



## Dosthill Primary Academy

### Risk Assessment and Issue Mitigation - September 2021 based on:

### Schools Covid 19 Operational Guidance

The Fierté Trust and Dosthill Primary Academy, follow the Government Guidance:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

This guidance explains the actions school leaders should take to reduce the risk of transmission of coronavirus (COVID-19) in their school. This includes public health advice, endorsed by Public Health England (PHE).

#### The main message:

“The government continues to manage the risk of serious illness from the spread of the virus. Step 4 marked a new phase in the government’s response to the pandemic, moving away from stringent restrictions on everyone’s day-to-day lives, towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk. As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people’s education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for 2 doses by mid-September. Our priority is for you to deliver face-to-face, high-quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health.”

#### Attendance

- School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school.

- Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they should be recorded as code X (not attending in circumstances related to coronavirus). Where they are unable to attend because they have a confirmed case of COVID-19 they should be recorded as code I (illness).
- For pupils abroad who are unable to return, code X is unlikely to apply. In some specific cases, code Y (unable to attend due to exceptional circumstances) will apply. Further guidance about the use of codes is provided in the [school attendance guidance](#).

NB: Also see “Educational Outbreak Management Plan

School Operations						
What are the Hazards	Who might be harmed/ affected?	What are you doing to control the risks	Further actions to control the risks	Who needs to carry out the action?	When is the action needed by?	Date Achieved
Infection from Coronavirus (Infection Control)	Children Staff Parents/ Carers Visitors On-site construction /building staff	<p><b>You should:</b></p> <ol style="list-style-type: none"> <li>1. Ensure good hygiene for everyone.</li> <li>2. Maintain appropriate cleaning regimes.</li> <li>3. Keep occupied spaces well ventilated.</li> <li>4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.</li> </ol> <p><b>1. Ensure good hygiene for everyone</b></p> <ul style="list-style-type: none"> <li>• <b>Hand hygiene</b> <ul style="list-style-type: none"> <li>▪ Frequent and thorough hand cleaning will remain part of regular practice across the school day.</li> <li>▪ Staff will continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</li> <li>▪ Staff will also practice the same routines.</li> </ul> </li> <li>• <b>Respiratory hygiene - “Catch it, bin it, kill it” for sneezes and coughs.</b> <ul style="list-style-type: none"> <li>▪ Tissues/tissue paper will be available in all</li> </ul> </li> </ul>	<p>*Everyone should wash their hands on: arrival at school, before and</p>	SLT All staff Parents/ carers Children	September 1 <sup>st</sup> ongoing	

		<p>areas.</p> <ul style="list-style-type: none"> <li>▪ Children will be encouraged to use hand or crook of elbow/arm when coughing.</li> </ul> <p>• <b>Use of personal protective equipment (PPE)</b> - Most staff in schools will not require PPE beyond what they would normally need for their work. Staff may wear PPE when caring for someone with symptoms of COVID-19 which will be dependent on how much contact is made with the person who is symptomatic. Guidance states:</p> <ul style="list-style-type: none"> <li>▪ A face mask should be worn if you are in face-to-face contact.</li> <li>▪ If physical contact is necessary, then gloves, an apron and a face mask should be worn.</li> <li>▪ Wear eye protection if a risk assessment determines that there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting.</li> </ul> <p><b>2. Maintain appropriate cleaning regimes</b></p> <ul style="list-style-type: none"> <li>• Cleaning across the school will take place during and after school.</li> <li>• Toilets/sinks/taps, light switches/handles in all areas will be cleaned regularly throughout the day and after school.</li> <li>• Frequent cleaning of regularly touched surfaces (antibacterial cleaning product and cloths available in all areas) throughout the day.</li> <li>• Standard products such as detergents (Sumabac; bleach; Fabulosa/dettol - disinfectant sprays).</li> <li>• Tables/chairs in the hall will be cleaned after/in</li> </ul>	<p>after eating, before and after playtime/ lunchtime before and after using shared resources/ taking part in other activities eg: music, ICT, outdoor PE.</p> <p>*Assemblies /frequent reminders for children, newsletters/ parent mails for parents and briefings for staff to remind everyone of the Systems of Control.</p> <p>*Frequent</p>	<p>CK, BH, VD - DG</p>		
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		<p>between use at lunchtime and will also be cleaned after any use in the day.</p> <ul style="list-style-type: none"> <li>• Shared rooms such as toilets, school hall, ICT suite, staff room will be cleaned more regularly throughout the day.</li> </ul> <p><b>3. Keep occupied spaces well ventilated</b></p> <ul style="list-style-type: none"> <li>• Ensure rooms, hall, shared staffroom and corridors are well ventilated whilst a comfortable teaching environment is maintained (NB: If temperatures are low, doors and windows may be kept ajar rather than fully open)</li> <li>• Particular consideration will be given when holding events where visitors such as parents are on site, for example, school plays for proper ventilation through open doors/windows</li> <li>• Mechanical ventilation (i.e. air conditioning unit) should be adjusted to increase the ventilation rate wherever possible as it is an exterior feed system (i.e. only fresh outside air is circulated) and should also be supplemented by an outdoor air supply (i.e. keep the door open)</li> <li>• External windows to be opened (or ajar) to improve natural ventilation, and in addition, open internal doors to assist with creating a throughput of air.</li> <li>• If necessary, external opening doors may also be used</li> <li>• Fire doors along corridors will remain open due to the fitting of Fire Door retainers linked to the fire alarm system for door release should the alarm be activated.</li> </ul> <p><b>4. Follow public health advice on testing, self-isolation and</b></p>	<p>reminders to parents, staff to check for symptoms so that anyone attending school refrains to do so if displaying symptoms.</p> <p>*Children who are unwell will have their temperature checked. If displaying any symptoms they will wait in the medical and parents/ carers will be collected.</p> <p>*Additional 45 hours cleaning per</p>			
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		<p><b>managing confirmed cases of COVID-19</b> <i>When an individual develops COVID-19 symptoms or has a positive test:</i></p> <ul style="list-style-type: none"> <li>• Pupils, staff and other adults should follow public health advice on <a href="#">when to self-isolate and what to do</a>. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</li> <li>• If anyone in school develops <a href="#">COVID-19 symptoms</a>, however mild, they will be sent them home and should follow public health advice.</li> <li>• If a pupil is awaiting collection, <ul style="list-style-type: none"> <li>▪ they should be moved, if possible, to the medical room where they can be isolated (supervised at a safe distance if this is possible and safe to do so).</li> <li>▪ If they need to go to the toilet while waiting to be collected, it must be cleaned and disinfected using standard cleaning products before being used by anyone else.</li> <li>▪ PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).</li> <li>▪ Call 999 if someone is seriously ill or injured or their life is at risk.</li> <li>▪ Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them <b>do not</b></li> </ul> </li> </ul>	<p>week to be timetabled (1 cleaner to start after breakfast club 9am to clean toilets/equipment and 2<sup>nd</sup> additional cleaner to start at 10am)</p> <p>Ventilation *Opening high level windows in preference to low level to reduce draughts *increasing the ventilation while spaces are unoccupied (for example, between classes, during break</p>			
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		<p><b>need to go home to self-isolate unless they develop symptoms themselves</b> (in which case, they should arrange a test) or if the <b>symptomatic person subsequently tests positive</b> or they have been <b>requested to do so by NHS Test &amp; Trace.</b></p> <ul style="list-style-type: none"> <li>• <b>Anyone with COVID-19 <a href="#">symptoms</a> or a positive test result should stay at home and self-isolate immediately. Anyone with symptoms of COVID-19, should arrange to have a PCR test as soon as possible. This still applies even if they have received one or more doses of COVID-19 vaccine</b></li> <li>• <b>Isolation period includes the day the first person in your household's <a href="#">symptoms</a> started (or the day their test was taken if they did not have symptoms) and the next 10 full days.</b></li> <li>• <b>For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household.</b></li> <li>• <b>From 16 August, you will not be required to self-isolate if you live in the same household as someone with COVID-19 and any of the following apply:</b> <ul style="list-style-type: none"> <li>▪ you are fully vaccinated</li> <li>▪ you are below the age of 18 years 6 months</li> <li>▪ you have taken part in or are currently part of an approved COVID-19 vaccine trial</li> <li>▪ you are not able to get vaccinated for medical reasons</li> <li>▪ NB: NHS Test and Trace will contact people to let them know they have been identified as a contact and check whether they are legally</li> </ul> </li> </ul>	<p>and lunch, when a room is unused).</p> <p>*Teachers and lunch time staff to open windows and doors more widely during play/lunch times.</p> <p>*Heating to be used as necessary to ensure comfort levels are maintained particularly in occupied space.</p> <p>*Staff/visitors displaying symptoms should not come in to work.</p>			
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required to self-isolate. If they are not legally required to self-isolate, they will be provided with advice on testing and given guidance on preventing the spread of COVID-19. Even if they do not have symptoms, [they will be advised to have a PCR test as soon as possible.](#)

The main symptoms of coronavirus (COVID-19) are:

**a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

**a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually

			<p>have a cough, it may be worse than usual)</p> <p><b>a loss or change to your sense of smell or taste</b> – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal</p>			
Risks from asymptomatic cases		<p><b>Asymptomatic testing</b></p> <ul style="list-style-type: none"> <li>Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed by the Government</li> </ul> <p><b>Confirmatory PCR tests</b></p> <ul style="list-style-type: none"> <li>Staff and pupils with a positive LFD test result should self-isolate in line with the <a href="#">stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection</a>.</li> <li>They will also need to <a href="#">get a free PCR test to check if they have COVID-19</a>.</li> <li>Whilst awaiting the PCR result, the individual should</li> </ul>	<p><b>If a staff member tests positive via a Lateral flow test; staff to remain at home until PCR test confirms results.</b>(Staff to phone</p>	All Staff	September to October 2021	

		<p>continue to self-isolate.</p> <ul style="list-style-type: none"> <li>If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil/staff member can return to school, as long as the individual doesn't have COVID-19 symptoms.</li> </ul>	CKeay by 7am to report absence).			
Clinically Extremely Vulnerable children or staff		<p><b>Other considerations</b></p> <ul style="list-style-type: none"> <li><b>School workforce</b> - Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. Social distancing measures have now ended in the workplace and it is no longer necessary for the government to instruct people to work from home.</li> <li>All clinically extremely vulnerable (CEV) children should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend.</li> </ul>		CEV staff	September 2021	
Visitors to site		<ul style="list-style-type: none"> <li>The Premises Manager (BH) and Office Manager (VD) will ensure that key contractors are aware of the school's control measures and ways of working.</li> <li>Visitors will be asked to wash hands/sanitise on arrival and leaving school.</li> <li>Where possible, external contractors will be arranged outside of school hours.</li> </ul>		BH/VD	September 2021	
Possible congestion at arrival and collection times	Children Parents Staff	<ul style="list-style-type: none"> <li>All three gates to be used for collection and drop off to reduce the number of people in each around the school.</li> <li>Arrival – any gate between 8.40-8.50am.</li> <li>Children to be dropped off at gates.</li> </ul>	Members of SLT/site team to monitor gates.	CK, SLT, BH	September 2021	

(Infection Control)		<ul style="list-style-type: none"> <li>• Staggered collection to support safe collection.</li> <li>• Parent/cares to leave after arrival/collection to support distancing.</li> <li>• Signage/markers to remain along fences to support distancing.</li> <li>• 1+ metre markers in main entrance if parents/carers need to visit the school office.</li> <li>• Children to enter at the school gates. (Due to dangers around High Street gate, parents to enter the playground at the end of the day. SLT member to ensure distancing is in place to support).</li> <li>• Class teachers will be visible on playground/near gate to collect the children safely.</li> <li>• Member of SLT/school team will be on gates to ensure processes are working well and monitored.</li> </ul>	Regular communication to parents linked to the protocols.			
Loss of education if a child is isolating due to Covid 19 symptoms/positive testing		<ul style="list-style-type: none"> <li>• If a child is isolating due to Covid 19 symptoms/test and is well enough, teachers will share learning remotely.</li> <li>• The remote education provided should be equivalent in length to the core teaching pupils would receive in school.</li> <li>• Remote education to be provided via Tapestry (Reception/Year one) and Teams for Year two to six.</li> <li>• Reasonable adjustments will be made so that pupils with special educational needs and disabilities (SEND) can successfully access remote education.</li> </ul>		Class teachers	September 2021	