

<b>Area, task or activity:</b>  <b>COVID 19</b> Re-opening School to all children	<b>Location:</b>  Jeavons Wood Primary School	<b>Date of Assessment:</b>  July 2020 - reviewed November 2020 Reviewed January 2021 Reviewed March 2021 for re-opening Updated September 2021
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<b>Significant Hazards</b>	<b>Who might be harmed and how?</b>	<b>Current control measures</b>	<b>Likelihood of harm or loss occurring with current controls in place?<sup>1</sup> (High, Medium or Low)</b>	<b>Further control measures (if required)</b>	<b>Residual Risk (High, Medium or Low)? Is this acceptable?<sup>2</sup></b>	<b>Date controls are to be implemented and by whom<sup>3</sup></b>
<b>Social distancing in school</b>	Staff, pupils, parents,  Risk of Coronavirus infection The virus is thought to spread through contact with infected bodily fluids i.e. most commonly when sneezing	Follow social distancing as per government guidance  <a href="https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults">https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults</a>  <ul style="list-style-type: none"> <li>All staff are always required to follow current social distancing rules when not in the workplace (as directed by the latest government guidance). Failure to do so will put colleagues at added risk.</li> <li>When pupils arrive staff will take a register. Parents asked not to send their child to school if they have a</li> </ul>	Low  Medium Jan 2021  Low Sept 2021	Sign at front gate reminding parents to follow social distancing regs when dropping off/collecting (2m rule)  Parent will enter via different gates at staggered times	Low  Medium Jan 2021  Sept 2021 Low	All controls to be implemented from 4 <sup>th</sup> September 2020.

1 Risk should be reduced as low as reasonably practicable. NB. If risks remain significant even with existing control measures then further control measures MUST be identified and implemented.

2 If a risk of significant loss or injury (i.e. any incident that would result in over 3 days lost time, or a major injury or a reportable near-miss or which could lead to a financial loss greater than £) still exists when all "reasonably practicable" control measures have been implemented then the risk is NOT tolerable and the activity should be ceased. Further advice should be sought from the County's Health and Safety Team.

3 Record who is responsible for implementing the additional controls and when this action is to be completed by.

	<p>and coughing but also through normal mucus released when breathing and talking. Entry can be made through the eyes, nose and mouth but NOT through the skin.</p> <p>The following symptoms may develop:</p> <p>a high temperature or fever a new continuous cough</p>	<p>temperature or cough or anybody in their family has symptoms of Covid until tests return as negative.</p> <ul style="list-style-type: none"> <li>Pupils to be allocated to a classroom (bubble group) (maximum of 30 KS1 32 KS2) and sit next to another child, facing the front (from yr2-6). Teacher and TA allocated to each bubble. Pupils will not be allowed to wander around the classroom and will have their own set of pens/pencils etc. Items not to be brought in from home other than water bottle/packed lunch and any school books/work books.</li> <li>Class furniture will be moved or placed in a position to reduce pinch points, to ensure free movement is possible. Consider the Manual Handling implications of this activity and how this will be achieved.</li> <li>All classes marked with 'clearways' to entrance/exit doors and toilet facilities.</li> <li><b>Bike Sheds – supervising to enforce social distancing</b> - bike in and parking of bikes to be supervised to ensure social distancing maintained.</li> <li>Staff &amp; pupils discouraged from making physical contact with each other. Basic hygiene practices, such as regularly washing hands and always sneezing into a tissue, to stem the spread of virus.</li> <li>The school has a suitable supply of soap and access to warm water for washing hands.</li> <li><b>Appropriate controls</b> are in place to ensure the suitable sanitisation of pupil's hands following breaks, before meals and following the use of toilets. <ul style="list-style-type: none"> <li>Staff aware of procedures and communicating this with children regularly</li> <li><b>Sign and poster reminders</b> in appropriate places</li> </ul> </li> </ul>		<p>to stop congregating.</p> <p>Marked area/PE spots on floor outside outside entry points to remind parents to keep distance from staff.</p> <p>Parents have different drop off times with the morning drop off session. Parents use one gate only and exit same way – one way system for exit in each area. Year 5/6 encouraged to come without a parent. Year 3 and 4 once at school walk around to own classrooms. Year 1 and 2 dropped off and siblings sent around. Reception oldest and only dropped off first.</p>		<p>AG to check soap dispensers daily</p>
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		<ul style="list-style-type: none"> <li>○ flush toilet with lid down</li> </ul> <ul style="list-style-type: none"> <li>• <b>Uniform policy back in place and all children/staff encouraged to wash clothes regularly.</b></li> <li>• Staff advised not to wear gloves other than for first aid/cleaning or personal hygiene. Advice is that regular hand washing and basic hygiene is more effective. Aprons provided if required</li> <li>• Personal Protective Equipment should not be used as an alternative to social distancing, except where there is no other practical solution.</li> <li>• Windows to be kept open as much as possible to improve ventilation. Internal doors propped open if possible, to avoid cross contamination</li> </ul> <p>Updated Jan 2021 to reflect that social distancing between staff to be rigorously enforced and social distancing in the classroom with Yr 2+ children where possible e.g. children in seats at least 2m from the teacher, teacher teaches from the front where possible.</p> <p>Jan 2021 – ventilation whenever children not in the room – wider and open a window when In. All encouraged to wear suitable layers for cold weather.</p> <p>Updated Jan 2021 as school now open to key worker/vulnerable children only and all other children taught remotely.</p> <p>Infection rates are high and especially high in Cambourne. Social distancing in all key worker/vulnerable groups. Separate tables and packs.</p> <p>Staff only in school if they have to be to teach groups/lead etc – all other staff work from home to support social distancing in school.</p>		<p>Team leader to remind all staff and pupils daily Handwashing posters to be displayed. Soap dispensers to be checked and filled regularly</p>		
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		<p>All children return to school March 8<sup>th</sup> 2021 as rates reducing back to class bubbles and Jan 12 risk reduction.</p> <p>Updated September 2021 back to classes not bubbles. Children can mix. Cleaning continues. Ventilate the classroom using windows and doors whenever children not in and keep well-ventilated according to weather conditions whenever possible. CO2 monitors to support this. Encourage use of outdoor lessons where appropriate.</p>				
Staff/pupils within the shielded group	Staff & pupils	<ul style="list-style-type: none"> <li>Any member of staff (or who live with someone who is shielding) or pupil that is within the <u>Clinically extremely vulnerable group be extra vigilant with hygiene and social distance as much as possible in the class and always from other adults.</u></li> <li>Staff to social distance from each other at least 2m at all times unless briefly passing.</li> <li>Only 4 people in the staff room at anytime to allow for social distancing. Tables outside to use where weather permits. Rota system for lunchtimes from September.</li> <li>Updated lockdown in November – from Thursday 5<sup>th</sup> November all shielded adults and children who receive a letter are advised to work from home for the lockdown period.</li> <li>Clinically vulnerable adults or those who live with clinically vulnerable or extremely clinically vulnerable can continue to work in school with personal strict hygiene measures in place/school risk assessment and social distancing where possible. A class bubble is a protective factor. Avoid crossing bubbles wherever possible and if necessary, for educational purposes, then adhere to social distancing where possible. Discuss any concerns with senior staff.</li> <li>Jan 2021 All shielded staff to work from home. Clinically vulnerable staff and anybody else who wants to to wear extra PPA if appropriate and social distance rigorously.</li> </ul>	Medium	Head SLT Safeguarding Team to assess/review	Low	

		<ul style="list-style-type: none"> <li>Jan 2021 Strict hygiene measures at all times.</li> <li>Jan 2021 Clinically vulnerable staff allocated as far as possible to work from home or away from the children. If not possible then PPA used/strict social distancing.</li> <li>Cleaning rotas rigorously used as in last school lockdown.</li> </ul> <p>Updated March 2021 to reflect all staff in school unless shielding. Shielding staff to remain at home until after Easter.</p> <p>Updated September 2021 to reflect all staff can attend school. Double vaccinated staff do not need to isolate if a close contact of a positive case but take a PCR test. Staff asked for vaccination update.</p>				
Lunchtime Catering facilities	Staff & pupils  Infection of the virus	<ul style="list-style-type: none"> <li>All children and staff to provide a packed lunch – all rubbish, wrappers and uneaten food to be taken home on the first day</li> <li>Dinners resume from Monday 7<sup>th</sup> September. Staggered lunch with one year group in and one out.</li> <li>Year One in and Year Two out then swap. Children sit one side of the tables with nobody facing them. KS2 packed lunches eat in the classrooms. Year Three eat/Year Four out and swap. Same with Year Five and Year Six. Any school dinner children go to the hall when it is their turn and eat in the hall.</li> <li>Pupil packed lunches – parents asked to send lunch/snacks in packages that pupils can open themselves. Sharing of 'finger food' avoided</li> <li>All children to eat lunch in their designated classroom space or outside space – only school dinners in the hall.</li> <li>All children to bring a water bottle from home</li> <li>Office to ring and remind parents if they forget. Children to be given a paper cup to use if need a drink and no water bottle.</li> </ul>	Medium	<p>All staff and pupils should bring a packed lunch on first day.</p> <p>Reduced to only dinners in the hall and odd years/ then even so reduced numbers. Socially distanced from other bubbles and ventilation. Packed lunches outside whenever possible or doors/windows open in classes.</p>	low	

		<p>This will be reviewed after the first few weeks.</p> <p>Reviewed for Monday 28<sup>th</sup> September. As weather is changing, and to further preserve the class bubbles, KS2 dinner children to return to class bubbles to eat once they have collected their dinners.</p> <p>Extra tables for Foundation eating in the Activity hall. Both classes socially distanced from each other and separate areas outdoors to play.</p> <p>Jan 2021 all KS2 children eat in the classrooms.</p> <p>KS1/Foundation in classes.</p> <p>Hall doors opened for ventilation when appropriate.</p> <p>An 2021 Key worker/vulnerable group bring sandwiches and eat in classrooms within the bubble.</p> <p>Updated September 2021 to use of the hall for dinners for all children.</p>		<p>More supervision outside and in.</p> <p>At least one adult per class when outside at all times.</p>		
Number of pupils too high	<p>Staff, pupils</p> <p>Pupil numbers to be kept to as few as possible</p> <p>Infection of the virus</p>	<p>Class bubbles of up to 32. Bubbles do not mix for the first term and then review.</p> <p>No whole school assemblies.</p> <p>Bubbles play as a bubble with adult supervision.</p> <p>Class bubbles continue. Jan 2021.</p> <p>Jan 2021 Key worker vulnerable group number 10.</p> <p>Updated to 12 as high need.</p> <p>One group per year group and a couple of mixed due to numbers.</p> <p>Bubbles do not mix at all. Same staff stay with each bubble.</p> <p>Two staff members to cover breaks and needs of children.</p> <p>Some one to one TA's in school to support children with EHCPs.</p> <p>Return to class bubbles March 2021 and procedures in place.</p> <p>Updated September 2021 to children can mix for teaching and play purposes. Staff can move across the school to meet the needs of the children.</p> <p>Restrict who school mixing at first as cases quite high inside so no whole school assemblies etc.</p>	Medium	<p>Keep the bubbles as separate bubbles for the first term and then review.</p> <p>Teacher can move e.g PPA but children stay as a bubble.</p>	low	

<p><b>Staff pupils with symptoms</b> <b>And staff who could be asymptomatic.</b></p>	<p>Staff, pupils, parents,  Symptomatic</p>	<ul style="list-style-type: none"> <li>Parents to be contacted if child shows symptoms during day &amp; sent home</li> <li>Child to be isolated to the back of the hall adult with PPE.</li> <li>Parents are asked to inform school if self-isolating due to symptoms so we can ensure they stay off</li> <li>Staff who show symptoms during work hours asked to leave &amp; self isolate</li> <li>If anyone becomes unwell with a new, continuous cough or a high temperature (above 37.8), loss of smell/taste in an education setting they should be sent home and advised to follow the staying at home guidance and request a COVID test.</li> </ul> <p>Essential workers in England, Scotland or Northern Ireland, can apply for priority testing through GOV.UK. A coronavirus test can be booked here: <a href="https://www.gov.uk/apply-coronavirus-test-essential-workers">https://www.gov.uk/apply-coronavirus-test-essential-workers</a></p> <ul style="list-style-type: none"> <li>If a child is awaiting collection, they should be moved, if possible and if appropriate, to a room where they can be isolated behind a closed door (back of the hall). Settings should be mindful of individual children's needs – for example it would not be appropriate for younger children to be alone without adult supervision. 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. PPE equipment to worn by member of staff dealing with this. Designated staff to be trained</li> </ul> <p><b>If a child has symptoms when at school,</b></p> <ul style="list-style-type: none"> <li><b>If we have a suspected case call PHE on 0300 303 8537. Updated now call DfE on 0800 046 8687 option 1</b>We will follow their advice and inform parents if a confirmed case of Covid. If the suspected case test result is negative, the child can return to school and you</li> </ul>	<p>Medium</p>	<p>Check at least 2 contact numbers for every pupil Dates to be tracked</p> <p>Encourage all staff to take part.</p>	<p>low</p>	<p>LO to contact keyworker parents LO to be updated</p> <p>25<sup>th</sup> January onwards. Covid Test Controller and Covid Test Administrator.</p> <p>PPE training</p>
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		<p>can update parents but maintain confidentiality. If positive, then all contacts will have to self-isolate as in the guidance for 14 days.</p> <p><a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</a></p> <p>SEE FLOWCHART BELOW</p> <p>All visitors to school must have a prior appointment and be wearing a mask.</p> <p>November 9<sup>th</sup> update. All staff requested to wear masks in busy areas of the school where social distancing is more difficult such as staff toilets, around the photocopier and walking to the staff room.</p> <p>Jan 2021 – mask wearing across the school in all communal areas and even in short conversations. Mask/visor wearing for staff who are CV suggested. Visitors restricted to H and S and educational needs. As above.masks in meetings.</p> <p>Jan 25<sup>th</sup> - To add an extra layer of restriction of the spread of the virus, all staff working in school to carry out a lateral flow test each Sunday and Wednesday. If positive, the adult will self-isolate and complete a NHS test. Results are being fed into and monitored through the NHS track and trace. This is an added measure and does not in any way replace the procedures that are in place for ensuring everyone follows social distancing and keeping to bubbles</p> <p>March 2021 reminded staff who are clinically vulnerable or anxious that it is fine for staff to wear masks in the classroom as an extra layer of protection. All staff over 50 and/or clinically vulnerable should be vaccinated by April 15<sup>th</sup>.</p>				
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		<p>Updated September 2021 – No requirement to wear a mask. In crowded areas, staff may choose to wear a mask. Lateral flow tests continue for all staff and PCR test if positive. PCR test if symptoms. No need to isolate if fully vaccinated unless you have the virus.</p> <p>Parent/Governor Meeting – use virtual meetings/email etc rather than in person meetings. Review at half-term.</p>				
<b>Behaviour</b>	<p>All children and adults (inc. parents and carers).</p> <p>Infection of the virus</p>	<ul style="list-style-type: none"> <li>• Staff, pupil and parental behaviour and cooperation will be the key to implementing all of the control measures.</li> <li>• School will carry out inductions to inform staff and pupils of the changes.</li> <li>• School will inform parents with suitable guidance around entry to/exit from the school site and their responsibilities for supervision of children whilst on site and when journeying to and from school.</li> <li>• Encourage staff and parents to cooperate with government plans for contact tracing.</li> </ul> <p>Behaviour protocols used &amp; difficult situations de-escalated  Jan 2021 – risk assessments updated for all children with challenging behaviour who are accessing key worker/vulnerable provision. Children in school reminded of social distancing etc if age appropriate.  Sept 2021 – All behaviour policies as normal. Support any child struggling due to lockdowns etc as we normally would.</p>	Low	Children with challenging behaviour supported by SEND team	low	
<b>Cleaning</b>	<p>Staff &amp; pupils</p> <p>Risk of Coronavirus infection</p> <p>The virus is thought to remain on textile or textured surfaces for 6-12hrs but up to</p>	<p>Children are kept in designated classrooms enabling very frequent cleaning</p> <p>Observation of all PHE guidance</p> <p>Follow PHE advice to remove all soft toys, and any toys that are hard to clean, such as those with intricate parts. Where practicable, remove soft furnishings, for example pillows, bean bags and rugs. Free flow PVC curtains to be removed from ASC/Pre/school and reception classroom</p> <p>Frequent daily cleaning of high-contact areas;</p> <ul style="list-style-type: none"> <li>• Taps and washing facilities,</li> <li>• Toilet flush and seats,</li> </ul>	Medium	<p>Bee Services have been advised and will be kept updated about priority areas</p> <p>Bee Services contact details in Critical Incident packs</p>	Low	

	<p>6 days on smooth, hard surfaces such as plastic and metal.</p> <ul style="list-style-type: none"> <li>• Door handles and push plates,</li> <li>• Handrails on staircases and corridors,</li> <li>• Lift and hoist controls,</li> <li>• Machinery and equipment controls,</li> <li>• All areas used for eating must be thoroughly cleaned at the end of each break, including chairs, door handles,</li> <li>• Telephone equipment,</li> <li>• Keyboards, photocopiers and other office equipment, classroom desks and chairs.</li> <li>•</li> </ul> <p>Each classroom and communal space (including spaces such as ASC/Pre School, Admin office staffroom, etc) have their own set of cleaning materials and equipment:</p> <ul style="list-style-type: none"> <li>• Dettol type spray and suitable disposable cloths</li> <li>• Boxes of tissues</li> <li>• A box of gloves (for cleaning only- spares stored in medical )</li> <li>• Liquid soap and hot water</li> <li>• Anitbac gel</li> <li>• Lidded bin in each classroom/area to enable safe disposal of gloves/wipes etc.</li> </ul> <p>Worktops/surfaces to be cleared to enable thorough cleaning.</p> <p>Lunch tables/ seat wiped cleaned between each child. When cleaning staff to wear protective gloves and plastic aprons</p> <p>Regular communications with cleaning company to update re priority areas to be cleaned.</p> <p>If we have a confirmed case of either a pupil or member of staff, Bee Services are to be contacted to arrange a Deep Clean carried out by a specialist team PHE guidance shared with Bee Services 03/06/2020</p>			<p>Complete COSHH risk assessment for any cleaning activities completed by staff to identify the correct process and PPE to be worn.</p> <p>If informed that someone has tested positive with covid-19 then any area/room they have accessed should be secured for 72 hours then undergo a thorough clean.</p>		
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Break/Lunch times	Staff & pupils  Infection of the virus	<b>Staggered break and lunchtimes</b> to create more space to enable promotion of appropriate distancing between children. Staggered break and lunchtimes to minimise cross-contamination between class groups.  <b>Reduction and isolation of equipment</b> available for each group to avoid cross-contamination between groups and reduction of cleaning required. December 2020 – extra lunchtime cleaning introduced. Jan 2021 – extra cleaning of touch point areas. September 2021 – Extra cleaning of touch points to continue. Children can mix at break/lunch but half in and half out at anytime to give children more space.				
Access/Egress of school building	Staff, pupils and parents  Infection of the virus	<ul style="list-style-type: none"> <li>One-way traffic through designated gates and external doors (for each group) to avoid face to face passing.</li> <li>Where possible, external and internal doors to be propped open to reduce the need for touching (all other fire protection measures must be adhered to).</li> <li>External doors to be closed as normal once gates are closed.</li> <li>Sanitiser stations available at each main entrance door.</li> <li>All children required to wash hands thoroughly using designated facilities once inside the building.</li> <li>Increased cleaning of handles and touch plates.</li> <li>Staggered collection times and designated exit doors for each class group will reduce the concentration of</li> </ul>	Low	Main reception closed to parents/visitors Guidance to be provided to parents on drop off and pick up arrangements.  Additional staff required to supervise perimeter gates and ensure		

		<p>parents collecting children and congestion in known pinch points around the school site.</p> <ul style="list-style-type: none"> <li>Parents prohibited from entering the school building and given clear guidance (markers on ground near to entrance doors/pathways along with appropriate signage) as to where they should drop their children off and where to collect.</li> </ul> <p>Week beginning 21<sup>st</sup> September as cases rising nationally, parents requested to wear masks when entering the school grounds to pick up and drop off younger children.</p> <p>Jan 2021 – only parents/carers of Key worker/vulnerable younger age children on site to drop off/collect. Other parents can collect schooling items/books etc from front lobby – one at a time and socially distanced on their daily exercise.</p> <p>March 2021 all distancing rules and drop off/pick ups revert to Jan plans with the added extra of Foundation being dismissed from the outdoor area and pre school exit to prevent a pinch point at the gate.</p> <p>September 2021 Extra handwashing continues. Children can be dropped off at classrooms. No mask wearing required outdoors.</p>		appropriate flow of people.		
<b>Risk that staff will not follow guidelines</b>	Staff	<ul style="list-style-type: none"> <li>All staff will be retrained before school re-opens. Clear guidance will be sent to all staff and they will confirm that they have read and understood.</li> <li>There will always be two adults in each room to gently remind each other to keep to the guidance when needed.</li> </ul> <p>Weekly updates to all staff continue. Jan 2021. Increased communication with all staff from leaders. Remind and retrain as needed.</p> <p>March 2021 review training sessions follow up to guidelines for any staff and updated guidance sent to all staff. September 2021 – retrain all staff with the new guidelines for this term.</p>	medium	<p>Staff will sign on My Concern to say read and understood</p> <p>As we are upscaling key worker provision bubble then this will support staff to follow a familiar model as all have been trained in this and on the rota</p>	low	

Waste	Staff	<ul style="list-style-type: none"> <li>Relocate waste bins to key strategic positions both in school buildings and in external areas that are in use in order that waste materials can be managed safely</li> <li>Bins should be emptied daily.</li> <li>Unlidded bins to be double bagged and emptied when no more than half full to avoid spillages of contaminated waste.</li> <li>Pupils . and adults reminded NOT to remove any item from the bins or insert hands inside.</li> </ul>	medium	Staff to ensure they wear protective gloves and or wash hands immediately after carrying out this activity.	low	
Administrative & other office based staff	<p>All office based staff.</p> <p>Infection of the virus</p>	<ul style="list-style-type: none"> <li>Staff in school but spaced out at least 2m. Only LO in small office – NE moves to main office.</li> <li>Main reception area closed to visitors/parents &amp; deliveries to be left in reception lobby when possible, Intercom to be used as necessary</li> <li>Screen will be added to Main reception desk and in place when the school is open to all in the future and social distancing measures have eased</li> </ul> <p><a href="#">Jan 2021 – office rota from week 2 of lockdown so all not in the office at once. Most work can be completed from home.</a></p> <p><a href="#">Office – all staff working in school but encouraging parents to use email/phone where possible.</a></p>	Low	Office staff have one person in small internal office, two in main office and spread out and one in parents area as not used at present/little office.	low	SW/JB
First Aid	Staff & Pupils	<ul style="list-style-type: none"> <li>Where there may be limited staff, the requirement to provide suitable first aid cover to all staff and students has been assessed with suitable first aid or paediatric first aid provided.</li> <li>All TA's hold at least Emergency First Aid qualifications</li> <li>Access to first aid facilities is maintained and the school suitably stocked with first aid sundries.</li> <li>ALL classroom areas have individual 'bum bag' first aid kits removing the need for shared equipment between class groups</li> <li>Staff or pupils with medical needs have been assessed and relevant consents are in place. Staff have been trained in the use of medications and increased level of control applied, to include the use of PPE if required.</li> <li>Masks, gloves and aprons must be used if 2m distance cannot be adhered to. Older children can be encouraged</li> </ul>	low	The HSE have announced a three-month extension to the validity of the following qualifications if the first aider to requalify because of the coronavirus: First Aid at Work Emergency First Aid at Work Paediatric First Aid	low	

		<p>to clean a slight graze themselves and apply a plaster themselves.</p> <ul style="list-style-type: none"> <li>Any child or member of staff displaying symptoms of COVID-19 to be isolated immediately and arrangements made for them to be sent home and a test applied for.</li> <li>Parents and staff made aware of necessity to isolate and for how long – see <a href="#">parent guide</a> on website.</li> </ul> <p>Ensure paediatric first aider on site for Keyworker/vulnerable if needed.</p> <p>March 2021 first aid staff all back on site for all children.</p> <p>September 2021 – all staff on site.</p>		Emergency Paediatric First Aid		
Fire Safety	Staff & pupils	<ul style="list-style-type: none"> <li>Personal Emergency Evacuation Plans (PEEPs) must continue to be in place for those staff that continue to work in the school and any pupils that access the school site..</li> <li>Ensure all emergency escape routes / doors are fully operational and kept clear.</li> <li>Reminders to staff and pupils that if the fire alarm is activated that they must still keep 2m distancing when at the evacuation point.</li> <li>Fire drill to be completed within first week of school re-opening</li> </ul> <p>Fire drill with key worker bubbles once settled.</p> <p>Fire drill with all children once settled.</p> <p>September 2021 – normal fire routines and drill once settled.</p>	Low	<p>All staff to review evacuation procedures in light of adapted working environments.</p> <p>Fire drill in September – same procedures.</p>	Low	
Contractors	Staff & pupils	<ul style="list-style-type: none"> <li>All <a href="#">contractors</a> must provide a suitable and sufficient risk assessment for the activities they carry out which must <a href="#">include covid-19</a>.</li> <li>All planned/reactive maintenance to be carried out during out of hours unless seen as an emergency or appropriate social distancing can be maintained.</li> </ul>	low	Contractor visits to be arranged with SBM	Low	
Property Compliance	Staff & pupils	<ul style="list-style-type: none"> <li>The school has ensured that relevant property statutory compliance checks have been completed and records updated.</li> <li>Daily and weekly checks have been reinstated</li> </ul>	low	AGLO will continue with this as we have been doing.	low	

Accident reporting Covid-19 incidents	Staff & pupils	<ul style="list-style-type: none"> <li>The Health &amp; Safety Executive have recently updated <a href="#">the Reporting of Injuries, Diseases and Dangerous Occurrences regulations (RIDDOR)</a> to include the requirement to report possible or actual exposure to the Covid-19 virus as a result of, or in connection with, a work activity.</li> <li>For further advice and guidance contact competent Health &amp; Safety Adviser.</li> </ul>	low	New helpline number to call	low	
<b>Other information</b>		<a href="https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19">https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19</a>  The Department for Education coronavirus helpline is available to answer questions about COVID-19 relating to education and children's social care. Phone: 0800 046 8687				

### Useful Guidance

The Government Guidance for implementing protective measures in educational and childcare settings can be found [here](#)

The NASUWT has also produced a useful checklist for reopening of schools which can be found [here](#).

CLEAPSS [Guide to doing practical work in a partially reopened school Science](#)

CLEAPSS [Guidance for science departments returning to school after an extended period of closure](#)

Conducting a SEND risk assessment during the coronavirus outbreak guidance can be found [here](#)

COVID-19: guidance on supporting children and young people's mental health and wellbeing can be found [here](#)

### General staff and pupil advice on limiting the spread of coronavirus in the Educational Setting

Government advice is clear PPE, including facemasks should be taken into account where employees could be put at risk. The use of such PPE does not replace or reduce the need to follow the government guidance in relation to hygiene practices

Frequently clean and disinfect objects and surfaces that are touched regularly, using your recommended cleaning products.

- Wash your hands with soap and water often – do this for at least 20 seconds.
- Use hand sanitiser gel if soap and water are not available.
- Staff and Pupils should wash their hands as soon as they get to school and when they arrive home, after they blow their nose, cough or sneeze, before they eat or handle food.
- Cover mouth and nose with a tissue or a sleeve (not hands) when you cough or sneeze.

- Put used tissues in the bin immediately and wash your hands afterwards.

Handwashing techniques advice can be found [here](#)

<b>Name of Assessor/s:</b> Sue Wright = Headteacher Linda Ogilvie – School Business Manager	<b>Date of Next Review</b> To be reviewed and updated regularly	<b>Line Manager/Supervisor:</b> Jan Berridge Trust Supervisor
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## What if someone gets the virus in school?



**10  
days**

The adult or child with symptoms must self-isolate for 10 days and arrange to be tested. If positive then isolate for 10days.



No need to  
isolate if  
fully  
vaccinated  
or under  
18yrs.





**10  
days**

If anyone attending school tests positive, then they isolate for 10days and their close contacts get a PCR test. They only have to isolate if positive.