

**RISK ASSESSMENT FOR:**

School activities during COVID 19 outbreak - opening from September 2020  
 Updated January 2021

This assessment is based on the expectations set out in the Government guidance for schools  
 Guidance for full opening from Sept 2020

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>



**Establishment:**  
 Codicote C of E Primary School

**Assessment by:** Liz Pollard - Headteacher

**Date:** 3.1.21  
 Reviewed 6.1.21 Following school closure announcement & 21.1.21

**Risk assessment number/ref:** RA 003

**Manager Approval:** D. Williamson

**Date:** 21.1.21

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done
<b>Individual risk factors meaning staff / pupils more vulnerable to COVID-19</b>	Staff, Students / pupils / wider contacts  Spread of COVID 19	School to discuss arrangements / concerns with individuals and provide assurance of controls in place. Individual risk assessments will be conducted where required to determine if additional measures are required. <b>Clinically extremely vulnerable pupils and staff are not to attend work /school.</b>  Those pupils unable to attend school because they are following clinical and/or Public Health advice (e.g. a letter from their consultant) will be provided with remote education.  Existing individual health care plans in place for pupils/students to be reviewed.  Clear message sent to parents that students should not be sent into school if unwell for both Covid-19 and any other illnesses/symptoms.	<b>Since 20th December when Hertfordshire entered tier 4.</b> All children still deemed clinically extremely vulnerable were advised not to attend school.          Regular reminders via newsletter	Head          Head		

		<p><b>Staff</b> Wider government advice remains to work from home where possible. Limited school roles where this will be the case, roles which are able to do so effectively will be considered. Individuals classed as clinically vulnerable to have <a href="#">a risk assessment</a> undertaken on their role and ability to maintain social distancing. Consider if these staff are able to work remotely or in areas / roles where maintaining social distancing is easier.</p> <p>Any existing individual risk assessments to be reviewed. See <a href="#">COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable</a></p>	<p><b>Since 20th December when Hertfordshire entered tier 4</b> those staff who are clinically extremely vulnerable are to work from home and not to come into work. If someone in this category cannot perform any work duties from home, then they should not attend the school site and should remain at home.</p>			
<p><b>School occupants coming into contact with those with Coronavirus symptoms</b></p>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>School community clear on symptoms of coronavirus: a high temperature, a new continuous cough or a loss of, or change, in their normal sense of taste or smell. <a href="#">Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection</a> followed. These expectations have been communicated to all. Arrangements in place to ensure symptomatic staff / pupils do not return until isolation period has passed or negative test result confirmed.</p> <p>No symptomatic individuals to present on site.</p> <p><b>In the event of a suspected case whilst working on site</b> Ensure SLT / Head are notified.</p> <p>Individual goes home immediately (if awaiting collection by their parent, isolate child in a room behind a closed door, or an area at least 2m away from others, open a window for ventilation) and self-isolate.</p> <p>School staff supervising the child while they await collection should wear PPE (a fluid resistant surgical mask, type IIR) if a distance of 2m cannot be maintained. If direct care (such as for a very young child or a child with complex needs) is required then staff giving care to wear a fluid resistant surgical mask (type IIR), disposable apron and gloves.</p> <p>Clear message to parents that if a student is unwell at school they are to be sent home or collected immediately.</p>	<p>From 5<sup>th</sup> January schools moved to remote learning and remain open only for vulnerable children and the children of critical workers</p> <p>Staff and pupils who are tested for Covid-19 to inform the school of result and date of test.</p> <p>From 16<sup>th</sup> Sept more kits can be ordered via <a href="https://request-testing.test-for-coronavirus.service.gov.uk/">https://request-testing.test-for-coronavirus.service.gov.uk/</a></p>			

		<p>Anyone who has had contact with those with symptoms to wash hands thoroughly. All areas occupied and equipment used by the affected person are to be thoroughly cleaned and disinfected (see PHE cleaning advice <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a> )</p> <p>Students / staff informed via NHS test and trace or the NHS COVID-19 App they have been in close contact with a positive case to self-isolate for <b>10</b> days (reduced from 14 days from Monday 14<sup>th</sup> December). See <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/">https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/</a></p> <p><b>Testing</b> Staff / pupils who develop symptoms should be tested. Testing is most sensitive within 3 days of symptoms developing. Guidelines on who can get tested and how to arrange for a test can be found in the <a href="#">COVID-19: getting tested guidance</a>.</p> <p>Tests can be booked online through the NHS website <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/">https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/</a> Direct link is <a href="https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name">https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name</a> or call 119 if they have no internet access.</p> <p>From 26<sup>th</sup> August schools were provided with 10 home testing kits which can be provided in the <b>exceptional circumstance</b> that you believe an individual may have barriers to accessing testing elsewhere. See <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-home-test-kits-for-schools-and-fe-providers">https://www.gov.uk/government/publications/coronavirus-covid-19-home-test-kits-for-schools-and-fe-providers</a>. Kits are not be given directly to children, only to adults over the age of 18 or a child's parent or carer.</p> <p><b>Positive case in school</b> In the event of a positive case report to HCC via <a href="mailto:COVID.EYSEducation@hertfordshire.gov.uk">COVID.EYSEducation@hertfordshire.gov.uk</a> See <i>COVID-19 flowchart for schools</i> <a href="http://www.intra.thegrid.org.uk/info/coronavirus/key_documents.shtml">http://www.intra.thegrid.org.uk/info/coronavirus/key_documents.shtml</a> HCC Public Health will work through a risk assessment to identify close contacts and assist with action in response to a positive case.</p>				
<b>General</b>	Staff,	Welfare facilities are provided which contain suitable levels of soap and				

<p><b>Transmission of COVID-19</b></p> <p><b>Ineffective hygiene protocols</b></p>	<p>Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>paper towels. All persons to wash hands with soap regularly and thoroughly, for at least 20 seconds. Hand washing technique to be adopted as directed by NHS guidance posters in place to reinforce this.</p> <p>Alcohol hand sanitiser used in addition where required e.g, to reduce congestion at toilets / where soap and water is not available. Review existing levels / location of hand sanitiser stations.</p> <p>Alcohol hand sanitiser provided at reception / entrance/exit points; student entrance /reception and should be used by all persons when entering/leaving.</p> <p>Additional hand sanitiser within all classrooms. Build use into routines staff and pupil routines e.g. on arrival, when returning from breaks, when changing rooms, before / after eating.</p> <p>Site staff to regularly clean the hand washing facilities and check consumables. Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</p> <p>Ensure adequate supplies of soap, hand sanitiser and paper towels and these should be securely stored.</p> <p>Catch it, kill it, bin it message reinforced. Tissues provided for classrooms. Staff to replenish as needed. Staff / students to use tissues when coughing or sneezing and then place the used tissue in the bin before washing hands. (lidded bins in classrooms / other locations for disposal of tissues and other waste)</p> <p>All persons are reminded to not touch their eyes, nose or mouth if their hands are not clean.</p>				
<p><b>General Transmission of COVID-19</b></p> <p><b>Ineffective cleaning</b></p>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>Documented cleaning schedule in place.</p> <p>Enhanced cleaning schedule implemented throughout the site during school day, ensuring that frequent contact points, e.g. door handles, taps, flush handles, toilet door handles, table / desktops, bannisters, telephones, keyboards etc. are all cleaned and disinfected regularly.</p> <p>Shared areas and rooms that are used by different groups will require more frequent cleaning / cleaning between groups.</p>	<p>School to obtain the risk assessment from contract cleaning staff when new company takes over contract.</p>	<p>Head</p>	<p>Spring 2021</p>	

		<p>Where toilets are shared between different groups these must be cleaned regularly (focus on high contact surfaces) and the importance of thorough hand washing reinforced.</p> <p>Cleaning materials (e.g. disinfectant spray / wipes) available to staff. Manufacturer's instructions for dilution, application, PPE and contact times for all detergents and disinfectants to be followed.</p> <p>Only cleaning products supplied by the school / contract cleaners are to be used. School to obtain the risk assessment from contract cleaning staff for assurance on social distancing measures and their schedule / methods for cleaning the school site.</p> <p>Thorough cleaning of rooms at the end of the day.</p> <p><b>In the event of a suspected case / confirmed positive case on site</b> For disinfection (e.g. following a suspected case) use a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) <b>or</b> a neutral purpose detergent followed by disinfection (1000 ppm av.cl.). See PHE advice <a href="#">COVID-19: cleaning of non-healthcare settings guidance</a></p> <p><b>When cleaning a contaminated area:</b> Cleaning staff to:</p> <ul style="list-style-type: none"> <li>• Wear disposable gloves and apron</li> <li>• Wear a fluid resistant surgical mask (Type IIR) if splashing likely</li> <li>• Hands should be washed with soap and water for 20 seconds after all PPE has been removed.</li> </ul> <p>PPE to be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished.</p> <p>Any cloths and mop heads used must be disposed of as single use items.</p>				
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<p><b>General Transmission of COVID-19</b></p> <p><b>Minimising contact and Maintenance of social distancing</b></p>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p><b>Bubbles/ Groups:</b> Children kept in bubbles as class/year group in own classroom. Groups to remain clear and consistent and separated from other groups.</p> <p><b>During Lockdown:</b> likely numbers of pupils (critical worker and vulnerable children who will need a place on site) identified and thus staffing requirements. Pupils kept in own class/year group, in designated classroom, with consistent staff. In the absence of any national guidance on group sizes then a maximum size of 15 in line with advice for out of school provision and previous lockdown is used as a guide. Groups size kept as small as feasible.</p> <p>Limiting interaction between groups by: Staggering breaks and lunch; Allocated outside area for each year group; Minimise rooms / spaces being shared across groups; Cleaning shared spaces between use by different groups e.g. canteen, school library etc. No groups are coming together for assemblies, events / school fairs, school trips etc. Wider assemblies / collective worship conducted via video link. Continue to use social distancing wherever possible – i.e. children eating in their own bubble.</p> <p>Where staff move across groups (bubbles) hands to be washed / sanitised before and after and social distancing (2m) to be maintained from other staff and adults as far as is reasonable.</p> <p><i>Wherever possible, adults should maintain 2 metre distance from each other, and from children. Classrooms arranged so that there is a clear distance between children and teachers, and between each other.</i> The teaching space is <b>2m</b> from pupils.</p> <p>Keep space at front of class for SLT to enter and be present whilst maintaining social distancing.</p> <p>All staff to avoid close face to face contact and minimise time spent within 1 metre of anyone.</p> <p>Pupils sitting side by side rather than face to face. During the lockdown then decision on group size / nature will be made</p>	<p>Ongoing monitoring of movement around school and ability of groups to remain apart.</p> <p>Determine any pinch points, congested corridors etc and review controls to keep groups apart.</p>	<p>Staff</p> <p>Head</p>		
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		<p>based on the numbers of critical worker and vulnerable children and their year group / class. With pupils kept in consistent bubbles as small in size as is feasible.</p> <p><b>Face coverings</b> Staff and children are able to wear face covering at their own discretion. Those wearing face coverings should clean hands before and after touching – including to remove or put them on – and store them in individual, sealable plastic bags between use. DfE guidance states these will not be necessary in the classroom even where social distancing is not possible due to the use of consistent groups / bubbles, and greater scope for physical distancing by staff within classrooms.</p> <p>The use of face coverings does not replace social distancing, good hand washing and hygiene protocols.</p> <p><b>Extra-curricular clubs</b> No extra curricular clubs are running at this time.</p> <p><b>Hiring and lettings</b> During lockdown, no hiring or lettings will be taking place.</p> <p><b>Afterschool clubs –</b> 326 After school club operates for key worker children only during lockdown.</p> <p><b>Offsite visits</b> No overnight or overseas visits to be run.</p> <p>Any visits will keep children within their consistent group. Re-assurance of COVID-secure measures in place at the destination to be undertaken as part of usual planning and offsite visit risk assessment.</p> <p><b>Face coverings:</b> Government guidance applies to members of the public who are required to wear a face covering inside a wide list of indoor settings such as libraries, museums, galleries, visitor attractions etc. unless they have a legitimate reason for not wearing one. See full list here <a href="https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own">https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own</a></p>	<p>Review extra curricular clubs when lockdown restrictions are lifted.</p> <p>When school re-open, all relevant risk assessment for hirings will be put back in operation.</p>			
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	<p>Staff and pupils should comply with expected requirements when visiting such venues.</p> <p><b><u>Music-dance and drama</u></b>  Social distancing to be observed. This may limit group numbers.  Keep background / accompanying music to levels which do not encourage teachers or other performers to raise their voices unduly.  Clean equipment before / after use and between users / groups.</p> <p><b><u>Singing</u></b>  Increased risk of aerosol transmission with volume and numbers of individuals within a confined space is likely.  Accumulation of aerosols to be limited by keeping the actual singing / playing time short.  Activity to take place outside where possible.</p> <p>Where using indoor spaces ensure good ventilation through the use of mechanical systems and/or opening windows and doors.  Limit group size in relation to the space.  If using the hall, ventilate the empty room for at least 15 minutes before another group uses the space and clean all touch surfaces before use by another group.</p> <p>Face to face activity is to be avoided (Pupils positioned back-to-back or side-to-side when playing or singing).  Where face to face activity cannot be avoided ensure 2m physical distancing is kept between staff and pupils.</p> <p>Sing / play quietly to reduce aerosol risk.</p> <p>Additional guidance and supplementary risk assessment on music lessons in school has been produced by Herts Music service.  <a href="http://www.hertsmusicservice.org.uk/schools-covid-update/">http://www.hertsmusicservice.org.uk/schools-covid-update/</a></p> <p><b><u>PE / school sport</u></b>  PE subject lead and Sports Coach to review existing risk assessments and schemes of work to include management of COVID-19 risks.  Schools must only provide team sports listed on the <a href="#">return to recreational team sport framework</a>.</p> <p><b>Pupils to be kept in consistent groups</b>, sports equipment to be thoroughly cleaned between each use by different groups, and contact sports limited.</p>				
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<b>Access to &amp; egress from site</b>	<p>Staff, pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>Remind parents of staggered start and finish times to reduce congestion and contact at all times. Review access points, open up alternative gates.</p> <p>Review and update measure in place to ensure safety of children, parents &amp; staff – e.g. Car Park restrictions.</p> <p>Staff to monitor arrival / departure and site access points to facilitate social distancing. Discourage parents picking up their children from gathering at the school gates.</p>	Communicate changes to parents.	Head	4.1.21	4.1.21

		<p>Use visual aids to help parents socially distance / supervise entry and Collection as appropriate.</p> <p>Communicate expectations to parents.</p> <p><b>Visitors</b> Only essential visitors allowed on site whilst children and staff are attending. Ensure users are aware of school's expectations. They must follow social distancing, hand washing / use of sanitiser on entry and adhere to any restrictions on accessing parts of the building stipulated by the school.</p> <p>Parents instructed only to come onto premises by appointment, if essential, or in event of an emergency.</p> <p>Where visits can happen outside of school hours, they should. Signage in reception regarding good hygiene.</p> <p>Staff / pupils On arrival all staff and students to wash hands using nearest available toilet or use the sanitiser provided at their point of entry.</p>	<p>Review all additional adults attending school – only those considered completely essential to be in school from January – to be reviewed when lockdown restrictions change.</p>	Head	4.1.21	4.1.21
<p><b>Contact points</b> <b>Equipment use</b> <b>printers,</b> <b>workstations,</b> <b>apparatus,</b> <b>machinery etc.</b></p>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>Parents to ensure children have their own water bottles in school to reduce contact with 'face to tap' water fountains.</p> <p>Regularly clean and disinfect common contact surfaces in reception, office, access control etc. (screens, telephone handsets, desks).</p> <p>Staff and pupils have their own basic equipment (pens, pencils etc.) to avoid sharing.</p> <p><b>Activities and resources</b> Classroom resources which are shared within groups (bubbles) are cleaned regularly. Those shared across groups must be cleaned between use.</p> <p>Minimise all unnecessary sharing of resources, taking books home etc.</p> <p>Use of shared resources between groups to be minimised, resources</p>				

		<p>allocated to individual groups where possible.</p> <p>Otherwise all resources shared across groups (sports ,art ,science equipment etc.) must be cleaned before / after use e.g. library books, chrome books, laptops, I pads, PE equipment etc.) or ‘quarantined’ and left unused (for 48 hrs, 72 hours for plastic) before being used by another group (bubble).</p> <p>Where equipment is quarantined ensure this is clearly labelled with day used / next day available for use.</p> <p>Build cleaning into end of lesson activity routines.</p> <p>Anti-bacterial wipes are available in all IT rooms and teacher to ensure students wipe down after use. If student too young then arrangements for IT support staff etc. to clean.</p>				
<b>Proximity of students/ staff</b>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>Staff are to maintain a safe distance between each other (2 metres wherever possible)</p> <p>Occupied rooms to be kept as well ventilated as possible (by opening windows) or via ventilation units. (where mechanical ventilation is present that removes and circulates air to <b>multiple</b> rooms recirculation should be turned off and adjust these to full fresh air where possible)</p> <p>See <a href="#">HSE guidance and CIBSE October guidance</a></p> <p>In cooler weather open windows just enough to provide constant background ventilation, open windows more fully between classes, during breaks etc.</p> <p>Use heating / additional layers of clothing to maintain comfortable temperatures.</p> <p>Ensure key fire doors are not being compromised / wedged open (those protected stairwells, cross corridor, on single directional routes etc.)</p> <p>Consider opportunities for outdoor learning to assist in social distancing. Staff to follow social distancing guidance in offices/staff rooms/close working in rooms etc i.e. 2m wherever possible.</p> <p>Where staff need to move between classes and year groups, they</p>				

		<p>should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults.</p> <p><b><u>Meetings / 1-2-1's / training</u></b> Limit face to face meetings to those which are essential. Ensure these are conducted in large enough areas to maintain social distancing; or via electronic means (Microsoft Teams etc.) No physical large scale / all staff briefings should be undertaken.</p> <p><b><u>Staff rooms</u></b> Review occupancy levels and layout to facilitate social distancing Staff to stagger use to enable distancing.</p> <p><b><u>Corridors</u></b> Minimise groups (bubbles) transitioning at the same time to ensure brief contact. (passing briefly in circulation spaces is a low risk) Stagger use and numbers using circulation spaces at the same time. Avoiding multiple groups queuing in same shared areas/ narrow corridors etc</p> <p><b><u>Break / Playgrounds</u></b> Avoid any group activities that require pupils to be in close physical contact with each other. Limit group interaction by clearly zoning areas and staggering breaks. Use playing fields when weather permits. Brief all staff on expectations. Increased supervision to aid enforcement of social distancing as far as is reasonable. Outdoor play equipment purchased for each bubble to use. Pupils should wash / sanitise their hands before and after use.</p> <p>Areas used to be cleaned after use / before occupation by school.</p>	<p>Move Photocopier to cookery room to increase circulation space in staffroom.</p>	Deputy	Dec 2020	Dec 2020
			<p>Regularly update rota for lunchtime staff deployment. Update &amp; publish rota for use of outdoor play equipment.</p>	Head	Termly	Dec 2020
<b>Canteen use / lunchtimes</b>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>Break times staggered to reduce congestion and contact between groups. Rota for use of dining areas.</p> <p>Reinforce handwashing prior to eating food. Hand sanitiser should be available at the entrance of any room where people eat and should be used by all persons when entering and leaving the area.</p> <p><b>Canteen use</b></p>				

		<p>Food operators continue to follow Food Standard Agency's (FSA) <a href="#">guidance on good hygiene practices</a> in food preparation and their Hazard Analysis and Critical Control Point (HACCP) processes.</p> <p>Pupils to enter canteens in their allocated groups and eat in their own rooms, apart from Reception and Year 4. Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced.</p> <p>All rubbish and waste should be put straight in the bin by the user and not left for someone else to clear up.</p> <p>All areas used for eating must be thoroughly cleaned between groups and at the end of each break and shift, including chairs, door handles, vending machines etc.</p>				
<b>Transport / Travel off site</b>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>Encourage walking / cycling to school Review travel plan Risk assessment of the school's transport provider been seen and the school consulted on it.</p> <p><b>Minibus use</b> Used by those within same school group / bubble, reduce numbers on board to aid distancing. Vehicles to be cleaned after each group's use / between drivers etc. (sanitiser / disinfectant wipes to be available on the vehicle). Regular cleaning of vehicle contact points (handles, keys, display and controls etc.) – in-particular where vehicles are shared between drivers / groups. Use hand sanitizer on entering / leaving vehicle. Windows to be open for ventilation. Staff to wear disposable gloves when refueling.</p>				
<b>Contractors</b>	<p>Contractors, Staff, Students / pupils / wider contacts,</p> <p>Spread of COVID 19</p>	<p>School and any on site contractors (Catering, cleaning, FM provider etc.) to co-operate and share risk assessments. All contractors will read and comply with signs in reception regarding good hygiene.</p> <p>Staff and contractors are to maintain a safe distance between themselves and others (2 metres where practical).</p> <p>All contractors are to wash their hands or use alcohol-based hand sanitiser upon entering the site.</p>	Essential / statutory maintenance deemed necessary to the safe running of the school to continue during lockdown.			

		<p>Agree approach to scheduled / ongoing building works. Works must be conducted outside of the school day. Site inductions are to be carried out following social distancing principles. School to seek confirmation of the contractors method statement / risk assessment.</p>				
<b>Provision of first aid</b>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>It is accepted that social distancing cannot be maintained during the delivery of first aid, but physical contact should be kept to a minimum e.g. pupils apply cold pack, wipe, plaster where able to do so. Wash hands before / after treatment.</p> <p>Those administering first aid should wear PPE appropriate to the circumstances. Where the injury was significant and thus required close care for an extended period then it would be reasonable to provide PPE. <b>See also 'provision of personal care' and 'Suspected case whilst working on site'.</b></p> <p>First aiders to be aware of advice on CPR from The Resuscitation Council  <a href="https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/">https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/</a></p> <p>If daily medication is administered from 1<sup>st</sup> aid rooms then consider if this needs relocating to reduce demand on space.</p>				
<b>Provision of personal care</b>	<p>Staff, Students / pupils / wider contacts</p> <p>Spread of COVID 19</p>	<p>Additional PPE in place if required e.g. for intimate care, to be risk assessed and to be based on nature of task and level of contact (e.g. disposable apron, gloves, fluid resistant surgical mask (type IIR) and if there is a risk of splashing to the eyes e.g. coughing, spitting, vomiting then eye protection should be worn.)</p> <p>Where a child falls ill with Coronavirus symptoms whilst on site (new continuous cough, high temperature cough or a loss of, or change, in your normal sense of taste or smell.) then school staff supervising the child while they await collection should wear PPE (a fluid resistant surgical mask) <b>if</b> a distance of 2m cannot be maintained.</p> <p>If direct care (such as for a very young child or a child with complex needs) is required then staff giving care to wear a fluid resistant surgical mask, disposable apron and gloves.</p>				

<b>Emergency procedures (Fire alarm activations etc)</b>	Staff, Students / pupils / wider contacts Spread of COVID 19	Emergency evacuations are to take place following social distancing principles as far as is reasonably practicable (this will be impacted during evacuation, but will be for short period).  Maintain groups / bubbles at assembly points. Increased supervision and reiteration of messages to occupants				
<b>Deliveries &amp; Waste collection.</b>	Staff, Students / pupils / wider contacts  Spread of COVID 19	Do not approach delivery staff, allow packages to be left in a safe place.  Hands are to be thoroughly washed after handling all deliveries or waste materials.  Waste collections made when the minimum number of persons are on site (i.e. after normal opening hours).				
<b>Premises safety</b>	Staff, Students / pupils  Wider safeguarding / safety risks	Ensure all 'normal' tasks / compliance checks are being carried out/planned such as fire alarm testing, legionella controls, servicing of equipment, PAT testing etc. Ensure all key services are operational  <b>Legionella</b> Any new 'seldomly' used water outlets to be flushed weekly during lockdown. Post lockdown / in the event of closure of any part of the building i.e. where weekly flushing of outlets has not taken place then chlorination / flushing of whole system should take place.  Ensure key fire doors are not being compromised / wedged open (those protected stairwells, cross corridor, on single directional routes etc.)				
<b>Lack of awareness of PHE / school controls</b>	Staff, Students / pupils / wider contacts  Spread of COVID 19	All staff consulted on plans and risk assessment. Parents/ carers and pupils informed of measures in place to protect them Posters will be displayed in the reception, welfare areas and in suitable places around site.  Clear briefing for all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance.  All essential visitors are briefed on school's arrangements for managing and minimising risk, including need to maintain distance (2m where possible) from other staff and pupils.				
<b>Staffing levels</b>	Staff, Students /	Dynamic decisions are made on staffing levels made dependent on numbers / needs of pupils present in school.	Local operational decisions on partial closure / closure	Head	Ongoing	

	<p>pupils</p> <p>Spread of COVID 19</p> <p>Wider safeguarding / safety risks</p>	<p>Reviewed to ensure adequate number of staff in attendance to maintain an appropriate ratio with pupils and ensure key competencies (first aid etc maintained)</p> <p>Options such as partial closure may be required in event of staff shortages.</p>	<p>to be made in event of insufficient available staff to supervise pupils. With a move to remote learning in such circumstances for those pupils affected.</p>			
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**Relevant links**

Guidance for educational settings

<https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19>

Guidance for full opening from Sept 2020

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Guidance for return in Jan 2021 <https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021/schools-and-childcare-settings-return-in-january-2021>

Contingency Framework <https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings>

Protective measures for holiday and after-school clubs <https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak#consider-group>

Face coverings in Education <https://www.gov.uk/government/publications/face-coverings-in-education>

New National Restrictions to control the spread of coronavirus (COVID-19) impact education, childcare and children's social care settings

<https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020>

New national restrictions from Nov 5<sup>th</sup> <https://www.gov.uk/guidance/new-national-restrictions-from-5-november>

Cleaning of non-healthcare settings <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

Managing premises <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak#other-points-to-consider>

Guidance on infection prevention and control for COVID-19 <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>

First aid guidance <https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov>

<https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>

CPR on adults <https://www.sja.org.uk/get-advice/first-aid-advice/unresponsive-casualty/how-to-do-cpr-on-an-adult/>

Stay at home guidance

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Cleaning after a positive / symptomatic case on site <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

Test and trace <https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace>

Face coverings <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

Return to Recreational team sport framework <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/return-to-recreational-team-sport-framework>

Guidance on shielding and protecting people who are extremely vulnerable from COVID-19 <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19#Clinically>