

Winterhill School Risk Assessment – COVID19



Agreed by: SLT, Trustees, Governors

September 2021

The risk assessment will:

- Be kept under constant review by the SLT / governors to ensure the safety of all employees and students
- Respond to any changes in national and local guidance
- Be shared with the work force, parents/carers and students.

Review Date: As required by government guidance/local public health

Hazard	Who might be harmed?	Control measures in place	Further action required
<p>Contact with individuals who are unwell – ensure that those who have coronavirus (COVID -19) do not attend school</p> <p>Transmission of virus through insufficient hygiene</p> <p>Transmission of virus through insufficient respiratory hygiene</p> <p>Transmission of virus through insufficient cleaning of surfaces</p>	<p>Staff, students and visitors</p>	<p>PREVENTION</p> <ul style="list-style-type: none"> • Managing children and adults in line with PHE guidance to reduce the spread of the virus Hand washing facilities with soap and water are available in all toilet areas. • Guidance on hand washing can be found at the below link; developed symptoms at school, if providing one will increase the likelihood of them getting tested. • A deep clean will take place in all areas that the symptomatic person has been in, any used PPE will be disposed of properly, following decontamination guidance - https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ <p>Cleaning</p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches and reception area using appropriate cleaning products and methods.</p>	<p>A child or fully vaccinated adult outside School, Students (up to the age of 18 years and 6 months) and fully vaccinated staff must not come into the school if:</p> <ul style="list-style-type: none"> • they have one or more COVID-19 symptoms • they have had a positive COVID-19 test • have been told to quarantine after travel abroad <p>They must immediately cease to attend and not attend for at least 10 days from the day after:</p> <ul style="list-style-type: none"> • the start of their symptoms • the test date if they did not have any symptoms but have had a positive LFD or PCR test (if an LFD test is taken first, and a PCR test is then taken within 2 days of the positive lateral flow test, and is negative, it overrides the LFD test and the student or staff member can return to school)

		<p>Hand sanitiser</p> <ul style="list-style-type: none"> • Hand sanitiser dispensers are located throughout all schools and are refilled regularly. 	<p>Self-isolation period includes the day the person’s symptoms started (or the day they had the test, if they did not have symptoms) and the next 10 full days.</p> <p>It remains essential that anyone who gets a positive result from an LFD result self-isolates immediately, while they get a confirmatory PCR test. If the PCR test is negative they can then return to school</p> <p>A Non-fully vaccinated adult outside of school and Staff who are not fully vaccinated staff must not come into the school if:</p> <ul style="list-style-type: none"> • they have one or more COVID-19 symptoms • they have had a positive COVID-19 test <ul style="list-style-type: none"> • have been told to quarantine after travel abroad • they have been told to self-isolate by the NHS Test and Trace <p>* In certain circumstances, a non-fully vaccinated staff member will know that they have been identified to the NHS Test and Trace service as a close contact of a person who has had a positive PCR test. In these circumstances there may be a lag time between the NHS being told about the close contact and the NHS contacting this person to tell them to self-isolate. In these circumstances Headteachers are to contact Matt Sutton, Senior Operations Manager, for further advice.</p> <p>They must immediately cease to attend and not attend for at least 10 days from the day after:</p> <ul style="list-style-type: none"> • the start of their symptoms • the test date if they did not have any symptoms but have had a positive LFD or PCR test (if an LFD test is taken first, and a PCR test is then taken within 2 days of the positive lateral flow test, and is negative, it overrides the LFD test and the student can return to school)
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			<p>Self-isolation period includes the day the person’s symptoms started (or the day they had the test, if they did not have symptoms) and the next 10 full days.</p> <p>It remains essential that anyone who gets a positive result from an LFD test self-isolates immediately, while they get a confirmatory PCR test.</p> <p>Anyone told to isolate by NHS Test and Trace or by their public health protection team has a legal obligation to self-isolate, but may leave home to avoid injury or illness or to escape the risk of harm. More information can be found on NHS Test and Trace: how it works.</p> <p>If an adult who is not fully vaccinated is self-isolating, following NHS Test and Trace direction, starts to display symptoms while self-isolating they need to book a PCR test. If this PCR test is positive they need to re-start a 10- day period of self-isolation from the day their symptoms started. If this PCR test is negative they need to finish their original self-isolation period.</p> <p>Contact tracing and NHS Test and Trace</p> <p>Schools only needed to do contact tracing up to and including 18th July, 2021. Close contacts are now identified via NHS Test and Trace, and education settings will no longer be expected to undertake contact tracing. Schools no longer need to keep a record of visitor details for the purpose of contact tracing.</p> <p>As with positive cases in any other setting, NHS Test and Trace will work with the positive case and / or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and / or their parent specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. Schools may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases</p>
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			<p>Hand washing</p> <ul style="list-style-type: none"> A. Staff must ensure (as far is reasonably practical) that students clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating; B. Students (and staff) are encouraged to wash hands for 20 seconds following PHE guidance. See NHS hand washing guidance C. Hand sanitisers are provided in corridors and classrooms D. Ensure use of hand sanitiser is supervised where necessary to avoid risk of ingestion; E. Ensure bins emptied regularly throughout the day. F. Staff to be reminded regularly to wash their hands for 20 seconds with warm water and soap and the importance of proper drying. G. Site staff to make sure toilet areas are always stocked with soap and that washing facilities are available. H. Reactive cleaners to clean toilets and sinks frequently and checks made hourly. Site manager at the start and end of the day and staff member/cleaner during the day <p>Face Coverings</p> <p>Face coverings are no longer advised for students, staff and visitors either in classrooms or in communal areas. Should a staff member, student or visitor make a personal choice to wear a face covering, their decision should be respected.</p> <p>The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school.</p> <p>In circumstances where there is an increase in transmission the Trust will consult with the Local Authority and local Public Health to determine if further action should be taken</p>
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			<p>Ensuring good respiratory hygiene</p> <ul style="list-style-type: none"> a. Staff and students are reminded regularly to catch coughs and sneezes in tissues - Follow 'Catch it, Bin it, Kill it' and to avoid touching your face, eyes, nose or mouth with unclean hands. b. Tissues will be made available throughout the site/classroom. c. Posters to reinforce key messages. d. Where possible, weather permitting, windows and doors (not fire doors) should be left open to ensure that the rooms are well ventilated. Decisions on this issue should balance the need for increased ventilation while maintaining a comfortable temperature and environment. e. Sufficient stocks of tissues/ sanitiser in place for students and staff to use <p>Cleaning</p> <p>There should continue to be regular cleaning of areas and equipment, with a particular focus on frequently touched surfaces.</p> <p>Hand sanitiser</p> <p>Ensure sufficient number of hand dispensers throughout site and at key locations including:</p> <ul style="list-style-type: none"> ● School entrances ● Toilets ● Outside offices ● Where possible, inside all classrooms. Schools must make sure they always have stocks of hand sanitiser and order these supplies themselves when required. <p>Water / drinking fountains</p> <p>Use of water / drinking fountains is permitted. These facilities need to be included in regular cleaning routines and hand sanitizer or hand washing facilities should be available nearby for those who use these facilities.</p>
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			<p>Social distancing</p> <p>Previous social distancing restrictions are no longer in place.</p> <p>Ventilation</p> <p>Wherever possible, spaces should be well ventilated using natural ventilation, such as by leaving windows and doors open where safe to do so. However, decisions should balance the need for increased ventilation against maintaining a comfortable temperature and environment for staff and students.</p> <p>PPE</p> <p>School will ensure PPE available.</p> <p>Intimate care</p> <p>DFE advice states that</p> <p>“The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including:</p> <ul style="list-style-type: none"> ● students whose care routinely already involves the use of PPE due to their intimate care needs will continue to receive their care in the same way ● if a student becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A face covering will be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the student is necessary, then gloves, an apron and a face covering should be worn by the supervising adult. <p>‘Emergency Response’ PPE kits will be available for staff when responding to a student presenting with COVID-19 symptoms – gloves, aprons and face coverings.</p> <p>First aid</p> <p>In the event of a student requiring first aid for a minor injury/cut, staff administering basic first aid will wear appropriate PPE due to the lack of social distancing possible – eg: gloves, apron, face</p>
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			<p>covering. PPE will be used by first aiders at all times (regardless of need)</p> <p>All COVID-19 related monitoring must take place in designated isolation rooms</p>
Spread of COVID-19 (Coronavirus)	Staff, students and visitors		<p>PREVENTION, CONTAINMENT AND DELAY MEASURES</p> <p>Mixing and ‘bubbles’ It is no longer necessary to keep students in consistent groups (‘bubbles’). This means that bubbles will not need to be used in schools from 1st September 2021.</p> <p>Assemblies and other gatherings can resume in person and alternative arrangements no longer need to be made for lunch. Should it be judged appropriate to do so, there can be a phased return to the original arrangements.</p> <p>Staggered start and end times It is no longer necessary to have staggered start and end times to the school day and within the school day regarding lunch and breaks.</p> <p>Arrangements within the classroom It is no longer necessary to produce seating plans in a manner that sees students face the front of the room specifically for the purposes of COVID-19 control. However, where possible, and only in situations where it is not detrimental to the delivery of education, staff should continue to teach from the front of the classroom to minimise unnecessary contact.</p> <p>All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.</p> <p>Equipment may be used without restriction. However, as detailed elsewhere in this risk assessment, cleaning should focus on frequently touched surfaces and equipment.</p>

			<p>Practical lessons</p> <p>There are no restrictions on lessons such as music, dance and drama and PE. It is no longer necessary to move certain lessons outdoors due to COVID-19 considerations, nor is it necessary to reduce the number of participants or space between them. There is no longer any government guidance on 'safer singing'. As detailed elsewhere in this risk assessment, cleaning should focus on frequently touched surfaces and equipment.</p> <p>Performances - If planning an indoor or outdoor face-to-face performance in front of a live audience, schools should follow the latest advice in the working safely during COVID-19 in the performing arts guidance https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts which provides details of how to manage audiences as well as carry out performing arts safely. If planning an outdoor performance schools should also consider the guidance on delivering outdoor events https://www.eventsindustryforum.co.uk/index.php/11-features/14-keeping-workers-and-audiences-safe-during-covid-19</p> <p>Schools are able to work with external coaches, clubs and organisations for curricular and extracurricular activities. Indoor and outdoor competition between different schools can take place.</p> <p>Extracurricular provision</p> <p>There are no restrictions on these provisions. However, the school must have a copy of the external provider's risk assessment and consider this risk assessment adequate prior to any agreement being made.</p> <p>School transport</p> <p>The front row of seats on the Winterhill school bus and minibus no longer need to be kept empty.</p> <p>Face coverings are no longer required.</p>
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			<p>Lettings</p> <p>Schools are permitted to let out their premises. Each organisation / private individual requiring a letting must produce a risk assessment for their safe use of space. This must be shared by the organisation and approved by the school before a decision is made to accept the letting. National Governing Body guidance specific to the activity or sport must be consulted before approval is given.</p> <p>Changing facilities can now be used. NHS Test and Trace QR codes are not required on premises. There is no limit on spectators for reasons of COVID-19 control</p> <p>Educational visits</p> <p>Residential, domestic and international educational visits are permitted. Planning for any educational visit needs to include adequate financial protection. Planning for international visits needs to consider travel restrictions.</p> <p>You should undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. You should consult the health and safety guidance on educational visits when considering visits. https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-oneducational-visits</p> <p>Testing</p> <p>On their return to school in September, each secondary school student will be offered two lateral flow tests on school premises as part of the Asymptomatic Test Site (ATS) testing. Additional specific Trust guidance has been produced and provided to schools to help them facilitate this.</p> <p>Schools will ensure that every staff member and student will continue to be provided with access to a sufficient supply of lateral flow tests to allow them to undertake two tests a week at home. The result of these home tests should be registered with the government.</p>
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Winterhill School response to Infection

<p>Suspected case whilst on site</p>		<p>CONTAINMENT</p> <ul style="list-style-type: none"> • If a member of staff/student develops a high temperature or a persistent cough while on site. 	<p>Schools will have a designated room available to isolate students until they can be collected.</p> <p>Student:</p> <ul style="list-style-type: none"> • they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the student, with appropriate adult supervision if required • a window should be opened for fresh air ventilation if it is safe to do so • if it is not possible to isolate them, move them to an area which is at least 2 metres away from other people • if they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible - the bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else • personal protective equipment (PPE) must be worn by staff caring for the student while they await collection if a distance of 2 metres cannot be maintained <p>Staff</p> <ul style="list-style-type: none"> • Return home immediately • Avoid touching any surfaces • Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. • They must then follow the PHE guidance on self-isolation and not return to school until their period of self-isolation has been completed
<p>Multiple COVID19 infections on site</p>		<p>In the case of multiple COVID19 infections, schools will contact Public Health England and initiate guidelines and advised protocols</p>	<p>Multiple COVID-19 infections</p> <p>In circumstances where there is an increase in transmission the school will consult with the Local Authority and local Public Health to determine if further action should be taken.</p>

<p>Spread of COVID-19 (Coronavirus)</p> <p>Availability of staff</p>		<p>PREVENTION and DELAY</p>	<p>School workforce 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.</p> <p>Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else</p>
<p>Spread of COVID-19 (Coronavirus)</p> <p>Attendance and vulnerable children</p>		<p>Role of classroom teacher and senior leadership team</p>	<p>Attendance</p> <p>School attendance is mandatory. The exceptions to this are:</p> <ul style="list-style-type: none"> ● If a student is following public health guidance and self-isolating <p>Schools should not encourage parents to request unnecessary medical evidence such as doctors' notes from their GP when their child is absent from school due to illness.</p> <p>Schools are required to provide remote education to students who are unable to attend school because they are complying with government guidance or legislation around coronavirus (COVID-19). Schools should keep a record of this activity but do not need to record it in the attendance register.</p> <p>Schools should use code X if a child is self-isolating or quarantining because of coronavirus (COVID-19) in accordance with relevant legislation or guidance published by PHE or the DHSC.</p> <p>From Thursday 1st April, 2021 clinically extremely vulnerable (CEV) students are no longer advised to shield. CEV students must continue to follow the national restrictions that are in place for everyone.</p> <p>Where students are classed as vulnerable and are self-isolating, schools should notify their social worker, where they have one, and agree the best way to maintain contact and offer support.</p>

COVID outbreak Contingency Plan – September 2021



<p>When should my child self-isolate or miss school?</p>	<p>No</p>	<ul style="list-style-type: none"> • All children MUST attend school unless they are ill. • From 16th August 2021, children under 18 (or double vaccinated adults) do not need to self-isolate, or miss school if a member of their household or a contact, has COVID • Instead, they need to book a PCR test but can continue coming to school so long as they have no symptoms and they have received a negative PCR test result.
<p>When should my child self-isolate or miss school?</p>	<p>Yes</p>	<ul style="list-style-type: none"> • If your child develops COVID symptoms at home, they should stay at home and should book a PCR test, (NOT a Lateral Flow test). • If your child develops COVID symptoms at school, they will be sent home and you should book them a PCR test. • If your child tests positive for COVID, they will need to self-isolate. The rest of the household does not need to self-isolate if they are under 18 or fully vaccinated – but instead should book a PCR test.

Community COVID risk	Description	Actions
<p>Low Community Transmission. No School Cases.</p>	<p>There have been no cases of COVID within school for 10 school days.</p> <ul style="list-style-type: none"> • Cases of COVID locally are low and/ or stable. • Hospitalisation/ Deaths due to COVID nationally are low. 	<p>No COVID measures are necessary beyond:</p> <ul style="list-style-type: none"> • Reminding children of good hand-hygiene. • Ensuring good ventilation encouraged where practical. • Ensuring Children / Staff to stay at home if they have COVID Symptoms (and to book a PCR test).
<p>Rapidly Rising Community Transmission</p>	<p>No current COVID cases have been recorded at school, but...</p> <ul style="list-style-type: none"> • Cases of COVID are rising rapidly in the community causing disruption to other local schools. • South Yorkshire Public Health / Public Health England issue warnings of expected local/ national infection wave. 	<p>Ventilation of classrooms increased & handwashing supervised.</p> <ul style="list-style-type: none"> • Large indoor public performance audience numbers reduced. • Staff/work-room capacity is reduced. • Whole-school assemblies are cancelled • Clinically Vulnerable staff meet with Line Managers to review their individual risk assessment & discuss additional protection (e.g. use of face coverings, reduction in movement between classes/ groups).

Number of cases	Description	Actions
<p>A single child tests positive</p>	<ul style="list-style-type: none"> • A single child tests positive for COVID in a class. • There are fewer than 5 cases in the year group. • No other year groups are affected. 	<ul style="list-style-type: none"> • The child self-isolates for 10 days. Remote learning will be provided if they are well enough to complete it. • The parents of the child are contacted directly by NHS Track and Trace to establish likely contacts. • Likely contacts will be contacted by NHS Track & Trace and advised to book at PCR Test. • Children do not need to miss school or self-isolate whilst they wait for the result of the PCR test <u>unless they have COVID Symptoms.</u>
<p>5 children or staff within a year group test positive within 10 days of each other.</p> <p style="text-align: center;">OR</p> <p>3 children or staff in a single class test positive within 10 days.</p>	<ul style="list-style-type: none"> • There have been 5 cases of COVID across a year group within 10 days which could mean that COVID is spreading within that group of children. 	<p>As above for each positive case.</p> <ul style="list-style-type: none"> • The school will discuss the outbreak with South Yorkshire Public Health and agree strengthening protective measures for 10 school days, including: <ul style="list-style-type: none"> ○ Re-introducing staff face masks for corridors & communal areas. ○ Adapting, Limiting or postponing indoor sporting events, trips, open days and performances. ○ Year group bubble assemblies only ○ Reducing the number of classes staff work across. ○ Resuming twice-weekly Staff Lateral flow testing.
<p>COVID cases continue to increase rapidly within a 10-day period.</p>	<ul style="list-style-type: none"> • Despite the measures indicated above, COVID cases within the school continue to rise within a 10-day period with multiple classes and staff affected, suggesting that COVID is spreading widely throughout the school. 	<ul style="list-style-type: none"> • Incident Management Team meeting held between the school and South Yorkshire Public Health to agree further measures, for a further 10 school days, including: • Introducing additional entry / exit points to the building for students. • Introducing class/year group bubbles. • Reverting to spilt / staggered school lunches. • Limiting all non-essential visitors to school. • Postponing all non-essential events. • Re-introducing remote learning for individual classes for 10 school days considered.
<p>The school will inform parents of any changes to COVID measures should these be needed.</p>		

