

06 September 2021

Extracts from most recent government communication:

“As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people’s education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for 2 doses by mid-September.”

Therefore, our priority is to deliver face-to-face, high-quality education to all pupils. And in order to do this we are following the guidance and relaxing the social distancing measures but maintaining the cleaning regime and respiratory hygiene measures to make sure we minimise the spread of the virus.

Operation Description: COVID-19 Schools opening from 1st September 2021

Operation Location: All LCC-controlled School and educational settings – **St Bartholomew's Primary School**

Persons at Risk: School employees, pupils, parents/carers

Risk Assessment Guidance

Hazard: Something with the potential to cause **harm**.

The **tables below**, consider **Severity (S)** and **Likelihood (L)** **without** Control Measures. **Multiply (S x L)**

If applicable, **add** the **Weighting** figure.

Control Measures: Control measure(s) **reduce** the likelihood, **and/or** severity of **harm**, reducing **risk**.

Re-assess Risk, considering Severity (S) and Likelihood (L) **with** Control Measures in place.

Multiply (S x L) and, if applicable, **add** the **Weighting** figure = **Risk Rating** (with controls).

Severity (S)	x	Likelihood (L)	+	Weighting (W)	=	Risk Ratings (R)	
Fatality = 5		Likely = 5		Apprentice/trainee/inexperienced staff member/child (4-11yrs) = 5		20 +	Very High Risk
Injury (Specified injury / RIDDOR reportable) = 4		Probable = 4				15 - 19	High Risk
Injury (requiring treatment and/or 3 to 7 day absence) = 3		Possible = 3		Part-qualified/staff with less than 2yrs experience/persons aged 18-25yrs = 3		9 - 14	Medium Risk
Injury (requiring treatment and/or absence less than 3 days) = 2		Unlikely = 2				4 - 8	Low Risk
Minor Injury = 1		Very Unlikely = 1		Fully qualified/professional/ management/ and/or persons above 25yrs = 0		1 - 3	Very Low risk

HAZARD	Assessment of Risk without control measures				CONTROL MEASURES TO REDUCE THE RISK	Assessment of Risk with control measures			
	S	L	W	R		S	L	W	R
Risk of employees contracting Covid19	4	3	1	12	<p>Applicable to all employees:</p> <ul style="list-style-type: none"> MUST use PPE to attend to any pupil displaying symptoms of Covid19 Pupils showing signs of Covid19 must be taken them to Acorn to await collection Individual risk assessments MUST be in place for any child who is likely to spit or ignore instructions about social distancing. Any pupils or staff showing any signs of the virus MUST be tested and get a confirmed negative result before returning to school. Cleaning of the school strictly adheres to current government guidelines. All staff are to be provided with Lateral Flow testing kits. Staff are strongly advised to test themselves twice a week on a Sunday and Wednesday evening at 6pm. Staff will complete the ParentMail form before 7pm. The report is run by AM/JW and results reported to AE/RC. Anybody with a positive test result will then need to confirm this result by taking a PCR test at a local test centre. 	2	1	0	2
School could lapse/fail to follow the newest national and/or LCC guidelines and advice on COVID-19.	4	3	0	12	<p>Updates from DfE read and circulated as appropriate</p> <ul style="list-style-type: none"> Any changes in national/LCC advice and guidance to be shared with the Head, teachers and Board of Governors for appropriate action. Staff, Parents and students to be updated in a timely manner, using email, letters etc. as necessary. 	2	1	0	2
COVID-19 precautions are not followed within the school environment, leading to potential spread or outbreak.	4	2	0	8	<ul style="list-style-type: none"> COVID-19 <u>hygiene advice</u> and posters are displayed in key areas of the school site. Class Teacher display child friendly posters in Classrooms regarding hand washing etc. Staff to reiterate to Parents and Students (via letter/email/classroom talks and Tapestry etc.) the importance of :- <ul style="list-style-type: none"> Hand washing on a regular basis Covering coughs and sneezes with a tissue and disposing of it (Catch it, Bin it, Kill it) Regular lessons regarding staying clean and teach in an age appropriate manner 	4	1	0	4

					<ul style="list-style-type: none"> • All welfare facilities to be checked and cleaned regularly, and ensure a supply of anti-bacterial hand wash soap and paper towels are available (hand driers to remain switched off and not in use) • Hand sanitiser to be provided to all classrooms • Pupils to wash their hands at the start of the day, after playtimes and PE etc. • Timetables for each group for use of the field and playground are provided to all adults in school. • Class teachers and TAs provided with anti-bacterial wipes or cloths and sprays to wipe down classroom surfaces and clean at regular intervals • School cleaning regime is maintained to include frequent cleaning of frequently touched items (Door handles/doors/taps/table tops etc.) • Outer toilet doors and corridor/classroom doors to be wedged open where possible so that there are fewer handles to touch. • Cleaning to take place between sessions – such as wiping of tables, chairs, door handles, resources if required • The adult supervising the class at lunchtime will wipe down toilet door handles and flush handles with anti-bacterial wipes at the end of the lunch break. • The lid on toilet seats must be closed before flushing the toilet. • Windows and doors to be opened where possible but classrooms need to be warm enough for children to work. • During the winter, doors/windows to be opened during the day where fresh air is allowed to circulate. • Appropriate use of CO2 Monitors 				
Not enough PPE equipment	5	2	1	16	<p>NB PPE is only necessary if dealing with a pupil who is unwell and showing symptoms of Covid19</p> <ul style="list-style-type: none"> • PPE ordered when stocks are running low. • Staff inform the finance manager if equipment is getting low – half used • PPE needed for working with particular children (as identified on their individual risk assessments) is kept in the classroom area. • The caretaker has his own supply of PPE that is not to be shared with other staff. He will let the finance manager know when he needs more. 	2	1	0	2

Staff or student starts to show symptoms of COVID-19 (suspected) whilst at school	4	4	0	16	<ul style="list-style-type: none"> • Staff member to be sent home immediately (travel home appropriately) and begin self-isolation, and follow the guidance regarding sickness reporting. • Students to be moved to Acorn which will temporarily be used as 'isolation area', until a parent/carer can arrange pick-up. • If they need the toilet then they should go to the toilet area in Rowan. If they use the toilet then the office must be informed so that they can arrange for them to be cleaned • If a child or adult at school is confirmed to have the virus they must stay at home, but others in the household do not need to self-isolate. NHS Track and Trace will follow up contacts • The criteria below indicate when Public Health advice should be sought <table border="1" data-bbox="817 646 1865 837"> <thead> <tr> <th data-bbox="817 646 1294 722">Setting Type</th> <th data-bbox="1299 646 1865 722">Reporting Threshold <i>Where the following, who are likely to have mixed closely with each other, test positive within a 10 day period:</i></th> </tr> </thead> <tbody> <tr> <td data-bbox="817 726 1294 778">Most education and childcare settings:</td> <td data-bbox="1299 726 1865 778">5 children, pupils, students and staff OR 10% of setting population</td> </tr> <tr> <td data-bbox="817 782 1294 834">Special schools, residential settings, and settings that operate with 20 or fewer people:</td> <td data-bbox="1299 782 1865 834">2 children, pupils, students and staff</td> </tr> </tbody> </table> <p data-bbox="806 877 1872 981">In the event your setting meets the reporting threshold above you should report this to the LCC Health Protection Team in the usual way either 01522 552993 or healthprotectionteam@lincolnshire.gov.uk</p> <p data-bbox="806 1013 1872 1125">If there is a local outbreak, on advice from the Health Protection Team, the Contingency Plan may need to be actioned (which includes re-introduction of Bubbles for example)</p>	Setting Type	Reporting Threshold <i>Where the following, who are likely to have mixed closely with each other, test positive within a 10 day period:</i>	Most education and childcare settings:	5 children, pupils, students and staff OR 10% of setting population	Special schools, residential settings, and settings that operate with 20 or fewer people:	2 children, pupils, students and staff	2	2	0	6
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Directorate:	Education
HeadTeacher Name	Helen Okrafo-Smart
Date:	06 September 2021

School:	St Bartholomew's C.E.Primary School
Signature:	<i>H Okrafo-Smart</i>