



Spring Term 2021-Whole School return 8th March 2021 - Infection Control COVID-19 General Risk Assessment Form

All schools are advised to note the issues and suggested control measures in this document and then add detail specific to their school.

Name and Address of the School - St Benet's Catholic Primary School, Ouston, Durham, DH2 1QX		
Additional Controls considered on – -Use of face masks in school - After School Club provision - Visitors to school, including coaches	Name of Person reviewing the Additional Controls -Catherine Young (Head teacher)	Date of assessment – 02.03.21
	Date of review- 31 March 2021	
<u>Update</u> -Changes made to the systems of controls. You must always: 1) Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.		

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- 2) Ensure face coverings are used in recommended circumstances.
- 3) Ensure everyone is advised to clean their hands thoroughly and more often than usual.
- 4) Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.
- 5) Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
- 6) Consider how to minimise contact across the site and maintain social distancing wherever possible.
- 7) Keep occupied spaces well ventilated.
- 8) Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.
- 9) Promote and engage in asymptomatic testing, where available.
- 10) Promote and engage with the NHS Test and Trace process.
- 11) Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community.
- 12) Contain any outbreak by following local health protection team advice.

[Added-The school are following Schools coronavirus \(COVID-19\) operational guidance](#)

[Added-](#) An infected person can pass on the virus through talking, breathing, coughing, or sneezing even if they do not have any symptoms.

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Hazards/Issues	Risk Rating H/M/L (before)	Controls already in place	Further Action required	Risk Rating H/M/L (after)	By Whom & When
1. Staff and Pupils and the wider school community					
NHS COVID-19 Vaccination	H	-COVID-19 vaccination programme has commenced in the local community. -Priority groups have been identified and the community that the school is part of are being vaccinated. -Staff and pupils that have been identified as CEV/CV have been included in the priority groups identified.		L	
Asymptomatic Testing-Lateral Flow Device (LFD) Testing in School/ Home testing	H	-Current guidance followed-Rapid testing remains a vital part of the plan to suppress the virus. Schools are following the guidance set out for their settings: • Primary schools, school-based nurseries and maintained nursery schools -Primary age pupils will not be tested with LFDs. -The LFD testing programme does not replace the current testing policy for those with symptoms.	-LFD testing occurs on a Monday and Thursday for all staff members on site -Staff with a positive LFD test result will need to self-isolate in line with the guidance for households with possible coronavirus infection.	L	Head teacher

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		<p>-Anyone with COVID-19 symptoms (even if they recently had a negative LFD test result), should still self-isolate immediately in line with current guidance.</p> <p>-Staff are aware that those presenting COVID-19 symptoms are to order a test online or visit a test site to take a lab-based polymerase chain reaction (PCR) test to check if they have the virus.</p>			
COVID-19 Outbreak		<p>- 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, may indicate an outbreak.</p>	<p>-Trends identified and where need identified reported to DCC Public Health Team via COVID-19 Education settings reporting tool</p>		
2.Maintaining hand and respiratory hygiene on the school site					
Maintaining the system of controls put in place in the	H	<p>- Pupils, staff, and other adults are aware they must not come into the school if:</p>	<p>-Consideration be given to taking the morning of the 8th March to remind staff and</p>	L	

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<p>Autumn Term for the full school opening.</p>		<p>-They have one or more <u>coronavirus (COVID-19) symptoms</u> a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms.</p> <p>-They are required to <u>quarantine having recently visited countries outside the Common Travel Area</u></p> <p>-They have had a positive test they must immediately cease to attend and not attend for at least 10 days from the day after:</p> <p>-The start of their symptoms</p> <p>-The test date, if they did not have any symptoms but have had a positive test (whether this was a <u>Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test</u>)</p> <p>-The school identifies <u>close contacts</u> and they are informed to self-isolate for 10-days.</p>	<p>pupils of the <u>systems of control</u> that are in place to ensure the safety of the whole school;</p> <p>-Staff members to be issued with the <u>updated 12 points of System of Control</u> which make up the systems of control within the school environment.</p> <p>-Washing their hands regularly /where hand washing is not always available the application of hands sanitiser-</p> <ul style="list-style-type: none"> • when they arrive at the school • when they return from break periods • before and after eating <p>-Refresh staff and pupils of the principles of catch it, bin it, kill it.</p> <p>-Ensure that staff and pupils adhere to seating plans that have been put in place for year group bubbles/class bubbles.</p> <p>-Pupils with complex needs will struggle to maintain as good respiratory hygiene as their peers, individual risk assessments to be reviewed on their return to school.</p>		
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			<p>-Reiterate to pupils to follow, where possible Hands-Face-Space:</p> <p>-HANDS - Wash your hands regularly and for 20 seconds.</p> <p>-FACE – Keep hands away from face as much as possible. Staff to wear a face covering in indoor settings where social distancing may be difficult, and where you will encounter people you do not normally meet.</p> <p>-SPACE -Year groups have been placed in class bubbles and seating plans put in place so that close contacts can be identified throughout the school day.</p> <p>-Pupils and staff to be reminded that where possible stay 2 metres apart from people you do not live with, or 1 metre with extra precautions in place (such as staff wearing face coverings or increasing ventilation indoors) especially when travelling to and from the school site and moving about the school building.</p>		
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			<p>-Review the cleaning schedules put in place in classrooms and around the school site and resources that are used in subject areas.</p> <p>--Supporting pupils at school with medical conditions guidance followed.</p>		
Ventilation	H	<p>-Windows open in classrooms as much as possible to allow ventilation</p> <p>-reminder to children/staff that classrooms might be colder than normal for this time of the year</p>	<p>All staff are to be reminded that;</p> <p>-Buildings to be well ventilated prior to and following the school day.</p> <p>-Classrooms, offices, and corridor areas etc. are to be well ventilated prior to the start of the school day, during lesson periods and when the classroom is unoccupied.</p> <p>-Windows to be opened just enough to provide constant background ventilation.</p> <p>-Where available high-level windows opened in preference to low level windows to reduce draughts.</p> <p>-Windows are opened fully during break and lunchtime</p>	L	All Staff

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			<p>periods to purge the air in the workspace.</p> <ul style="list-style-type: none"> -Internal doors opened to assist with creating a throughput of air. -Where need identified external doors opened where safe to do so. -Where need identified furniture re-arranged. -Where fresh air is not available, then systems should be operated as normal (as long as they are within a single room and supplemented by an outdoor air supply). -The HSE guidance for ventilation is followed. -Heating used to ensure comfort levels are maintained in the school building. 		
Cleaning resources/hand sanitiser	H	-Cleaning schedules in place (teaching assistants on allocated days) for the whole school and resources located within the classroom.	<ul style="list-style-type: none"> -Full Stock check to be carried out on resources available/stock currently held. -Stocks to be replenished where need identified. -Ensure that hand, cleaning, and respiratory stations are located in 	L	Head teacher

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			<p>each classroom/halls etc. and at strategic points around the school site.</p> <p>-Ensure that COSHH assessments are shared with staff who are using products on a daily basis.</p>		
Face Coverings	H	<p>-Face coverings in schools guidance followed;</p> <p>-Primary-Face coverings worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in primary school do not need to wear a face covering</p> <p>-The use of Face Coverings in Education will be reviewed in Easter.</p> <p>-Parents to wear face coverings at the gates when collecting children and dropping off on a morning.</p>	<p>-Staff to be reminded;</p> <p>*Safe wearing of face coverings requires the:</p> <ul style="list-style-type: none"> • cleaning/sanitising of hands before and after touching – including to remove or put them on • safe storage in individual, sealable plastic bags between use. <p>-Those who rely on visual signals for communication, or communicate with or provide support to such individuals, are currently exempt from any requirement to wear face coverings in schools or in public places.</p> <p>-A face visor or shield may be worn in addition to a face covering but not instead of one. This is because face visors or shields do not adequately cover the nose and mouth.</p>	L	Head teacher/Staff

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			-Ensure that the school is holding sufficient stock levels of face coverings to support visitors/staff and pupils who may need to be supplied with a face covering.		
3.Managing a staff member/ pupil positive case					
LFD/COVID-19 Positive result	H	<p>- Public Health have advised that an LFD positive test is acted upon in the same way as a Covid positive case as the purpose is to break the chain of transmission as soon as possible. Although there is a possibility of a confirmatory PCR coming back negative, it is more likely to confirm the positive status.</p> <p>-Head teachers report the confirmed case to the COVID-19 Education settings reporting tool.</p> <p>-Close contacts are defined as;</p> <p>-Anyone who lives in the same household as another person who</p>	<p>-Where a staff member's LFD test is positive they are to self-isolate and arrange a lab-based polymerase chain reaction (PCR) test to confirm the result if the test was a home test. If a confirmatory PCR comes back as negative and staff member/pupil have no symptoms, then they can stop isolating. The school identifies close contacts of the staff member/pupil to self-isolate based on a positive LFD. If a confirmatory PCR comes back as negative and close contacts have no symptoms, then they can stop isolating.</p> <p>-Those with a negative LFD test result can continue to attend</p>	L	

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	<p>has COVID-19 symptoms or has tested positive for COVID-19</p> <p>-Anyone who has had any of the following types of contact with someone who has tested positive for COVID-19:</p> <p>Face-to-face contact including being coughed on or having a face-to-face conversation within one metre.</p> <p>Been within one metre for one minute or longer without face-to-face contact.</p> <p>Been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day</p> <p>Travelled in the same vehicle or a plane.</p>	<p>school if they are free from symptoms.</p>		
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4. Staff and Pupils accessing vehicles to travel to and from the school.					
Transport on and off the school site.	H	<ul style="list-style-type: none"> -Advise staff not to travel to school together -Remind parents of current guidance that is in place that mixing between households should not occur 	<ul style="list-style-type: none"> -Fresh air (from outside the vehicle) through ventilation, is to be maximised, particularly through opening windows and ceiling vents. 	L	
5. Staff/Pupil, family member who maybe at increased risk					
Pupils who are Clinically Extremely Vulnerable or Clinically Vulnerable	H	<ul style="list-style-type: none"> -Copy of the shielding letter sent to CEV children, to confirm that they are advised not to attend school or other educational settings whilst shielding guidance is held by the school. -The DHSC guidance for the CEV is not compulsory, although pupils, students and parents are strongly advised to follow the guidance in order to help stay safe. -Pupils who live with someone who is CEV, but who are not clinically extremely vulnerable themselves, should still attend school or college. 	<ul style="list-style-type: none"> -Review pupil individual risk assessments in place to manage identified pupils under lying health conditions. -Review the First Aid Risk Assessment to ensure all pupils' medical needs are met. 	L	
Staff who are Clinically Extremely Vulnerable	H	<ul style="list-style-type: none"> -CEV individuals (over 18) have been prioritised for vaccination in phase 1 before the general population and in line with the priority 	<ul style="list-style-type: none"> -CEV staff to be advised to speak with their GP/Consultant about a return to work. 	L	

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		<p>ordering set by the Joint Committee on Vaccination and Immunisation.</p> <ul style="list-style-type: none"> - CEV staff are advised not to attend the workplace. -If CEV staff wish to return to school before the 31/3/2021 they are to inform the Head teacher. -LFD home testing available to all staff <p>-Who's at higher risk from coronavirus guidance followed.</p>	<p>-Where CEV staff return to work before the 31/03/2021 individual risk assessments to be put in place for CEV staff.</p>		
Staff who are Clinically Vulnerable	H	<ul style="list-style-type: none"> -LFD home testing available to all staff -CV staff risk assessments in place. <p>-Who's at higher risk from coronavirus guidance followed.</p>	<ul style="list-style-type: none"> -Review the risk assessments put in place for CV staff in the Autumn term. -CV staff can continue to attend school. While in school they must follow the system of controls to minimise the risks of transmission and the social distancing guidance. -Staff who live with those who are CV can attend the workplace but should ensure they maintain good prevention practice in the workplace and at home. 	L	

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6. New and Expectant mums in the school community					
Pregnant staff	H	<p>-Guidance in place-Coronavirus (COVID-19): advice for pregnant employees.</p> <p>-Guidance COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding</p> <p>-HSE</p> <p>-Where need identified New and Expectant Mum risk assessments completed.</p> <p>-Who's at higher risk from coronavirus guidance followed.</p>	<p>-Pregnant staff are defined as Clinically Vulnerable, in some cases they may be defined as Clinically Extremely Vulnerable</p> <p>-Review the New and Expectant Mum risk assessment that was put in place when they returned to school in the Autumn Term.</p> <p>-Risk Assessments should be reviewed in line with the HSE guidance for pregnant staff and Coronavirus (COVID-19): advice for pregnant employees.</p> <p>-Guidance COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding is to be shared with pregnant staff.</p>	L	
7. Non-school staff working in the building					
Pupils with EHCPs supported by external agencies or those with identified needs working with professionals	H	<p>-Face covering guidance followed.</p>	<p>-Therapists and external support staff to be advised that they will need to wear face coverings when on the school site where 2 metre social distancing cannot be maintained.</p> <p>-All therapies and external support that would normally be in place for children and young</p>	L	

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			people with EHC plans to be provided. -The reviewed Full School COVID-19 risk assessment to be shared with agencies working within the school.		
8. Subject area needs					
Educational Visits	H	-Educational visits are not advised at the present time.	- Cancellation of any educational visits including residentials at this time	L	
9.Pupils with First Aid/Medication					
First Aid needs	H	-Most staff are trained in first aid and can administer basic first aid to pupils -PPE to be worn when supporting a child with first aid	-Review your First Aid Risk Assessment. -Training to be reviewed. Where need identified, refresher training booked. -Review the First Aid Risk Assessment in line with the HSE guidance for First Aid	L	
10.Mental Wellbeing					
Vulnerable pupils self-Isolating during the school term	H	-Welfare calls/Daily check ins on DB Primary to see how the pupils are coping during self-isolation	-Staff/Pupils have a legal obligation to self-isolate but may leave home to avoid injury or illness or to escape risk of harm. More information can be	L	

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			<p>found on NHS Test and Trace: how it works.</p> <p>Where pupils who are self-isolating and are within the definition of vulnerable, a contact monitoring system is to be put in place.</p> <p>When a vulnerable pupil is required to self-isolate:</p> <ul style="list-style-type: none"> • Notify their social worker (if they have one) • Agree with the social worker the best way to maintain contact and offer support <p>Ensure you have procedures in place to:</p> <ul style="list-style-type: none"> • Check if a vulnerable pupil can access remote education support • Support them to access it (as far as possible) • Regularly check if they are accessing remote education <p>- Where staff members are having to self-isolate, agree set dates that their immediate manager/buddy will contact them to check on their wellbeing.</p>		
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11. Building Management					
Overall review	H	<ul style="list-style-type: none"> -Signage around the school -Pupils already familiar with procedures put in place during the Autumn term -On first morning back, all pupils to be reminded of the rules for walking around school, playtimes, lunchtimes, not mixing with other pupils or moving into different playtime zones 	<ul style="list-style-type: none"> -Ensure that signage relating to COVID-19 is in place and located at prominent points around the school site. -Where need identified signage to be replaced. -Clear information is to be displayed at the school entrance for all visitors to follow. -Ensure that all statutory testing is up to date. Review the building checklist completed for the start of the Autumn Term. -Emerging from lockdown guidance to be followed. -Fire drill to be planned for the Spring Term. 	L	

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Guidance	
	<u>Schools coronavirus (COVID-19) operational guidance</u>
	<u>Actions for schools during the coronavirus outbreak</u>
	<u>COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding</u>
	<u>Mass asymptomatic testing: schools and colleges.</u>
	<u>'Why, Who, What and When' Rapid Testing for Secondary Schools and Colleges in March 2021</u>
	<u>Mass asymptomatic testing in specialist settings.</u>
	<u>Who's at higher risk from coronavirus</u>
	<u>Guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19</u>
	<u>-Rapid lateral flow testing is now available to households and bubbles of school pupils and staff.</u>

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