


<b>Activity</b>	COVID-19 Risk Assessment			
<b>Establishment</b>	St Bartholomew's CE MAT and all its constituent schools.			
	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
<b>Risk Assessor</b>	Mr. C. Dryer	Director of Finance & Operations	<i>C. Dryer</i>	25/02/2022
<b>Manager approval</b>	Mrs. K. Kent	Chief Executive Officer	<i>K. Kent</i>	25/02/2022

<b>Hazards</b>	<b>Who is at risk?</b>	<b>How can the hazard cause harm?</b>	<b>Existing control measures</b>	<b>Risk Rating</b>
Poor hygiene in school	All occupants	Contracting COVID-19	<p><b>Hand hygiene</b> Frequent and thorough hand cleaning is now regular practice. This is done with soap and water or hand sanitiser. Staff informed to remind children and to supervise younger children where possible.</p> <p><b>Respiratory hygiene</b> The 'catch it, bin it, kill it' approach continues to be applied in school. Posters are displayed around school about "catch it, bin it, kill it" and wash hands. All staff regularly encourage this with children. Any children who cannot follow this procedure the Headteacher will speak to parents/carers.</p> <p><b>Use of personal protective equipment (PPE)</b> PPE is not required beyond what staff would normally need for their work. The only exceptions to this are:</p> <ul style="list-style-type: none"> <li>• Caring for a COVID-19 symptomatic individual; and</li> <li>• Caring for children who require aerosol generating procedures (AGPs).</li> </ul>	L

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			<p>Both of the above exceptions are listed as separate hazards with appropriate control measures.</p> <p><b>Face Coverings</b> In line with Government Guidance face coverings are no longer advised for pupils, staff and visitors in communal areas from 27 January 2022.</p> <p>From 27 January 2022, staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school.</p>	
Contaminated surfaces in school	All occupants	Contracting COVID-19	<p>Cleaning rota has been established and follows more robust procedures.</p> <p>Increased focus on cleaning and disinfecting objects and surfaces that are touched regularly (touch points) particularly in areas of high use such as door handles, door panels, bannisters, light switches, reception area / sign in tablets, using appropriate cleaning products and methods.</p> <p>All cutlery and cups are thoroughly cleaned before and after use. Where resources are shared such as kettles in staff rooms staff, hand sanitiser has been made available and staff are advised to sanitise before and after use.</p>	L
Lack of ventilation in school	All occupants	Contracting COVID-19	Classroom doors will be propped open, other internal doors will be kept open (as long as they are not fire doors), windows will be kept open (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space) and external doors will be open where appropriate (weather dependant and as long as they are not fire doors and where safe to do so).	L

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			<p>To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures will also be used as appropriate:</p> <ul style="list-style-type: none"> <li>• Opening high level windows in preference to low level to reduce draughts.</li> <li>• Increasing the ventilation while spaces are unoccupied (e.g., between classes, during break and lunch, when a room is unused).</li> <li>• Providing flexibility to allow additional, suitable indoor clothing.</li> <li>• Rearranging furniture where possible to avoid direct drafts.</li> </ul> <p>Heating will be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p> <p>Consideration to ventilation is given when holding events where visitors such as parents are on site, for example, school plays.</p> <p>CO2 monitors are used regularly to monitor the effectiveness of ventilation methods and targeted to areas of consistently high readings. The school can then quickly identify areas where ventilation methods need to be improved.</p>	
Individuals showing symptoms of COVID-19 or has a positive test (including parents and external contractors)	All occupants	Contracting COVID-19	<p>Staff are informed of the symptoms of possible coronavirus infection and are kept up to date with national guidance about the signs, symptoms, and transmission of coronavirus.</p> <p>Staff, parents, and external contractors are informed of the latest public health advice on when to self-</p>	L

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			<p>isolate and what to do. Signage is displayed in the school main entrance giving advice about the virus and hand sanitiser will be provided for visitors in the main reception to promote good hygiene.</p> <p>Individuals should not come into school if they have symptoms or have had a positive test result.</p> <p>Individuals who have COVID-19 should stay at home and avoid contact with other people. It is the individual's responsibility to let people who they have been in close contact with know about their positive test result so that they can follow the latest Government guidance.</p> <p>The individual who has COVID-19 should take LFD tests on day 5 and day 6 of their self-isolation period. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and the individual does not have a high temperature, they may end their self-isolation after the second negative test result and return to their setting from day 6. Anyone who is unable to take LFD tests should complete the full 10-day period of self-isolation.</p> <p>If anyone develops COVID-19 symptoms whilst in school, however mild, they will be isolated (children supervised at all times) and kept in an area where they can be at least two metres away from others, sent home and instructed to follow public health advice. This area will be kept well ventilated where possible and appropriate PPE will be used if close contact is necessary. If unwell pupils and staff are waiting to go home, they are instructed to use different toilets to the rest of the school, where possible, to minimise the spread of any potential</p>	

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			<p>infection. These areas are cleaned after use prior to anyone else using them.</p> <p><b>Outbreak Management</b> To determine whether a school is experiencing an outbreak of COVID-19 one of the following thresholds must be met:</p> <ul style="list-style-type: none"> <li>• Five children or staff who are likely to have mixed closely, test positive for coronavirus within a 10-day period.</li> <li>• 10% of children or staff who are likely to have mixed closely test positive for coronavirus within a 10-day period.</li> </ul> <p>If either of the above thresholds are met the school will refer to the Trust’s Outbreak Management Plan and liaise with the DfE, PHE, the local outbreak team and the DFO to determine whether any additional measures are required.</p> <p>Where additional measures are required, these will be based on external Government advice, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible. Any changes will be communicated to the CEO, DFO, children, staff, parents and LGB. Any visitors will also be made aware of any additional measures over and above those outlined in this risk assessment.</p>	
Staff members with protected characteristics and other vulnerabilities who may be at increased risk (i.e., ‘clinically extremely vulnerable person’,	Staff	Contracting COVID-19	In line with Government Guidance all staff are now expected to be in school including those within this category. Any staff member within this category will be individually spoken to about the school’s risk assessment to ensure that they are comfortable with the measures that have been put in place.	L

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'clinically vulnerable person', or BAME people)			Individual risk assessments are completed for these staff and additional measures to be identified and actioned if appropriate.	
Staff members who work across several schools and therefore at increased risk of exposure	Staff	Contracting COVID-19	Any staff member within this category will be individually spoken to about the school's risk assessment to ensure that they are comfortable with the measures that have been put in place.  Individual risk assessments are completed for these staff and additional measures to be identified and actioned if appropriate.	L
Children whose doctors have confirmed they are still clinically extremely vulnerable	Pupils	Contracting COVID-19	All clinically extremely vulnerable (CEV) children and young people are expected to attend school unless they are one of the very small number of children and young people under paediatric or another specialist care who have been advised by their clinician or other specialist not to attend.  For these children, remote learning will be provided.	L
Risks associated with First Aid	All occupants	Contracting COVID-19	PPE is not required beyond what staff would normally need for their work, including first. The only exception to this is caring for children who require aerosol generating procedures (AGPs).  AGPs that are commonly performed in education and children's social care settings include: <ul style="list-style-type: none"> <li>• non-invasive ventilation (NIV).</li> <li>• bi-level positive airway pressure ventilation (BiPAP).</li> <li>• continuous positive airway pressure ventilation (CPAP).</li> </ul>	L

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			<ul style="list-style-type: none"> <li>respiratory tract suctioning beyond the oropharynx.</li> </ul> <p>Procedures that <b>are not</b> classed AGPs include:</p> <ul style="list-style-type: none"> <li>oral or nasal suction.</li> <li>the administration of nebulised saline, medication, or drugs.</li> <li>chest compressions or defibrillation.</li> <li>chest physiotherapy.</li> <li>the administration of oxygen therapy.</li> <li>suctioning as part of a closed system circuit.</li> <li>nasogastric tube insertion and feeding.</li> </ul> <p>Government guidance for AGPs has been provided to all first aiders (also found <a href="#">here</a>).</p>	
Teacher / staff shortage (including lack of first aiders in school)	Staff, pupils	Lack of staff to allow the school to remain safely open.	<p>School monitors daily any staff absence.</p> <p>If there are any shortages of teachers, then teaching assistants can be allocated to lead a group, working under the direction of a teacher. Staff will also be shared across the Trust if required. This also applies where there is a lack of first aiders in school.</p> <p>Headteacher / Head of School will monitor staff absence levels and keep the CEO informed.</p>	L
Travelling to and from school	All occupants	Contracting COVID-19	Walking or cycling should be considered. If using public transport, adhere to transport advice, government guidelines including the requirement to wear face coverings. This includes public transport and dedicated transport to school or college.	L
Impact on physical and mental wellbeing - pupils	Pupils	Mental wellbeing	Resources/websites to support the mental health of pupils will be provided to parents.	L

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			Headteacher / Head of School will deal with individual cases and inform the CEO of any issues and resolutions.	
Impact on physical and mental wellbeing - staff	Staff	Mental wellbeing	<p>Where individuals have expressed concerns in relation to the COVID-19 response, line managers will try and alleviate any concerns by explaining the control measures in place with that individual. If appropriate, seek advice from Human Resources and/or Occupational Health.</p> <p>Line managers will offer support to staff who are affected by Coronavirus or has a family member affected.</p> <p>Management will promote mental health &amp; wellbeing awareness to staff during the Coronavirus outbreak, including managing workload, and will offer whatever support they can to help.</p> <p>Regular communication of mental health information and an open-door policy for those who need additional support.</p> <p>Staff to be signposted to useful websites and resources.</p>	L
Educational visits (including residential visits)	Staff, pupils	Contracting COVID-19	Full and thorough risk assessments to be completed and approved on EVOLVE in relation to all educational visits prior to the visit taking place. This risk assessment should include any public health advice, such as hygiene and ventilation requirements.	L
Home Visits	Pastoral/	Contracting COVID-19	Avoid making home visits unless this is absolutely necessary. If necessary, face coverings must be	L



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	Welfare/DSL/DDSL Staff		worn, and hand sanitiser used before entering and after leaving the property.  The school must continue to contact relevant authorities in the usual way should they have a safeguarding concern about a Child, Young Person or Family.	

Additional control required	Action by	Date for completion	Action Completed	Residual Risk

Date of review	Comments	Position	Signature

<b>(RESIDUAL) RISK RATING</b>	<b>ACTION REQUIRED</b>
<b>VERY HIGH (VH) Strong likelihood of fatality / serious injury occurring</b>	<b>The activity must not take place at all.</b> You must identify further controls to reduce the risk rating.
<b>HIGH (H) Possibility of fatality/serious injury occurring</b>	You must identify further controls to reduce the risk rating. Seek further advice, e.g. from your H&S Team
<b>MEDIUM (M) Possibility of significant injury or over 3 day absence occurring</b>	If it is not possible to lower risk further, you will need to consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely.
<b>LOW (L) Possibility of minor injury only</b>	No further action required.