

**Whole School SPRING TERM 2022 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.**

<b>Name and Address of the School – St Bede’s Catholic Primary School, Sacriston, Durham, DH7 6AB</b>		
<b>Head teacher- Mrs S Clarke</b>	<b>Name of Person Completing the Risk Assessment- Mrs S Clarke</b>	
<b>Current Number of Staff Employed;</b>  <b>Teaching: 6</b>  <b>Support Staff: 10 + 1 trainee</b>	<b>Date of assessment – August 2021</b>	<b>Date risk assessment reviewed – March 2022</b>
<b>Current Number of Pupils on Roll- 96</b>  <b>Current number of pupils accessing alternative provision- 0</b>		
<b>Contractors currently working on the school site- 0</b>		
<b>Consultation</b> -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.		
<b>Communication</b> -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 <a href="#">Schools Coronavirus (COVID-19) Operational Guidance</a> in the Summer Term 2021 and to ensure compliance with the <b>Health and Safety Executive (HSE)</b> 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
<b>1)Transmission within the school community</b>						
Transmission of COVID-19 in the SPRING 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 <a href="#">symptoms of COVID-19</a>.</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>- Pupils, staff and other adults should follow guidance on <a href="#">People with COVID-19 and their contacts</a> if they have <a href="#">COVID-19 symptoms</a>.</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>-Weekly updates circulated to Headteachers by Jim Murray-Head of Education and Skills.</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-<a href="#">Book or manage your coronavirus (COVID-19) vaccination</a>.</p> <p>-Ensure that the COVID-19 staff vaccination register is kept up to date during the academic year 21_22</p> <p>-Staff to be made aware that <a href="#">-A booster vaccine programme</a> is expected to be rolled out from September 2021.</p> <p>-Where coronavirus symptoms presented Staff and Parents/Carers advised to get a PCR test (test that is sent to a lab), even if the symptoms are mild.</p> <p>Try to stay at home and avoid contact with other people until you get your test result.</p> <p>The symptoms are:</p> <ul style="list-style-type: none"> <li>• a high temperature</li> <li>• a new, continuous cough</li> <li>• a loss or change to your sense of smell or taste</li> </ul> <p><a href="#">NB: While you're no longer required by law to self-isolate if you have COVID-19, you should still stay at home and avoid contact with other people. This helps reduce the chance of passing COVID-19 on to others. This advice will be updated on 1 April 2022.</a></p> <ul style="list-style-type: none"> <li>• If you have COVID-19, you should stay at home while you're infectious to others.</li> <li>• This can be for up to 10 days from when your symptoms start. Many people will no longer be infectious to others after 5 days.</li> <li>• You can do a rapid lateral flow test from 5 days after your symptoms started (or the day you had the test if you do not have symptoms) and another the next day.</li> <li>• If both tests are negative and you do not have a high temperature, you're less likely to pass</li> </ul>	Headteacher	M

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			✓	<p>COVID-19 to others and you can go back to your normal routine.</p> <p>If your test result is positive on day 5, you can carry on doing rapid lateral flow tests every day until you get 2 negative test results in a row.</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>-<a href="#">Contingency framework</a> 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>-If a parent or carer insists on a pupil attending your school where they have a confirmed or suspected case of COVID-19, the Head can take the decision to refuse the pupil if, in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection with 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><b>-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.</b></p>		
Staff/Pupils identified as close contacts	M	Public health advice for People with COVID-19 and their contacts changed from <b>24 February</b> . Contacts are no longer required to self-isolate or advised to take daily tests, and contact tracing has ended.	✓	<p>There is no requirement to self isolate or take daily tests if any pupil/staff member etc is deemed a close contact of a positive case.</p> <p>Children and staff may attend school as normal in this instance</p> <p>Contact tracing has ended</p>	Headteacher	L

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				<p>-Consideration may be given to seating plans in classrooms.</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>		

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

<b>Home Positive LFD/PCR test result</b>	<b>H</b>	<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>-Staff, and parent/carers are aware to report the LFD/PCR test results via the <a href="#">NHS Online reporting system</a> for both negative, void, and positive test results.</p>	<p>✓</p> <p>✓</p>	<p>-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.</p> <p>--If the LFT/PCR test is negative the staff/pupil can return to school.</p> <p>-Where a positive case is confirmed then the staff/pupil must follow the isolation guidance</p>	<b>Headteacher</b>	<b>L</b>
<b>COVID-19 Outbreak</b>	<b>H</b>	<p>-DCC Public Health Team are monitoring all positive cases reported in the County. Where an increase in cases occurs, DCC H&amp;S Team may be contacted to offer support to identified schools.</p> <p>A higher than previously experienced and/or rapidly increasing number of staff or student absences due to COVID-19 infection Or</p> <p>A cluster of cases where there are concerns about the health needs of vulnerable staff or students* within the affected group</p>	<p>✓</p>	<p>-DCC Public Health Team have provided a template COVID-19 Outbreak management plan that is to be completed by the Headteacher.</p> <p>-The school at present is still required to report cases to the DCC public Health team and will receive direct support – although these arrangements are in a period of transition.</p> <p>-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.</p>	<b>Headteacher</b>	<b>L</b>

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		Or If any case of COVID-19 in school has resulted in that person being hospitalised * NHS information regarding children, young people and adults who are at high risk from COVID-19: <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/who-is-at-high-risk-from-coronavirus/">https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/who-is-at-high-risk-from-coronavirus/</a>		-Where an outbreak is identified it may be necessary to reintroduce class bubbles and restrict movement around the building. <b>-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.</b>		

### 3)Day to day infection control.

<b>Infection Control within the school</b>	<b>H</b>	-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. -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. -If a pupil needs direct personal care until they can return home, staff wear gloves, an apron, and a face mask. Eye protection should also be worn if deemed risk from coughing/spitting/ vomiting. -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. -Staff/ pupils who test positive for COVID 19 should follow isolation guidelines -Close contacts may continue to attend the setting as normal inline with current advice	✓  ✓  ✓  ✓	-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues. -Staff and pupils should avoid using public transport and, wherever possible, be collected by a member of their family or household. --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.  <b>School will continue to implement the following control measures</b> <b>Ensure good hygiene for everyone</b> <b>Maintain appropriate cleaning regimes</b> <b>Keep occupied spaces well ventilated</b> <b>Follow public health advice on testing, self isolation and managing confirmed cases of Covid 19.</b>  <b>We reserve the right to do the following things in order to keep our community safe:</b> <ul style="list-style-type: none"> <li>• Have online/telephone meetings</li> <li>• Introduce bubbles</li> <li>• Cancel trips/visits etc</li> <li>• Stagger start/end times</li> <li>• Cancel morning/after school provision</li> </ul>	<b>Headteacher</b>	<b>M</b>
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		- Infection Control Risk assessment in place to manage other biological hazards within the school community. <a href="#">-Spillage policy in place.</a>				
Social Distancing within the school building	H	-All occupied areas within the school will be ventilated throughout the school day. -Good hand and respiratory hygiene demonstrated when moving about the building. -Pupils are supervised when moving about the building.	✓ ✓ ✓	-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. -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. -Consideration be given to phasing in school activities where year groups and staff will interact during the start of the school term.  -Staff are to be advised to continue to make sensible decisions regarding their proximity to others both in class and with colleagues.	Headteacher	L
<b>4) Maintaining Hand and Respiratory Hygiene.</b>						
Hand and Respiratory Hygiene	H	-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);	✓	- <a href="#">Handwashing</a> guidance and <a href="#">Handwashing</a> Video to be shared with staff so that pupils can be reminded how to wash their hands/apply sanitiser.  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.	Headteacher	M

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		<ul style="list-style-type: none"> <li>- When they arrive at the school</li> <li>- When they return from break periods</li> <li>- When they change rooms</li> <li>- Before and after eating</li> <li>-Following interventions</li> <li>-Hand, cleaning, and respiratory stations remain within communal and classroom environments.</li> <li>-Sufficient handwashing facilities are available around the school --Soap hand towels and hand dryers readily available.</li> <li>-Handwashing, and hand sanitiser posters located in Staff and Pupil toilet areas and around the school site.</li> <li>-The school are utilising The <a href="#">e-Bug COVID-19 website</a> resources.</li> </ul>		Tissues will be available in all classrooms/office/communal areas and bins emptied regularly		
<b>Face Coverings</b>	<b>H</b>	In-line with government guidance Face coverings are no longer advised for pupils, staff and visitors in classrooms or communal areas. Staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school	✓	Face coverings may be worn in school by staff if they feel comfortable to do this, although at present this is not a mandatory requirement. Face coverings will still be available in school	<b>Headteacher</b>	<b>M</b>
<b>Use of Personal Protective Equipment when supporting pupils</b>	<b>H</b>	<ul style="list-style-type: none"> <li>-First aid risk assessment in place.</li> <li>-First aid/medication activities carried out in a well-ventilated area at all times.</li> <li>-Supply of PPE readily available; gloves/aprons/face coverings.</li> <li>-EHCP's in place for identified pupils.</li> <li>-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:               <ul style="list-style-type: none"> <li>-gloves</li> <li>-eye protection</li> </ul> </li> </ul>	✓ ✓ ✓ ✓	<ul style="list-style-type: none"> <li>-Staff should wear face coverings when providing first aid/medication/personal care support unless deemed exempt</li> </ul> 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.	<b>Headteacher</b>	<b>M</b>

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<b>5)Ventilation around the school site and on public/dedicated transport</b>						
Poor Ventilation	H	<ul style="list-style-type: none"> <li>-Windows/doors around the school building are opened prior to the start of the school day.</li> <li>-Ventilation is achieved by opening windows, classroom doors and vents.</li> <li>-Unoccupied spaces such as dining halls, studios and sports halls windows and doors are open all day to allow a through put of air around the building.</li> <li>-Classrooms, offices, kitchens, and corridor areas etc. are well ventilated prior to the start of the school day.</li> <li>-During the Autumn Term windows are opened just enough to provide constant background ventilation.</li> <li>-Where available high-level windows opened in preference to low level windows to reduce draughts.</li> <li>-Windows are opened fully during break and lunchtime periods to purge the air in classroom areas.</li> <li>-Internal doors opened to assist with creating a throughput of air.</li> <li>-Where need identified external doors opened where safe to do so.</li> <li>-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).</li> <li>-Mechanical ventilation tested and inspected as per manufacturer's instructions.</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>x</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>-Continually remind staff that Office, Classroom doors and windows to be wide open when the room is not occupied.</li> <li>-The school are to identify rooms that don't have natural ventilation/vents or mechanical ventilation and review whether alternative workspaces can be utilised.</li> <li>-Where a room is in use and there are no means of ventilation ensure that the door is open at all times.</li> <li>-Where concerns are raised regarding lack of ventilation consideration given to purchasing/hiring air conditioning units.</li> <li>-Where need identified staff and pupils advised to wear additional clothing during the autumn term.</li> </ul> <p><b>NB: The school hall cannot remain OPEN due to the location of the exits which would breach H&amp;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.</b></p>	Headteacher	L

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		-The <a href="#">HSE guidance</a> and <a href="#">CIBSE</a> COVID-19 guidance for ventilation followed. Carbon dioxide monitors in each classroom to enable levels of carbon dioxide to be monitored.				
<b>6) Cleaning carried out on the school site</b>						
<b>Use and storage of cleaning products</b>	<b>M</b>	-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.	✓  ✓  ✓  ✓  ✓	Stocks of cleaning equipment and sanitisers etc have been checked and replenished where necessary.  These will continue to be topped up as and when required until further guidance is received.	<b>Headteacher Caretaker</b>	<b>L</b>
<b>Cleaning schedule on the school site</b>	<b>H</b>	- <a href="#">COVID-19:cleaning non-healthcare settings outside the home</a> guidance followed. -Enhanced cleaning schedules put in place at the beginning of the pandemic throughout the school day will continue.	✓  ✓	-Where need identified the cleaning, schedule is reviewed, and additional cleaning carried out.  The enhanced cleaning regime will continue – focusing on key areas outlined and areas of heavy footfall.	<b>Headteacher Caretaker School staff</b>	<b>L</b>

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		<ul style="list-style-type: none"> <li>-Hand, cleaning, and respiratory stations remain within communal and classroom environments.</li> <li>-Cleaning staff allocated specific areas to clean within the school environment.</li> <li>-Staff will continue to clean surfaces frequently through the day in classrooms.</li> <li>-Where able to pupils clean down work surfaces prior to moving from one room to another</li> <li>-Where staff 'hot desk', work surfaces and equipment cleaned after use.</li> <li>-Desks, tables, surfaces clear at the end of each day to allow for cleaning of surfaces.</li> <li>-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:</li> <li>-Work surfaces</li> <li>-Toilets</li> <li>-Door Handles/ Access Buttons</li> <li>-Handrails</li> <li>-Light switches</li> <li>-Kitchen areas and associated equipment</li> <li>-Water dispensers/ coolers</li> <li>- Printers/ Photocopiers</li> <li>-Shared resources</li> <li>-Meeting rooms clearly identified if they require cleaning after use.</li> <li>-Office areas</li> <li>-Reprographic areas</li> <li>-Dining tables thoroughly cleaned with detergent and disinfectant prior to each sitting.</li> <li>-Appropriately competent cleaning staff employed at the school to undertake cleaning tasks.</li> <li>-Communal equipment including fridges and kettles etc. wiped down following use.</li> </ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">N/A</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</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>		

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		<ul style="list-style-type: none"> <li>- Cleaning staff will only be required to wear the PPE that they would normally use when undertaking cleaning activities</li> <li>-<a href="#">Spillage policy in place.</a></li> <li>-Minibuses and cars to be wiped down inside after use.</li> <li>-PE equipment to be wiped down between uses</li> </ul>				
Waste from the school site	M	<ul style="list-style-type: none"> <li>-External bin store in place</li> <li>-Contractor SLA in place to remove waste materials from the school site.</li> <li>-Waste removed from the school building at the end of each day and placed in the designated bin store</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> </ul>		Caretaker	L
<b>7)Pupil/Staff Anxiety</b>						
Staff Anxiety	M	<ul style="list-style-type: none"> <li>-SLT ensure that staff members who have to self-isolate are contacted each week or more frequently where need identified.</li> <li>-Staff workload monitored by the SLT.</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>-SLT to ensure that information is shared with staff in a timely manner.</li> <li>-Staff to raise concerns with the SLT as and when they arise.</li> <li>-Where need identified refer staff to DCC Occupational Health.</li> <li>-Continue to remind Staff members of the support available from; <a href="#">Education Support</a> provides a free helpline for school staff and targeted support for mental health and wellbeing and the <a href="#">Our Frontline: Wellbeing toolkit for educators</a> brings together a range of resources and support for staff.</li> <li>-The school will utilise sources of support to help those experiencing emotions such as <a href="#">extra mental health support for pupils and teachers.</a></li> <li>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</li> </ul>	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
Pupil Anxiety	M	<ul style="list-style-type: none"> <li>-Safeguarding Policy in place and reviewed in line with COVID-19.</li> <li>- Mental Wellbeing continues to be part of the curriculum for the Autumn 2021 Term.</li> <li>-The school are working with agencies who regularly support their pupils with social and emotional support.</li> <li>-Pastoral support readily available to pupils.</li> <li>-Details of Family Wellbeing Co-ordinator to be emailed to all parents so they can seek additional support/advice if they require it</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>-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.</li> <li>-School will continue to work with Family Wellbeing Coordinator referring pupils through dialogue/consent from parents.</li> </ul>	Headteacher DHT	L
<b>8) Staff and Pupils previously identified as Clinically Extremely Vulnerable (CEV) or Clinically Vulnerable (CV) in the school community.</b>						
Staff	M	<ul style="list-style-type: none"> <li>-Social distancing measures should be adopted by staff as and when this can be facilitated</li> <li>-The government has ensured that everyone on the Shielded Patient List (CEV/CV) should already have been offered the COVID-19 vaccine.</li> <li>-Register in place of staff members who have received the COVID-19 vaccination.</li> <li>-Medical ill Health risk assessment completed.</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>- If staff who were previously identified as CEV or CV have not yet received their first vaccination, they can contact their GP, <a href="#">book your vaccination appointment online</a> or call 119</li> <li>-Staff to be made aware that <a href="#">A booster vaccine programme</a> is expected to be rolled out from September 2021.</li> <li>-Review the Medical ill Health risk assessment during the Autumn Term.</li> <li>-Where need identified refer staff to DCC occupational Health.</li> <li>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</li> <li>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.</li> </ul>	Headteacher	L
Pupils	M	<ul style="list-style-type: none"> <li>-Individual healthcare plans are in place for identified pupils.</li> <li>-All CEV pupils are attending the school unless they have been advised not to by</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	Key staff are aware of individual pupil needs in relation to identified health needs	Headteacher	L

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		<p>their GP or clinical specialist, or because they have tested positive for COVID-19</p> <p>-Professionals supporting pupils who attend the school site are made aware of the schools' current systems of control prior to attending the school site.</p>	✓			
<b>9) New and Expectant mums in the school community</b>						
<b>New and Expectant Mums</b>	<b>M</b>	<p>-New and Expectant Mum risk assessment in place.</p> <p>-The school and New and Expectant Mum are following the guidance <a href="#">NHS Pregnancy and coronavirus (COVID-19)</a>, and guidance from <a href="#">The Royal College of Obstetricians &amp; Gynaecologists</a></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>-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-<a href="#">How to avoid catching and spreading coronavirus (COVID-19)</a>;</p> <ul style="list-style-type: none"> <li>• Get vaccinated – everyone aged 18 or over can <a href="#">book COVID-19 vaccination appointments</a> now</li> <li>• Meet people outside if possible</li> <li>• Open doors and windows to let in fresh air if meeting people inside</li> <li>• Limit the number of people you meet and avoid crowded places</li> <li>• Wear a face covering when it's hard to stay away from other people – particularly indoors or in crowded places</li> <li>• Wash your hands with soap and water or use hand sanitiser regularly throughout the day</li> </ul> <p><b>Don't</b></p>	<b>Headteacher</b>	<b>L</b>

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			✓	<ul style="list-style-type: none"> <li>Do not touch your eyes, nose, or mouth if your hands are not clean</li> </ul> -Staff are to be advised to continue to make sensible decisions regarding their proximity to others both in class and with colleagues.  Relevant paperwork for expectant mums will be carried out as and when required and follow advice from HR and gov guidance		
<b>10)Domestic and International Educational Visits</b>						
NOTIFY	M	-Visits uploaded to NOTIFY in a timely manner. - <a href="#">Educational visits planning guidance</a> followed.	✓		Headteacher/Office staff	L
<b>11)Professionals/Visitors and Contractors on site.</b>						
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	✓ ✓ ✓ ✓	-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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		- Hand sanitiser (60-70% alcohol applied before entering the school building. - <a href="#">Face covering guidance</a> followed. -Main reception area spot cleaned throughout the day.	✓			
Catering Contractors	M			The school's catering contractors are to continue to follow the <a href="#">Working Safely During Coronavirus (COVID-19)</a> .  Taylor Shaw continue to operate based on the guidance provided for them.		L

For further advice and support contact the Children & Young People's/Adult & Health Services ,Health and Safety Team -[hsteam@durham.gov.uk](mailto: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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