

COVID-19 School Site Risk Assessment 19th July 2021



Astrea Academy Trust

INSPIRING BEYOND MEASURE

Name of School:	Denaby Main Primary Academy
Completed by:	Lindsay Dickinson (Principal)
Executive Approval:	Lindsay Dickinson (Principal) for Executive Approval- week commencing 16 th August
Internal Review:	Steven Harrison – Health and Safety Manager
Date:	August 1 st 2021

19th July 2021

As the country moves to Step 4 of the roadmap, the government will continue to manage the risk of serious illness from the spread of the virus. This marks a new phase in the government's response to the pandemic, moving away from stringent restrictions on everyone's day-to-day lives, towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk.

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 two doses by mid-September.

Our priority is for you to deliver face-to-face, high quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health. We have worked closely with the Department of Health and Social Care (DHSC) and Public Health England (PHE) to revise this guidance.

Risk Assessment

You must comply with health and safety law and put in place proportionate control measures. You must regularly review and update your risk assessments – treating them as 'living documents', as the circumstances in your school and the public health advice changes. This includes having active arrangements in place to monitor whether the controls are effective and working as planned. For more information on what is required of school leaders in relation to health and safety risk assessments and managing risk, see [annex A](#).

Control Measures

You should:

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.

Stepping measures up and down

You should have outbreak management plans outlining how you would operate if there were an outbreak in your school or local area. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible.

Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission. The government will review its approach for enhanced response in local areas before Step 4.

If you have several confirmed cases within 14 days, you may have an outbreak.

You should call the dedicated advice service who will escalate the issue to your local health protection team where necessary and advise if any additional action is required, such as implementing elements of your outbreak management plan. You can reach them by calling the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case.

The [contingency framework](#) describes the principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities.

Instructions for completion – the aim of the risk assessment is to evaluate the hazards associated with COVID-19, what can be done to remove them or minimise the level of risk by adding control measures, as necessary. Please complete all sections and use Red (high risk), amber (medium risk) and green (low risk) as your rating. For further advice on completing a risk assessment please visit the [HSE website](#).

Potential Risk	Risk	Who might be harmed?	Minimum control measures to reduce risks to an acceptable level	School Risk Response / Mitigation	School Risk Rating	Date Assessed
Covid-19	Staff having appropriate knowledge on virus, transmission, and risk	Employee, pupils, agency staff, member of the public	All staff to keep themselves updated and follow the latest Government and national Public Health England/NHS guidelines via https://www.gov.uk/coronavirus https://www.nhs.uk/conditions/coronavirus-covid-19/	<p>Continue to review guidance and share necessary steps with members of staff</p> <p>Share any local public health updates from Dr R. Suckling with staff</p> <p>Inset update on current national picture when sharing/ reviewing risk assessment and reviewed measures.</p> <p>New staff covid induction inset 1/9/21 (Transmission measures- cleaning, seating plan etc (to remain same as 20/21)</p> <p>SLT always available to support with enforcing/ supporting policy and practice as outlined in handbook, guidance and risk assessment.</p>		1/08/21

				<p>Regular check in with site manager to keep updated on performance of measures</p> <p>Appropriate mental health support is in place to support colleagues including ensure new staff are aware of</p> <p>Well Being Portal-Employee Assistant Programme)</p> <p>Mental Health First Aider available on site</p> <p>Return to work champion available- A. Robinson</p> <p>Staff encouraged to report any concerns to Principals</p> <p>Remind staff to report any symptoms etc and notify of absence or absence returning to ascertain safe levels of staffing in preparation for return on Sep 1st email to be sent in advance)</p>		
Transmission of Covid-19 via transport to setting	Increased transmission of virus on arrival at school setting	Employee, pupils, agency staff, member of the public	<p>From Step 4, face coverings are also no longer recommended to be worn on dedicated transport to school or college and are no longer legally required on public transport.</p> <p>Transport services to education settings should continue to be provided.</p> <p>Dedicated school services can take different forms and may include:</p> <ul style="list-style-type: none"> • coaches regularly picking up the same pupils each day • minibuses • services which are used by different pupils on different days • services for pupils with SEND <p>The precise approach taken will need to reflect the range of measures that are reasonable in the different circumstances. Do speak to the local authority or transport provider so that you understand the approach they</p>	<p>School will provide guidance to parents through website/newsletter that if public transport is used as a means to travel to the school – face coverings are still required</p> <p>Cycle to schools may be used as an alternative to reduce need for public transport to be used where appropriate and necessary.</p>		1/08/21

			<p>are adopting. You might wish to request a copy of their updated risk assessment. It is important, wherever it is possible, that:</p> <ul style="list-style-type: none"> • pupils clean their hands before boarding transport and again on disembarking • additional cleaning of vehicles is put in place • organised queuing and boarding is put in place • fresh air (from outside the vehicle) through ventilation, is maximised, particularly through opening windows and ceiling vents <p>Pupils should not board home to school transport if they, or a member of their household, has had a positive test result or has symptoms of coronavirus (COVID19).</p> <p>Children, young people and staff can continue to use public transport where necessary. We encourage everyone to walk, cycle or scoot wherever possible and safe.</p>			
<p>Effectively implementing infection protection and control</p>	<p>Staff and Children/ Young People being unable to adhere to control measures therefore increasing the transmission and spread of Covid-19</p>	<p>Employee, pupils, agency staff, member of the public</p>	<p>You should:</p> <ol style="list-style-type: none"> 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. <p>Ensure good hygiene for everyone</p> <ol style="list-style-type: none"> 1. Hand hygiene Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser. 2. Respiratory hygiene The ‘catch it, bin it, kill it’ approach continues to be very important. The e-Bug COVID-19 website contains free resources for you, including materials to encourage good hand and respiratory hygiene. 3. Use of personal protective equipment (PPE) Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children’s social care settings provides more information on the use of PPE for COVID-19. <p>Maintain appropriate cleaning regimes, using standard products such as detergents</p>	<p>From 1/9/21</p> <p>Cleaning rota/ logs to be overseen managed by KD- collected weekly for review – enhanced cleaning of communal (toilets, dining rooms) areas and classrooms in place</p> <p>Maintain windows open- SLT checks on ventilation. Including hall.</p> <p>Continue to have access to PPE for situations in which it may be required- assisting with child displaying symptoms, First aid or intimate care.</p> <p>In the event of an outbreak, as advised by Public health, advise staff to wear face masks as appropriate- communal areas for example. (email and briefing updates) This</p>		<p>1/08/21</p>

		<p>You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces. PHE has published guidance on the cleaning of non-healthcare settings.</p> <p>Keep occupied spaces well ventilated</p> <p>When your school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p> <p>You should identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas, giving particular consideration when holding events where visitors such as parents are on site, for example school plays.</p> <p>Mechanical ventilation is a system that uses a fan to draw fresh air, or extract air from a room. These should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated.</p> <p>If possible, systems should be adjusted to full fresh air or, if this is not possible, 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>Where mechanical ventilation systems exist, you should ensure that they are maintained in accordance with the manufacturers' recommendations. Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so). You should balance the need for increased ventilation while maintaining a comfortable temperature.</p> <p>The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE COVID-19 advice provides more information.</p> <p>DfE is working with the Scientific Advisory Group for Emergencies (SAGE) and NHS England on a pilot project to measure CO2 levels in classrooms and exploring options to help improve ventilation in settings where needed.</p>	<p>will be included in our outbreak management plan.</p> <p>Maintain one in/ one out at reception and face masks for meetings if requested although not compulsory.</p> <p>Contact details for visitors should be still taken although no expectation to contact trace it is sensible and responsible to have these details to hand</p> <p>Continue to use indicated space (isolation room- Meeting room) for any suspected cases/ children with symptoms- ensure roof windows open and cleaning procedures after use should be used.</p> <p>Staff delegated with cleaning responsibilities of isolation room will be provided with adequate PPE (face covering, visor, nitrile gloves)</p> <p>Hand sanitiser is available in several locations throughout the school including key entrance and exit points</p> <p>All staff and pupils are to ensure they wash their hands on arrival into the school premises and ensure regular hand cleaning takes place during the day – especially after eating, drinking, toilet and break times</p> <p>Waste will be removed from classrooms on a daily basis – unless a pupil within a class has displayed symptoms. In this case waste will be quarantined for a period of 72 hours before removal to general waste</p>	
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<p>Reducing transmission of Covid-19 through effective hand washing</p>	<p>Staff and pupils having sufficient opportunity through the school day to implement effective hand washing</p>	<p>Employee, pupils, agency staff, member of the public</p>	<p>Follow Hand Washing protocol at appendix 1 below https://www.who.int/gpsc/clean_hands_protection/en/</p> <p>Coronavirus (COVID-19) is an easy virus to kill when it is on skin. This can be done with soap and water or hand sanitiser. You must ensure that pupils clean their hands regularly, including:</p> <ul style="list-style-type: none"> • when they arrive at the school • when they return from breaks • when they change rooms • before and after eating <p>Consider how often pupils and staff will need to wash their hands and incorporate time for this in timetables or lesson plans.</p> <p>Staff working with pupils who spit uncontrollably may want more opportunities to wash their hands than other staff.</p> <p>Pupils who use saliva as a sensory stimulant or who struggle with ‘catch it, bin it, kill it’ may also need more opportunities to wash their hands.</p> <p>Continue to help pupils with complex needs to clean their hands properly.</p> <p>Frequent and thorough hand cleaning should now be regular practice. You should consider:</p> <ul style="list-style-type: none"> • whether you have enough hand washing or hand sanitiser stations available so that all pupils and staff can clean their hands regularly • if you need to supervise hand sanitiser use given the risks around ingestion – skin friendly skin cleaning wipes can be used as an alternative • building these routines into school culture, supported by behaviour expectations and helping ensure younger pupils and those with complex needs understand the need to follow them 	<p>Handwash routines should be maintained – continue with routines and ensure all children know these on return with new class teachers/rooms.</p> <p>Signage/posters to be on display in toilets/classrooms to be used as a reminder to wash hands on a regular basis</p> <p>All pupils and members of staff are to wash hands on arrival to school</p> <p>Staff members to ensure pupils wash hands after eating, drinking, toilet breaks, lunch breaks</p>		<p>1/08/21</p>
<p>Intimate care and minimising the risk of Covid-19</p>		<p>Employee, pupils, agency staff, member of the public</p>	<p>Most staff in education, childcare and children’s social care settings will not require PPE beyond what they would normally need for their work.</p> <p>If a child, young person, or student already has routine intimate care needs that involve the use of PPE, the same PPE should continue to be used.</p>	<p>Intimate care plans are in place- follow requirements as indicated although nothing additional required unless indicated.</p> <p>Review of intimate care plans- KD to make contact with parents to check details of care plans and update any changes as necessary.</p>		<p>1/08/21</p>

		<p>During the coronavirus (COVID-19) outbreak, additional PPE is only required in a very limited number of scenarios:</p> <ul style="list-style-type: none"> • if an individual child, young person or student becomes ill with coronavirus (COVID-19) symptoms and only then if a distance of 2 metres cannot be maintained • when performing aerosol generating procedures (AGPs) <p>Depending on local arrangements, education and childcare settings may be able to access PPE for their coronavirus (COVID-19) needs via their local authority or local resilience forum. In this context, education and childcare settings means all registered childcare providers, schools (including independent schools, special schools, 16 to 19 academies and alternative provision) and FE providers.</p> <p>For information on the arrangements in your local area, read personal protective equipment (PPE): local contacts for providers.</p>	<p>PPE will be provided for members of staff providing intimate care to those pupils who are displaying symptoms of COVID 19 in isolation rooms (face covering, visor, nitrile gloves)</p> <p>Waste from providing intimate care for pupils displaying symptoms of COVID 19 will be quarantined for 72 hours before being placed in general waste</p>		
<p>Managing risk of an individual who display's symptoms</p>	<p>Employee, pupils, agency staff, member of the public</p>	<p>When an individual develops COVID-19 symptoms or has a positive test, pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</p> <p>If anyone in your school develops COVID-19 symptoms, however mild, you should send them home and they should follow public health advice.</p> <p>For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household.</p> <p>If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children's social care settings guidance. Any rooms they use should be cleaned after they have left.</p>	<p>Testing system is in place- with testing for staff twice weekly (testing risk assessment in place) Results to be recorded on school system- staff to email results to school SBM on the morning of test days.</p> <p>Parent Handbook re shared in preparation for September return- indicates that all Parents must notify school of any symptoms, tests etc...</p> <p>Ensure parents know procedures- in parent handbook following advice listed here. e.g. to know they must be willing to book test if displaying symptoms. (The procedures have been written and communicated via the Parent Handbook)</p>		<p>1/08/21</p>

			<p>The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p>	<p>Parent know that they must confirm results with school as listed here,</p> <p>Any suspected cases in school to be placed in isolation room- PPE available for staff member and windows are opened daily in this room as part of procedures with full cleaning/ sanitation products available.</p> <p>We will follow all measures stated in this section in a suspected case.</p> <p>Staff Handbook to be updated/ shared which indicates the protocol:</p> <ul style="list-style-type: none"> - We will follow Astrea flow charts in the event of a symptom concern but the routines in school are: - Child must be taken immediately into a ventilated but isolated room. - PPE must be worn by member of staff (gloves, mask, apron) - Reception to contact Parent and make aware of concern and arrange immediate collection - Communication protocol card to be passed to parent on how to book a test. Card gives detail of what steps they must take. - Regular follow up- check ins with family to support testing process and to keep school updated. - Arrange for full deep clean of space (using strongest detergent permitted) Space MUST not be accessed until this has been carried out - Ensure confidentiality of suspected case is protected and 		
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				<p>NOT shared with wider community</p> <p>School have received a number of tests with clear reordering system in place. Re order placed when stocks low.</p> <p>Pupils who are displaying symptoms of COVID 19 or who have tested positive for COVID 19 prior to arrival at school are not permitted to entry to the school</p> <p>Staff who are displaying symptoms of COVID 19 or who have tested positive for COVID 19 prior to arrival at school are not permitted entry to the school</p> <p>If a staff member displays symptoms of COVID 19 during school time, they are to inform their line manager and leave the school premises to follow government advice on self-isolation and testing,</p>		
<p>Managing the risk of a confirmed case of coronavirus</p>		<p>Employee, pupils, agency staff, member of the public</p>	<p>From Step 4, close contacts will be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</p> <p>As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. You may be</p>	<p>Testing system is in place and should continue initially- with testing for staff twice weekly (testing risk assessment in place)</p> <p>Parent Handbook re shared in preparation for Sep return- indicates that all Parents must notify school of any symptoms, tests etc...(no significant changes other than no bubbles)</p>		<p>1/08/21</p>

		<p>contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.</p> <p>From 16 August 2021, children 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>Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p> <p>18-year-olds will be treated in the same way as children until 4 months after their 18th birthday, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact.</p> <p>Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures</p> <p>Asymptomatic testing</p> <p>Testing remains important in reducing the risk of transmission of infection within schools. That is why, whilst some measures are relaxed, others will remain, and if necessary, in response to the latest epidemiological data, we all need to be prepared to step measures up or down in future depending on local circumstances.</p> <p>Over the summer, staff and secondary pupils should continue to test regularly if they are attending settings that remain open, such as summer schools and out of school activities based in school settings. Schools will only provide tests for twice weekly asymptomatic testing for pupils and staff over the summer period if they are attending school settings.</p>	<p>Ensure parents know procedures- in parent handbook following advice listed here. e.g. to know they must be willing to book test if displaying symptoms. (The procedures have been written and communicated via the Parent Handbook)</p> <p>Parent know that they must confirm results with school as listed here,</p> <p>Any suspected cases in school to be placed in isolation room- PPE available for staff member and windows are opened daily in this room as part of procedures with full cleaning/ sanitation products available.</p> <p>We will follow all measures stated in this section in a suspected case.</p> <p>Staff Handbook to be updated/ shared which indicates the protocol:</p> <ul style="list-style-type: none"> - We will follow Astrea flow charts in the event of a symptom concern but the routines in school are: - Child must be taken immediately into a ventilated but isolated room. - PPE must be worn by member of staff (gloves, mask, apron) - Reception to contact Parent and make aware of concern and arrange immediate collection - Communication protocol card to be passed to parent on how to book a test. Card gives detail of what steps they must take. 	
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<p>Managing the risk of containing any outbreak of coronavirus</p>			<p>If you have several confirmed cases within 14 days, you may have an outbreak.</p> <p>You should call the dedicated advice service who will escalate the issue to your local health protection team where necessary and advise if any additional action is required, such as implementing elements of your outbreak management plan. You can reach them by calling the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case.</p> <p>The contingency framework describes the principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities.</p>	<p>Continue to follow advice as listed.</p> <p>As with guidance from August if more than 5 members of the school community pupils or staff test positive over a ten day period-</p> <ol style="list-style-type: none"> 1) Follow outbreak management plan- informing 2) Notify staff/ parents 3) Resume back to bubbles wherever possible and consider where necessary outdoor learning- PE 4) Revert back to class/ online assemblies 5) Adjust lunchtime routine to ensure no mixing. 6) Tables/ seating plans to resume back to rows 7) Implement online learning policy if required to ensure all pupils receive quality education in the event of isolation or bubble closure 8) Facemaks may be worn if working within close proximity i.e. supporting SEND child or in a communal place where maybe difficult to social distance e.g. Dining Hall. 		<p>1/08/21</p>

<p>Ongoing provision of food</p>	<p>Children, staff not receiving meals whilst in school</p>	<p>Employee, pupils, agency staff</p>	<p>You should continue to provide free school meal support to any pupils who are eligible for benefits-related free school meals and who are learning at home during term time.</p> <p>More information on providing school meals during the COVID-19 pandemic is available</p>	<p>Food bank provisions in place especially to support families when self-isolating (KD has vulnerable list)</p> <p>AR to contact those self-isolating on FSM to check access to food provisions if required and coordinate with catering staff,</p> <p>All students in school will have access to hot or cold dinners for lunch</p>		<p>1/08/21</p>
<p>Ongoing management of the estate</p>		<p>Employee, pupils, agency staff</p>	<p>Fire safety management plans should be reviewed and checked in line with operational changes.</p> <p>Schools should check:</p> <ul style="list-style-type: none"> • all fire doors are operational at all times • your fire alarm system and emergency lights have been tested and are fully operational Carry out emergency drills as normal. <p>Refer to advice on fire safety in new and existing school buildings.</p> <p>Where buildings have been limiting attendance to just vulnerable children and children of critical workers or had reduced occupancy, water system stagnation can occur due to lack of use, increasing the risks of Legionnaires' disease. Advice on this can be found in the guidance on legionella risks during the coronavirus outbreak.</p> <p>Ventilation</p> <p>Good ventilation reduces the concentration of the virus in the air, which reduces the risk from airborne transmission. This happens when people breathe in small particles (aerosols) in the air after someone with the virus has occupied and enclosed area.</p>	<p>LD to check with site manager and cross reference risk assessment and Astrea Check list as necessary</p> <p>Letter sent to parents about ventilation- windows to be open. Parents and staff reminded of this when temperatures begin to drop- Oct/Nov</p> <p>Winter Procedure</p> <p>Text reminders to be sent to wear additional layers- ensure classroom temperatures remain comfortable.</p> <p>Reminder sent to parents on cold days to wear extra layer</p> <p>Ensure temperature is at of a comfortable level- maintain heating temperature (site manager to check with thermometer, teachers to report any concerns if there is a plummet for SBM/ Ste manager to check temperature.</p> <p>Use high windows to avoid children in drafts</p> <p>Those who have medical conditions where colder climates could trigger- i.e. asthma to review/ consult with KD (medical for a review)</p> <p>On very cold days windows to be opened less and have a surge of ventilation at playtimes/ lunch with windows wider</p>		<p>1/08/21</p>

			<p>It is important to ensure your school is well ventilated and a comfortable teaching environment is maintained. These can be achieved by a variety of measures including:</p> <ul style="list-style-type: none"> • mechanical ventilation systems – these should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. If possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply • natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air • natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so) <p>To balance the need for increased ventilation while maintaining a comfortable temperature, consider:</p> <ul style="list-style-type: none"> • opening high level windows in colder weather in preference to low level to reduce draughts • increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused) • providing flexibility to allow additional, suitable indoor clothing. • rearranging furniture where possible to avoid direct draughts <p>Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p>	<p>Internal door open for through ventilation wherever possible,</p> <p>Key estates checks such as Fire Risk Assessment and Legionella Risk Assessment complete and under continual review</p> <p>Statutory testing such as fire alarm inspections, emergency lighting inspections, fire extinguisher checks still taking place when required</p> <p>Flushing of little used outlets carried out by site team on a weekly basis – temperature checks on water systems carried out and recorded</p> <p>If areas of the premises are identified to have had little use over the summer break – water outlets will be flushed for a period of 5 minutes before general use is resumed- LD to check with DJ site supervisor that all necessary checks have been completed.</p> <p>Fire Evacuation procedure checked on a termly basis with findings on performance recorded</p> <p>Staff reminded to report any defects with building or facility to site management team – communicated through staff meetings/emails</p>		
Managing the ongoing cleaning of	Reducing the risk of	Employee, pupils, agency	In line with this risk assessment and timetabling of the day, put in place and maintain an enhanced cleaning schedule. This should include:	No changes currently- review in line with local public Health guidance.		1/08/21

<p>the school building</p>	<p>contact infection</p>	<p>staff, member of the public</p>	<ul style="list-style-type: none"> • more frequent cleaning of rooms or shared areas that are used by different groups • frequently touched surfaces being cleaned more often than normal • cleaning toilets regularly • encouraging pupils to wash their hands thoroughly after using the toilet • if your site allows it, allocating different groups their own toilet blocks <p>PHE has published guidance on the cleaning of non-healthcare settings. This contains advice on the general cleaning required in addition to the existing advice on cleaning when there is a suspected case.</p>	<p>Cleaning routines established- cleaners to ensure high use places are cleaned thoroughly at regular intervals</p> <p>Cleaning schedule explained to staff for communal places and spaces used by children/ classes</p> <p>Cleaning routines also established for high touch places around school that staff use e.g. photocopier or kitchen appliances.</p> <p>guidance for cleaning non-healthcare settings- reference in staff briefing updates where necessary.</p> <p>Review meeting with SMB to check all cleaning arrangements are effective and to discuss any ongoing concerns/ sourcing of issues- one minor concern raised and address regarding thoroughness of cleaning in one room and site manager informed. Cleaning materials including sprays replenished/ restocked – kept under control in locked cupboards</p>		
<p>Provision of Uniform</p>		<p>Pupils & Parents</p>	<p>Encourage all schools to maintain their usual uniform policies. Uniform can play a valuable role in contributing to the ethos of a school and setting an appropriate tone.</p> <p>Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.</p> <p>Schools should consider how pupil non-compliance is managed, taking a mindful and considerate approach in relation to parents who may be experiencing financial pressures.</p> <p>Increased ventilation may make school buildings cooler than usual over the winter months. Consider allowing pupils to wear additional items of</p>	<p>Uniform swap shop with free supplies of used uniform in good condition to respond to financial needs and to help ensure all children are in correct uniform,</p> <p>Community Hub used to communicate help is available with uniform if required to ensure all children are dressed appropriate for September.</p> <p>Share link with any parent who may be struggling financially to get support for buying uniform.</p>		<p>1/08/21</p>

			<p>clothing in addition to the school's current uniform. Where this occurs, no extra financial pressure should be placed on parents.</p>	<p>https://www.gov.uk/help-school-clothing-costs</p> <p>Uniform letters in place to facilitate the appropriate wearing of uniform and ensure there is a tiered approach to working through any issues- Teacher, letter, meeting with SLT.</p> <p>Reminders sent at the beginning of term 6th Sep on appropriate Uniform</p> <p>PE – children should continue to bring kit and get changed. This is to ensure children are not cold in winter months and not all children have appropriate 'kit' often borrow (PE kits washed after use if borrowed)</p> <p>Additional clothing is permitted as outlined in policy on colder days to allow for warmth.</p>		
<p>Effective Contingency Planning for Outbreaks in the community</p>		<p>Employees, pupils, agency staff</p>	<p>Stepping measures up and down</p> <p>You should have outbreak management plans outlining how you would operate if there were an outbreak in your school or local area. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible.</p> <p>Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission. The government will review its approach for enhanced response in local areas before Step 4</p> <p>Where appropriate, you should support those who need to self-isolate because they have tested positive to work or learn from home if they are well enough to do so. Schools subject to the remote education temporary continuity direction are required to provide remote education to pupils</p>	<p>Parents informed of outbreak management plan (Parent handbook 1/9/21) - school would only now ever be closed in the event of a severe outbreak and as advised by Public Health – bubbles may be brought back in if an outbreak is declared</p> <p>Remote education plans are available to adopt quickly with established routines, (See Remote Learning Policy)</p> <p>Technology loan scheme available for some of most disadvantaged children with uploaded materials already included on device if required.</p> <p>Resource packs/ equipment to be made available if required</p>		<p>1/08/21</p>

			<p>covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19.</p> <p>You should maintain your capacity to deliver high quality remote education for next academic year, including for pupils who are abroad, and facing challenges to return due to COVID-19 travel restrictions, for the period they are abroad.</p> <p>The remote education provided should be equivalent in length to the core teaching pupils would receive in school.</p> <p>You should work collaboratively with families and put in place reasonable adjustments so that pupils with SEND can successfully access remote education.</p> <p>Full expectations for remote education, support and resources can be found on the get help with remote education service.</p>	<p>School to continue using online platform Seesaw as means of communication if required.</p> <p>Staff continue to use available resources wherever possible as a method to follow/ support and use to enhance curriculum.</p> <p>Printed resources and workbooks/ paper available for all children with frequent opportunities for collection or post if necessary for those without access to technology.</p> <p>(All routines were established during prior closures will be followed if required)</p> <p>An Outbreak Management Plan has been produced and will be implemented in the event an Outbreak is declared after consultation with local health protection teams – appropriate resources have been allocated to be used in the event an Outbreak is declared</p>		
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Education Specific Guidance

Potential Risk	Risk	Who might be harmed?	Minimum control measures to reduce risks to an acceptable level	School Risk Response / Mitigation	School Risk Rating	Date Assessed
Effective Timetable Planning	Staff and children and young people being unable to	Employee s, pupils, agency staff	At Step 4 we will no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). When we proceed to Step 4, this means that bubbles will not need to be used for any summer	Notify parents of changes- bubbles no longer required.		1/08/21

	adhere to social distancing therefore increasing the transmission and spread of Covid-19		<p>provision (for example, summer schools) or in schools from the autumn term. If your school is still open at Step 4, you may wish to continue with these measures until the end of your summer term.</p> <p>As well as enabling flexibility in curriculum delivery, this means that assemblies can resume, and you no longer need to make alternative arrangements to avoid mixing at lunch.</p> <p>You should make sure your outbreak management plans cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.</p> <p>Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly and would need to take account of the detrimental impact they can have on the delivery of education.</p> <p>Wraparound provision and extra-curricular activity</p> <p>You should be working to resume all your before and after-school activities and wraparound childcare for your pupils.</p> <p>All parents may access wraparound and extra-curricular provision for their children, without any restrictions on the reasons for which they may attend.</p> <p>More information on planning extra-curricular provision can be found in the guidance for providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children</p>	<p>Lunch arrangements to return to 'normal' however strict rota in place as this improved lunchtime behaviour and avoid mixes where personalities clash.</p> <p>Lunch:</p> <p>Seating plan in place when eating.</p> <p>Follow Lunch Time guide- to be implemented/ discussed on training day 1/9/21 and with dinner staff 2/9/21 (this ensures certain routines which were proved to be effective in 20/21</p> <p>After school and breakfast clubs may resume 'normal' hours/ procedures however numbers should be limited and use of booking system due to smaller location of space and to avoid over crowding.</p>		
Effective Management of Classrooms	Staff and children and young people being unable to adhere to control	Employee s, pupils, agency staff, members	<p>'Bubbles' are no longer recommended although classrooms should be set up to adhere to the measures of control, in particular:</p> <ol style="list-style-type: none"> 1. Maintain appropriate cleaning regimes 2. Keep occupied spaces well ventilated 3. Promoting good hygiene for everyone 	<p>Classes and mixed group can revert back including intervention and support groups of children from various classes.</p> <p>Continue to ensure windows are open. Maintain handwash procedures</p>		1/08/21

	measures and/or resources not being kept clean, therefore increasing the transmission and spread of Covid-19	of the public	<p>Music, dance and drama in school You should continue teaching music, dance and drama as part of your school curriculum, especially as this builds pupils' confidence and supports their wellbeing. There may, however, be an additional risk of infection in environments where singing, chanting, playing wind or brass instruments, dance or drama takes place.</p> <p>Singing, wind and brass instrument playing can be undertaken in line with this and other guidance, including guidance provided by the DCMS for professionals and non-professionals, available at working safely during coronavirus (COVID-19): performing arts.</p> <p>Schools can continue to engage peripatetic teachers during this period, including staff from music education hubs. Further information on the music education hubs, including contact details for local hubs, is available at music education hubs published by the Arts Council England.</p> <p>Schools that offer specialist, elite provision in music, dance and drama should also consider this guidance alongside the DCMS guidance on the performing arts. Specialist provision delivered by further education (FE) providers or higher education (HE) providers should consider the respective DfE guidance for these sectors.</p>	<p>Teachers should continue to follow cleaning policy and complete logs to ensure full wipe down after changeover or use from one group</p> <p>Teachers educated on the need for ventilation in each room and encouraged to keep windows open where appropriate. Communicated via staff meetings/emails/bulletins</p> <p>Handwash morning, after play, before lunch, after lunch and end of day</p> <p>Windows open at all times to aid natural ventilation</p> <p>Wiping regularly of tables (TA's to assist with this)</p> <p>Clubs/ Activities e.g. lunchtime clubs, afterschool and breakfast club can resume ensuring that equipment is cleaned before and after use</p> <p>Musical instruments when used for Music lessons, ensure cleaning is in place before any equipment is returned. (This will be percussion instruments not wind/ brass etc)</p> <p>Waste bins to be emptied from classrooms at the end of each day. In the event of potential COVID case waste from a classroom will be quarantined for 72 hours before entering general waste streams</p>		
Teacher disconnected from online lesson	Children left 'unattended' in an online environment for which the school maintains responsibility	Pupils Teachers	As set out in document "Online Synchronous Provision – Protocol Update 6 January 2021"	Review/ Check in the event of closure the online education policy in line with CP procedure-(staff handbook to be reissued 1/9/2)		1/08/21

Effective Management of Transport	Increased transmission of virus on arrival and departure from school setting	Employee s, pupils, agency staff, members of the public	Pupils and staff may use public transport where necessary, but we encourage them to walk, cycle or scoot to and from school wherever it is possible and safe to do so. Where pupils and staff need to use public transport, they should follow the safer travel guidance for passengers .	Children encouraged to walk/cycle to and from school to avoid public transport if possible. School to provide direction to parents on government advice to follow when using public transport via email/newsletter/website/ letter		1/08/21
Effective Communication to Parents and Carers	Parents and carers having appropriate knowledge on virus, transmission, and risk within an education setting	Employee s, pupils, agency staff, member of the public	<ul style="list-style-type: none"> • Make clear to parents the latest changes in Step 4 government guidance • Make clear to parents and carers that anyone with symptoms of coronavirus cannot come into the education or childcare setting • Make clear to parents and carers that pupils will be sent home to self-isolate if they develop symptoms of coronavirus in the education or childcare setting • Ask parents and carers to inform the education or childcare setting immediately of the results of any COVID-19 tests, ensuring the collective understanding of the necessary protocols should the test results be positive as outlined in Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection • If parents or carers of pupils with significant risk factors are concerned, discuss their concerns with them and provide reassurance of the measures that have been put in place to reduce risk in school • Involve parents and carers, as appropriate, in discussions around health and safety decisions to help them understand the reasons for the measures being put in place 	Parent Handbook updated and sent in advance of return 6 th September (admin to send Thur 2 nd September) Continue to respond and support parental questions and concerns- Admin to support this process In addition to sending parent handbook, text reminders to be sent on the need to self isolate and to keep school informed in the event of displaying symptoms. KD to support any anxious parents or those with children with identified medical needs known to school.		1/08/21

<p>Effective Cleaning and Hygiene in Classrooms</p>	<p>Staff and children and young people being unable to adhere to control measures and/or resources not being kept clean, therefore increasing the transmission and spread of Covid-19</p>	<p>Employees, pupils, agency staff</p>	<p>Settings should ensure the following protective measures are in place with regards to cleaning and hygiene:</p> <p>Points to consider and implement: Putting in place a cleaning schedule that ensures cleaning is generally enhanced and includes:</p> <ul style="list-style-type: none"> • more frequent cleaning of rooms and shared areas that are used by different groups. • frequently touched surfaces being cleaned more often than normal. <p>Toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet. Different groups being allocated their own toilet blocks could be considered but is not a requirement if the site does not allow for it.</p> <p>PHE has published revised guidance for cleaning non-healthcare settings to advise on general cleaning required in addition to the existing advice on cleaning those settings when there is a suspected case.</p>	<p>Sanitiser stations at key entry/ exit points – checks to take place to ensure supply remains adequate at sanitiser stations by site teams</p> <p>Continue with midday wipe down routine for communal spaces- lunchtime supervisors/ TA;s to complete</p> <p>All classrooms to be cleaned and disinfected both before and after school by members of staff</p> <p>Regular Handwash routines established and children to be educated why continuously as part of PSHE work.</p> <p>Enhanced cleaning schedule currently implemented at the school to ensure all areas are cleaned at regular intervals</p>		<p>1/08/21</p>
<p>Effective Use of Outside Space & Physical Activity in Schools</p>	<p>Groups encountering one another increasing the risk of transmission and spread of Covid-19</p>	<p>Employees, pupils, agency staff</p>	<p>You have the flexibility to decide how physical education, sport and physical activity will be provided while following the control measures.</p> <p>Sports equipment thoroughly cleaned between each use by different individual groups.</p> <p>You can hold PE lessons indoors, including those that involve activities related to team sports, for example practising specific techniques, within your control measures.</p> <p>For sport provision, outdoor sports should be prioritised where possible, and large indoor spaces used where it is not, maximising natural ventilation flows (through opening windows and doors or using air conditioning systems wherever possible) and paying</p>	<p>PE does not need to be carried out in consistent groups with their adult however this will remain in class groups wherever possible</p> <p>Any outdoor equipment will be cleaned after use.</p> <p>External Visitors e.g. Active Fusion will not now need to work with same consistent groups and importance of hand washing-</p> <p>Ensure details of updated risk assessments are shared with school and new staff - active fusion to ensure they are taking necessary safety precautions (e.g. cleaning)</p> <p>Staff advised that wherever possible PE/ sport can continue however the hall can be used ensuring windows are open and</p>		<p>1/08/21</p>

			<p>scrupulous attention to cleaning and hygiene. This is particularly important in a sport setting because of the way in which people breathe during exercise. External facilities can also be used in line with government guidance for the use of, and travel to and from, those facilities.</p> <p>guidance for safe provision including team sport, contact combat sport and organised sport events.</p> <p>Where you are considering team sports you should only consider those sports whose national governing bodies have developed guidance under the principles of the government’s guidance on team sport and been approved by the government i.e. sports on the list available at grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events.</p> <p>Indoor and outdoor competition between different schools can take place.</p> <p>Refer to:</p> <ul style="list-style-type: none"> • guidance on grassroot sports for public and sport providers , safe provision and facilities, and guidance from Sport England • advice from organisations such as the Association for Physical Education and the Youth Sport Trust • guidance from Swim England on school swimming and water safety lessons available at returning to pools guidance documents • using changing rooms safely <p>You can work with external coaches, clubs and organisations for curricular and extra-curricular activities. You must be satisfied that it is safe to do.</p>	<p>all available space is used- i.e. spread out using all of hall space- remain in consistent groups</p>		
Effective Use of Resources	Staff and children and young people	Employees, pupils,	For individual and very frequently used equipment, such as pencils and pens, staff and pupils should have their own items.	Reading books and book bags can be used and taken home but books should be quarantined on return in a Quarantine box.		1/08/21

	<p>being unable to adhere to social distancing and/or resources not being kept clean, therefore increasing the transmission and spread of Covid-19</p>	<p>agency staff</p>	<p>Classroom based resources, such as books and games, can be used. These should be cleaned regularly, along with all frequently touched surfaces.</p> <p>Resources that are shared between classes, such as sports, arts, and science equipment should be cleaned frequently. When sharing equipment you should either:</p> <ul style="list-style-type: none"> • clean it before it is moved between groups • allow them to be left unused for a period of 48 hours (72 hours for plastics) <p>You will need to assess the ability to clean equipment used in the delivery of therapies, for example, physiotherapy equipment or sensory equipment. Determine whether this equipment can withstand cleaning and disinfecting between each use before it is put back into general use. Where cleaning or disinfecting is not possible or practical, resources will have to be either:</p> <ul style="list-style-type: none"> • restricted to one user • left unused for a period of 48 hours (72 hours for plastics) between use by different individuals <p>Outdoor playground equipment should be more frequently cleaned than normal. This also applies to resources used inside and outside by wraparound care and out of school settings providers.</p> <p>Pupils should limit the amount of equipment they bring into school each day, including essentials such as:</p> <ul style="list-style-type: none"> • lunch boxes • hats and coats • books • stationery • mobile phones <p>Bags are allowed.</p> <p>Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided. Similar rules on hand cleaning, cleaning of</p>	<p>Children have their own equipment/ pencil cases.</p> <p>Any shared resources with other classes will be cleaned between uses.</p> <p>Parents/ Children told that they should limit their personal belongings daily- this will be in parent handbook.</p> <p>Y1- Y6 should bring PE bags on Monday and take home on Friday to be washed.</p> <p>Breakfast club equipment to be wiped by MF/KM</p>		

			<p>the resources and rotation should apply to these resources.</p>			
<p>Effective Management of Educational Visits</p>	<p>Staff and children and young people being unable to adhere to social distancing and/or resources/surfaces not being kept clean therefore increasing the transmission and spread of Covid-19</p>	<p>Employees, pupils, agency staff, members of the public</p>	<p>Given the likely gap in COVID-19 related cancellation insurance, if you are considering booking a new visit, whether domestic or international, you are advised to ensure that any new bookings have adequate financial protection in place.</p> <p>We continue to recommend you do not go on any international visits before the start of the autumn term. From the start of the new school term you can go on international visits that have previously been deferred or postponed and organise new international visits for the future.</p> <p>You should be aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit and you must comply with international travel legislation and should have contingency plans in place to account for these changes.</p> <p>You should speak to either your visit provider, commercial insurance company, or the Risk Protection Arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options can be sought from the British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI). Any school holding ATOL or ABTA refund credit notes may use these credit notes to rebook educational or international visits.</p> <p>You should undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).</p>	<p>Any bookings of trips should be approved in advance by LD/JB and appropriate assurance given around financial costs/refunds in the event of a cancellation.</p> <p>JH/AR to check financial cancellation of any additional transport required and of any necessary measures in place/</p> <p>No international visits planned.</p> <p>Continue to use Evolve for all necessary risk assessment measures of any planned trips.</p> <p>Ensure appropriate PPE is available in the event of supporting a pupil who becomes unwell displaying symptoms. (gloves, mask, apron included in first aid kit)</p>		<p>1/08/21</p>

<p>Effective recruitment and deployment of staff</p>	<p>Staff and children and young people being unable to adhere to social distancing therefore increasing the transmission and spread of Covid-19</p>	<p>Employees, pupils, agency staff, members of the public</p>	<p>Please note that further Step 4 guidance is expected in line with the 19th July changes and this is subject to change:</p> <p>School leaders are best placed to determine the workforce required to meet the needs of their pupils.</p> <p>CEV: Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus. Staff in schools who are CEV should currently attend their place of work if they cannot work from home. <u><i>DHSC will publish updated guidance before Step 4.</i></u></p> <p>Vaccinations: Schools are encouraging vaccine take up and will support employees by enabling staff who are eligible for a vaccination to attend booked vaccine appointments where possible, even during term time.</p> <p>Settings can liaise with HR regarding staffing and are asked to consider the following:</p> <ul style="list-style-type: none"> • Staff deployments should ensure that support for SEND pupils is in place whilst also ensuring that safe / specific ratios are met and specific training undertaken to ensure effective care for pupils with complex needs • When deploying ITT students, take into account the skills and capacity of the trainee https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-3-curriculum-behaviour-and-pastoral-support • Ensure that only those with appropriate checks can engage in regulated activity 	<p>Ensure all new staff completed a 121 risk assessment and have read COVID procedures on induction on training day.</p> <p>LD to check updated guidance for Pregnancy and check no changed (complete risk assessment for KP in advance of children returning)</p> <p>Check SCR/ checks all in place for new starters as well as Individual Risk Assessment.</p> <p>New staff to complete safeguard induction meeting for individuals in their care with KD this session may cover any particular health needs in relation to C19.</p> <p>Face to Face recruitment processes such as interviews are permitted to continue ensuring that hygiene measures and ventilation measures are adhered to at all times</p>		<p>1/08/21</p>
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			<ul style="list-style-type: none"> • Ensure that any leave arrangements that may impact on a staff member's ability to work in the Autumn term have been discussed with HR Advisor, as well as considered when considering staffing ratios and minimum operating levels • For volunteers, ensure that the setting continues to follow the checking and risk assessment process as set out in the volunteer section in Part 3 of keeping children safe in education. Mixing of volunteers across groups should be kept to a minimum, and they should remain 2 metres from pupils and staff where possible. <p>Recruitment</p> <p>From September 2021:</p> <ul style="list-style-type: none"> • Recruitment can be completed remotely or face to face with the appropriate adherence to guidance on Step 4. • Liaise with HR to ensure that all pre-appointment checks are completed (https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers) • Through liaison with HR, put in place arrangements for all pre-appointment checks to be carried out remotely and verified in person on start date. 			
Effective management of safeguarding	Staff not equipped or deployed effectively in order to manage the	Pupils, staff, parents	All staff to be briefed on any changes in Safeguarding arrangements – specifically staff who have not worked on site during a self-isolation period.	Policy Updates to be completed by KD by return of pupils 6 th September 21. Regular staff meetings and communications to share any changes in school policy		1/08/21

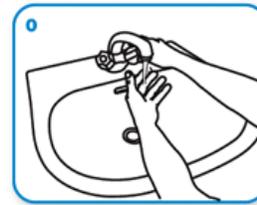
	potential influx of concerns		DSL to have time and resource to manage potential influx in concerns – including monitoring net support notifications following the return of laptops.	Allocated time to support/ monitor any covid arrangements Admin to keep up to date register of IT equipment and ensure all returned.		
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Appendix 1: Clean hands protect against infection (WHO protocol)

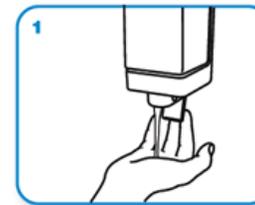
Protect yourself - Clean your hands regularly.

Wash your hands with soap and water and dry them thoroughly. Use alcohol-based hand rub if you do not have immediate access to soap and water.

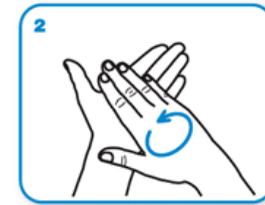
How do I wash my hands properly? Washing your hands properly takes about as long as singing "Happy Birthday" twice, using the images below:



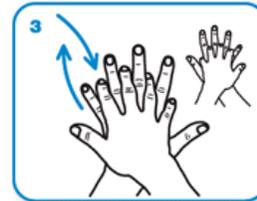
Wet hands with water



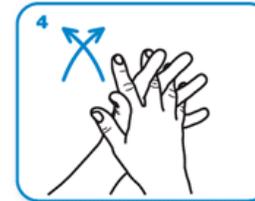
apply enough soap to cover all hand surfaces.



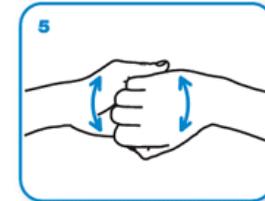
Rub hands palm to palm



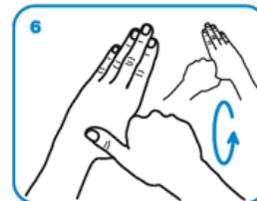
right palm over left dorsum with interlaced fingers and vice versa



palm to palm with fingers interlaced



backs of fingers to opposing palms with fingers interlocked



rotational rubbing of left thumb clasped in right palm and vice versa



rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



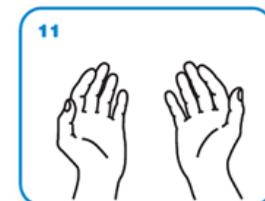
Rinse hands with water



dry thoroughly with a single use towel



use towel to turn off faucet



...and your hands are safe.