

Activities covered by this assessment:	School COVID-19 operational guidance (applies from Step 4 of government roadmap)		
Site Address/Location:	 <p>Glen Hills Primary School</p>	Other Contextual Information	<p>The priority of the government is for schools to deliver face-to-face, high quality education for all pupils.</p> <p>Step 4 no longer recommends that it is necessary to keep children in consistent groups ('bubbles'). Assemblies can resume and schools no longer need to make alternative arrangements to avoid mixing at lunchtimes.</p> <p>Schools must have an outbreak management plan to cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.</p>
Note: A person specific assessment must be carried out for young persons, disabled staff and new and expectant mothers conducting this activity.			

Hazard (Something with a potential to cause harm)	Who Might be Harmed & How?	Existing Controls	Initial Risk Rating (SxL)			Further Controls Possible (What reasonably practicable control measures could be considered to further reduce the risk rating?)	Residual Risk Rating (SxL)			Action Required		
			Severity	Likelihood	Risk rating		Severity	Likelihood	Risk rating	Who: (Initial)	Date By: (-/--/--)	Done? /
Child or adult is infectious with COVID -19	Pupils, staff, visitors could transmit or catch COVID-19	<ul style="list-style-type: none"> Ensure good hand hygiene for pupils, staff and visitors: frequent hand cleaning should remain in place using soap and water or hand sanitiser. Ensure good respiratory hygiene for pupils, staff and visitors: the 'catch it, bin it, kill it' approach should continue. Visitors and staff in communal areas requested to wear masks, unless medically exempt, when guidelines change. Communicated via SchoolPing, emails and signage. 	H	L	M	No further controls can be implemented. Monitoring of all control measures should take place. Current DfE and PHE/UKHSA guidance followed.	H	L	M			

<p>COVID-19 particles build up in non-ventilated or poorly ventilated spaces</p>	<p>Pupils, staff, visitors could transmit or catch COVID-19</p>	<ul style="list-style-type: none"> Ventilation by opening of external windows. Balance the need for increased ventilation while maintaining a comfortable temperature (extra layers allowed – reminders in newsletters/SchoolPing) Ventilation by opening of internal doors Ventilation by opening of external doors (if they are not fire doors and where safe to do so). Balance the need for increased ventilation while maintaining a comfortable temperature. Must be monitored and checked by staff in year group bases as temperatures decrease over winter months. Using professional judgement and discretion on room temperature during particular cold spells and Covid ventilation needs. Further heating to be ordered if needed (Nov 21 to Dec 21) Rooms without external windows e.g. Elma’s room, Premises Officers room should keep the internal/external door open wherever possible Use of ventilation monitors provided to school to monitor air flow Any indoor events will be risk assessed against to ensure risks can be mitigated against. Events communicated clearly with all staff and parents prior. Risk assessments available on school Covid page. 	<p>L</p>	<p>L</p>	<p>L</p>							
<p>COVID transmission through touching of frequently used equipment and surfaces</p>	<p>Pupils, staff, visitors could transmit or catch COVID-19</p>	<ul style="list-style-type: none"> Regular cleaning of areas and equipment should be twice daily, with a focus on frequently touched surfaces Offices and areas checked daily for cleaning routines Areas to have cleaning resources available when needed 	<p>L</p>	<p>L</p>	<p>L</p>							
<p>Member of staff is infectious with COVID-19</p>	<p>Staff could transmit or catch COVID-19</p>	<ul style="list-style-type: none"> Staff in school encouraged to continue to lateral flow test twice weekly. All staff encouraged to test regularly from communications and recommendations as new variants, such as Omicron, are shared Staff reminded to test appropriately, following government guidelines, during school holidays (communication via emails/staff meetings/notes) Any staff with a positive LFD test result should follow public health advice and get a PCR test to confirm Staff should following public health advice on when they can end their isolation. 	<p>H</p>	<p>L</p>	<p>M</p>	<p>No further controls can be implemented. Monitoring of all control measures should take place. Current DfE and PHE/UKHSA guidance followed.</p>	<p>H</p>	<p>L</p>	<p>M</p>			
<p>Positive case of COVID</p>	<p>Staff or pupil could catch COVID-19 from infectious adult or child</p>	<ul style="list-style-type: none"> Pupils, staff and other adults should follow public health advice/Track and Trace on when to self-isolate (including taking into account vaccination status, new variants guidelines.) Pupils, staff and other adults should not come into school if they have symptoms, have had a positive result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 If anyone in school develops COVID-19 symptoms they will be sent home and should follow public health advice/Track and Trace A pupil awaiting collection should be left in a room on their own if possible. A window should be opened for fresh air if possible and appropriate - PPE should be used if close contact is necessary. Signage up for how to use PPE if available Up to date cleaning guidance to be followed should a positive case be identified as in school Close contacts will be identified by NHS Test and Trace. In exceptional cases, school may need to identify close contacts and they may need a PCR test. 	<p>H</p>	<p>L</p>	<p>M</p>	<p>No further controls can be implemented. Monitoring of all control measures should take place. Current DfE and PHE/UKHSA guidance followed</p>	<p>H</p>	<p>L</p>	<p>M</p>			

		<ul style="list-style-type: none"> From 17th January 2022, positive cases can end isolation early if they LFD test negative for two consecutive days (24 hrs apart), starting no sooner than Day 5. Isolation can then end on Day 6 and the child or staff member can return to school as long as they no longer have a temperature. Staff members are then required to continue daily LFD tests until Day 10. If staff return to work on Day 6 after two negative tests on Day 5 and 6, they will need to wear a mask whilst in work for the remainder of their isolation period (including in the classroom environment) unless medically exempt. Staff will be strongly advised to also limit close contacts, particularly with anyone who is higher risk and follow guidance on how to stay safe and help prevent the spread. 										
Education of pupil impacted by requirement to self isolate	Pupil misses education	<ul style="list-style-type: none"> Remote learning would be provided for pupil in accordance with the school's Remote Learning Policy. 	–	–	–							
Education of pupils impacted by requirement for teachers to isolate or poorly with COVID-19	Pupils miss education	<ul style="list-style-type: none"> Teacher would teach their class remotely from home when possible If the teacher was too unwell to teach (they have COVID-19), alternate teaching cover would be sourced by the school as in usual cases of absence. 	–	–	–							
School closes due to outbreak of COVID-19 in school	Multiple members of staff and/or pupils could catch COVID-19 from infectious adult or child	<ul style="list-style-type: none"> COVID-19 outbreak management plan would be activated Remote learning would be provided for pupil in accordance with the school's Remote Learning Policy from Day 2 of a lockdown Extra measures could be put in place – guidelines to be followed at the time, depending on number of cases and strains Communication with parents/carers to follow the guidelines at the time 	–	–	–							

To add more rows to the risk assessment, tap the ➔ button until the cursor sits at the end of the row, then press return key.

During this activity, what could go wrong resulting in an emergency situation?	<ul style="list-style-type: none"> COVID-19 outbreak Extremely high prevalence of COVID-19 in the community
How could this emergency situation be prevented / controlled?	<ul style="list-style-type: none"> School follows control measure as detailed in the risk assessment above Staff, parents and other adults follow public health guidance and Track and Trace advice. Staff advised to continue to test twice weekly until end of September 2021
Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?	<ul style="list-style-type: none"> Public Health England / United Kingdom Health Security Agency Health Protection Teams School in conjunction with the above Track and Trace Extremely high prevalence of COVID-19 in community could result in bubbles being reintroduced, masks in communal areas for staff and visitors, minimising visitors and other Covid management systems listed in the Covid Management Outbreak plan
Could any non-routine changes affect the safety arrangements in place for this activity? (Weather, People, etc.) What can be done?	N/A

Risk Assessor(s) Name(s):	Amy Smith	Risk Assessor(s) Signature(s):			
	Rebecca Wesley				
Authorised By:	Tim Sutcliffe	Authoriser Signature:			
Date Conducted:	17.01.22	Date Review Required:	When guidelines change	Date of Last Review:	17.01.22

Potential Severity of Harm	High Death, paralysis, long term serious ill health.	Medium	High	High
	Medium An injury requiring further medical assistance or is a RIDDOR incident.	Low	Medium	High
	Low Minor injuries not resulting in any first aid or absence from work.	Low	Low	Medium
	Low The event is unlikely to happen.	Medium It is fairly likely it will happen.	High It is likely to happen.	

Likelihood of Harm Occurring

Risk Rating Definitions	
Low	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
Medium	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
High	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a High, then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious consideration should be given to the validity of carrying out the activity at all. Monitoring of the activity should occur.