



## Whole School Spring Term 2021 COVID-19 Risk Assessment Form (updated 6 January 2022)

**All schools are advised to note the hazards/issues identified and suggested control measures/further actions in this document and add detail specific to their school.**

**This is a live and active document which must be shared with all staff and reviewed on a regular basis to ensure it meets the changing environment to control the spread of the COVID-19 virus.**

<b>Name and Address of the School –</b> St Benet's Catholic Primary School, Ouston, Durham, DH2 1QX		
<b>Head teacher-</b> Mrs Catherine Young	<b>Name of Person Completing the Risk Assessment-</b> Mrs Catherine Young	
<b>Current Number of Staff Employed;</b> 32  <b>Teaching:</b> 10  <b>Support Staff:</b> 21	<b>Date of assessment – August 2021</b>	<b>Date risk assessment reviewed – 6 January 2022</b>
<b>Current Number of Pupils on Roll-</b> 236  <b>Current number of pupils accessing alternative provision-</b> 0		
<b>Contractors currently working on the school site-</b>		
<b>Consultation</b> -The Covid-19 Risk Assessment and associated COVID Policy have been shared with the Governing Body and Staff members. The Governing body of the school are to be informed of any staff members or Parent/Carers concerns.		
<b>Communication</b> -The Covid-19 Risk Assessment and associated COVID Policy has been shared with the whole staff team.  The school have more than 50+ members (inc children) and staff and to comply with the current <a href="#">Schools Coronavirus (COVID-19) Operational Guidance</a> in the Summer Term 2021 and to ensure compliance with the <b>Health and Safety Executive (HSE)</b> a copy of this risk assessment has been placed on the school website.		

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Persons covered by this assessment – **The School Community, visitors, professionals, and contractors working in/attending the school site to provide support etc.**

COVID-19 is a virus which has serious effects which debilitates those who have caught it and causes immense distress both physically and mentally. The UK has suffered huge fatality rates.  
**The virus is thought to spread mainly from person-to-person.**

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
- COVID-19 may be spread by people who are not showing symptoms.

RISK RATING		Likelihood		
		Probable Occurs repeatedly, to be expected or could affect large number of people	Possible Could occur sometime or effect a few people	Remote Unlikely to occur or not many people to be affected
Impact	<b>Major</b> Major injury, permanent disability, or ill-health	High	High	Medium
	<b>Severe</b> Injury requiring medical treatment	High	Medium	Low
	<b>Minor</b> First aid treatment	Medium	Low	Low

The school are following the guidance [Schools coronavirus \(COVID-19\) operational guidance](#) and where applicable guidance for [Early Years](#), [Further Education Colleges](#) and [Special Schools](#).  
 Public Health England advice systems of controls to minimize coronavirus (COVID-19) risks in school environments, the school are adhering to the four key current systems of control;

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.

COVID-19 will be a feature of our lives for the foreseeable future, so we need to learn to live with it and manage the risk to ourselves and others-[Coronavirus: how to stay safe and help prevent the spread](#).

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<b>1)Transmission within the school community</b>						
<b>** Anything highlighted in red highlights a change from the previous risk assessment</b>						
<b>Transmission of COVID-19 in the Spring Term</b>	<b>H</b>	<ul style="list-style-type: none"> <li>-NHS COVID-19 Booster Vaccination -programme has commenced throughout the UK.</li> <li>-Pregnant staff are aware that they can get vaccinated against COVID-19 if aged 18 or over.</li> <li>-A register is in place at the school identifying staff members who have received the vaccination for COVID-19.</li> <li>-Staff, Parents/Carers are aware of the <a href="#">symptoms of COVID-19</a>.</li> <li>- The school have provided Staff, Parents and Carers with an e-mail address/contact details to report a positive LFD/PCR test in and out of school hours. The e-mail address and contact details are monitored on at least a daily basis.</li> <li>-Staff/ pupils who are experiencing <a href="#">coronavirus (COVID-19) symptoms</a>, will not attend the school and advised to self-isolate.</li> <li>-From Tuesday 11<sup>th</sup> January 2022, confirmatory PCR tests following a positive lateral flow device (LFD) test result shall be temporary suspended. This will</li> </ul>		<ul style="list-style-type: none"> <li>-Remind all staff on their return to school that the NHS COVID-19 booster Vaccination programme can still be accessed-<a href="#">Book or manage your coronavirus (COVID-19) vaccination</a>.</li> <li>-Ensure that the COVID-19 staff vaccination register is kept up to date.</li> <li>-Staff and Parents/Carers to be reminded via the schools' communication links that they must not attend the school, even if they are feeling better, until they receive their PCR test results or their isolation is over.</li> <li>-Where coronavirus symptoms are present, Staff and Parents/Carers advised to follow the <a href="#">Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection</a>.</li> <li>-If a PCR test is carried out and is negative, the staff/pupil can return to school.</li> <li>-Where a positive case is identified NHS Test &amp; Trace will contact those who test positive – or their parent or legal guardian – to identify close contacts.</li> </ul>	<b>Headteacher</b>	<b>H</b>

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		<p>mean that anyone who received a positive LFD test result will be required to self-isolate immediately and will not be required to take a PCR test.</p> <p>-Staff and Parents/Carers follow the sickness absence procedure in place at the school</p> <p>-Staff and Pupil attendance records maintained each day.</p> <p>-All staff and pupils adhere to any instructions, advice, guidance, and site rules provided to them.</p> <p>-Staff are participating in voluntary Lateral Flow Device testing twice weekly.</p> <p>-Weekly updates circulated to Headteachers by Jim Murray-Head of Education and Skills (LA).</p>		<p>-Staff and Parents/Carers advised to report the outcome of their LFD/PCR tests results to the school via the previously agreed route.</p> <p>-NHS Test and Trace are now responsible for contacting close contacts.</p> <p>-<a href="#">Contingency framework</a> in place to ensure safe staffing levels are achievable, agreed established and monitored appropriate to group sizes/ pupil needs and the activities being undertaken.</p> <p>-Where a parent/carer insists that a pupil attends the school, the Headteacher can take the decision to refuse the pupil entry into school if, in the Headteacher's reasonable judgement, it is necessary to protect other pupils and staff from possible infection of COVID-19.</p> <p>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</p> <p><b>-Where concerns are raised with the number of positive cases within the school community contact the DfE helpline on 0800 046 8687 and selecting option 1.</b></p>		

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<b>Face Masks</b>	H	<p>It is recommended that face coverings are worn in school by all staff when;</p> <ul style="list-style-type: none"> <li>-walking through communal areas around school eg: corridors, hallways, staff rooms</li> <li>-Worn in enclosed and crowded spaces when staff meet people they don't normally meet.</li> <li>-Worn by staff when accessing public and dedicated transport.</li> <li>-Staff wash or sanitise their hands when they remove their face covering.</li> <li>-Access to handwashing facilities and hand sanitiser readily available around the school site.</li> <li>-<a href="#">Face covering guidance followed.</a></li> </ul> <p>Any parents attending the school building (including the main entrance) must wear a face mask in school</p>		<p>-Staff should wear face coverings when on the school site.</p> <p>-If an outbreak occurs in the school, a director of public health might advise that face coverings are temporarily worn by staff in the communal areas and within classrooms (unless staff, pupil, visitors are exempt).</p> <p>-<a href="#">Face covering guidance followed.</a></p> <p>-Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission. They may protect the wearer against droplet spread in specific circumstances but are unlikely to be effective in preventing the escape of smaller respiratory particles when used without an additional face covering. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.</p>	Headteacher	H
<b>Self-Isolation Period for those who test positive for Covid-19</b>	H	<ul style="list-style-type: none"> <li>- Since Wednesday 22<sup>nd</sup> December 2021, the 10 day self-isolation period for people who record a positive PCR or LFD test result for COVID-19 has been reduced to 7 days in most circumstances, unless you cannot test for any reason.</li> <li>- Individuals may now take LFD tests on day 6 and day 7 of their</li> </ul>		<ul style="list-style-type: none"> <li>-Staff/Pupils can end isolation after a positive result if they have two negative results on LFDs on Day 6/7 of isolation. Staff can then return to work and pupils to school on Day 8.</li> <li>-If staff/pupils still test positive on a LFD on Day 6/7, they must complete 10 days of isolation.</li> </ul>	Headteacher	L

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		<p>self-isolation period. Those who receive two negative test results are no longer required to complete 10 full days of self-isolation. The first test must be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours apart. - This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education or childcare setting from day 7.</p> <p>Further information, including examples of when to end self-isolation if you have had COVID-19 symptoms, is available in the <a href="#">stay at home: guidance for households with possible or confirmed COVID-19 infection</a>.</p>				

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<b>COVID-19 Outbreak</b>	<b>H</b>	<p>-An outbreak is identified as 10% of cases within a class environment eg: 30 children in a class and if 4 children test positive, there is an outbreak in this class.</p> <p>If the school identifies that it has had several positive cases within a 14-day period, the school will contact the local public health team and may advise the school to implement its outbreak management plan and <a href="#">Contingency framework: education and childcare settings</a></p> <p>-DCC Public Health Team are monitoring all positive cases reported in the County. Where an increase in cases occurs, DCC H&amp;S Team may be contacted to offer support to identified schools.</p>		<p>-The Covid Outbreak Management Plan would be followed if an outbreak did occur. This would mean that:</p> <ul style="list-style-type: none"> <li>- A class or all classes (depending on the variety of cases across the school) would move back into bubbles</li> <li>-Visitors would be limited to school</li> <li>-Movement would be restricted around the school building</li> </ul> <p>-The school may be contacted, by the local health protection teams in response to a local outbreak.</p> <p>-Parents would be informed if positive cases within the school community are on the increase.</p>	Headteacher	<b>M</b>

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<b>Rise in Positive Cases Nationally and Locally</b>	H	<p>-The Omicron variant has seen a huge increase in people testing positive for Covid-19.</p> <p>-Even if the school does not reach the threshold for an outbreak, the school may choose to increase restrictions in school in order to keep numbers of positive cases at a minimum.</p> <p>-Bubbles would remain and staff continue to wear face masks to protect themselves.</p>		<p>-Should further restrictions be introduced due to a rise in cases nationally, the following routines would be re-introduced:</p> <ul style="list-style-type: none"> <li>- Children in bubbles on a temporary basis (this would be reviewed each week)</li> <li>-Face masks worn by all staff around school</li> <li>-Visitors kept to a minimum</li> <li>-Remote assemblies and collective worships (avoid large gatherings or mixed bubbles)</li> <li>-Remote staff meetings, course attendance for staff</li> </ul>	Headteacher	M
<b>2) Day to day infection control.</b>						
<b>Infection Control within the school</b>	H	<p>-Staff and pupils who experience COVID-19 symptoms are advised to arrange to have a test. -Parents/Carers are contacted to collect pupils from the school site.</p> <p>-Pupils who experience COVID-19 symptoms are to be collected from school as soon as possible. They are kept 2m apart from all other pupils and staff whilst on site, where possible.</p> <p>-If a pupil needs direct personal care until they can return home,</p>		<p>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</p> <p>-Staff and pupils should avoid using public transport and, wherever possible, be collected by a member of their family or household.</p> <p>--Staff members' well- being shall be assessed as to whether they are fit enough to make their own way home. Where need identified, next of kin to be contacted.</p>	Headteacher	M

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		<p>staff wear gloves, an apron, and a face mask. Eye protection should also be worn if deemed risk from coughing/spitting/vomiting.</p> <p>-Anyone who comes into close contact with someone with COVID symptoms must wash their hands. They do not need to isolate or get a test unless they develop symptoms themselves.</p> <p>-Staff/ pupils who test positive for COVID 19 should self-isolate (as above).</p> <p>-Close contacts should take a test but do not need to isolate; they can continue to attend the school setting whilst they are waiting for their results (unless they develop symptoms).</p> <p>- Infection Control Risk assessment in place to manage other biological hazards within the school community.</p> <p><a href="#">-Spillage policy in place.</a></p>				
<b>Social Distancing within the school building</b>	<b>H</b>	<p>-All occupied areas within the school will be ventilated throughout the school day (<b>carbon dioxide monitors from the DfE in place in each classroom and library</b>)</p>		<p>-Although social distancing is no longer a legal requirement for staff and pupils, Headteachers still have a legal duty to ensure the health and safety of their staff and pupils.</p> <p>-Measures previously put in place (e.g., one-way systems/dedicated access/egress points into the building)</p>	<b>Headteacher</b>	<b>L</b>

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		<ul style="list-style-type: none"> <li>-Good hand and respiratory hygiene demonstrated when moving about the building.</li> <li>-Pupils are supervised when moving about the building.</li> </ul>		<p>to ease congestion when staff and pupils are entering/exiting and moving about the building can still continue.</p> <p>-Consideration be given to phasing in school activities where year groups and staff will interact during the start of the school term.</p> <p>-Staff are to be advised to continue to make sensible decisions regarding their proximity to others both in class and with colleagues.</p>		

### 3) Maintaining Hand and Respiratory Hygiene.

<b>Hand and Respiratory Hygiene</b>	<b>H</b>	<ul style="list-style-type: none"> <li>-Handwashing/application of hand sanitiser imbedded in the daily routines of the school.</li> <li>-Supplies of hand sanitiser (60-70% alcohol) available at entrance points and where there are no handwashing facilities around the school site (Supplies regularly monitored &amp; maintained).</li> <li>-Support is provided to pupils who are unable to clean their hands independently, especially where hand sanitiser is used, to prevent hazards such as ingestion</li> </ul>			<b>Headteacher</b>	<b>M</b>
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		<ul style="list-style-type: none"> <li>-Staff and Pupils wash their hands or apply hand sanitiser (60-70% alcohol);</li> <li>- When they arrive at the school</li> <li>- When they return from break periods</li> <li>- When they change rooms</li> <li>- Before and after eating</li> <li>-Following interventions</li> <li>-Hand, cleaning, and respiratory stations remain within communal and classroom environments.</li> <li>-Sufficient handwashing facilities are available around the school -</li> <li>-Soap hand towels and hand dryers readily available.</li> <li>-Handwashing, and hand sanitiser posters located in Staff and Pupil toilet areas and around the school site.</li> <li>-The school are utilising The <a href="#">e-Bug COVID-19 website</a> resources.</li> </ul>				
<b>Use of Personal Protective Equipment when supporting pupils</b>	<b>H</b>	<ul style="list-style-type: none"> <li>-First aid risk assessment in place.</li> <li>-First aid/medication activities carried out in a well-ventilated area at all times.</li> <li>-Supply of PPE readily available; gloves/aprons/face coverings.</li> <li>-EHCPs in place for identified pupils.</li> <li>-Staff performing Aerosol Generating Procedures, (AGPs)</li> </ul>		-Staff wishing to wear face coverings when providing first aid/medication/personal care support are to be permitted to do so.	<b>Headteacher</b>	<b>M</b>

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		<p>in the school follow Public Health England's personal protective equipment (PPE) guidance on AGP's and wear the correct PPE which is:</p> <ul style="list-style-type: none"> <li>-a FFP2/3 respirator</li> <li>-gloves</li> <li>-a long-sleeved fluid repellent gown</li> <li>-eye protection</li> <li>-Staff have received face fit testing for the respirator required when undertaking AGPs. Face fit testing received through the local Clinical Commissioning Group or lead nursing team.</li> </ul>				

**4) Ventilation around the school site and on public/dedicated transport**

<b>Poor Ventilation</b>	<b>H</b>	<ul style="list-style-type: none"> <li>-Windows/doors around the school building are opened prior to the start of the school day.</li> <li>-Ventilation is achieved by opening windows, classroom doors and vents.</li> <li>-Unoccupied spaces such as dining halls, studios and sports halls windows and doors are open all day to allow a through put of air around the building.</li> </ul>		<ul style="list-style-type: none"> <li>-Continually remind staff that Office, Classroom doors and windows to be wide open when the room is occupied.</li> <li>-The school are to identify rooms that don't have natural ventilation/vents or mechanical ventilation and review whether alternative workspaces can be utilised.</li> <li>-Where a room is in use and there are no means of ventilation ensure that the door is open at all times.</li> </ul>	<b>Headteacher</b>	<b>M</b>
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		<p>-Classrooms, offices, kitchens, and corridor areas etc. are well ventilated prior to the start of the school day.</p> <p>-During the Spring Term windows are 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 periods to purge the air in classroom areas.</p> <p>-Internal doors opened to assist with creating a throughput of air.</p> <p>-Where need identified external doors opened where safe to do so.</p> <p>-The <a href="#">HSE guidance</a> and <a href="#">CIBSE COVID-19 guidance</a> for ventilation followed.</p>		<p>-Where concerns are raised regarding lack of ventilation consideration given to purchasing/hiring air conditioning units.</p> <p>-Where need identified staff and pupils advised to wear additional clothing during the term.</p>		

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<b>5) Cleaning carried out on the school site</b>						
<b>Use and storage of cleaning products</b>	<b>M</b>	<ul style="list-style-type: none"> <li>-Hand, respiratory, cleaning stations located around the school site.</li> <li>-Staff read the labels of chemicals/substances used to clean surfaces prior to use.</li> <li>-Full Stock check completed regarding available resources /stock currently held.</li> <li>- COSHH and MSDS sheet held for the chemical used and shared with staff carrying out cleaning activities.</li> <li>-Stocks replenished where need identified.</li> <li>-Cleaning products stored away from pupils in the classroom environment.</li> <li>-Cleaning products stored in designated secure areas around the school site.</li> <li>-All cleaning products clearly labelled and used as directed.</li> <li>-Appropriate PPE worn.</li> </ul>			<b>Headteacher</b>	<b>L</b>
<b>Cleaning schedule on the school site</b>	<b>H</b>	<ul style="list-style-type: none"> <li>- <a href="#">COVID-19:cleaning non-healthcare settings outside the home.</a> guidance followed.</li> <li>-Enhanced cleaning schedules put in place at the beginning of</li> </ul>		-Where need identified the cleaning, schedule is reviewed, and additional cleaning carried out.	<b>Headteacher</b>	<b>M</b>

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		<p>the pandemic throughout the school day will continue.</p> <ul style="list-style-type: none"> <li>-Hand, cleaning, and respiratory stations remain within communal and classroom environments.</li> <li>-Cleaning staff allocated specific areas to clean within the school environment.</li> <li>-Staff will continue to clean surfaces frequently through the day in classrooms.</li> <li>-Where able to pupils clean down work surfaces prior to moving from one room to another</li> <li>-Where staff 'hot desk', work surfaces and equipment cleaned after use.</li> <li>-Desks, tables, surfaces clear at the end of each day to allow for cleaning of surfaces.</li> <li>-A regular cleaning schedule is maintained. This includes twice daily cleaning (using standard detergent and disinfectant products.) of all areas and equipment, with a particular focus on frequently touched surfaces:</li> <li>-Work surfaces</li> <li>-Toilets</li> <li>-Door Handles/ Access Buttons</li> <li>-Handrails</li> <li>-Light switches</li> </ul>				

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		<ul style="list-style-type: none"> <li>-Kitchen areas and associated equipment</li> <li>-Water dispensers/ coolers</li> <li>- Printers/ Photocopiers</li> <li>-Shared resources</li> <li>-Meeting rooms clearly identified if they require cleaning after use.</li> <li>-Office areas</li> <li>-Reprographic areas</li> <li>-Dining tables thoroughly cleaned with detergent and disinfectant prior to each sitting.</li> <li>-Appropriately competent cleaning staff employed at the school to undertake cleaning tasks.</li> <li>-Communal equipment including fridges and kettles etc. wiped down following use.</li> <li>- Cleaning staff will only be required to wear the PPE that they would normally use when undertaking cleaning activities</li> <li><a href="#">-Spillage policy in place.</a></li> <li>-PE equipment to be wiped down between uses</li> </ul>				
<b>Waste from the school site</b>	<b>M</b>	<ul style="list-style-type: none"> <li>-External bin store in place</li> <li>-Contractor SLA in place to remove waste materials from the school site.</li> <li>-Waste removed from the school building at the end of each day</li> </ul>				<b>L</b>

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		and placed in the designated bin store				
<b>6)Pupil/Staff Anxiety</b>						
<b>Staff Anxiety</b>	<b>M</b>	-SLT ensure that staff members who have to self-isolate are contacted each week or more frequently where need identified. -Staff workload monitored by the SLT.		-SLT to ensure that information is shared with staff in a timely manner. -Staff to raise concerns with the SLT as and when they arise. -Where need identified refer staff to DCC Occupational Health. -Continue to remind Staff members of the support available from; <a href="#">Education Support</a> provides a free helpline for school staff and targeted support for mental health and wellbeing and the <a href="#">Our Frontline: Wellbeing toolkit for educators</a> brings together a range of resources and support for staff. -The school will utilise sources of support to help those experiencing emotions such as <a href="#">extra mental health support for pupils and teachers</a> . -Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.	<b>Headteacher</b>	<b>L</b>
<b>Pupil Anxiety</b>	<b>M</b>	-Safeguarding Policy in place and reviewed in line with COVID-19.		-Staff to raise concerns with their Delegated Safeguarding Lead in the first instance.	<b>Headteacher</b>	<b>L</b>

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		<ul style="list-style-type: none"> <li>- Mental Wellbeing continues to be part of the ongoing curriculum.</li> <li>-The school are working with agencies who regularly support their pupils with social and emotional support.</li> <li>-Pastoral support readily available to pupils.</li> </ul>				
<b>7) Staff and Pupils previously identified as Clinically Extremely Vulnerable (CEV) or Clinically Vulnerable (CV) in the school community.</b>						
<b>Staff</b>	<b>M</b>	<ul style="list-style-type: none"> <li>-People at high risk from Covid-19 are advised to follow the same guidance as everyone else.</li> <li>-Staff are no longer advised to stay at home (shield) and social distancing measures have now ended in the workplace.</li> </ul>		<ul style="list-style-type: none"> <li>-Where need identified refer staff to BW CET's occupational health service.</li> <li>-Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</li> </ul>	<b>Headteacher</b>	<b>M</b>
<b>Pupils</b>	<b>M</b>	<ul style="list-style-type: none"> <li>-Individual healthcare plans are in place for identified pupils.</li> <li>-All CEV pupils are attending the school unless they have been advised not to by their GP or clinical specialist, or because they have tested positive for COVID-19</li> <li>-Professionals supporting pupils who attend the school site are</li> </ul>			<b>Headteacher</b>	<b>L</b>

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		made aware of the schools' current systems of control prior to attending the school site.				

### 8) New and Expectant mums in the school community

<b>New and Expectant Mums</b>	<b>M</b>	<p>-New and Expectant Mum risk assessment in place.</p> <p>In addition your school will:</p> <ul style="list-style-type: none"> <li>-Share the workplace risk assessment setting out what measures have been put in place to keep pregnant staff safe at work;</li> <li>- Carry out a Covid-19 Individual Risk Assessment and adapt duties to mitigate any risks (e.g. reduced face to face student contact, altering starting and finishing times, making changes to job role such as PPA and contact time from home, removing lunch and break duties)</li> </ul> <p>Risk assessments will be kept under review throughout your pregnancy, with a more precautionary approach taken from 28 weeks gestation or where there are underlying health conditions, and will take</p>		<p>- Staff to be advised to continue to make sensible decisions regarding their proximity to others both in class and when working with colleagues.</p> <p>-New and Expectant Mum to raise concerns with her immediate manager in the first instance.</p> <p>-New and Expectant Mums to liaise with their midwife and/or doctor and follow advice if provided. For any pregnant staff who are categorised as high risk, caution to be taken when working at school and work from home where possible.</p> <p>-Pregnant staff to liaise with SLT/ Trust regarding any concerns they may have.</p>	<b>Headteacher</b>	<b>H</b>
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		into account the latest government guidance, as well as medical evidence from your midwife and GP.				
<b>10) Domestic and International Educational Visits</b>						
EVOLVE	M	-Visits uploaded to EVOLVE in a timely manner (when Evolve is up and running with BWCET. In the meantime, send all documents to head teacher). - <a href="#">Educational visits planning guidance</a> followed.		-When considering booking a new educational visit, whether domestic or international, you are advised to ensure that any new bookings have adequate financial protection in place. - <a href="#">Coronavirus (COVID-19): safer travel guidance for passengers</a> and <a href="#">Red, amber and green list</a> rules for entering England to be reviewed prior to new bookings being made.		L
<b>11) Professionals/Visitors and Contractors on site.</b>						
Visitors/Contractors and External Support Staff on the school site.	M	-All visitors sign in when they attend the school site. -Hand sanitiser station in place at the main entrance. -Clear signage in place at the main entrance in relation to use of hand sanitiser and face coverings.		-Professionals/Visitors and Contractors to be advised in advance of the schools wishes regarding wearing face coverings on the school site; Face coverings worn in enclosed and crowded spaces when staff come into contact with people they don't normally meet.		L

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		- Hand sanitiser (60-70% alcohol) applied before entering the school building. <a href="#">-Face covering guidance</a> followed. -Main reception area spot cleaned throughout the day.		-A supply of face coverings are to be readily available at the main entrance for visitors to the site.		
<b>Catering Contractors</b>	<b>M</b>			The school's catering contractors are to continue to follow the <a href="#">Working Safely During Coronavirus (COVID-19)</a> .		<b>L</b>

For further advice and support contact the Children & Young People's/Adult & Health Services ,Health and Safety Team - [hsteam@durham.gov.uk](mailto:hsteam@durham.gov.uk) and 03000 263430.The Health and Safety Team have placed all relevant documents in a [COVID-19 file](#) on their Extranet page.

**All relevant guidance contained in this document is subject to updates as required.**

Guidance
<a href="#">Schools COVID-19 Operational Guidance.</a>
<a href="#">Early Years and Childcare settings.</a>
<a href="#">Further education, colleges, and providers.</a>
<a href="#">Special schools, special post-16 providers and alternative provision.</a>

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<a href="#">Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.</a>
<a href="#">Symptoms of coronavirus (COVID-19)</a>
<a href="#">Rapid asymptomatic testing in specialist settings (applies from step 4</a>
<a href="#">Regular rapid lateral flow coronavirus (COVID-19) tests.</a>
<a href="#">Report a COVID-19 rapid lateral flow test result.</a>
<a href="#">Book or manage your coronavirus (COVID-19) vaccination.</a>
<a href="#">Coronavirus: how to stay safe and help prevent the spread.</a>
<a href="#">Use of PPE in education, childcare, and children's social care.</a>
<a href="#">Contact Tracing for Step 4 Onwards Frequently Asked questions read where need identified.</a>
<b>Guidance</b>
<a href="#">COVID-19: cleaning non-healthcare settings outside the home.</a>
<a href="#">Contingency framework: education and childcare settings.</a>
<a href="#">Face coverings: when to wear one, exemptions, and how to make your own.</a>
<a href="#">Red, amber, and green list</a>

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<a href="#">Coronavirus (COVID-19): safer travel guidance for passengers</a>
<a href="#">Catch it, bin it, kill it.</a>
<a href="#">E Bug COVID-19 website.</a>
<a href="#">COVID-19: cleaning non-healthcare settings outside the home.</a>
<b>HSE Guidance</b>
<a href="#">HSE Ventilation guidance</a>
<a href="#">CIBSE COVID-19</a>
<b>Kitchen Contractors</b>
<a href="#">Working Safely During Coronavirus (COVID-19).</a>
<b>New and Expectant Mums</b>
<a href="#">NHS Pregnancy and coronavirus (COVID-19) Guidance</a>
<a href="#">How to avoid catching and spreading coronavirus</a>
<a href="#">Pregnancy, breastfeeding, fertility, and coronavirus (COVID-19) vaccination</a>
<a href="#">Book or manage your coronavirus (COVID-19) vaccination.</a>
<a href="#">JCVI Interim advice: potential COVID-19 booster vaccine programme winter 2021 to 2022.</a>

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<a href="#">The Royal College of Obstetricians &amp; Gynaecologists</a>
<b>Mental Well-being</b>
<a href="#">Promoting and supporting mental health and wellbeing in schools and colleges</a>
<a href="#">extra mental health support for pupils and teachers.</a>

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