

1.0 Date of assessment:		2.0 Assessed by (job title / name):	
11.01.2020		Mrs A.M. Charlton HEAD of TEACHING and LEARNING Mr P Hankey HEADTEACHER	
2.1 Ref number:		2.2 – Other personnel involved with assessment:	
<ul style="list-style-type: none"> OCC considerations for returning to school 2 Government updates re Partial Reopening of Schools Jan 2021 Government Guidelines for full reopening of schools 08.03.2021 			
2.3 Address / site:		TETSWORTH PRIMARY SCHOOL	
3.0 Activity to be assessed (or scenario):			
INFECTION CONTROL AND HYGIENE / HEALTH AND SAFETY CHECKS			
4.0 Identification of those at risk:	A) CHILDREN B) PARENTS C) STAFF D) VISITORS/CONTRACTORS	4.1 Line manager / class teacher (if appropriate)	
5.0 Harm / hazards which could or has occurred to those at risk (include detail regarding activity at the time)	A) CHILD OR ADULT WITH COVID PRESENT ON SITE B) HANDWASHING C) COUGHS/SNEEZES/PERSONAL HYGIENE D) OTHER ADULTS ON SITE		

	<p>E) CONTACT WITH PACKAGES OR ITEMS HANDLED BY PERSONS WHO MAY HAVE BEEN EXPOSED TO CORONAVIRUS</p> <p>F)HEALTH AND S SAFETY CHECKS</p> <p>G) LATERAL FLOW TESTING</p>
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<p>CHILD OR ADULT WITH COVID PRESENT ON SITE</p> <p>Ai) Minimising contact with individuals who are unwell by:</p> <ul style="list-style-type: none"> • Reducing the numbers of adults and pupils on site • Ensuring that those who are eligible to be on site do not attend if they have coronavirus symptoms, or who have someone in their household who does • Ensuring anyone with coronavirus symptoms is tested and that they do not return to school unless they have received a negative test result for coronavirus or until they undergone a 10 quarantine period following a positive test result. • Ensuring all members of the household self- isolate for 10 days if a member of the household tests positive for coronavirus. <p>Aii) Impress on the children that they must immediately let staff know if they start feeling hot, develop or cough or feel unwell in any way. Monitoring in school should be based on all staff being alert for children becoming visibly hot or feverish.</p> <p>Aii) Purchased 2 infrared thermometers to test temperatures of children and adults with suspected covid symptoms</p> <p>Aiii) Medical Area (Section of Class 2 Classroom portioned off to provide holding space for pupil feeling unwell). This area can be accessed via the fire exit door at the back of the New Build. Any pupil not feeling well/displaying coronavirus symptoms pupil must be taken to the side of the room where the furniture has been removed apart from a chair for them to sit on. This area has washable surfaces, good ventilation, phone access and PPE stock. At this time it is not being used for group/intervention work.</p>	<p>A (i) Schools expectations re children/adults who are unwell not coming onto site to be part of Parent Handbook/Covid 19 Handbook and the Home/School Agreement</p> <p>A (i) Information re track and trace procedures: If anyone in your school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and be advised to follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection. This sets out that they must:</p> <ul style="list-style-type: none"> • self-isolate for at least 10 days • arrange to have a test to see if they have coronavirus (COVID-19) Action list 1. <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital except in an emergency.</p> <p>2. Call parents/legal guardian to collect pupil and take them home, Advise them that all household members will need to isolate and refer them to the guidance for households with possible or confirmed coronavirus</p>
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A(iv) Procedures for those coming into contact with persons suffering from / displaying symptoms of coronavirus displayed in classrooms/staffroom/medical area/ reception area.

A(v) School to follow Health England flow chart in the event of a child/member of staff having a positive Covid 19 test result. – **updated March 2021**

<http://schools.oxfordshire.gov.uk/cms/sites/schools/files/folders/folders/documents/coronavirus/PrimaryEYSchoolsFlowcharts.pdf>

A (vi) School to have attendance records for pupils and staff in each day.

Avii) School have records for the work groups/bubbles children are in to enable Track and Trace to work effectively.

HANDWASHING

Bi) 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 (see guidance poster link below)

Bii) Good stock of hand towels, soap and cleaning products in ready

COUGHS/SNEEZES/PERSONAL HYGIENE

Ci) Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach (see guidance poster below)

https://schools.oxfordshire.gov.uk/cms/sites/schools/files/folders/folders/documents/schoolsnews/2019/Coronavirus_advice_for_education_settings_poster.pdf

Cii) Weekly reminders of hygiene and social distancing procedures to include: not touching faces; handwashing song; catch-it, bin-it, kill-it; use of pupil posters to promoting this displayed around the site.

(COVID-19) infection.

3. While the pupil is awaiting collection, move them to an isolated room and open a window 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.

4. Staff caring for a pupil while they are awaiting collection should to maintain 2 metre distancing. If not possible, for example with a young child, they should wear suitable PPE

In a situation where a 2m distance cannot be maintained then PPE should be worn - A face covering, rubber gloves, an apron. If there is a risk of fluids entering the eye (e.g. from coughing, spitting or vomiting) then eye protection should also be worn. 1

5. If the pupil needs to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.

6. From 26 August, all schools and FE providers will receive an initial supply of 10 home test kits. Home test kits should only be offered to individuals in the exceptional circumstance that you believe an individual may have barriers to accessing testing elsewhere.

7. Staff/other pupils who have had contact with the symptomatic pupil must wash their hands thoroughly for 20 seconds.

8. When parents/legal guardian pick up the pupil, advise them to get the pupil tested and notify you of the results.

9. Once the pupil has left the premises, thoroughly disinfect/clean all surfaces and contact points they came into contact with (including the bathroom if used).

What to do if a pupil tests positive for coronavirus (COVID-19)

1. You must take swift action when you become aware

C(iii) Procedures for moving safely throughout the site reinforced through practice/reminders/posters/behaviour expectations (single line/spaced out/facing forwards/avoid touching adults and other pupils/furniture/equipment/doors/walls)

Ciii) Cleaning frequently touched surfaces often using standard products

OTHER ADULTS ON SITE

D(i) Unless required to do so due to an emergency (fire/ambulance etc) all adults, other than school staff, must enter the site by appointment only

D (ii) All adults coming onto school site must provide contact details – name/present address/contact number and/or e-mail address

D (iii) – All other health and safety/safeguarding procedures must be adhered to.

D (iv) – Adults on site, other than staff, to be minimal

D(vi) A Visitors Protocol will be present to other adults visiting the site either prior to the visit or when they arrive at the school.

D (viii) Any organisation entering site for educational reasons must provide their own risk assessment.

D(ix) **All meetings, including TAFs /EHA/PEP meetings to be held remotely**

CONTACT WITH PACKAGES OR ITEMS HANDLED BY PERSONS WHO MAY HAVE BEEN EXPOSED TO CORONAVIRUS

Ei) There is currently no perceived increase in risk for handling post or freight from specified areas

Eii) Office staff to maintain good hygiene in line with the school handwashing guidelines

that someone who has attended your setting has tested positive for coronavirus (COVID-19).

2. You can contact the dedicated advice service, introduced by Public Health England and delivered by the NHS Business Services Authority. This can be reached by calling the **DfE Helpline on 0800 046 8687** and **selecting option 1** for advice on the action to take in response to a positive case

3. If, following triage, further expert advice is required the adviser will escalate your call to the PHE local health protection team (HPT)

4. The advice service (or HPT if escalated) will work with you to carry out a rapid risk assessment and identify appropriate next steps.

5. With support from the advice service or HPT, identify close contacts of the symptomatic individual. Contact tracers will inform contacts that they need to self isolate for 10 days from the day after contact with the individual tested positive, in line with guidance for households with possible or confirmed coronavirus (COVID-19) infection

6. You should report all confirmed, positive cases, using the online attendance form daily return. You should also inform your local authority of confirmed cases of coronavirus (COVID-19)

7. Schools must not share the names of people with coronavirus (COVID-19) unless essential to protect others. NOTE: The education school / setting is responsible for reporting their confirmed cases to their **Local Authority**.

If the education setting is comfortable managing their own cases and feel that they **do not** need to call the DfE helpline then it is not mandatory to do so but they **must** confirm the case to the **Local Authority. (See below).**

In the event of a confirmed case the School to e mail the details of cases to

<p>Positive results must be made known to the NHS track and Trace Team.</p> <p>G(ii) Week commencing 01.03.2021 – the Government released information enabling all parents/childminders/families who have someone who works in a school to have access to twice weekly testing.</p>	<p>for-households-and-bubbles-of-school-pupils-and-staff</p>
<p>7.1 What is the level of risk after all controls possible have been put in place? (MED)</p>	<p>Risk of spread of infection is reduced by implementation of these measures.</p>
<p>8.0 Is this a safeguarding risk – if so, please describe:</p>	<p>Safeguarding assessed separately</p>
<p>9.0 Additional notes as required:</p>	<p>If an employee, pupil or known visitor tests positive for coronavirus, further advice will be sought from the local Health Protection Team. They will take over the risk assessment process from that point.</p> <p>Once symptomatic, all surfaces that the person has come into significant contact with must be cleaned, including:</p> <ul style="list-style-type: none"> • All surfaces and objects which are visibly contaminated with body fluids; and • All potentially contaminated high-contact areas such as toilets, door handles, telephones, etc. <p>Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with bodily fluids do not need to be specially cleaned and disinfected.</p> <p>If a person becomes ill in a shared space, these should be cleaned using disposable cloths and household detergents, according to current recommended workplace legislation and practice.</p> <p>Employees or pupils who are suspected to have coronavirus are to self-isolate in accordance with the government guidance.</p> <p>Other persons who may have been exposed to coronavirus have been instructed by the government guidance to self-isolate.</p> <p>WHAT CONSTITUTES A CLOSE CONTACT</p>

	<p>A 'contact' is a person who has been close to someone who has tested positive for COVID-19 anytime from 2 days before the person was symptomatic up to 10 days from onset of symptoms. For example, a contact in the setting can be:</p> <ul style="list-style-type: none"> • a person who has had face-to-face contact (within 1 metre), with someone who has tested positive for COVID-19, including: <ul style="list-style-type: none"> ❖ being coughed on ❖ having a face-to-face conversation within 1 metre ❖ having physical contact, or contact within 1 metre for one minute or longer without face-to-face contact ❖ a person who has been within 2 metres of someone who has tested positive for more than 15 minutes ❖ a person who has travelled in a small vehicle with someone who has tested positive or in a large vehicle or plane near someone who has tested positive 			
<p>10.0 This risk assessment will be communicated to – and how – and when:</p>	<p>All staff – shared drive on School Network– email – staff meetings with teacher, TA, office, cleaning contractor</p>			
<p>11.0 Risk Assessment signed off by (job title / name and signature):</p>	<p>Signed off at F.G.B. June 2020</p>			
<p>12.0 Date of assessment sign off:</p>	<p>22.06.2020</p>			
<p>13.0 Review dates:</p>	<p>Reviewed with staff 19.10.2020 Updated 28.10.2020 to add additional DfE guidance (Highlighted)</p>	<p>Reviewed 26.11.2020 See staff meeting notes – note on ventilation (highlighted)</p>	<p>Reviewed 11..01.2021 Staff consulted remotely. Highlighted</p>	<p>Reviewed 04.03.2021 Previous highlighting removed</p>