## <u>Additional Controls to be considered re the Infection Control COVID-19 General Risk Assessment Form - Following the announcement of another National UK Lockdown</u>

Iditional Controls considered on- 10 <sup>th</sup> January	Name of Person Reviewing the Additional Controls-	Date of assessment – January
21	Caroline Hodgson (Headteacher)	2021-National Lockdown Update.
nsultation -The Additional Controls and associated	d documentation have been shared with the Governing Body	and the whole Staff team.

## Communication -

The school have more than 50+ members and staff and to comply with the current <u>Guidance for full opening: schools</u>, <u>Early Years</u>, <u>Special Schools</u> and Further Education Colleges and to ensure compliance with the <u>Health and Safety Executive (HSE)</u> a copy of this risk assessment has been placed on the school website.

<u>During the lockdown new guidance was introduced-Restricting attendance during the national lockdown: schools</u>-This update has been reviewed and key points included in the risk assessment update.

On January 4<sup>th</sup> 2021 the Prime Minister announced that England would enter a National Lockdown due to the surge in coronavirus cases.

For as long as COVID-19 remains in the community, judgements will need to be made within settings about how to minimise the risk from COVID-19, in the school community.

Public Health England advise systems of controls to minimize coronavirus (COVID-19) risks in school environments;

- 1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
- 2. Where recommended, use of face coverings in schools.
- 3. Clean hands thoroughly more often than usual.

- 4. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- 5. Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
- 6. Minimise contact between individuals and maintain social distancing wherever possible-Schools put in place measures that suit their circumstances.
- 7. Where necessary, wear appropriate personal protective equipment (PPE)-Where need identified.
- 8. Always keeping occupied spaces well ventilated.
- 9. Staff/Parents to engage with the NHS Test and Trace process-Where need identified.
- 10. Manage confirmed cases of coronavirus (COVID-19) amongst the school community-Schools have been provided with guidance from DCC
- 11. Contain any outbreak by following local health protection team advice-Where need identified.

Durham County Council (DCC) have produced two documents to support schools in their decision making in relation to COVID-19; <a href="Child/staff develops symptoms in school/setting">Child/staff develops symptoms in school/setting</a> and <a href="Schools/Education settings COVID-19 reporting process">Schools of the school school stage of the school school

For further advice and support contact the Children & Young People's/Adult & Health Services, Health and Safety Team - hsteam@durham.gov.uk and 03000 263430.

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk Assessment Lockdown	1.0	Jan 21	July 2023	2/18

Hazards / issue	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 an	d the wider s	chool community			
Critical workers and vulnerable children in school during Lockdown	H	-Coronavirus cases are rising rapidly across the country. The whole Country has been placed on National Lockdown.  -The school have identified Critical worker and vulnerable children who can access schools or educational settings.  -There are currently 95 pupils who are attending the school.  -There are currently 48 staff working at the school.  Year Group breakdown and ratio of staff in school;  Nursery: 1 teacher and 2 TAs (22 children)  Reception: 1 teacher and 2 TAs (9 children)  Year 1: 2 teachers and 2 TAs (11 children)  Year 2: 2 teachers, 1 TA and 1 SENA (15 children)  Year 3: 1 teacher and 1 TA (9 children)  Year 4: 1 teacher, 1 TA and 1 SENA (5 children)  Year 5: 1 teacher, 1 TA and 2 SENA (14 children)  Year 6: 2 teachers, 2 TAs and 1 SENA (10 children).  Teachers on the premises from 8.30am until 12.30pm.	-School pupil capacity levels to be discussed with Staff and the Governing Body on a weekly basis.	M	Head teacher

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	3/18
	Assessment				
	Lockdown				

		Teaching assistants on the premises from 11.00am until 3.15pm.			
COVID-19 transmission	H	- The Systems of Control are followed throughout the school day.  -Staff to maintain 2 metre social distancing from other adults and pupils.  -Parents/carers advised to keep their children off school if they area unwell.  -Staff members do not attend the school site if they are unwell and follow the school's sickness/absence procedure.  -Staff parents/carers aware of the NHS Test and Trace: how it works  -The school maintain local records of staff/pupils' absence in relation to COVID-19.  -Head teachers have the autonomy to relax uniform and dress code for staff and pupils during the lockdown.  - Each member of staff will conduct two tests each week. Testing all staff without symptoms will support schools and nurseries to continue to operate. Testing helps us to identify and isolate more asymptomatic people who test positive and are therefore, more likely to spread the virus, at the same time as minimising disruption for those who test negative. Testing yourself regularly helps stop the virus spreading. Primary, school-based nursery and maintained nursery staff will be supplied with lateral flow device (LFD) test kits to self-swab. Staff will be asked to take their test kits home and carry out the test twice a week. The LFD test will give a result in around 30 minutes.	-Parents/Carers and Staff continually advised to follow- Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection  -School COVID Reassurance checklist available in the Health and Safety COVID-19 File for schools to complete.  -Consider removing furniture from classrooms/moving classes into larger classrooms that are available on the school site.  - Review the spaces that you have available in school and where need identified move bubbles into larger spaces if available.  -LA meet with PHE on a weekly basis and made aware of 'hot spot' areas. Where need identified the Health and Safety Team -hsteam@durham.gov.uk support individual schools.  - COVID-19 National Testing Programme -Rapid asymptomatic coronavirus (COVID-19) testing for staff in primary school, school-based nurseries and maintained nurseries risk assessment in place.  - Staff must report their result to NHS Test and Trace as soon as the test is completed either online or by telephone as per the instructions in the home test kit. Staff should also share their result with their school or nursery to help with contact tracing.	L	Staff Head teacher

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk Assessment	1.0	Jan 21	July 2023	4/18
	Lockdown				

HThe Systems of Control are followed throughout the school day.  -The school are aware of the updated guidance - Face coverings in educationParents/Carers requested to wear face coverings when collecting pupils from the school siteHands, Face, Space guidance followed by Parents/Carers when on the school sitePupils remain within their identified bubbles during the school dayStaff wear face coverings/face shields where need identifiedClassrooms/toilets/staff rooms/halls etc. well ventilated throughout the school day.  Remote Education/Teaching in class  MCoronavirus cases are rising rapidly across the country. The whole Country has been placed on National LockdownThe school read aware of the updated guidance of the updated during the whole dayStaff continually consulted regarding the use of face coverings/face shields during the school day, including in the classroomStaff and the Governing Body to be consulted re pupils wearing face coverings in the classroom.  -Staff and the Governing Body to be consulted re pupils wearing face coverings in the classroom.  -Ensure that breaks are included for staff and pupils to ensure that breaks are taken away from display screen equipment (DSE)Staff to complete the homeworking checklist.  -Ensure that breaks are included for staff and pupils to ensure that breaks are taken away from display screen equipment (DSE)Staff to complete the homeworking checklist.	Wrap around care and extra-curricular provision	Н	- Reception/Key Stage 1 Breakey Stage 2 Breakfast Club of morning from 8am. These will staffing levels permit - Maintain bubbles within active group will be on a different take Hall).  -Ensure registration records of maintained and where need it seating plans in place (Individual on separate tables).	pen every continue where ity (Each year ble in the Main  f attendance are dentified put	-Staff are to ensure that systems in place to ensure staff and pupil safety during the school are adhered to during wrap around care/extra-curricular activities.		L		
Remote Education/Teaching in class  Remote  Education/Teaching in class  The school have identified Critical worker and vulnerable children who can access schools  The school have identified Critical worker and vulnerable children who can access schools  The school have identified Critical worker and vulnerable children who can access schools  The school have identified Critical worker and vulnerable children who can access schools		Н	throughout the school day.  -The school are aware of the guidance - Face coverings in -Parents/Carers requested to coverings when collecting purschool site.  -Hands, Face, Space guidance Parents/Carers when on the service remain within their ide during the school day.  -Staff wear face coverings/face need identified.  -Classrooms/toilets/staff room	updated education. wear face bils from the ee followed by school site. ntified bubbles ee shields where	where possible.  -Where possible staff remain in the same bubble for the whole day.  -Staff continually consulted regarding the use of face coverings/face shields during the school day, including in the classroom.  -Staff and the Governing Body to be consulted re pupils wearing face coverings				staff
H&S Manual Form Version Issue Date Next Review Page	Education/Teaching in	M	the country. The whole Count placed on National Lockdown -The school have identified Country vulnerable children who can a	ry has been . ritical worker and access schools	and pupils to ensure that breaks are taken away from display screen equipment (DSE)Staff to complete the <a href="https://www.neworking">homeworking</a>		_	Head tea	cher

H&S Manual	Form	Version	Issue Date	Next Review	Page	ĺ
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	5/18	
	Assessment			-		
	Lockdown					

-Pupils not attending school are accessing remote learning.  - Year Group breakdown of pupils accessing remote education; Nursery: 28 Reception: 20 Year 1: 32 Year 2: 23 Year 3: 23 Year 3: 23 Year 4: 29 Year 5: 16 Year 6: 28  Number of staff assigned dual role of teaching a class/providing remote education- Each teacher is responsible for their own class' remote education.	-Ensure compliance with the Health and Safety (Display Screen Equipment) Regulations 1992, when home working -Staff to be supplied with suitable and sufficient equipment to undertake the task of remote education from homeDiscuss workload with the staff team regarding remote provision being provided whilst teaching. Where need identified additional support be provided to the staff member/year group or task sharedWhere doorstep welfare checks needed a risk assessment is completedChecklist available for school leaders to support behaviour and attendanceWhere work is dropped off to the home environment hands face space followedWhere work is collected it is placed in a bag/box and quarantined for 72 hours.	
-Where need identified staff are in school teaching and supporting pupils in school and those pupils accessing remote learning.		
-The school are aware of the updated guidance - Face coverings in education.		
-Welfare calls made where need identified for pupils and staff members		
-Where possible virtual meeting with class/tutor at least one day a week.		
-Where need identified staff attend the home to carry out a doorstep welfare check/drop off work		
-Parent/carers and pupil encouraged to engage in the schools' remote learning.		

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	6/18
	Assessment				
	Lockdown				

2.Symptoms of COVI	D-19 in the s	chool community			
Staff sickness absence  3.Managing a staff m	ember/pupil	- The school are aware of the updated guidance - Face coverings in education Staff to organise a test if they are symptomatic and remain off site until the results are received Staff follow the sickness absence procedure for the school Staff sickness absence monitored by the Head teacher on a daily basis Staff advised to maintain social distancing at all times around other adults.	-Where staff do not give consent to be tested the Guidance for contacts of people with confirmed coronavirus (COVID-19) infection who do not live with the person is followed and the member of staff isolates for 10 days  -Head teachers to share the guidance -Use of NHS COVID-19 app in education and childcare settings. Where staff are permitted to have their phones on the school site remind them to pause contact tracing to avoid 'false 'alerts.  -Where need identified the Head teacher to raise concerns with the Chair of their Governing body and the Local Authority.	L	Head teacher
Staff /Pupil tests positive for COVID-19	Н	The school are following the updated guidance-Guidance for contacts of people with confirmed coronavirus (COVID-19) infection who do not live with the person  - School applies the following definition of a close contact regarding a staff member/pupil who has tested positive.  -A person who lives with or spends significant time in the same household as a confirmed case of coronavirus (COVID-19)	-Isolating Staff/Pupil procedure followed where need identified.	L	Head teacher

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	7/18
	Assessment				
	Lockdown				

		<ul> <li>Having direct face-to-face contact or direct physical contact with a confirmed case for any length of time</li> <li>Being less than 1m from a confirmed case for 1 minute or longer</li> <li>Being less than 2m from a confirmed case for more than 15 mins (As a sustained 15 mins one-off contact or a cumulative 15 mins contact added up over one day)</li> <li>Travelling in a small vehicle with a confirmed case.</li> </ul>			
Staff/Pupils who are Clinically Extremely Vulnerable (CEV) (High Risk) or Clinically Vulnerable (CV) (Moderate Risk)	H	-The school are aware of the recent changes to COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable -The Headteacher/SLT are aware of the definition of Clinically Extremely Vulnerable groups -Staff who are-Clinically Extremely Vulnerable (CEV) are strongly advised to work from home. If you cannot work from home, you should not attend work for this period of lockdownThe school Identified Pupils who are Clinically Extremely Vulnerable (CEV) and have identified if the pupils Consultant has advised them to shield/They have received a letter to shieldThe Head teacher/SLT are aware of the definition of Clinically Vulnerable.(CV)If staff are CV, staff can attend work (where it is not possible to work from home)Staff/pupils who live with those who are CV or CEV can attend the workplace but should	- Clinically Extremely Vulnerable/ Clinically Vulnerable risk assessment template available on the Extranet. H&S COVID-19 folderPupils - Parents/Carers to speak with their GP or specialist clinician, if they have not already done so, to understand whether their child should still be classed as Clinically Extremely Vulnerable If staff are CEV and they believe they should have received a letter from the NHS. Staff are to speak to their GP or hospital care team if they have not been contacted and think they should have been.	L	Head teacher/SLT

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	8/18
	Assessment				
	Lockdown				

	ensure they maintain good prevention practice in the workplace and home setting.		

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	9/18
	Assessment				
	Lockdown				

Hazards / issue	Risk Rating H/M/L (before)	Controls already in place	Further Action required	Risk Rating H/M/L (after)	By Whom & When
4.New and Expectant	mums in the	school community			
New and Expectant Mums	M	<ul> <li>New /Expectant Mum risk assessment in place.</li> <li>The Head teacher/SLT are aware of the definition of Clinically Vulnerable. (CV). New and Expectant Mums are categorized as CV.</li> <li>If staff are CV, staff can attend work (where it is not possible to work from home).</li> <li>Work area to be regularly reviewed to ensure 2 metre social distancing is in place.</li> <li>Where need identified floor markings to be put in place to ensure that social distancing can be maintained.</li> <li>Also see face coverings</li> </ul>	- New /Expectant Mum risk assessment updated and available on the Extranet.  H&S COVID-19 folder  -New and Expectant mum to raise concerns in the first instance with the Head teacher.	L	Head teacher
5.Maintaing infection	control/hygi	ene standards during the school day.			
COVID-19 spreading from person to person within the school building.	Н	-Also see- Use of face coverings on the school site -DCC - Caretaking & Cleaning Support Service cleaning schedule updated on the Extranet.	-Identify pupils with complex needs who struggle to maintain good respiratory hygiene as their peers, for example, those who spit uncontrollably or use saliva as a sensory stimulant. This should be considered in individual pupil risk assessments in order to support pupils and maintain the safety of staff working with them.	М	Head teacher

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	10/18
	Assessment				
	Lockdown				

Hazards / issue	Risk Rating H/M/L (before)	Controls already in place	Further Action required	Risk Rating H/M/L (after)	By Whom & When
Maintaining infection control in the Classrooms and during break periods	Н	-Seating plans in place within classroomsSeating plans in place where dining areas are in useAny changes to pupil bubbles recordedStaff movement between bubbles recordedStaff movement between bubbles limitedSee face coverings -See ventilation	-Where need identified staff wear face coverings when working with identified pupils/moving about communal areas.	L	Head teacher
6.Pupils and Staff wo	rking in iden	tified bubbles/groups			
Maintaining Year Group bubbles to reduce transmission of COVID- 19	Н	-Seating plans in place within classroomsSeating plans in place where dining areas are usedMovement of staff between bubbles recordedWork spaces placed on a rota system where need identifiedMovement around the school building limited during the school dayClassrooms and communal areas ventilated throughout the school dayReduce the number of contacts that staff, and pupils have to interact with each dayUse other communication links during the school day such as IT/telephone to reduce movement of staff into bubbles.	-Systems of Controls in place reviewed where a positive case is identifiedCleaning schedules reviewed where a positive case is identified.	L	Head teacher

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	11/18
	Assessment				
	Lockdown				

-Older pupils reminded to maintain social distancing between one another and the adults within their bubbles.		
-Staff movement around the building. Telephones used to communicateBreaktimes are staggered to allow social distancing between staff members.		

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk Assessment Lockdown	1.0	Jan 21	July 2023	12/18

7.Subject area needs					
Educational Visits	М	-Not to take place during National Lockdown.		L	
8. Pupils with first aid	l/medication				
First Aid Provision and support with medication	M	-First Aid boxes located around the school siteMedication Policy in place.	-Ensure that suitable and sufficient first aid cover is in place for the period of lockdown to ensure staff and pupil safety.  -Ensure that suitable and suitably trained staff are in school to provide support with medication/health needs.  -First Aid Risk Assessment template reviewed and available on the Extranet.  H&S COVID-19 folder	L	Head teacher
9. Mental Wellbeing					
Pupil struggling with remote education	М	The school have identified Critical worker and vulnerable children who can access schools or educational settings.  -Pupil interaction with remote education monitored during the lockdown period.	-Where need identified virtual meeting to take place with parent/carerWhere need identified pupil to return to school.	L	Head teacher

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	13/18
	Assessment				
	Lockdown				

		-Other avenues of interaction in education explored where need identified.			
Staff Workload	Н	-Contingency Plan in place -Monitored by the SLT on a week to week basis.	-Staff members to raise concerns with their Head teacher in the first instance	M	Head teacher
Staff Working from home	М	-Staff provided with the IT equipment in order to undertake work activities	-Staff to discuss their concerns with the Head teacherWhere need identified space to be made available for the staff member to work out of the school building.	L	Staff Head teacher
Staff anxiety when working in school-Pupil numbers on the school site/in the classroom	Н		-Staff to raise concerns with the Head teacher in the first instanceHead teacher monitors the number of pupils currently in schoolStaff consulted in relation to pupil capacity within the schoolWhere need identified concerns raised with the LA.	L	Staff Head teacher
10.Building Managem	nent				
Statutory Testing and Inspection on the school site	M	-Statutory testing to be carried out at the school during the lockdown period	-Where possible appointments to be made outside of core school hoursContractors to maintain hands face space when on the school site.	L	Head teacher

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	14/18
	Assessment				
	Lockdown				

				Building and Associate checklist to be reviewed produced where needs	d and action	on			
Managing Health and Safety on the school site	H	-Gritting Policy in placeGritting manual handling risk placeOutdoor risk assessment in pla-Indoor risk assessment in pla-Slip/Trip/Fall risk assessment	lace ce	-Ensure that Slip/Trip/F Outdoor risk assessme every 6 months -Review any new acce school site that parents ensure their safety dur conditions. -Include new entrance/ gritting policy -Review the schools gr regarding additional ac on the school site.	ents are revents and egree/carers using advers/exit points	ress to the se to e weather in the	L	Head tead	cher
Adverse weather conditions	M	-Monitor the weather conditions in your local areaCommunicate adverse weather conditions to the school community -Cold Weather Plan followed -Where need identified close the school due to adverse weather conditions.		L	Head tead	cher			
Emergency situations	Н	-There is an automatic fire det fitted at the school which is tes school staff and inspected twice specialist contractor. -Fire Drills- The DCC Health & Safety Tea the following during the lockdo	sted weekly by ce a year by a um are advising own;	-Where PEEPS ae in place for Staff and Pupils they are to be reviewed to ensure suitable and sufficient support is availableEnsure that identified members of the SLT are aware how to read the fire control panel and address any activation in the event of the Caretaker/Premise Manager not being present.		L	Head tead	cher	
			H&S Manual	Form	Version	Issue Date	Next Review	Page	

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk Assessment	1.0	Jan 21	July 2023	15/18
	Lockdown				

	-During a staff meeting complete a desktop fire drill exercise with staff, informing them of the FRA and emergency plan. Document that you have delivered this, as this counts as fire safety training.  -Staff to familiarise the pupils with where the fire exits are and to walk their individual classes to their fire assembly point separately, whilst maintaining social distancing measures. Records of these individual class bubble walk throughs should be kept in the fire safety logbook.			
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Guidance	
1	-Restricting attendance during the national lockdown: schools
2	Guidance for full opening: schools
3	Guidance for full opening: special schools and other specialist settings
4	COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable
5	Early Years
6	Actions for FE colleges and providers during the coronavirus outbreak
7	National Lockdown: Stay at home
8	Critical worker and vulnerable children who can access schools or educational settings.

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk Assessment	1.0	Jan 21	July 2023	16/18
	Lockdown				

9	Face coverings in education
10	Guidance for contacts of people with confirmed coronavirus (COVID-19) infection who do not live with the person
11	Social Distancing
12	Hands, Face, Space
13	Behaviour and attendance
14	Coronavirus (COVID-19):test kits for schools and FE providers
15	Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection

NHS G	uidance
1.	Who's at higher risk from coronavirus
2.	NHS Test and Trace: how it works
Transp	ort Guidance
1.	Coronavirus (COVID-19): safer travel guidance for passengers
HSE G	uidance
1.	Air conditioning and ventilation during the coronavirus pandemic
2.	CIBSE coronavirus (COVID-19)

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk	1.0	Jan 21	July 2023	17/18
	Assessment				
	Lockdown				

DCC E	xtranet
1.	COVID-19 Folder
2.	DCC-Caretaking & Cleaning Support Service cleaning schedule updated on the Extranet.
Nation	al Guidance
1.	COVID-19 contain framework: a guide for local decision-makers
2.	Guidance for food businesses.

H&S Manual	Form	Version	Issue Date	Next Review	Page
School BJ	COVID-19 Risk Assessment Lockdown	1.0	Jan 21	July 2023	18/18