can still be used to facilitate group tasks as appropriate. Group work can be facilitated in carpet spaces.</p> <p>Lessons or classroom activities can continue to take place outdoors when appropriate. Rooms will be kept well ventilated with doors and windows open where safe to do so. Pupils will access and exit their classrooms from external doors where possible to limit movement through the school.</p> <p>Staff will continue to self-test using LFT tests at least twice a week. Parents have also been made aware of the availability of LFD tests for their home use.</p>		<p>Cleaning of desks as necessary during the day.</p> <p>Parents made aware of their responsibility to inform school if they are required to 10 -day household isolate because of recent travel from countries outside travel corridors.</p>		<p>TAs/class teachers TAs/class teachers</p> <p>HoS</p>	
--	--	---	--	--	--	---	--

Task/ aspect	What are the Hazards?	Who might be harmed and how the hazard could cause harm	What are you already doing? (Existing Controls)	Risk Level Low/M ed/ High	What further actions are necessary	Residual Risk Level Low/Med/ High	Action	
							Who	When
Cleaning	Transmission of COVID19 to the School community	Staff Pupils Wider school community	<p>Enhanced cleaning regime is in place in line with COVID19: Cleaning in non healthcare settings guidance, ensuring that contact points, worksurfaces, door handles, taps, flush handles etc. are all thoroughly cleaned and disinfected regularly.</p> <p>Cleaning staff understand importance of high standards of work.</p> <p>Adequate cleaning supplies and facilities around the school are in place.</p> <p>Hand sanitiser available at school entrance. All staff to use before entering building.</p> <p>Cleaners are provided with appropriate PPE – gloves and aprons as a minimum to be worn for all cleaning activities. Eye, mouth and nose protection also available for staff cleaning an area that has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19).</p> <p>Cleaners cleaning frequently touched surfaces often using standard products, such as detergents and bleach.</p> <p>Arrangements for longer-term continual supplies of cleaning materials and PPE are also in place.</p> <p>All classrooms and offices have lidded bins for the safe disposal of tissues/waste.</p>	Med	<p>Additional hours paid to cleaning staff as necessary to ensure cleaning can take place as frequently as required.</p> <p>Communicate risk assessment to all staff in Teams online briefing/school specific meetings in Sept</p> <p>Ensure any new products used have a COSHH risk assessment completed which is subsequently communicated to cleaning staff.</p> <p>Availability of handtowels in toilet areas and food preparation areas and</p>	Med	HoS	Site staff/ admin

			<p>Disposable tissues in each classroom to promote good respiratory hygiene and implement the 'catch it, bin it, kill it' approach.</p> <p>Posters in every classroom to remind children and staff to 'catch it, bin it, kill it'</p> <p>Waste disposal process of double bagging in place for potentially contaminated waste – kept closed and stored separately from communal waster for 72 hours (including the disposable PPE worn by cleaners).</p> <p>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.</p> <p>Staff are expected to wipe down workstation/ keyboards/mouse and other high touch areas prior to handing over their teaching space to a HLTA for the purpose of PPA cover. A Milton spray or anti-bac wipes are provided in each class base for this purpose. NB: Mixed Milton must be replaced after 24 hours in spray bottle.</p>		<p>classrooms are to be regularly checked and replaced as needed.</p> <p>Regular stock checks and re-ordering</p> <p>CG to distribute latest PHE guidance for site staff to cleaning team.</p>		Site/ admin	
Preparing the site after a prolonged period of closure	<p>Water unclean or stagnant and not suitable for drinking or cleaning. Alarms not working</p> <p>Field / grass areas unclear and trip and fall hazard</p> <p>No safe storage for food</p> <p>No heating in school</p> <p>Site not secure</p>	<p>Staff and Pupils</p> <p>Staff employed by Catering Company AiP</p>	<p>Premises and utilities have been health and safety checked and building is compliant. We have checked in respect of the following;</p> <ul style="list-style-type: none"> Water treatments <p>We have an ongoing contract through Shropshire LA and water supply is checked on a regular basis.</p> <p><i>Thermal disinfection following plant shutdowns and holiday periods of over one weeks duration, by raising the temperature of the distribution system to 60°C for more than one hour and running each outlet for five minutes, working back from the most remote outlet to the calorifier.</i></p> <p><i>Cold outlets shall be run with the respective hot</i></p>	Low	SBM to make final checks that all measures have been appropriately actioned	Low	SBM	

			<p><i>outlet.</i></p> <p><i>Flushing of all WCs, with lids closed, following plant shutdowns and holiday periods of over one weeks duration.</i></p> <ul style="list-style-type: none"> • Fire alarm testing <p>The site manager has carried out a test and the system is fully working.</p> <ul style="list-style-type: none"> • Repairs <p>The site manager has conducted a full visual check of the site and there are no outstanding repairs required.</p> <ul style="list-style-type: none"> • Grass cutting <p>Contracted site maintenance team have cut grass.</p> <ul style="list-style-type: none"> • PAT testing <p>Date of last PAT testing is within last 12 months.</p> <ul style="list-style-type: none"> • Fridges and freezers <p>Site manager has carried out visual checks to ensure full working order. Fridges and freezers have been emptied and cleaned by a member of the cleaning staff.</p> <ul style="list-style-type: none"> • Boiler/ heating servicing <p>Heating currently turned off on summer mode.</p> <ul style="list-style-type: none"> • Internet services <p>Remote updates and monitoring of the school's internet has been carried out during the period of closure. Devices have been switched on, updated and checked.</p> <ul style="list-style-type: none"> • Perimeter fencing <p>Visual check carried out. No defects.</p> <ul style="list-style-type: none"> • Cleaning (prior to reopening) <p>Cleaners have deep-cleaned all offices, toilets and</p>					
--	--	--	--	--	--	--	--	--

			classrooms thoroughly prior to re-opening in September.					
Entry to the school Grounds and Building(s) and movement within building/ grounds	<p>Transmission of COVID19 to the School community</p> <p>Persons entering site with COVID19 symptoms</p> <p>Risks in not maintaining social distancing</p> <p>Danger to others from failure of pupils/parent to comply with health and safety instructions from staff.</p>	<p>Staff and Pupils</p> <p>Staff employed by Catering Company AiP</p> <p>Visitors</p>	<p>Compulsory hand washing/use of hand sanitiser for any person upon entering the school building. Expectations of hygiene measures will be explained to any essential visitors on arrival.</p> <p>Staff, children & pupils must not attend if they have symptoms.</p> <p>Hand sanitiser at all main entrances and in every classroom where there is no sink/soap facility.</p> <p>Parents are still encouraged to only enter the school building when there is an urgent or pre-arranged need. If contact can instead be made by telephone or email then parents are encouraged to prioritise this means of communication initially as the school settles back into a more normal way of life. Staff will be available at the end of the school day for phone calls and emails to discuss any aspects of concern. Class Dojo can continue to be used for direct communication with, and by, class teachers as necessary.</p> <p>Where any visitor's behaviour gives cause for concern the school will use the process set out in the Federation's Policy for Managing Aggressive Behaviour from Parents or Visitors to our school.</p> <p>Where it is an external contractor, they should be able to share their employer's risk assessment with the school. Where possible their entry will be delayed to a time when no pupils and few staff are on the school site.</p> <p>Where any after school letting is agreed the external groups who fall into this category (such as gymnastics coaching) MUST be able to provide a written risk assessment and receive the approval of the EHT prior to any club commencing. The EHT's decision is final. <i>Clubs may incur additional cleaning costs to ensure the spaces used are ready to receive pupils the following morning.</i></p>	Low	<p>Display clear signage/posters for each class route into school.</p> <p>Remind parents & staff that the 10 day self-isolation period for persons displaying symptoms is still current.</p> <p>Staff & Parents aware of the NHS 'track & trace' process and responsibility to inform school management if they are advised to socially isolate for 10 days because of a contact alert.</p> <p>SBM to inform all lettings of expectations.</p>	Low	HoS / Admin	By 08.05.20

			Staggered starts, breaks, lunchtimes and end to the school day will cease from September 2 nd and timings of the school day will return to those prior to the pandemic. Parents should still leave the site promptly however and not permit their child to play on the school site with their siblings or friends.					
Evacuation of Building(s)	Delay in pupils and staff evacuating building leading to harm Trips and falls	Staff Children	Evacuation routes as per FRA and Fire safety policy, and signage will reflect these. Fire drill to be completed in first few days of increased numbers of staff/pupils being in school.	Med	Staff will be briefed on evacuation procedures as documented in a FRA/H&S policy PEEPs (Personal Emergency Evacuation Plan) will be written for any occupant who is likely to require assistance.	Med	HoS	By end of September 2020 and at least termly thereafter.
Pupils & staff with prior medical conditions deemed as 'Clinically extremely vulnerable'	Persons with prescribed medical conditions and deemed as 'clinically extremely vulnerable' are more at risk from COVID19 effects	Staff Children and their families.	The national shielding advice for all adults and children paused on 31 st March 21. The small number of pupils who will remain on the CEV shielded patient list should continue to remain away from school; Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, there is an expectation that School will be able to immediately offer them access to remote education; Clinically Vulnerable (CV) and CEV staff can continue to attend school. While in School they must follow the system of controls to minimise the risks of transmission. Staff who live with those who are CV can attend the workplace but should ensure they maintain good prevention practice in the workplace and at home. A person who lives with those who are/ were defined clinically extremely vulnerable or clinically vulnerable can attend School;	High	Parents to speak to own GP or specialist clinician to understand whether their child should still be classed as CEV and inform HoS should their child's circumstances change. Staff to inform HoS / EHT should their circumstances change. Regularly	Med	HoS HoS	

	Risk to infants of nursing mothers who have recently returned from maternity leave.		<p>possible so a specific risk assessment can be completed.</p> <p>Nursing mothers – Where a member of staff needs to express milk during their working day a dedicated private space will be allocated to them and they will also be made aware of the fridge in which to store their milk. Fridge will be cleaned regularly.</p> <p>Nursing mothers advised to do as follows;</p> <ul style="list-style-type: none"> • wipe over with a cleaning wipe the bottle/ pouch/ pump before & after it goes into the dedicated fridge • use a clean plastic container to put all items in for the journeys, again cleaned with hot water & detergent every night. 		<p>to be completed for any pregnant staff member.</p> <p>We will ensure that all pregnant staff are aware of The NHS guidance for pregnant women: https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk-from-coronavirus/pregnancy-and-coronavirus/ and https://www.nhs.uk/start4life/pregnancy/coronavirus-covid19-advice-during-pregnancy/</p>			
Pupil well-being	<p>Emotional distress of pupils caused by loss of routine</p> <p>Anxiety or Trauma caused by the pandemic</p> <p>Social isolation or loneliness impact on the mental health</p> <p>Loss/Coping</p>	Pupils Parents Staff	<p>We are an Attachment Aware school - we have in place sensitive and humane approaches concerned with the fundamental wellbeing, and secure positive development of CYP in our schools and settings. These will continue to take priority during full reopening.</p> <p>All staff have participated in Attachment Training – they have an understanding of the effects of trauma on CYP.</p> <p>We will work hard to build our relationships with all pupils and parents, recognising that this underpins EVERYTHING that we do.</p> <p>We have a directly employed Early Intervention Practitioner who can deliver direct work to children and families remotely as required. Parents can contact the school to request her</p>	Low	PSHE leads to signpost staff to appropriate resources to use	Low	HoS & PSHE leader	08.06.20

	<p>with bereavement - Since 20th May, children may have first-hand experience of the death of a loved one.</p>		<p>involvement. She can signpost families to appropriate support where school are not the best placed organisation to deliver the necessary support.</p> <p>We will revisit the school's core Christian values and use the pre-pandemic reward systems to promote values.</p> <p>We will endeavour to provide all children with clearly demarcated boundaries to feel psychologically, as well as physically, safe and the importance of these will be emphasised, in safety terms, on pupils' return. We will establish new routines.</p> <p>We will identify and support those children who are in need of support and communicate any concerns to their parent and agree how we can best work together to support the child.</p> <p>Teachers and other adults who listen to pupils with empathy and will strive to be flexible.</p> <p>The virtual check-ins that have been established during lockdown will be maintained for any child not attending school.</p>					
<p>Staff welfare</p>	<p>Emotional distress of the staff - including anxiety</p> <p>Not being able to sufficiently reduce contact across groups</p>	<p>Staff Pupils Parents</p>	<p>The EHT has regularly written to the whole school staff since March 20th 2020. Staff have been kept informed about key changes and expectations of them as well.</p> <p>Staff have been provided opportunities to respond to plans as they have developed.</p> <p>ALL teaching staff will take the PPA/ECT time to which they are contractually obliged to receive on a timetabled basis using HLTAS for cover where possible. PPA can be taken off-site until further notice although teachers can take this on-site if they prefer.</p>	<p>Med</p>	<p>HoS to provide further guidance as necessary to teaching staff on the delivery of learning opportunities</p> <p>Share other contacts/sources of information such as MIND</p>	<p>Med</p>	<p>EHT</p> <p>ELT/ SLT</p>	<p>08.06.20</p>

	<p>Increased staff absence</p> <p>Reduced performance of staff impacting on pupils</p> <p>Staff resignations - longer term impact on whole school staffing.</p> <p>Increased stress – Roles may be overlapping with greater demands in shorter term, parents may make increased demands of staff, staff may have pressures exerted upon them from other sources e.g. family members requiring care.</p>		<p>Staffrooms are open as social spaces and can be accessed for the purpose of making a drink/preparing food and taking a break from duties. Staff MUST wash their own crockery/cutlery or place directly into a dishwasher.</p> <p>From Step 4, face coverings will no longer be advised for children, parents, staff and visitors either in classrooms or in communal areas. Face coverings are also no longer legally required to be worn in rooms or communal areas in community settings or on public transport. Government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where pupils & staff may come into contact with people they don't normally meet. This includes public transport and dedicated transport to school or college;</p> <p>Keep staffrooms, offices and communal areas well ventilated by opening doors and/or windows.</p> <p>NB: Handwash or hand sanitiser should be used before touching communal cupboards/hydro-boil/kettles in staff areas.</p> <p>Staff have access to the Schools Advisory Service Well-Being App for counselling and other specific support services including nurses/GPs.</p>		<p>Referral to Occupational Health for clarity on circumstances someone in school should be working under depending on health need.</p>		<p>TP/ST</p> <p>EHT</p>	
Hygiene	<p>Transmission of COVID19 to the School community</p>	<p>Staff Pupils Wider school community</p>	<p>We use signs and posters and other teaching resources (as part of curriculum) to maintain personal hygiene standards and build awareness of good handwashing technique, and the need to increase handwashing frequency.</p>	<p>Med</p>	<p>Set clear expectations of pupils for handwashing and use of toilets to</p>	<p>Med</p>	<p>Teachers/TAs to communicate message</p>	<p>Ongoing</p>

			<p>Various posters to be display in all classroom and rooms in use with children</p> <ol style="list-style-type: none"> 1. e-Bug posters displayed: 2. Horrid hands 3. Super sneezes 4. Hand hygiene 5. Respiratory hygiene 6. Microbe mania <p>All occupants of building are encouraged and reminded to wash 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;</p> <p>Children and staff will clean their hands on arrival at the school, when returning from breaks, when they change rooms, before and after eating, and after sneezing or coughing; Encouraged not to touch their mouth, eyes and nose; Encouraged to use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it');</p> <p>We have ensured that sufficient handwashing facilities are available. Where a sink is not nearby, we provide hand sanitiser in classrooms/offices.</p> <p>Where possible, we are providing paper towels as an alternative to hand dryers in handwashing facilities. Where possible, all spaces will be well ventilated using natural ventilation, opening windows or propping doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation. HoS will write regularly to parents to remind them that children can wear layers underneath their school uniform as necessary to keep warm. The same is true for school staff.</p>		ensure they are kept clean and social distancing from adults and other bubbles is achieved as much as possible.			
Catering	Transmission of COVID19 to the School community	Staff and Pupils Staff employed	<p>There is no longer a requirement to avoid children mixing at lunchtime.</p> <p>Rec/Y1/Y2 children to receive UIFSM when attending school.</p>	Low	All rubbish from lunchtime to be put into a bin bag by each child. The bag is tied	Low	EHT/ HoS	By 08.06.20

		by Catering Company AiP	<p>All children eligible for a FSM will receive a meal in school.</p> <p>Lunch arrangements: see appendix E</p> <p>From the week beg 30th August 2021 we will offer a hot meal for all pupils. Meals will be eaten in the school hall or, when the weather is appropriate, those children with a packed lunch may be provided an opportunity to eat their lunch outside.</p> <p>Staff will set tables and fill water glasses for any child who has not got their own bottled drink. Communal water jugs/fountains will not be used.</p> <p>Children must wash hands before and after eating (snack or lunch) and only eat in their designated place/table or in a designated outdoor space. Children will be sat a both sides of a dining table.</p> <p>A small, clean lunch box may be brought into school and stored on the class lunch box trolley. Parents must wash their child's lunchbox each day.</p> <p>All parents instructed to send their child with a clean, named water bottle each day.</p> <p>Staff to be responsible for own drinks, mugs and lunches and the cleaning or disposal of these.</p>		<p>afterwards and left for cleaners.</p> <p>Where parents send their child with a packed lunch they should be asked to ensure that their child can open any packets/bottle independently. Where necessary adults will support but parents will be informed so as appropriate changes can be made.</p> <p>Daily numbers for FSM, UIFSM and paid school packed and hot lunches submitted to AiP in advance</p> <p>Publish AiP menu and RA on website</p>			Admin	Weekly /daily
								C.Aston Admin	termly
Safeguard-ing and Managing Pupil Behaviour	<p>Risks to vulnerable pupils at home increase.</p> <p>Psychological distress manifesting in</p>	Pupils	<p>Updated Child Protection Policy in place from September 2021 to take into account KCSIE changes. COVID Safeguarding addendum remains in place in the event of a local lockdown.</p> <p>Staff to inform DSL or Deputy DSL of any concerns as per</p>	Low	HoS/SENCO/LSA T/ELSA to continue to provide support to staff regarding pupil behaviour = staff to use referral form in-	Low	Admin - website updates	By 01.09.20	

	pupil behaviour.		<p>policy.</p> <p>Work with other agencies has been undertaken to support vulnerable CYP and families.</p> <p>New CP policy circulated to all staff on 01.09.21 and published on website.</p> <p>Children who deliberately put the health and safety of others at risk will be subject to exclusion.</p> <p>See also pupil well-being section of this document.</p>		line with Behaviour Regulation Policy			
Use of Personal protective equipment (PPE) in School setting	Transmission of COVID19 to staff and children	Staff Pupils Wider school community	<p>From Step 4, face coverings will no longer be advised for children, parents, staff and visitors either in classrooms or in communal areas. Face coverings are also no longer legally required to be worn in rooms or communal areas in community settings or on public transport. Government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where pupils & staff may come into contact with people they don't normally meet. This includes public transport and dedicated transport to school or college;</p> <p>PPE (disposable aprons, gloves and masks) are available in school and processes in place to check stock and reorder as necessary.</p> <p>First aiders to have allocated pair of goggles to be worn as required – see First Aid section below and also Intimate Care Policy which has been reviewed to include COVID-19 protocols.</p> <p>Our Intimate Care policy has been reviewed to incorporate measures to protect against the transmission of COVID-19 and must be read by any member of staff who is likely to engage in providing intimate care during the course of their work. Intimate Care policy published on website and circulated to all staff</p>	Low -		Low	Admin	01.06.20 By 01.06.20

			<p>Each teacher/classroom will be provided with a small sealed bag containing a small supply of disposable gloves and masks for use in an emergency action.</p> <p>Cleaners are provided with appropriate PPE – gloves and aprons as a minimum to be worn for all cleaning activities. Eye, mouth and nose protection also available for staff cleaning an area that has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19).</p>					
First Aid	Transmission of COVID19 to staff and children	Staff Pupils	<p>Stock check carried out of first aid supplies and adequate first aid and associated provision is made at all times</p> <p>Adequate PPE is available next to every first aid area.</p> <p>Where there is a possible risk of infection all necessary precautions must be followed; face, and eye protection and contact with the casualty's airway must be avoided. A fluid resistant (IIR type) face mask must be worn by the supervising adult. If contact with the child or young person is necessary, then gloves, an apron and a fluid resistant (IIR type) face mask must be worn by the supervising adult.</p> <p>An ambulance will be called for when a first aider determines that a member of staff or a child's condition requires this.</p> <p>When CPR is required this will be carried out in accordance with current protocols from the Resuscitation Council. Chest compressions and defibrillations will be applied while waiting for the ambulance and advance lifesaving care. If staff have to administer rescue breaths during an emergency they can use the first aid Resus Shields in the emergency pack.</p> <p>For a Paediatric casualty – There is an acceptance that doing rescue breaths will increase the risk of transmitting the COVID-19 virus, either to the rescuer or the child/infant. However, this risk is small compared to the risk of taking no action as this will result in certain cardiac arrest and the death of the child. The advice from the Resuscitation Council (UK) is that rescue breaths should be undertaken as ventilations are crucial to the child's chances of survival.</p>	Med	<p>Provide all necessary means of cleaning equipment following any type of emergency</p> <p>Regular checking of PPE supplies and First Aid supplies – systems in place for reordering.</p>	Med	Qualified First Aiders	

<p>Response to suspected / confirmed case of COVID19 in school (Outbreak management plan)</p>	<p>Transmission of COVID19 to staff and children</p>	<p>Pupils Staff</p>	<p>If anyone becomes unwell with Covid symptoms (however mild) in an education or childcare setting, they must be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance;</p> <p>Isolation room set up with appropriate equipment and PPE for staff outside in easy to access area. If a child is awaiting collection, they should be moved, if possible, to where they can be isolated under cover with appropriate ventilation with appropriate adult supervision from a 2m distance. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people;</p> <p>If they need to go to the bathroom while waiting to be collected ensure that no other children or staff enter this area until they have finished and it has been cleaned.</p> <p>The area/room must be cleaned and disinfected using standard cleaning products before being used by anyone else; Cleaning of the area(s) concerned is covered by a Post-COVID19 Infection Risk Assessment. Cleaning of an area after someone with suspected COVID-19 has left will reduce the risk of passing the infection on – staff must wear disposable gloves and aprons for cleaning. Once used these will need to be double bagged and stored safely for 72 hours before being placed in general waste bins. Disposable cloths will be used, firstly cleaning hard surfaces with warm soapy water before disinfecting with the school cleaning supplies. Attention to be paid particularly to frequently touched areas and bathrooms, corridors and handles. If the area heavily contaminated from bodily fluids gloves, goggles and aprons should also be worn. Hands should be thoroughly washed after all gloves and PPE removed.</p> <p>PPE must be worn by staff caring for a 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);</p> <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. The person must not visit the GP,</p>	<p>Med</p>	<p>Staff and parents to be made aware of the Track and Trace and their responsibility to inform school if they are advised to socially isolate for 10 days</p> <p>In the event that a parent or guardian insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID-19).</p> <p>School Covid- Coordinators (Admin) to ensure adequate supplies of LFD tests are maintained in school for staff use as well as replenishing</p>	<p>Med</p>	<p>First aiders</p> <p>All staff</p>	
--	--	-------------------------	---	------------	---	------------	--------------------------------------	--

		<p>pharmacy, urgent care centre or a hospital;</p> <p>If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, <u>they do not need to go home unless they develop symptoms themselves</u> (and in which case, a test is available) or the child subsequently tests positive. They must wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people;</p> <p>All staff and pupils/ children who are attending the school setting will have access to a test if they display symptoms of coronavirus (new continuous cough or high temperature or anosmia) and should get tested in this scenario;</p> <p>From the start of Autumn Term 2021 until the end of September 2021 when new Government Guidance is expected;</p> <p>Staff and pupils with a positive LFD test result should self-isolate in line with the stay-at-home guidance. They will also need to get a free PCR test to check if they have COVID19. 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 the PCR result is negative, it overrides the self-test LFD test and the pupil/ staff member can return to school, as long as the individual doesn't have COVID-19 symptoms.</p> <p>Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</p> <p>From 16 August 2021, children under the age of 18 years & 6 months old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case;</p> <p>Individuals e.g., Staff members, are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p>		<p>stocks of PCR tests.</p> <p>If School have an outbreak in the School setting, the local Director of Public Health may advise that face coverings should temporarily be worn in communal areas or classrooms (by children, staff and visitors, unless exempt);</p> <p>School leadership appreciate that some staff members and parents will be unduly concerned by the changes in COVID19 measures across England. Staff members will be made are of this Risk Assessment and will be encouraged to share any concerns in order to reduce workplace stressors;</p> <p>School leadership have an Outbreak</p>			
--	--	---	--	--	--	--	--

			<p>a. they are fully vaccinated; b. they are below the age of 18 years and 6 months; c. they have taken part in or are currently part of an approved COVID-19 vaccine trial; d. they are not able to get vaccinated for medical reasons;</p> <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal. They do not need to wear a face covering within the school, but it is expected and recommended that these are worn when travelling on public or dedicated transport; School leadership are aware that contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. Children & staff contacted by NHS Test & Trace as being a close contact of a positive case are advised to take a PCR test;</p> <p>School leadership are aware that if several confirmed cases occur within 14 days, we may have an outbreak. School leadership will call the dedicated advice service who will escalate the issue to our local health protection team. The DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case;</p>		<p>Management Plan to assist them if they are advised to take extra measures to help break chains of transmission. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of groups possible, and for the shortest amount of time possible.</p>		<p>HoS</p> <p>EHT</p>	
Transport Arrangements	Transmission of COVID19 to the School community	Pupils Parents Staff School Community Taxi Drivers	<p>School communication encourages parents and children to walk or cycle to their school/ nursery where possible.</p> <p>Shropshire Transport have issued separate guidance to parents/service users with regards to travel to school. (Circulated to all families during August)</p> <p>Government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where pupils & staff may come into contact with people they don't normally meet. This includes public transport and dedicated transport to school or college;</p>	Low	Inform any taxi service of requirements re drop-off and collection.	Low	HoS/TP admin	08.06.20

Educational visits	<p>Increased exposure to persons outside their community;</p> <p>Reliance on the visit environment being kept clean & appropriately cleaned;</p> <p>Visit to areas subsequently designated as a COVID19 'hotspot'.</p>		<p>At Step 4, School Management can now plan to undertake educational visits in groups of any number and children will no longer need to be kept in consistent groups. From the beginning of Autumn Term 2021, international visits are now possible, and School Management/ Trip Leaders will be mindful that Government may amend the Travel List at relatively short notice. Contingency planning for this potential change will be included;</p>	Med		Med	HoS admin	
---------------------------	--	--	--	------------	--	------------	--------------	--

These measures will be kept under review, and further additions made in the light of further risk assessments.

