

## Griffe Field Primary School – COVID-19 Primary School Risk Assessment – Autumn Term 2021.

Activity being assessed:	COVID 19 updated government guidance for schools. (Dec 2021)	Location(s) affected:	Griffe Field Primary School	
Person(s) completing assessment:	Emma Mitchell	Date original assessment completed:	1 <sup>st</sup> Dec 2021	
Date of review:	10 <sup>th</sup> Jan 2022	Review completed by:	Emma Mitchell	

**This risk assessment has been developed on best available scientific guidance and industry best practice, information and should be read in conjunction with the government guidance document, this document cannot be considered to cover every risk and control possible and must be reviewed and made specific by the end user.**

[Schools COVID-19 operational guidance \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/101361/schools-covid-19-operational-guidance.pdf)

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Transmission of COVID 19 on school site.	<b>Pupils, staff, visitors, and the public becoming infected with COVID-19:</b>	<i>Staff, pupils, or visitors who have tested positive for COVID-19 via an LFD test, will need a confirmatory PCR within 2 days. Where the PCR is positive, persons are not allowed into the school premises until they have self-isolated for the recommended government period of 10 days; and until the person is free from COVID 19 symptoms. If a staff member or pupil has a positive COVID-19 test (PCR), NHS test and trace will work with the positive case to identify close contacts.</i>	<b><i>Have a procedure in place to isolate pupils that appear symptomatic on site until collected.</i></b>  <b><i>Communicate information regarding how to obtain a COVID-19 test.</i></b>	EM/AC Isolation procedure in place and effective	1.09.21 New guidance discussed at staff meeting 01.12.21

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		<p><i>All individuals who have been identified as a close contact of a suspected or confirmed case of the Omicron variant of COVID-19, irrespective of vaccination status and age, will be contacted directly by NHS Test and Trace and will be required to self-isolate immediately and asked to book a PCR test. They will be informed by the local Health Protection Team or NHS Test and Trace if they fall into this category and provided details about self-isolation.</i></p> <p><i>Any person arriving at school exhibiting symptoms will be required to return home and obtain a COVID-19 test (PCR) immediately.</i></p> <p><i>If an individual has symptoms, undertakes a COVID-19 test and this is negative they can return to school as long as the individual does not have COVID 19 symptoms.</i></p> <p><a href="#"><u>Government self-isolation guidance</u></a></p>	<p><b>Communicate information on Omicron variant of COVID-19 as per DfE guidance.</b></p>		
<p><i>Vulnerable staff or pupils contracting COVID-19 from being in school</i></p>	<p><b>Staff deemed vulnerable see government list are likely to</b></p>	<p><i>Staff and pupil survey undertaken to determine individuals that are clinically extremely vulnerable (CEV). Where CEV persons are identified an individual risk assessment will be put in place to provide adequate controls within school.</i></p>	<p><b>Consider new staff and pupils for Autumn 21 intake.</b></p> <p><b>Where pregnancy risk assessments have been completed, ensure these are reviewed regularly in line</b></p>	<p>EM/AC</p>	<p><i>Ongoing when new staff start</i></p>

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	<i>experience worse symptoms and additional health issues if contract COVID-19</i>		with risks and guidance. See specific guidance for pregnant employees. <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees">https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees</a>		
<i>Ineffective personal hygiene measures</i>	<i>Pupils, staff, visitors, and the public becoming infected with COVID-19:</i>	<i>Frequent and thorough hand cleaning should now be a regular practice. Staff and pupils encouraged to follow the Catch it, Bin it, kill it approach. Posters are displayed by sinks to show how to effectively wash hands. Where pupils are to use hand sanitiser this should be done under adult supervision.</i>	<i>Detail school specific procedures for hygiene measures.  (Suggest NHS video for handwashing) <u>NHS video</u></i>	<i>All staff Daily lunchtime cleaning of tables, high touch points and toilets</i>	<i>Already in place 01.09.21 ongoing</i>
<i>Possible contamination in school environment.</i>	<i>Pupils, staff, visitors, and the public becoming infected with COVID-19:</i>	<i>Face coverings should be worn by staff and adults (including visitors) when moving around in corridors and communal areas.  Hand sanitiser to be available at reception for visitors to use on arrival before signing in. Ventilation is to be maintained either by mechanical ventilation adjusted to increase the ventilation rate where possible, and natural ventilation (fresh air) by opening windows. During occupied times, windows</i>	<i>Ensure adequate supply of face coverings available for use by staff and visitors.  Update communication with school community on wearing of face coverings and implement signage.  If staff currently share desks, a cleaning regime must be</i>	<i>All staff and visitors  Communicated to parents via ParentHub 01.12.21</i>	<i>1<sup>st</sup> Dec ongoing</i>

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		<p><i>should be opened enough to provide background ventilation, during unoccupied times (during the school day) windows should be fully opened.</i></p> <p><i>Internal and external doors can be kept open to assist as this will increase ventilation.</i></p> <p><i>Maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment with a particular focus on frequently touched surfaces.</i></p> <p><i>Cleaning regimes should be clearly documented to reflect times of day cleaning is taking place and who is responsible for the task.</i></p>	<p><b><i>introduced to sanitise desks between “shifts”</i></b></p> <p><b><i>If fire doors are to be kept open, this will only be done when the room is occupied and nominated person will be responsible for closing them when leaving the area.</i></b></p>		
<p><i>Possible contamination by close contact when providing first aid to persons in isolation room awaiting collection.</i></p>	<p><b><i>Pupils, staff, visitors, and the public becoming infected with COVID-19:</i></b></p>	<p><i>When providing first aid to persons in isolation consider wearing appropriate PPE.</i></p>	<p><b><i>Consider whether goggles/visors need to be available if supporting a child who is symptomatic.</i></b></p>	<p><i>All staff</i></p>	<p><i>Ongoing</i></p>
<p><i>Possible contamination from a symptomatic person on site</i></p>	<p><b><i>Pupils, staff, visitors, and the public becoming infected with COVID-19:</i></b></p>	<p><i>Symptomatic person should not be on site – see first section.</i></p> <p><i>Should a staff member arrive at school or become symptomatic whilst at school they will be required to leave site immediately, if they need collecting, they will sit in a</i></p>	<p><b><i>Communicate information regarding how to obtain a COVID-19 test</i></b></p>	<p><i>All staff-procedure in place and effective.</i></p>	<p><i>Ongoing</i></p>

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		<p><i>dedicated room, isolated.</i></p> <p><i>Should a pupil become symptomatic whilst at school they will be isolated in a room supervised by a staff member. Consider wearing a fluid resistant surgical face mask, disposable gloves, and apron for the duration of the supervision. Parent/carer will be contacted and required to collect pupil asap.</i></p> <p><i>Staff member supervising will then remove and dispose of all PPE (see contaminated waste) and will wash hands.</i></p>			
Insufficient or inappropriate PPE available or misuse of PPE	<b><i>Pupils, staff, visitors, and the public becoming infected with COVID-19</i></b>	Disposable gloves, aprons, goggles/visors, and masks are available for use as identified required.	<b><i>(Suggest WHO video for masks)</i></b> <b><u><i>WHO video</i></u></b>	EM/AC	Ongoing
Ineffective management of potentially contaminated waste	<b><i>Pupils, staff, visitors, and the public becoming infected with COVID-19</i></b>	<p><i>Standard waste will continue to be managed in line with existing arrangements.</i></p> <p><i>Any waste that is considered to be potentially infected/contaminated will be double bagged before placing immediately in a secure area for 72 hours prior to placing in bins; this will include any used PPE and any used tissues by persons who are unwell and awaiting collection.</i></p>	Define secure area-outside chair store.	All staff	Ongoing
Use of third-party	<b><i>Pupils, staff,</i></b>	Overseas visits will not take place.		EM	No change

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<i>facilities</i>	<i>visitors, and the public becoming infected with COVID-19</i>				
Signature of Senior Leadership Team: Emma Mitchell			Date: 1 <sup>st</sup> December 2021		
Date review required: 10 <sup>th</sup> Jan		Date review required: 10 <sup>th</sup> Feb	Date review required: 10 <sup>th</sup> March	Reviews will be completed if guidance changes or is there is a significant rise in cases in school.	