

Whole School Autumn Term 2021 COVID-19 Risk Assessment Form

All schools are advised to note the hazards/issues identified and suggested control measures/further actions in this document and add detail specific to their school.

This is a live and active document which must be shared with all staff and reviewed on a regular basis to ensure it meets the changing environment to control the spread of the COVID-19 virus.

Name and Address of the School – St Bede’s RC Primary School, Sacriston, Durham, DH7 6AB		
Head teacher- Mrs S Clarke	Name of Person Completing the Risk Assessment- Mrs S Clarke	
Current Number of Staff Employed; Teaching: 6 Support Staff: 10 + 1 trainee	Date of assessment – August 2021	Date risk assessment reviewed – JANUARY 2022
Current Number of Pupils on Roll- 98 Current number of pupils accessing alternative provision- 1		
Contractors currently working on the school site- 0		
Consultation -The Covid-19 Risk Assessment and associated COVID Policy have been shared with the Governing Body and Staff members. The Governing body of the school are to be informed of any staff members or Parent/Carers concerns.		
Communication -The Covid-19 Risk Assessment and associated COVID Policy has been shared with the whole staff team. The school have more than 50+ members and staff and to comply with the current Schools Coronavirus (COVID-19) Operational Guidance in the Summer Term 2021 and to ensure compliance with the Health and Safety Executive (HSE) a copy of this risk assessment has been placed on the school website.		

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Persons covered by this assessment – **The School Community, visitors, professionals, and contractors working in/attending the school site to provide support etc.**

COVID-19 is a virus which has serious effects which debilitates those who have caught it and causes immense distress both physically and mentally. The UK has suffered huge fatality rates.

The virus is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
- COVID-19 may be spread by people who are not showing symptoms.

RISK RATING		Likelihood		
		Probable Occurs repeatedly, to be expected or could affect large number of people	Possible Could occur sometime or effect a few people	Remote Unlikely to occur or not many people to be affected
Impact	Major Major injury, permanent disability, or ill-health	High	High	Medium
	Severe Injury requiring medical treatment	High	Medium	Low
	Minor First aid treatment	Medium	Low	Low

The school are following the guidance [Schools coronavirus \(COVID-19\) operational guidance](#) and where applicable guidance for [Early Years](#), [Further Education Colleges](#) and [Special Schools](#).

Public Health England advice systems of controls to minimize coronavirus (COVID-19) risks in school environments, the school are adhering to the four key current systems of control;

1. Ensure good hygiene for everyone.
2. Maintain appropriate cleaning regimes.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

COVID-19 will be a feature of our lives for the foreseeable future, so we need to learn to live with it and manage the risk to ourselves and others-[Coronavirus: how to stay safe and help prevent the spread.](#)

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Hazards / issue	Risk rating H/M/L	Recommended controls	Yes/No (x ✓ if in place)	Further action to be taken during the Autumn Term 2021.	By whom & when	Risk Rating H/M/L
1)Transmission within the school community						
Transmission of COVID-19 in the Autumn Term	H	<p>-NHS COVID-19 Vaccination -programme has commenced throughout the UK.</p> <p>-Pregnant staff are aware that they can get vaccinated against COVID-19 if aged 18 or over.</p> <p>-A register is in place at the school identifying staff members who have received the vaccination for COVID-19.</p> <p>-Staff, Parents/Carers are aware of the symptoms of COVID-19.</p> <p>- The school have provided Staff, Parents and Carers with an e-mail address/contact details to report a positive LFD/PCR test in and out of school hours. The e-mail address and contact details are monitored on at least a daily basis.</p> <p>-Staff/ pupils who are experiencing coronavirus (COVID-19) symptoms, will not attend the school and advised to self-isolate. Staff/Parent/Carers are advised to arrange a PCR test, where symptoms are presented.</p> <p>-Staff and Parents/Carers follow the sickness absence procedure in place at the school</p> <p>-Staff and Pupil attendance records maintained each day.</p> <p>-All staff and pupils adhere to any instructions, advice, guidance, and site rules provided to them.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>-Remind all staff on their return to school that the NHS COVID-19 Vaccination programme can still be accessed-Book or manage your coronavirus (COVID-19) vaccination.</p> <p>-Ensure that the COVID-19 staff vaccination register is kept up to date during the Autumn Term 2021.</p> <p>-Staff to be made aware that -A booster vaccine programme is expected to be rolled out from September 2021.</p> <p><i>-Staff and Parents/Carers to be reminded via the schools' communication links that they must not attend the school, even if they are feeling better, until they receive their PCR test results.</i></p> <p>-Where coronavirus symptoms presented Staff and Parents/Carers advised to follow the Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p> <p>-Staff and Parents/Carers to be reminded to report the LFD/PCR results to NHS Test and Trace.</p> <p>-If the PCR test is negative the staff/pupil can return to school.</p> <p>-Where a positive case is identified NHS Test & Trace will contact those who test positive – or their parent or legal guardian – to identify close contacts.</p> <p>-Staff and Parents/Carers advised to report the outcome of their LFD/PCR tests results to the school via the previously agreed route.</p> <p>-NHS Test and Trace are now responsible for contacting close contacts.</p> <p>-Contingency framework in place to ensure safe staffing levels are achievable, agreed established and monitored appropriate to group sizes/ pupil needs and the activities being undertaken.</p> <p>-Where a parent/carer insists that a pupil attends the school, the Headteacher can take the decision to</p>	Headteacher	M

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		<p>-Identified staff and pupils are participating in voluntary Lateral Flow Device testing twice weekly during the autumn term.</p> <p>-Weekly updates circulated to Headteachers by Jim Murray-Head of Education and Skills.</p>	✓	<p>refuse the pupil entry into school if, in the Headteacher's reasonable judgement, it is necessary to protect other pupils and staff from possible infection of COVID-19.</p> <p>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</p> <p>-Where concerns are raised with the number of positive cases within the school community contact the DfE helpline on 0800 046 8687 and selecting option 1.</p>		
Staff/Pupils identified as close contacts by NHS Test and Trace	M	<p>-From the 16th August 2021, staff who are fully vaccinated or pupils under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.</p> <p>-A register is in place at the school identifying staff members that have received the vaccination for COVID-19.</p> <p>-Staff who are not fully vaccinated will have to isolate if they are identified by NHS Test and Trace as being a close contact.</p> <p>- The school is no longer expected to undertake contact tracing. Close contacts will now be identified via NHS Test and Trace. -Contact Tracing for Step 4 Onwards Frequently Asked questions read where need identified.</p> <p>JANUARY 17th update - Once notified by NHS Test and Trace as a close contact, all eligible staff, pupils and students should take an LFD each day for 7 days and report the results through the Online Reporting System and to school.</p> <p>If they test negative, they can continue to attend their education setting. Outside of the education setting,.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>-Staff/Pupils identified as close contacts will be contacted by NHS Test and Trace and advised to isolate unless they are exempt for 10 days.</p> <p>-Close contacts within schools etc. will be traced by NHS Test and Trace where the positive case specifically identifies the individual as having been a close contact.</p> <p>School will contact close contacts as a matter of courtesy to prevent further spread within our setting. We will email regular DfE updates.</p> <p>-If there is a positive test result, the individual must isolate, and NHS Test and Trace will work with the staff/pupil to identify their close contacts.</p> <p>-The school will continue to keep a record of pupils and staff known to be symptomatic or to have tested positive, so that they can provide assistance if contacted by NHS Track and Trace.</p> <p>-Consideration be given to continuing with seating plans in classrooms.</p>	Headteacher	L

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		<p>If they test positive, Confirmatory PCR tests are not required they should self-isolate they must self-isolate for 10 days. Although there is now an option to reduce the isolation period to 5 full days if a negative lateral flow test is obtained on the morning of day 5 and day 6 and THERE IS NO TEMPERATURE.</p> <p>ALL RESULTS MUST BE SHARED VIA THE ONLINE REPORTING SYSTEM AND THE SCHOOL EMAIL.</p> <p>YOU MUST CONTINUE TO ISOLATE IF LFT IS POSITIVE AS 2 NEGATIVE LATERAL FLOW TESTS MUST BE OBTAINED AT LEAST 24 HOURS APART ON CONSECUTIVE DAYS TO END THE ISOLATION PERIOD BEFORE THE SPECIFIED 10 DAY LIMIT.</p>				

2) Lateral Flow Device (LFD) Asymptomatic Testing Site (ATS) testing in schools and LFD testing at home.

Home Asymptomatic Testing	M	<p>-The school have provided Staff, Parent and Carers with an e-mail address/contact details to report a positive LFD/PCR test in and out of school hours. The e-mail address and contact details are monitored on at least a daily basis.</p> <p>-The school are following; Primary schools, school-based nurseries and maintained nursery schools. Testing for secondary schools and FE colleges. SEND and specialist settings.</p> <p>-Staff advised to continue twice weekly testing</p>		<p>- Continue to advise Staff, Parents and Carers to report LFD Test results reported via -Report a COVID-19 rapid lateral flow test result.</p> <p>-Parents/Carers of Primary aged pupils will be updated on current DfE guidance regarding LFT testing</p>	Headteacher	L
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Hazards / issue	Risk rating H/M/L	Recommended controls	Yes/No (x ✓ if in place)	Further action to be taken during the Autumn Term 2021.	By whom & when	Risk Rating H/M/L
		<ul style="list-style-type: none"> -Primary School age pupils presenting with symptoms of COVID-19 should have a PCR test -Staff continuing to undertake twice weekly home tests whenever they are on site until the until further advice is received -Staff, Parents and Carers advised to report LFD Test results reported via Report a COVID-19 rapid lateral flow test result. 				
Home Positive LFD/PCR test result	H	<ul style="list-style-type: none"> -Staff and Parents/Carers advised to report the outcome of their LFD/PCR tests results to the school via the previously agreed route. -Staff, and parent/carers are aware to report the LFD/PCR test results via the NHS Online reporting system for both negative, void, and positive test results. 	<ul style="list-style-type: none"> ✓ ✓ 	<ul style="list-style-type: none"> -Parents/Carers reminded to report the results of the PCR test via the school e-mail address/contact details provided by the school. The e-mail address/contact details are monitored by the school on at least a daily basis. -Staff, and parent/carers are to be reminded to report the test result via the NHS Online Test and Trace reporting system for both negative, void, and positive test results. --If the LFT/PCR test is negative the staff/pupil can return to school. -Where a positive case is identified NHS Test & Trace will contact those who test positive – or their parent or legal guardian – to identify close contacts. 	Headteacher	L
COVID-19 Outbreak	H	<ul style="list-style-type: none"> -DCC Public Health Team are monitoring all positive cases reported in the County. Where an increase in cases occurs, DCC H&S Team may be contacted to offer support to identified schools. If the school identifies 5 children, pupils, students or staff, who are likely to have mixed closely*, test positive for COVID-19 within a 10-day period Or 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> -DCC Public Health Team have provided a template COVID-19 Outbreak management plan that is to be completed by the Headteacher. -The school may be contacted, by the local health protection teams in response to a local outbreak. -Where an outbreak is identified It may be necessary to reintroduce face coverings for staff and pupils when in classrooms and moving around the school site. -Where an outbreak is identified it may be necessary to reintroduce class bubbles and restrict movement around the building. 	Headteacher	L

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		<p>10% of children, pupils, students or staff who are likely to have mixed closely* test positive for COVID-19 within a 10-day period</p> <p>Or</p> <p>If any case of COVID-19 in school has resulted in that person being hospitalised</p> <p>*in the same cohort, for example class/year group/activity group/friendship group/home to school transport</p> <p>the school will contact the dedicated DfE advice service on 0800 046 8687, who will escalate it to the local health protection team if necessary and may advise the school to implement its outbreak management plan and</p> <p>Contingency framework: education and childcare settings</p>		-Where concerns are raised with the number of positive cases within the school community contact the DfE helpline on 0800 046 8687 and selecting option 1.		

3)Day to day infection control.

Infection Control within the school	H	<p>-Staff and pupils who experience COVID-19 symptoms or have a positive LFD test whilst at school are sent home as soon as possible and advised to arrange to have a PCR test. - Parents/Carers are contacted to collect pupils from the school site.</p> <p>-Pupils who experience COVID-19 symptoms are to be collected from school as soon as possible. They are kept 2m apart from all other pupils and staff whilst on site, where possible.</p> <p>-If a pupil needs direct personal care until they can return home, staff wear gloves, an apron, and a face mask. Eye protection</p>	<p>✓</p> <p>✓</p> <p>✓</p>	<p>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</p> <p>-Staff and pupils should avoid using public transport and, wherever possible, be collected by a member of their family or household.</p> <p>--Staff members well being assessed as to whether they are fit enough to make their own way home. Where need identified, next of kin to be contacted.</p> <p>-Close contacts are now identified via NHS Test and Trace, schools are no longer required to undertake contact tracing.</p> <p>-School will send out notification to families pre-emptively in order to provide early notice wherever a</p>	Headteacher	M
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		<p>should also be worn if deemed risk from coughing/spitting/ vomiting.</p> <p>-Anyone who comes into close contact with someone with COVID symptoms must wash their hands. They do not need to isolate or get a test unless they develop symptoms themselves.</p> <p>-Staff/ pupils who test positive for COVID 19 should self-isolate for 10 days.</p> <p>-Close contacts should take a PCR test but do not need to isolate; they can continue to attend the school setting whilst they are waiting for their results (unless they develop symptoms).</p> <p>- Infection Control Risk assessment in place to manage other biological hazards within the school community.</p> <p>-Spillage policy in place.</p>	<p>✓</p> <p>✓</p> <p>✓</p>	<p>positive case is identified and pupils/staff are deemed close contacts</p> <p>-This is as we are a small school and feel that early notice may go some way in further reducing the risk to staff/pupils and the wider community as a whole</p> <p>Restrictions have been imposed since Autumn half term:</p> <ul style="list-style-type: none"> • No person(s) coming into school • Key Stages have separate playtimes • Key stages have separate lunches • No more than 4 adults in the staffroom • Only essential personnel allowed to visit school (for pupil welfare and/or educational purposes) • All visitors wearing face coverings • All staff wearing face coverings in communal areas • Educational visits have been cancelled/postponed until further notice unless there are exceptional circumstances & parents have consented • Have Liturgical prayer/assemblies remotely <p>We reserve the right to:</p> <ul style="list-style-type: none"> • reintroduce staggered start/finish times 		
Social Distancing within the school building	H	<p>-All occupied areas within the school will be ventilated throughout the school day.</p> <p>-Good hand and respiratory hygiene demonstrated when moving about the building.</p> <p>-Pupils are supervised when moving about the building.</p>	<p>✓</p> <p>✓</p> <p>✓</p>	<p>-Although social distancing is no longer a legal requirement for staff and pupils, Headteachers still have a legal duty to ensure the health and safety of their staff and pupils.</p> <p>-Measures previously put in place (e.g., one-way systems/dedicated access/egress points into the building) to ease congestion when staff and pupils are entering/exiting and moving about the building can still continue.</p> <p>-Consideration be given to phasing in school activities where year groups and staff will interact during the start of the school term.</p>	Headteacher	L

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				-Staff are to be advised to continue to make sensible decisions regarding their proximity to others both in class and with colleagues.		

4) Maintaining Hand and Respiratory Hygiene.

Hand and Respiratory Hygiene	H	<ul style="list-style-type: none"> -Handwashing/application of hand sanitiser embedded in the daily routines of the school. -Supplies of hand sanitiser (60-70% alcohol) available at entrance points and where there are no handwashing facilities around the school site (Supplies regularly monitored & maintained). -Support is provided to pupils who are unable to clean their hands independently, especially where hand sanitiser is used, to prevent hazards such as ingestion -Staff and Pupils wash their hands or apply hand sanitiser (60-70% alcohol); <ul style="list-style-type: none"> - When they arrive at the school - When they return from break periods - When they change rooms - Before and after eating -Following interventions <ul style="list-style-type: none"> -Hand, cleaning, and respiratory stations remain within communal and classroom environments. -Sufficient handwashing facilities are available around the school --Soap hand towels and hand dryers readily available. -Handwashing, and hand sanitiser posters located in Staff and Pupil toilet areas and around the school site. -The school are utilising The e-Bug COVID-19 website resources. 	✓	<ul style="list-style-type: none"> -Handwashing guidance and Handwashing Video to be shared with staff so that pupils can be reminded how to wash their hands/apply sanitiser. Happy Tap handwashing stations to be available in each classroom/school yard – to avoid congestion in toilet areas during busy periods of the day. Additional hand sanitiser to be purchased. No hand dryers to be enabled in the toilets to mitigate the potential spread of the virus. Hand washing will remain a high priority during school times and regularly revisited with all pupils by staff within school. Tissues will be available in all classrooms/office/communal areas and bins emptied regularly 	Headteacher	M
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Face Coverings	H	In-line with government guidance – face coverings will be worn by all personnel/visitors in communal areas of school and when walking around the school site Only those deemed exempt will not have to wear them Children will not be required to wear face coverings			Headteacher	M
Use of Personal Protective Equipment when supporting pupils	H	-First aid risk assessment in place. -First aid/medication activities carried out in a well-ventilated area at all times. -Supply of PPE readily available; gloves/aprons/face coverings. -EHCP's in place for identified pupils. -Staff performing Aerosol Generating Procedures, (AGPs) in the school follow Public Health England's personal protective equipment (PPE) guidance on AGP's and wear the correct PPE which is: -gloves -eye protection	✓ ✓ ✓ ✓	-Staff should wear face coverings when providing first aid/medication/personal care support unless deemed exempt PPE equipment is readily available in the staffroom and located at 2 other key areas in school (All access toilet & girls toilet) to enable access as and when needed.	Headteacher	M

5)Ventilation around the school site and on public/dedicated transport

Poor Ventilation	H	-Windows/doors around the school building are opened prior to the start of the school day. -Ventilation is achieved by opening windows, classroom doors and vents. -Unoccupied spaces such as dining halls, studios and sports halls windows and doors	✓ ✓	-Continually remind staff that Office, Classroom doors and windows to be wide open when the room is not occupied. -The school are to identify rooms that don't have natural ventilation/vents or mechanical ventilation and review whether alternative workspaces can be utilised. -Where a room is in use and there are no means of ventilation ensure that the door is open at all times.	Headteacher	L
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		<p>are open all day to allow a through put of air around the building.</p> <p>-Classrooms, offices, kitchens, and corridor areas etc. are well ventilated prior to the start of the school day.</p> <p>-During the Autumn Term windows are opened just enough to provide constant background ventilation.</p> <p>-Where available high-level windows opened in preference to low level windows to reduce draughts.</p> <p>-Windows are opened fully during break and lunchtime periods to purge the air in classroom areas.</p> <p>-Internal doors opened to assist with creating a throughput of air.</p> <p>-Where need identified external doors opened where safe to do so.</p> <p>-Where fresh air is not available, then systems should be operated as normal (as long as they are within a single room and supplemented by an outdoor air supply).</p> <p>-Mechanical ventilation tested and inspected as per manufacturer's instructions.</p> <p>-The HSE guidance and CIBSE COVID-19 guidance for ventilation followed.</p> <p>Carbon dioxide monitors in each classroom to enable levels of carbon dioxide to be monitored.</p>	<p>X</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>-Where concerns are raised regarding lack of ventilation consideration given to purchasing/hiring air conditioning units.</p> <p>-Where need identified staff and pupils advised to wear additional clothing during the autumn term.</p> <p>NB: The school hall cannot remain OPEN due to the location of the exits which would breach H&S rules – as they lead directly out on to grounds that are not secured by the school perimeter fence. The air circulation system is left on throughout the day.</p>		

6) Cleaning carried out on the school site

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Use and storage of cleaning products	M	<ul style="list-style-type: none"> -Hand, respiratory, cleaning stations located around the school site. -Staff read the labels of chemicals/substances used to clean surfaces prior to use. -Full Stock check completed in the Summer Term regarding available resources /stock currently held. - COSHH and MSDS sheet held for the chemical used and shared with staff carrying out cleaning activities. -Stocks replenished where need identified. -Cleaning products stored away from pupils in the classroom environment. -Cleaning products stored in designated secure areas around the school site. -All cleaning products clearly labelled and used as directed. -Appropriate PPE worn. 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ 	<p>Stocks of cleaning equipment and sanitisers etc have been checked and replenished where necessary.</p> <p>These will continue to be topped up as and when required until further guidance is received.</p>	Headteacher Caretaker	L
Cleaning schedule on the school site	H	<ul style="list-style-type: none"> - COVID-19:cleaning non-healthcare settings outside the home guidance followed. -Enhanced cleaning schedules put in place at the beginning of the pandemic throughout the school day will continue. -Hand, cleaning, and respiratory stations remain within communal and classroom environments. -Cleaning staff allocated specific areas to clean within the school environment. -Staff will continue to clean surfaces frequently through the day in classrooms. -Where able to pupils clean down work surfaces prior to moving from one room to another -Where staff 'hot desk', work surfaces and equipment cleaned after use. 	<ul style="list-style-type: none"> ✓ ✓ ✓ N/A ✓ 	<p>-Where need identified the cleaning, schedule is reviewed, and additional cleaning carried out.</p> <p>The enhanced cleaning regime will continue – focusing on key areas outlined and areas of heavy footfall.</p> <p>Staff will continue to clean tables in their classrooms as and when this is deemed necessary based upon the activities undertaken within their specific classrooms and on the needs of the children within their cohorts.</p>	Headteacher Caretaker School staff	L

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		<ul style="list-style-type: none"> -Desks, tables, surfaces clear at the end of each day to allow for cleaning of surfaces. -A regular cleaning schedule is maintained. This includes twice daily cleaning (using standard detergent and disinfectant products.) of all areas and equipment, with a particular focus on frequently touched surfaces: -Work surfaces -Toilets -Door Handles/ Access Buttons -Handrails -Light switches -Kitchen areas and associated equipment -Water dispensers/ coolers - Printers/ Photocopiers -Shared resources -Meeting rooms clearly identified if they require cleaning after use. -Office areas -Reprographic areas -Dining tables thoroughly cleaned with detergent and disinfectant prior to each sitting. -Appropriately competent cleaning staff employed at the school to undertake cleaning tasks. -Communal equipment including fridges and kettles etc. wiped down following use. - Cleaning staff will only be required to wear the PPE that they would normally use when undertaking cleaning activities -Spillage policy in place. -Minibuses and cars to be wiped down inside after use. -PE equipment to be wiped down between uses 	<ul style="list-style-type: none"> ✓ ✓ 			
Waste from the school site	M	<ul style="list-style-type: none"> -External bin store in place -Contractor SLA in place to remove waste materials from the school site. 	✓		Caretaker	L

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		-Waste removed from the school building at the end of each day and placed in the designated bin store	✓ ✓			

7)Pupil/Staff Anxiety

Staff Anxiety	M	-SLT ensure that staff members who have to self-isolate are contacted each week or more frequently where need identified. -Staff workload monitored by the SLT.	✓ ✓	-SLT to ensure that information is shared with staff in a timely manner. -Staff to raise concerns with the SLT as and when they arise. -Where need identified refer staff to DCC Occupational Health. -Continue to remind Staff members of the support available from; Education Support provides a free helpline for school staff and targeted support for mental health and wellbeing and the Our Frontline: Wellbeing toolkit for educators brings together a range of resources and support for staff. -The school will utilise sources of support to help those experiencing emotions such as extra mental health support for pupils and teachers . -Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.	Headteacher DHT	L
Pupil Anxiety	M	-Safeguarding Policy in place and reviewed in line with COVID-19. - Mental Wellbeing continues to be part of the curriculum for the Autumn 2021 Term. -The school are working with agencies who regularly support their pupils with social and emotional support. -Pastoral support readily available to pupils. -Details of Family Wellbeing Co-ordinator to be emailed to all parents so they can seek additional support/advice if they require it	✓ ✓ ✓	-Staff to raise concerns with their Delegated Safeguarding Lead in the first instance. School will continue to work closely with the mental health support team, referring pupils where this is deemed necessary. -School will continue to work with Family Wellbeing Coordinator referring pupils through dialogue/consent from parents.	Headteacher DHT	L

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Hazards / issue	Risk rating H/M/L	Recommended controls	Yes/No (x ✓ if in place)	Further action to be taken during the Autumn Term 2021.	By whom & when	Risk Rating H/M/L
			✓			
8) Staff and Pupils previously identified as Clinically Extremely Vulnerable (CEV) or Clinically Vulnerable (CV) in the school community.						
Staff	M	<ul style="list-style-type: none"> -Social distancing measures should be adopted by staff as and when this can be facilitated -The government has ensured that everyone on the Shielded Patient List (CEV/CV) should already have been offered the COVID-19 vaccine. -Register in place of staff members who have received the COVID-19 vaccination. -Medical ill Health risk assessment completed. No more than 4 members of staff in the staffroom 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> - If staff who were previously identified as CEV or CV have not yet received their first vaccination, they can contact their GP, book your vaccination appointment online or call 119 -Staff to be made aware that A booster vaccine programme is expected to be rolled out from September 2021. -Review the Medical ill Health risk assessment during the Autumn Term. -Where need identified refer staff to DCC occupational Health. -Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues. Staff will complete the Covid 19 individual risk assessments provided by BWCET (6/9/21) Any actions arising from these will be carried out in line with above guidance re Occ Health etc. 	Headteacher	L
Pupils	M	<ul style="list-style-type: none"> -Individual healthcare plans are in place for identified pupils. -All CEV pupils are attending the school unless they have been advised not to by their GP or clinical specialist, or because they have tested positive for COVID-19 -Professionals supporting pupils who attend the school site are made aware of the schools' current systems of control prior to attending the school site. 	<ul style="list-style-type: none"> ✓ ✓ 	Key staff are aware of individual pupil needs in relation to identified health needs	Headteacher	L

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9) New and Expectant mums in the school community						
New and Expectant Mums	M	<p>-New and Expectant Mum risk assessment in place.</p> <p>-The school and New and Expectant Mum are following the guidance NHS Pregnancy and coronavirus (COVID-19), and guidance from The Royal College of Obstetricians & Gynaecologists</p> <p>-Hand, cleaning, and respiratory stations located within the classroom environment.</p> <p>-Working area well ventilated throughout the school day.</p> <p>-New and Expectant mums have been advised to participate in the twice weekly home LFD testing programme.</p> <p>-New and Expectant mums are aware of the symptoms of COVID-19.</p> <p>-New and Expectant mums are supported by their midwife.</p> <p>-New and expectant mum are given time during work hours to attend all medical appointments as required.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>-Where New and Expectant Mum risk assessments have previously been completed, they are to be reviewed during the Autumn Term.</p> <p>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</p> <p>-New and Expectant Mum to raise concerns with her immediate manager in the first instance.</p> <p>-The new and Expectant Mum is to be advised to follow the guidance-How to avoid catching and spreading coronavirus (COVID-19);</p> <ul style="list-style-type: none"> • Get vaccinated – everyone aged 18 or over can book COVID-19 vaccination appointments now • Meet people outside if possible • Open doors and windows to let in fresh air if meeting people inside • Limit the number of people you meet and avoid crowded places • Wear a face covering when it's hard to stay away from other people – particularly indoors or in crowded places • Wash your hands with soap and water or use hand sanitiser regularly throughout the day <p>Don't</p> <ul style="list-style-type: none"> • Do not touch your eyes, nose, or mouth if your hands are not clean <p>-Staff are to be advised to continue to make sensible decisions regarding their proximity to others both in class and with colleagues.</p> <p>Relevant paperwork for expectant mums will be carried out as and when required and follow advice from HR and gov guidance</p>	Headteacher	L

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10) Domestic and International Educational Visits						
EVOLVE	M	-Visits uploaded to EVOLVE in a timely manner. - Educational visits planning guidance followed. Any school visits scheduled have been cancelled/postponed until further notice unless there are exceptional circumstances and parents have consented.	✓	- Coronavirus (COVID-19):safer travel guidance for passengers and Red, amber and green list rules for entering England to be reviewed prior to new bookings being made.	Headteacher/Office staff	L
11) Professionals/Visitors and Contractors on site.						
Visitors/Contractors and External Support Staff on the school site.	M	-All visitors sign in when they attend the school site. -Hand sanitiser station in place at the main entrance. -Clear signage in place at the main entrance in relation to use of hand sanitiser and face coverings. Only visitors deemed essential to the welfare of our pupils and/or their educational development will be permitted into school Any visitors will be reminded of the requirement to follow measures in place to reduce the potential spread of infection - Hand sanitiser (60-70% alcohol applied before entering the school building. - Face covering guidance followed. -Main reception area spot cleaned throughout the day.	✓ ✓ ✓ ✓ ✓	-Professionals/Visitors and Contractors to be advised in advance of the schools wishes regarding wearing face coverings on the school site; Face coverings worn in enclosed and crowded spaces when staff come into contact with people they don't normally meet. -A supply of face coverings are to be readily available at the main entrance for visitors to the site.	School office	L

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Catering Contractors	M			<p>The school's catering contractors are to continue to follow the Working Safely During Coronavirus (COVID-19).</p> <p>Taylor Shaw continue to operate based on the guidance provided for them.</p>		L

For further advice and support contact the Children & Young People's/Adult & Health Services ,Health and Safety Team -hsteam@durham.gov.uk and 03000 263430.The Health and Safety Team have placed all relevant documents in a [COVID-19 file](#) on their Extranet page.

All relevant guidance contained in this document is subject to updates as required.

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