



Covid-19 Risk Assessment – Updated 28.02.2022

Theme	Considerations and control measures	Who is responsible for implementing and monitoring?	Action completed	Estimate of risk (Low, Medium, High)
Arranging and welcoming all children and staff back to school	<p>➤ The priority remains for school to deliver face-to-face, high-quality education to all pupils and reduce the disruption to education as much as possible.</p> <p>Schools COVID 19 Operations Guidance 24th February 2022 will be followed: Contingency framework: education and childcare settings (publishing.service.gov.uk)</p> <p>➤ The school will continue to review and update its COVID 19 risk assessment as circumstances in school and public health advice changes.</p> <p>➤ The school's COVID 19 risk assessment updates have been sent to all staff and parents and governors and is available on the school website. The following organisational arrangements will take place in school. If the school's Outbreak Management Plan is activated some of these arrangements will change.</p> <p>➤ An Outbreak/Contingency Management Plan is in place for outbreaks in school to help break chains of transmission and ensure continuity of learning for children. Further details of control measures are in the COVID Outbreak Management Plan.</p> <p>➤ Children will no longer be in consistent groups / bubbles. Social distancing requirements will no longer be necessary. The school timetable and school day will resume to pre-COVID 19 arrangements (normal).</p>	Headteacher	Ongoing	Medium
		Headteacher	28.02.2022	
		Headteacher	03.03.2022	
		Headteacher	28.02.2022	
		All staff	28.02.2022	



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Arranging and welcoming all children and staff back to school	<p>➤ The Remote Learning Policy/Offer (including safeguarding arrangements) will remain in place should it be required.</p> <p>Transmission of COVID 19 will potentially impact on the school’s workforce. This will be reviewed daily by the Headteacher to ensure safety measures are maintained and to minimise the disruption to children’s education as much as practicably possible. Contingency Plans will be adapted accordingly.</p> <p>➤ There are considerable changes in managing positive COVID 19 cases in school.</p> <p>From 24 February the legal requirement to self-isolate has been removed. Contacts are no longer required to self-isolate or advised to take daily tests and contact tracing has ended. However, if an individual has any of the main symptoms of COVID-19 or a positive test result, public health advice is still to isolate. If you have symptoms you should order/book a PCR test. You can still arrange a PCR test if someone you live with tests positive for COVID-19.</p> <p>Get a free PCR test to check if you have coronavirus (COVID-19) - GOV.UK (www.gov.uk)</p> <p>Children and adults with COVID-19 should not attend school while they are infectious. As before, they should take an LFD test from 5 days after their symptoms started (or the day their test was taken if they did not have symptoms) followed by another one the next day. If both these tests’ results are negative, they should return to school as long as they feel well enough to do so and do not have a temperature. If your day 5 LFD test result is positive, you can continue taking LFD tests until you receive 2 consecutive negative test results. You may return to school after 10 days as long you do not have a temperature.</p>	Headteacher and School Business Manager	Ongoing 28.02.2022	Medium
		Headteacher and School Business Manager	ongoing	
		Headteacher		



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<p>Arranging and welcoming all children and staff back to school</p>	<p>In most cases, parents and carers will agree that a child with the key symptoms of COVID-19 or tests positive they should not attend the school, given the potential risk to others. If a child has a confirmed or suspected case of COVID-19 school can take the decision to refuse a child attending if judged necessary to protect other pupils and staff from possible infection of COVID-19.</p>	Headteacher	03.03.2022	Medium
	<p>➤ IMPORTANT CONTROL MEASURES will remain in place to reduce the risk of transmission:</p>		Ongoing	
	<ul style="list-style-type: none"> • Robust hand hygiene. Children and staff to be reminded to wash/sanitise hands throughout the day. This should ideally be in the morning/break time, before and after lunch and afternoon break time. Sanitiser stations remain in place around the school. Sanitiser, soap and cleaning resources are available in classrooms and key communal areas. Replenished by the cleaning team. 	Headteacher	Ongoing	
	<ul style="list-style-type: none"> • Good respiratory hygiene. Children and staff reminded of the importance of ‘catch it, bin it, kill it’. 	Headteacher and School Business manager (H&S)	Ongoing	
	<ul style="list-style-type: none"> • Appropriate cleaning regimes to remain in place around the school. Touch points to be cleaned twice daily, once during the day by school staff and at the end of the day by the cleaning team. 		Ongoing	
	<ul style="list-style-type: none"> • Occupied spaces are to be well ventilated. As much as practicably possible windows and doors to be open/ajar. Carbon dioxide monitors will be in all classes to help staff identify where ventilation needs to be improved. 	Headteacher	28.02.2022	
		Headteacher		



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<p>Arranging and welcoming all children and staff back to school</p>	<p>➤ Staff are no longer advised to wear a face covering when in communal area. Visitors and Parents are encouraged to wear a face covering when inside the school buildings.</p>	Headteacher	Ongoing	<p>Medium</p>
	<p>➤ All parents are allowed onto the school site to drop off or collect their children, but it is important that parents do not gather for longer than necessary on the school site or outside of school.</p>	Headteacher	28.02.2022	
	<p>It is highly recommended that parents wear face coverings inside the school buildings unless exempt.</p>		Ongoing	
	<p>School will open at 8.45am. Key Stage 2 will enter using the Children’s entrance. Key Stage 1 Children will line up and enter using the Reception door at 8.50am. EYFS children should wait in the reception garden and can be dropped off at 9.00am when the side gate is opened.</p>		Ongoing	
	<p>Breakfast club should use the gate at the bike shed side of the school for drop offs. After school clubs will be released to parents from the Children entrance (except Craft Club which will be from the Reception gate).</p>		Ongoing	
	<p>➤ Regular lunchtime routines will resume with all children eating in the hall. Children can sit on both sides of the table. Each class will sit at their assigned tables.</p>	Headteacher	Ongoing	
	<p>➤ School trips and residential will resume. However, a full and thorough risk assessment will be in place to ensure health and safety considerations are in place when not on the school site.</p>			
<p>➤ Swimming lessons will resume, with a joint robust risk assessment agreed between the school and Radley College.</p>	Headteacher			



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	<ul style="list-style-type: none">➤ School assemblies will continue with all children in the hall.➤ Face to face parents' meetings can be held in school but will require a robust risk assessment to ensure reasonable safety measures are in place – considerations are:<ul style="list-style-type: none">• Ventilate classrooms as much as practicably possible.• Sanitiser on entrance.• People not to attend if unwell with symptoms of coronavirus.➤ Staffroom facilities can be fully used again, but staff are to be vigilant in ensuring no overcrowding.➤ School productions can take place in school but will require a robust risk assessment to ensure reasonable safety measures are in place – considerations are:<ul style="list-style-type: none">• Reduce overcrowding in the school hall when appropriate.• Ventilate hall as much as practicably possible.• Sanitiser on entrance.• People not to attend if unwell with symptoms of coronavirus.	Headteacher	28.02.2022 28.02.2022	Medium
Vulnerable children, families and staff Reducing stress and anxiety	<ul style="list-style-type: none">➤ All clinically extremely vulnerable children and staff (CEV) should attend school unless they have been advised by a clinician or specialist not to attend. Extra precautions/individual risk assessment might be necessary in this instance. <p>https://www.gov.uk/government/publications/guidance-onshielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremelyvulnerable-persons-from-covid-19</p>	Headteacher and School Business Manager	28.02.2022 Ongoing	Medium



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	<ul style="list-style-type: none">➤ School will bear in mind the potential concerns of children, parents and staff who may be reluctant or anxious about returning to school with relaxed restrictions and will put the right support and reassurance in to address this if needed. External counselling support is available if needed.➤ Teachers will continue to support children’s wellbeing through the PSHE curriculum.➤ Vulnerable children and families impacted by the pandemic and lockdowns continue to be identified for support. This is reviewed on a regular basis by the Designated Safeguarding team, teachers, and external professionals when necessary.➤ Any safeguarding concerns will be reported in line with the school’s Child Protection and Safeguarding procedures.	Headteacher and School Business Manager Teachers and Teaching Assistants Designated Safeguarding Team	Ongoing Ongoing	Medium
Office procedures and school reception	<ul style="list-style-type: none">➤ Visitors/volunteers in school are no longer restricted.➤ Parents will continue to be encouraged to use other means of communication such as: Email, phone or post box.➤ The office will maintain a record of all visitors in school. This record will include name/company and contact number to support the NHS Test and Trace process.➤ Alcohol based sanitiser and face masks made available for visitors to use on arrival and leaving.	School Business Manager	Completed	Medium



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	<p>➤ Cleaning staff to clean touch areas, such as entrance door handle daily. The phones/ keyboards will be wiped daily.</p>			
Prevention and infection control	<p>➤ If there is an outbreak in school, it may be necessary to reintroduce bubbles as a temporary measure reducing mixing between groups. Other control measures could also be introduced. This decision will not be taken lightly. In this instance the school's outbreak management plan will come into effect with support of the local PHE team. Staff, children, or other adults with COVID 19 symptoms or who have tested positive should not come to school.</p> <p>➤ Best practice hygiene and ventilation requirements will be followed as detailed above. Frequently touched areas will be cleaned by staff throughout the school day and school cleaners have a robust cleaning routine at the end of the school day. Cleaning and hygiene resources are in all classes and around the school in key communal areas. Hygiene resources around the school will be maintained by the cleaning team. Staff in classes are to ensure the safe use and storage of cleaning resources.</p> <p>➤ If a member of staff or child becomes unwell with coronavirus symptoms (new persistent cough or high temperature, or has a loss of, or change in their normal sense of taste or smell) they must leave school immediately. Parents when called must pick up their child without delay. They should organise a PCR test. In an emergency if they are seriously ill or injured call 999. They must not attend the GP, pharmacy, or hospital.</p> <p>➤ Staff supporting unwell children or adults with COVID-19 symptoms should take appropriate safety measures. Maintaining a distance when practicably possible, wear a face covering and sanitise/wash hands.</p>	<p>Headteacher</p> <p>All staff</p> <p>All staff</p> <p>All staff</p>	<p>28.02.2022</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Medium</p>



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	<p>➤ The area and touch points around the person with symptoms must be cleaned thoroughly to reduce the risk of passing the infection on to other people.</p> <p>➤ Robust cleaning routines remain in place for cleaning the school at the end of the day. The cleaning team along with the School Business Manager will ensure cleaning and hygiene resources are kept replenished.</p> <p>➤ Unwell children waiting to be collected will be isolated in reception or the quiet room. The room will be well ventilated. The disabled toilet will also be allocated for use.</p> <p>➤ Large Events will be Allowed</p> <ul style="list-style-type: none">• Christmas Bazar• Children in Action PM• Celebration day• School Productions• Sports day <p>Where possible such events should be held outside.</p>	School Business manager (H&S)	Ongoing	
		Headteacher	28.02.2022	
Other building users	<p>➤ Contractors on site will be managed by the School Business Manager ensuring COVID 19 risk assessment and other health and safety requirements are adhered to.</p> <p>➤ All clubs and activities during the school day and after school can resume. Users will be aware of key elements of the school's COVID 19 risk assessment, and this will work in conjunction with their own health and safety requirements.</p>	School Business manager	Ongoing	Medium



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	<ul style="list-style-type: none">➤ OCC catering and ProperT cleaning contractors have their own COVID 19 risk assessment in place and this will work in conjunction with the school's COVID 19 risk assessment. This will be managed by the School Business Manager.➤ Supply teachers, student teachers and other professional staff can work in and across the school as before and move between schools.➤ Professional meetings can take place in school by making prior arrangements with the school office to ensure allocated space is available. Some meetings will continue remotely as appropriate.➤ Whilst social distancing requirements are no longer necessary – the shaking of hands is not recommended. People meeting should try and ensure space between them and ensure the room is well ventilated. Good hygiene practice is important.			
Monitoring and review	<ul style="list-style-type: none">➤ Aspects of this risk assessment will be monitored and reviewed daily by the Headteacher.➤ The effectiveness of the full risk assessment will be reviewed by governors at governor meetings.➤ Risk assessment to be updated in line with any issues identified and changes in public health advice or OCC.	Headteacher	28.02.2022	Low