RISK ASSESSMENT

Company:	**Inspire Partnership Multi Academy Trust**	**Date of Assessment:**	**01.04.2022** **Version 25**
Schools:	Gawthorpe Community Academy, Towngate Primary Academy, Half Acres Primary Academy, Ackton Pastures Primary Academy, Girnhill Infant School, Fitzwilliam Primary School, South Hiendley Primary School, Ash Grove Primary Academy, Grove Lea Primary School		
Description of work activity / process being assessed:	**Revised to comply with changes from 01 April 2022 – "Living with Covid"** Applies to all pupils and staff		

Persons exposed:		Type of assessment:	
Employees	☒	**Initial**	☐
Pupils	☒		
Contractors	☒	**Change in Government Guidance following Covid 19 Outbreak**	☒
Visitors / Members of the public	☒	**Operational review**	☒

COVID – 19 (Corona Virus) - COVID-19 affects the lungs and airways of those infected and is primarily spread through respiratory droplets, which means to become infected, people generally must be within six feet of someone who is contagious and come into contact with these droplets. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or their eyes. Symptoms of COVID-19 appears usually within two to 14 days after exposure and include fever, cough, runny nose and difficulty breathing. Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.

EFFECTIVE INFECTION PROTECTION AND CONTROL					
Hazards:	**Control measures already in place:**	**Additional control measures required to reduce the risk:**	**Who will complete?**	**By when:**	**Date completed:**
Direct & indirect transmission of the virus	Minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms **do not attend school**	Communicate expectations clearly with parents and staff	Headteacher	1 Sept 21	
	From 1 April, anyone with a positive COVID-19 test result will be advised to try to stay at home and avoid contact with other people for **five days**, which is when they are most infectious. For children and young people aged 18 and under, the advice is **three days**.	Adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should stay at home (work from home if well enough to do so) and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature. Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school when they no longer have a high temperature and are well enough to attend (3 days).	ALL	Ongoing	
	Frequent and thorough hand cleaning should be regular practice	Continue to ensure that pupils clean their hands regularly using soap and water or hand sanitiser. Wash hands thoroughly for 20 seconds with running water & soap and dry them thoroughly or use hand sanitiser ensuring all parts of the hand are covered.	ALL	Ongoing	
	Ensuring good respiratory hygiene – promote the 'catch it, bin it, kill it' approach	Tissues/bins in all classrooms and to be emptied daily. Educate pupils to use tissues or sneeze into elbow area of arm	Premises & Classroom based staff	Ongoing	
	Maintain an appropriate cleaning schedule using standard cleaning products such as detergents and bleach.	Regular cleaning of areas and equipment with a particular focus on frequently touched surfaces, such as door handles, light switches, work surfaces and regularly used equipment. As a minimum, touched surfaces should be wiped down twice a day and one of these should be at the beginning or the end of the	Premises & Classroom based staff	Ongoing	

		working day. When cleaning surfaces, it is not necessary to wear personal protective equipment (PPE) or clothing over what would usually be used.			
	Children displaying **any** symptoms of COVID 19 should not attend school, given the potential risk to others.	If a parent or carer insists on a pupil attending school, the Headteacher can take the decision to refuse the pupil if, in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID 19.	Headteacher/ SLT	Ongoing	
	Any pupil requiring first aid should continue to receive care in the normal way. No additional PPE is needed because of COVID 19 for anyone who does not have COVID 19 symptoms.		ALL School Staff	From 1st Sept 21 onwards	
	Ensure areas are well ventilated and that a comfortable teaching environment is maintained. Doors to be propped open (exc fire doors) rooms need to be well ventilated with windows open :- 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)	To balance the need for increased natural ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate: • opening high level windows in preference to low level to reduce draughts • increasing the ventilation while spaces are unoccupied (for examples, 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 drafts Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.	ALL School Staff	From 1st Sept 21 onwards	
	Consider which lessons or classroom activities could take place outdoors		SLT		
	Implement a one way system, where possible, or place a divider down the middle of the corridor to keep groups apart as they move through the school				

	No visitors, staff, children, contractors, parents can enter the buildings if they have any symptoms	Regularly clean common contact surfaces in the reception area.			
	Schools should have discussions with key contractors about the school's control measures and ways of working. Site guidance on hygiene should be explained to visitors on or before arrival. Where visits can happen outside of school hours, they should.	Regularly clean common contact surfaces in the reception area.			

PERSONAL PROTECTIVE EQUIPMENT (PPE) Including Face Coverings

Hazards:	Control measures already in place:	Additional control measures required to reduce the risk:	Who will complete?	By when:	Date completed:
Direct & indirect transmission of the virus	The reintroduction of face coverings may be advised for a temporary period in response to particular localised outbreaks, including variants of concern (see Outbreak Management Plan)		Headteacher	1 Sept 21	
	If a child has routine intimate care needs that involve the use of PPE, the same PPE should continue to be used.		All Staff	Ongoing	

REMOTE EDUCATION

Hazards:	Control measures already in place:	Additional control measures required to reduce the risk:	Who will complete?	By when:	Date completed:
Delivery of education	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.		HT	Ongoing	

VULNERABLE CHILDREN					
Hazards:	**Control measures already in place:**	**Additional control measures required to reduce the risk:**	**Who will complete?**	**By when:**	**Date completed:**
Safeguarding concerns	The updated DFE guidance includes a broader definition of children classed as vulnerable. This list now includes : • Those with a social worker • Those with an Education, Health and Care Plan • A group of children considered locally, including by settings and local authorities, to be 'otherwise vulnerable' • Children known to children's social care services in the past • Children whose home circumstances might be particularly challenging because of domestic abuse, parental offending, adult mental health issues , and drug and alcohol addiction. Where pupils who are self isolating are within the DFEs guidance of vulnerable, systems must be put in place to keep in contact with them, particularly if they have a social worker. Some children may be vulnerable who are officially in statutory systems and schools should seek to support any children who they believe may have challenging circumstances at home	When a vulnerable pupil is asked to self isolate, you should : • Notify their social worker (if they have one) and, for looked after children, the local authority virtual school head • Agree with the social worker the best way to maintain contact and offer support Procedures should be in place to • Check if a vulnerable pupil is able to access remote education support • Support them to access it (as far as possible) • Regularly check if they are accessing remote education • Keep in contact with them to check their wellbeing and refer onto other services if additional support is needed			

IF SOMEONE BECOMES UNWELL IN YOUR SCHOOL

Hazards:	Control measures already in place:	Additional control measures required to reduce the risk:	Who will complete?	By when:	Date completed:
If someone shows symptoms of the virus, there is a higher risk of transmission to others	If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required.	A window should be opened for ventilation.	SLT	Ongoing	
	If they need to use a bathroom while waiting to be collected, they should use a separate bathroom if possible	The bathroom should be cleaned and disinfected before being used by anyone else	SLT	Ongoing	
	Cleaning the affected area(s) with an approved cleaning product after someone with symptoms has left to reduce the risk of passing the infection onto others		All Staff	Ongoing	
Individual being severely ill on your premises	In an emergency call 999 if seriously ill or injured or their life is at risk.		SLT/All Staff	Ongoing	

IF THERE IS A CONFIRMED CASE OF CORONAVIRUS IN YOUR SCHOOL

Hazards:	Control measures already in place:	Additional control measures required to reduce the risk:	Who will complete?	By when:	Date completed:
Direct & indirect transmission of the virus	If a child or staff member develops symptoms compatible with coronavirus, they should be sent home		SLT	Ongoing	
	The Trust has an Outbreak Management Plan which they will implement if advised to do so by the Local Authority, Directors of Public Health, UK Health Security Agency protection teams or the national government.		Headteacher	From 1 Sept 21 onwards	

CLEANING AND HYGIENE Follow the COVID 19: cleaning in non healthcare settings guidance					
Hazards:	**Control measures already in place:**	**Additional control measures required to reduce the risk:**	**Who will complete?**	**By when:**	**Date completed:**
Potential Exposure to Covid – 19 (Corona Virus): Normal cleaning routine.	Use guidance from World Health Organization and NHS to ensure the risk assessment is following the latest advice. Follow UK Government guidelines in reducing the likelihood of exposure Personal protective equipment (PPE) • Disposable gloves • Disposable Apron • Hands should be washed with soap and water for 20 seconds after all PPE has been removed. • Clean and disinfect frequently touched objects and surfaces twice per day • Do not touch your eyes, nose or mouth if your hands are not clean.	Internal deep cleans when appropriate Accurate recording of routine cleaning undertaken in all areas - ALL Availability of appropriate PPE Cleaning routine to be extended to door handles and access keypads Wash hands after cleaning task	PS/Cleaners	Ongoing	
Waste Normal removal of waste (including disposable cloths and tissues):	Waste should be put in a plastic rubbish bag and tied when full. • Personal protective equipment (PPE) • Disposable gloves • Disposable Apron • Hands should be washed with soap and water for 20 seconds after all PPE has been removed. • Clean and disinfect frequently touched objects and surfaces. • do not touch your eyes, nose or mouth if your hands are not clean.	Availability of appropriate PPE Increase order quantities of skin friendly hand soap	PS PS	Ongoing Ongoing	
Waste Waste from possible cases and cleaning of areas	Waste should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied.				

where possible cases have been.	It should be put in a suitable and secure place and marked for storage until the individual's test results are known. Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours. If the individual tests negative, this can be put in with the normal waste. If the individual tests positive, then store it for at least 72 hours and put in with the normal waste If storage for at least 72 hours is not appropriate, arrange for collection as a Category B infectious waste either by your local waste collection authority if they currently collect your waste or otherwise by a specialist clinical waste contractor. They will supply you with orange clinical waste bags for you to place your bags into so the waste can be sent for appropriate treatment.	Specific log to be kept remote from waste storing area to keep accurate inventory of suspected contaminated waste. Log to be maintained by senior leadership team. When suspected that it is covid-19 additional PPE measures to be taken i.e. face mask and eye protection		Ongoing Ongoing	

Review period:	**After any UK Governmental Department announcement.**