



COVID RISK ASSESSMENT – SEPTEMBER 2021-

Updates in January 2022 in green (all other existing measures remain in place & reviewed January 2022)

What are the hazards?	Who might be harmed and how?	What are you doing already/what are you planning to do?	What further action is necessary?	Action by whom?	Action by when?	Done
Workforce contracting Covid-19		<ul style="list-style-type: none"> Staff are encouraged to take up the vaccine and enabled to attend vaccine appointments where practical. Further details here https://www.thevaccinators.co.uk/ Staff are encouraged to notify the setting when they have completed their vaccine course (to enable long term planning) – <i>please note staff do not have to share medical information with their employer if they do not wish to</i> Staff will be encouraged to take Lateral Flow Tests twice a week and to share results with the setting and report them to the national system online Staff/children that meet the criteria of clinically vulnerable or clinically extremely vulnerable, have a risk assessment completed to identify any suitable control measures that must be in place to keep them safe in the setting. This should be completed with reference to the HSE guidance Protect Vulnerable Workers during the Coronavirus (Covid-19) Pandemic Risks to new and expectant mothers in the workplace should be considered and added to this risk assessment. These should be reviewed if a member of staff 	All staff have been double-vaccinated. Majority of staff are now boosted.	N/A	N/A	Sept 21 4.1.21
			As above	N/A	N/A	Sept 21
			Staff testing regularly – some more than twice a week. Reported online. During ERA status, staff testing daily and continue to do so.	All staff	Ongoing	Ongoing 4.1.21
			Morning briefing with staff temporarily suspended.	Head	Sept 21	Sept 21
			Reduction in staff meeting/use of communal areas for lunch/breaks strongly recommended and adhered to where possible.			
Suspended all assemblies until further notice	N/A	N/A	N/A			

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		<p>notifies the provider that they are expecting. Pregnant women are considered 'clinically vulnerable' or in some cases 'clinically extremely vulnerable' to coronavirus (COVID-19) and therefore require special consideration as set out in the guidance for pregnant employees</p>	<p>Staff and children risk assessed – CEV now referred to as 'High Risk' impacting small number of staff/children No further actions to be put in place/individual risk assessments but best practise would be to:</p> <p><i>There are currently no expectations of additional controls specifically for these groups. However, make sure existing controls identified by your risk assessment, for example adequate ventilation, good hygiene and cleaning, are applied strictly. As an employer, you can support these individuals/groups in your workforce by ensuring:</i></p> <p><i>you emphasise the importance of individual and wider workforce engagement, buy-in and cooperation to ensure controls are applied stringently</i></p> <p><i>they have individual discussions with their managers around their particular concerns</i></p> <p><i>you/they discuss the risk management measures you have put in place to minimise transmission to keep them, and others, safe</i></p> <p><i>you explain the controls you will put/already have in place to protect them and other workers</i></p> <p>(protect Vulnerable Workers during the Covid 19 pandemic doc)</p> <p>Those identified as high risk were consulted with and happy with current control measures in place (Sept 21)</p> <p>No expectant mums in workplace</p> <p>Parents advised to wear facemasks upon return whilst in all areas of school site : January 2022.</p> <p>Staff to wear face masks on site/during transition around school/in communal areas</p>			4.1.22

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Children who are clinically extremely vulnerable contracting Covid-19		<ul style="list-style-type: none"> All children who are CEV should attend their setting unless they are one of the very small number of children under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. 	N/A – see above	N/A	N/A	N/A
Children and staff travelling from abroad		<ul style="list-style-type: none"> Staff members should notify management if they plan to travel abroad so that contingency plans can be put into place ahead of travel in case they have to self-isolate on their return Children and staff members travelling abroad should follow government guidance on self-isolation on return and should refer to the appropriate list of countries for more information 	Reminders in newsletter leading up to Oct half term	Head	Sept 21	Sept 21
Positive case within the setting		<ul style="list-style-type: none"> Close contacts will be identified by the NHS Test and Trace service and advised on requirements to self-isolate. From 16th August only adults over 18years who have not received two vaccinations will be required to self-isolate on contact with a positive case. Children under the age of 18 and adults who have received two doses of an authorised Covid-19 vaccine more than two weeks previously will no longer have to self-isolate if they are in close contact but will be advised to take a PCR test If you require further support or help, please email EmergencySchool.Closure@cambridgeshire.gov.uk If advised by Public Health the setting should implement their Outbreak Management Plan 	Parents and staff have been notified of the revised requirements for self-isolation in the return to school letter at the beginning of term. LA advise/flowchart to be sent with accompanying letter following Trust advise in response to LA's advice: TBC (5.1.21)	Head	Sept 21	Sept 21 4.1.21
Spread of Covid 19 within the setting - hygiene		<ul style="list-style-type: none"> The setting has a suitable supply of soap and access to warm water for washing hands. Appropriate controls are in place to ensure the suitable sanitisation of children's hands on arrival at the setting, following 	Frequent and thorough handwashing and use of hand gels continues in school. The 'catch, it, bin it, kill it' approach remains in place with tissues supplied in school Staff monitor use of hand gel	Head and staff	From Sept 21	Ongoing

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		<p>outdoor play, before meals and following the use of toilets.</p> <ul style="list-style-type: none"> • Monitor the use of hand sanitiser with young children to ensure it is not ingested • Staff will encourage children to learn and practise good hygiene habits through games, songs and repetition. • Staff will model the use of “catch it, bin it, kill it” to the children. Information about the Coronavirus (e-bug.eu) 	<p>Enhanced cleaning regime in place still</p>			
<p>Spread of Covid-19 within the setting – ventilation</p>		<ul style="list-style-type: none"> • Keep windows open as much as possible to ensure good ventilation throughout the setting. Thought should also be given to thermal comfort e.g. use of higher level windows or opening windows when the room is not in use • Identify any poorly ventilated areas and take steps to ventilate these as well as possible • Plan to use outdoor space as often as possible during the day • Consider referring to Health and Safety Executive guidance on ventilation and air conditioning during the coronavirus (COVID-19) pandemic 	<p>Effective ventilation throughout the school through opening windows from the beginning of the school day in classrooms and communal areas. Awaiting delivery of CO2 monitors</p> <p>Outdoor spaces utilized as appropriate at lunch time/break time and during some curriculum time</p> <p>CO2 monitors remain in place (January 22) to ensure 800ppm (or less) is maintained as widely as possible throughout classrooms and natural ventilation occurs in all other areas by staff (see separate guidance shared) with school stakeholders.</p>	<p>Head</p>	<p>From Sept 21</p>	<p>Ongoing Jan 2022</p>
<p>Spread of Covid-19 within the setting – enhanced cleaning</p>		<ul style="list-style-type: none"> • Follow the guidance for cleaning in non-healthcare settings COVID-19: cleaning of non-healthcare settings outside the home - GOV.UK (www.gov.uk) • Regular cleaning procedures should be in place across the site, particularly in communal areas and at touch points including: <ul style="list-style-type: none"> ○ Taps and washing facilities, ○ Toilet flush and seats, door locks, bins, sanitary bins, lavatory brush and toilet roll dispenser ○ Door handles and push plates, ○ Handrails on staircases and corridors, ○ Lift and hoist controls, ○ Machinery and equipment controls, 	<p>The enhanced cleaning regime remains in place with frequently touched areas being cleaned more regularly.</p> <p>Deep cleans carried out when required.</p> <p>Reminder signs in toilets etc</p> <p>Positive cases: deeper clean of areas w/c 20.9.21 and subsequently in November /over Xmas return in January</p>	<p>Head and staff</p>	<p>From Sept 21</p>	<p>Ongoing 4.1.22</p>

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		<ul style="list-style-type: none"> ○ All areas used for eating must be thoroughly cleaned at the end of each break, including chairs, door handles. ○ Telephone equipment, ○ Keyboards, photocopiers and other office equipment, tables and chairs. ● Where possible ensure surfaces are kept clear to enable cleaning ● Consider having clear signage in each room laminated (so that it is wipeable) detailing touch points. ● If you have been informed that someone has tested positive with covid-19 then any area/room they have accessed should undergo a thorough clean. ● Ensure the COSHH risk assessment for cleaning/caretaker activities has identified the correct process and PPE to be worn. ● Surfaces should be washed with hot soapy water, then sprayed with disinfectant and left for at least 60 seconds (or the manufacturers recommendations should be followed) prior to wiping. Care should be taken to ensure children cannot access the surfaces during this time. 				
Child or staff member displaying symptoms whilst in the setting		<ul style="list-style-type: none"> ● Ensure that all staff are aware of the symptoms of Covid-19 and are alert to how to respond: <ul style="list-style-type: none"> ○ A high temperature – this means the child feels hot to touch on their chest or back (you do not need to measure their 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 a child usually has a cough, it may be worse than usual) ○ Loss or change to sense of smell or taste – this means the child noticed they cannot smell or taste anything, 	<p>Staff reminded at briefings about COVID symptoms and procedures for reporting (extraordinary morning briefing 22.9.21) focussing on symptoms and especially evidencing coughing episodes</p> <p>Multiple conversations had with DFE/PHE during late September, November and early December following rise in positive cases as per threshold e.g: • 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or</p> <p>• 10% of children, pupils, students or staff who are likely to have mixed closely test</p>	Head	Sept 21	ongoing

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		<p>or things smell or taste different to normal</p> <ul style="list-style-type: none"> • Adults who are displaying symptoms should self-isolate and get a PCR test. A poster will be displayed at all entrances advising adults of this. • If a member of staff has tested positive using a home based or workplace testing Lateral Flow Device test they should book a polymerase chain reaction (PCR) test immediately to confirm the result and self-isolate until that result is available. • If a child or staff member develops symptoms compatible with coronavirus, they should rapidly be sent home and advised to get a PCR test. If the test is positive they should self-isolate for 10 full days from the day after their symptoms started. Their fellow household members will be advised to self-isolate for 10 days. All children and staff will be directed to the NHS Test and Trace portal if they display symptoms of coronavirus to book a test and tracing of contacts to take place: https://www.nhs.uk/conditions/coronaviruses-covid-19/testing-and-tracing/ • The isolation period includes the day the symptoms started and the next 10 full days • If any of the individual's household members are also present at the setting they will need to be sent home at the same time • The manager will support the family/staff member and ensure the outcome of the test is passed to the setting without delay. • Identify an area where any child displaying symptoms can be isolated whilst they are waiting for collection. Ensure a familiar adult, with appropriate PPE stays with them. 	<p><i>positive for COVID-19 within a 10-day period</i></p> <p>Warn and inform letters sent to parents in Bandy class as per advice/advising LFDs/PCR as appropriate. Softer ring-fencing measures introduced as per advice from DFE/PHE e.g at lunch time service and dinner hall/assembly time.</p> <p>Staff aware of procedure</p>	<p>Head</p> <p>Head</p> <p>SBM</p>	<p>Sept 21</p> <p>Sept 21</p> <p>From Sept 21</p> <p>Sept 21</p>	<p>Sept 21</p> <p>Sept 21</p> <p>ongoing</p> <p>Sept 21</p>

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		<ul style="list-style-type: none"> • Ensure that all children have up to date contact details to enable parents/carers to be contacted quickly. • Consider how the isolation area can be easily cleaned after use. 	<p>Parents informed of procedures for testing and isolating if child showing any COVID symptoms – reminder on newsletter too and re contingency thresholds around stepping measures up /down’</p> <p>Library set aside for isolation area</p> <p>Contact details checked at beginning of term.</p> <p>Warn and inform letter advising all pupils to take part in LFT testing for next 7 days (17.1.22)</p>			

