

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

Form No. CMGv14STM

 School: ST. MARY'S BLUECOAT
CE PRIMARY SCHOOL

Work Activity

**Outbreak Management Plan & Assessment
Primary School. COVID19 related measures**

Date of Assessment: 01.03.2022

 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 metre 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:	1 st March 2022

C. Use information from section B to identify level of risk for each hazard

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/ Med/ High	What further actions are necessary	Residual Risk Level Low/Med/ High	Action	
							Who	When
Return of staff/children to school	Transmission of COVID19 within the School community	Employees Pupils Public Others – expectant mothers Wider Community	<p>The Government updated the following document on 24th February 2022 https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance</p> <p>When an individual develops COVID-19 symptoms or has a positive test. In practice, there is no change to the expectations with regards to isolation periods when someone has a positive test for Covid. Pupils, staff and other adults should still follow guidance on People with COVID-19 and their contacts if they have COVID-19 symptoms.</p> <p>If a child has a confirmed case of COVID-19 or symptoms of COVID-19, they should stay at home and avoid contact with other people. Please inform the school of the case as soon as possible as we need to be informed for attendance and absence monitoring purposes. Contacts are no longer required to self-isolate or advised to take daily tests, and contact tracing has ended.</p> <p>From Monday 17 January, people with COVID-19 in England can end their self-isolation after 5 full days, as long as they test negative on day 5 and day 6. The first test must be taken no earlier than day 5 of the self-isolation period, and the second must be taken the following day. If an individual is positive on day 5, then a negative test is required on day 6 and day 7 to release from isolation. It is essential that 2</p>	Medium	<p>Volunteers may be used to support the work of the school in accordance with established visitor protocols outlined in school policy.</p> <p>Cleaning of desks as necessary during the day.</p> <p>Make the school community aware that the self-isolation advice for people with coronavirus (COVID-19) has changed. It is now possible to end self-isolation after 5 days, following 2 negative LFD tests taken 24 hours apart. The first LFD test should not be</p>	Medium	EHT	
							EHT/ HoS	
							HoS TAs/class teachers TAs/class teachers	

			<p>negative rapid lateral flow tests are taken on consecutive days and reported before individuals return to their job or education, if leaving self-isolation earlier than the full 10-day period.</p> <p>This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education setting.</p> <p>School leadership have an Outbreak 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>Gatherings such as assemblies/collective worship can now take place as prior to the pandemic but with a proportionate response to measures based on the individual circumstances of the school eg. Year groups/classes with positive cases where stepping-up threshold have been met will not attend whole school gatherings for assemblies/collective worship and may instead participate remotely from their classroom.</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. The EHT will have the final decision on whether an event goes ahead with or without visitors/parents present on the school site.</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</p>		<p>taken before the 5th day.</p>		<p>HoS</p>	
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			<p>all DFE expectations.</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>Whilst LFDs remain free to schools, staff will continue to self-test using LFD tests at least twice a week. Parents have also been made aware of the availability of LFD tests for their home use. Free lateral flow tests (LFDs) won't be available after 1 April, except for the over-75s and over-12s with weakened immune systems.</p>					
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</p>	Med	<p>In the event of an outbreak in school, 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 or written briefing/school specific meetings as and when changes are made.</p>	Med	HoS	

			<p>(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> <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>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 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>		<p>Site staff/ admin</p> <p>Site/ admin</p>	
<p>Preparing the site after a prolonged period of closure</p>	<p>Water unclean or stagnant and not suitable for drinking or cleaning. Alarms not working</p>	<p>Staff and Pupils</p> <p>Staff employed by Catering Company</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>Low</p>	<p>SBM to make final checks that all measures have been appropriately actioned</p>	<p>Low</p>	<p>SBM</p>	

	<p>Field / grass areas unclear and trip and fall hazard No safe storage for food No heating in school Site not secure</p>	<p>AiP</p>	<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 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>					
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			<ul style="list-style-type: none"> Internet services 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. Perimeter fencing Visual check carried out. No defects. Cleaning (prior to reopening) Cleaners have deep-cleaned all offices, toilets and 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.</p>	Low	<p>Display clear signage/posters for each class route into school.</p> <p>Remind parents & staff that self-isolation for persons displaying symptoms remains the current guidance and a PCR test should be taken when person shows symptoms of Covid</p> <p>Executive Headteacher (& delegated to HoS) can refuse entry to any person whose presence could be detrimental to the health of others.</p>	Low	HoS / Admin	By 08.05.20

			<p>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> <p>Parents should always leave the school site promptly and not permit their child to play on the school site with their siblings or friends. Parents will be asked to wear a face mask when in the school building (unless medically exempt) and are strongly encouraged to wear a mask when on the school site in groups where social distancing isn't possible.</p>		SBM to inform all lettings of expectations.			
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.	<p>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;</p> <p>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.</p> <p>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.</p> <p>A person who lives with those who are/ were defined clinically extremely vulnerable or clinically vulnerable can attend School;</p> <p>Pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance available for CV people which will be kept updated. School Management are aware that pregnant women from 28 weeks' gestation, or with underlying health conditions at any point of gestation, may be at greater risk of severe illness if they catch coronavirus (COVID-19) - the NEM's Risk Assessment</p>	High	<p>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.</p> <p>Staff to inform HoS / EHT should their circumstances change.</p> <p>Regularly checking in with parents of children who are</p>	Med	HoS	HoS

			<p>will be reviewed fortnightly.</p> <p>Staff should ensure they communicate any relevant personal circumstances to their HoS. The HoS will ensure the EHT is fully aware of individual members of staff circumstances.</p>		<p>at home. School management will liaise closely with all parents of more clinically vulnerable pupils/ Staff members</p>		<p>EHT</p> <p>TP/ SENC O</p>	
Staffing	<p>Non appropriate staffing leading to lack of appropriate supervision causing injury or failure to complete duties causing illness</p> <p>In the event of partial closure for a year group due to insufficient available staff/outbreak–remote learning offer would start immediately.</p> <p>Risk to pregnant staff</p> <p>Risk to</p>	<p>Staff children</p>	<p>We have planned our staffing to ensure it is sufficient for the return of all pupils however, we must acknowledge that further Covid related staff absences are possible. Where workforce issues arise, we may use existing teaching, temporary and support staff more flexibly where required to ensure our setting remains open, whilst ensuring that we continue to have appropriate support in place for pupils with SEND. As pupils do not need to be kept in consistent groups, we may consider combining classes for a short period of time.</p> <p>Established approach to staff absence reporting and recording in place. All staff aware.</p> <p>In the event of a member of staff having to isolate, arrangements and expectations for staff who are working from home are in place will be/have been discussed with the employee and leadership have communicated arrangements with those staff and their role in continuing to support the working of the school is clear.</p> <p>Staff dress code applies as outlined in the staff handbook but due to windows and doors being open for increased ventilation, staff may wish to wear more layers during colder weather.</p> <p>Approaches for meetings and staff training in place using Microsoft Teams in place of face to face contact when necessary or preferable.</p>	<p>Low</p>	<p>Where available, directly employed supply staff or agency staff will be bought in if staffing numbers drop due to illness.</p> <p>Staff to inform EHT of any change in personal circumstances asap.</p> <p>Priority arrangements for all school staff to access COVID-19 testing at a testing site, if and when necessary.</p> <p>A separate pregnant members of staff risk assessment to be completed for any pregnant</p>	<p>Low</p>	<p>EHT</p> <p>HoS</p>	

	infants of nursing mothers who have recently returned from maternity leave.		<p>Provision for pregnant members of staff has been agreed with those staff known to be pregnant. Any member of staff who becomes pregnant MUST inform the EHT as soon as 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>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	Emotional distress of pupils caused by loss of routine Anxiety or Trauma caused by the pandemic Social isolation or loneliness impact on the mental health Loss/Coping with bereavement	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 involvement. She can signpost families to appropriate support where school are not the best placed organisation to</p>	Low	PSHE leads to signpost staff to appropriate resources to use	Low	HoS & PSHE leader	08.06.20

	<p>- Since 20th May, children may have first-hand experience of the death of a loved one.</p>		<p>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>Increased staff absence</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>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 but staff should socially distance as far as</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>Referral to Occupational Health for clarity</p>	<p>Med</p>	<p>EHT</p> <p>ELT/ SLT</p> <p>TP/ST</p>	<p>08.06.20</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>is possible. Staff MUST wash their own crockery/cutlery or place directly into a dishwasher.</p> <p>Keep staffrooms, offices and communal areas well ventilated by opening doors and/or windows.</p> <p>Classrooms have CO2 monitors which measure air quality. If air quality drops then staff should increase ventilation if possible. Staff must report poor air quality readings to the HoS who will subsequently informed the Federation's SBM.</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>on circumstances someone in school should be working under depending on health need.</p>		EHT	
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>Various posters to be display in all classroom and rooms in use with children</p> <p>1. e-Bug posters displayed:</p>	Med	<p>Set clear expectations of pupils for handwashing and use of toilets to ensure they are kept clean and social distancing</p>	Med	<p>Teacher s/TAs to communicate message</p>	Ongoing

			<ol style="list-style-type: none"> 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> <p>Classrooms have CO2 monitors which measure air quality. If air quality drops then staff should increase ventilation if possible. Staff must report poor air quality readings to the HoS.</p>		from adults and other bubbles is achieved as much as possible.			
Catering	Transmission of COVID19 to	Staff and Pupils	There is no longer a requirement to avoid children mixing at	Low	All rubbish from lunchtime to be	Low	EHT/ HoS	By 08.06.20

	the School community	Staff employed by Catering Company AiP	<p>lunchtime. We will only do this as part of a stepping-up response if recommended by PHE.</p> <p>Rec/Y1/Y2 children to receive UIFSM when attending school. 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 in warmer weather.</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>put into a bin bag by each child. The bag is tied 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
Safeguard-ing and Managing Pupil Behaviour	<p>Risks to vulnerable pupils at home increase.</p> <p>Psychological distress</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	<p>HoS/SENCO/LSA T/ELSA to continue to provide support to staff regarding pupil behaviour = staff to use</p>	Low	Admin - website updates	By 01.09.20

	manifesting in 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>		referral form in-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>In primary schools, face coverings may be worn by staff and adults (including visitors) when moving around in corridors and communal areas but this is no longer a requirement – if there is an outbreak in school then staff will be asked to return to mask wearing if appropriate as part of stepping up measures. Health advice continues to be that children in primary schools should not be asked to wear face coverings.</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> <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.</p>	Low -		Low	Admin	01.06.20 By 01.06.20

			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).					
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 (See also 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>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>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 have an Outbreak Management Plan to assist them if they are advised</p>	<p>Med</p>	<p>First aiders</p> <p>All staff</p>	
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			<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>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>to take extra measures to help break chains of transmission.</p> <p>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	<p>Pupils</p> <p>Parents</p> <p>Staff</p> <p>School Community</p> <p>Taxi Drivers</p>	<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>	Low	Inform any taxi service of requirements re drop-off and collection.	Low	<p>HoS/TP</p> <p>admin</p>	08.06.20
Educational visits	<p>Increased exposure to persons outside their community;</p> <p>Being able to keep a child or adult who develops</p>		<p>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 however, teachers planning any off-site visit should undertake full and thorough risk assessments and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment.</p> <p>The government recommend that schools consider whether to go ahead with planned international educational visits at</p>	Med		Med	<p>HoS</p> <p>admin</p>	

	<p>symptoms during the trip, isolated from others whilst awaiting collection. Having arrangements in place for collection if required.</p> <p>Reliance on the visit environment being kept clean & appropriately cleaned;</p> <p>Visit to and return from areas subsequently designated as being on a red list.</p>		<p>this time, recognising the risk of disruption to education resulting from any need to isolate and test on arrival back into the UK. Schools should refer to the 18 Foreign, Commonwealth and Development Office travel advice and the guidance on international travel before booking and travelling.</p>					
Mandatory certification	Breach of Covid laws		<p>Schools are not required to use the NHS COVID Pass, unless they are holding a specific event (such as a reception, concert or party) that meets the attendance thresholds.</p> <p>Where applicable, schools should follow guidance on mandatory certification for events.</p> <p>Under 18s are exempt from showing their COVID Status but should be counted towards attendance thresholds.</p> <p>We will not use the NHS COVID Pass as a condition of entry for education or related activities such as exams, teaching, extra-curricular activities or any other day-to-day activities that are part of education or training.</p>	Med		Med	EHT	As required

