

Risk Assessment – COVID-19 – Spring Term 2		25.3.22	The Victory Primary School
Responsible Person	Jim Hartley – Headteacher		
Other Persons Involved	Deputy Headteacher, Assistant Headteacher, Business Operations Manager, Chair of Governors, Regional Director – Whole school invited to give feedback		
Guidance Material Considered	<ul style="list-style-type: none"> • DfE – Schools coronavirus (COVID-19) operational guidance (updated 27th September) (29th November) (10th December) (5th January) (19th January 2022) (24th February) • DfE - Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak (17 August) (updated 27th September) (29th November) (10th December) (20th January 2022) (24th February) • DfE - Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak (17 August) (updated 27th September) (10th December) (2nd January) (20th January) (24th February) • DfE - Safe working in education, childcare and children’s social care (20 July) • PHE - COVID-19: cleaning in non-healthcare settings outside the home (19 July) • DfE Asymptomatic Testing Procedures and Guidance – available through the DfE portal (secondary) and DfE portal (primary) • DfE - Contingency framework: education and childcare settings - GOV.UK (www.gov.uk) (16 Nov) (15th December) (21st January 2022) (24th February) 		

Details	DFE Coronavirus Helpline 0800 046 8687
A risk assessment covering school/setting operation from September 2021	
A revised system of control measures is in effect	
<ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. 	
The symptoms of COVID-19 are a new and continuous cough, or a high temperature, or a loss of or change in a person’s normal sense of taste or smell	

Hazard	Who is at Risk	How Can the Hazards Cause Harm	Control Measures Currently in Place
Infection Control (people)	Staff, Pupils, Visitors	Staff contracting COVID-19	<ul style="list-style-type: none"> • Staff no longer need to consider travel arrangements in relation to quarantining • From 28th February, staff no longer need to take part in weekly LFT testing if they are fit and well and do not have Covid symptoms. Staff in our inclusion centre must continue with weekly testing until further notice as they work with our most vulnerable pupils. • Staff displaying Covid symptoms, should undertake an LFT test up until 1st April 2022. If staff receive a positive result, they should follow government guidance

			<ul style="list-style-type: none"> • Staff who test positively for Covid, should isolate at home for a period of 5 days. On day 5 and 6, they should undertake a LFT test. When they receive 2 negative test results, they can return to work if they are well enough to do so. If either test is positive, they should continue to self-isolate until they receive 2 negative tests results or until they have completed 10 full days of isolation. • Where a Lateral Flow returns a positive result: <ul style="list-style-type: none"> ○ The staff member must notify the school of the test result immediately ○ Where we have 5 positive confirmed cases within a class or 10% of our school cohort of Positive Covid cases within a 10 day period, the school will contact Public Health England / DFE for advice on any further action required ○ All positive cases will be reported to Portsmouth City Council via the following email coronavirus.schools@portsmouthcc.gov.uk and our regional director will be informed through the completion of the UL Positive Case form. ○ The school will review the case against the Group guidance on <i>COVID-19 and ARMS</i>. • Close contacts no longer need to undertake daily testing or self-isolate if not double vaccinated. Contract tracing has now ceased. • Wearing of face coverings is no longer required in school settings, however staff may continue to wear one if they wish. • Pregnant members of staff are no longer required to have an individual Covid Risk Assessment • Shielding has now ended.
		Pupils contracting COVID-19	<ul style="list-style-type: none"> • Pupils displaying Covid symptoms, should undertake an LFT test up until 1st April 2022. If a pupil receives a positive result, they should follow government guidance • Pupils who test positively for Covid, should isolate at home for a period of 5 days. On day 5 and 6, they should undertake a LFT test. When they receive 2 negative test results, they can return to school if they are well enough to do so. If either test is positive, they should continue to self-isolate until they receive 2 negative tests results or until they have completed 10 full days of isolation. • Parents must notify school of any positive tests results • Where we have 5 positive confirmed cases within a class or 10% of our school cohort of Positive Covid cases within a 10 day period, the school will contact Public Health England / DFE for advice on any further action required • All positive cases will be reported to Portsmouth City Council via the following email coronavirus.schools@portsmouthcc.gov.uk and our regional director will be informed through the completion of the UL Positive Case form. • Shielding has now ended • Pupils no longer need to consider travel arrangements in relation to quarantining • Close contacts no longer need to undertake daily testing. Contract tracing has now ceased. • Lunch and break times will remain staggered until further notice. KS2 and Year 2 pupils will continue to eat their lunches within their classroom setting • In the event of a parent or sibling testing Positively for Covid 19, family members who test negatively can still attend school. • Breakfast club is available for all pupils who require this service. Pupils will collect their lunch from the hatch and can sit with children from different year groups. In the event of a Covid breakout, this will be reviewed. • Celebration assemblies and staff PDMS will return to normal but will be reviewed in the event of an outbreak

			<ul style="list-style-type: none"> Wearing of masks is no longer compulsory. Parents can choose to wear one if they so wish. Parents may be advised to conduct Lateral Flow tests with their children following an outbreak Educational visits can now take place inline with normal school policy and with the Headteacher's permission. This may be reviewed in the event of an outbreak.
Suspected / confirmed case in school	Staff/ pupils	Potential contamination of surfaces and for person to person spread	<ul style="list-style-type: none"> Pupil/staff member with Covid Symptoms is sent home and instructed to conduct an LFT test. Pupils with symptoms are to remain in classrooms. The office staff will contact parents to collect their child and advise them to complete a Lateral Flow Test Cleaning and disinfection of the area is carried out in accordance with DfE guidance <u>COVID-19: cleaning of non-healthcare settings</u> When we have received a confirmed positive case, staff and pupils may be encouraged to participate in more regular LFT testing
Infection Control (practices)	Staff, Pupils, Visitors	Operational practices in place to minimise the risk of the spread of infection	<u>Good Hand and Respiratory Hygiene</u> <ul style="list-style-type: none"> Hands are cleaned regularly by all pupils, staff members and visitors (on arrival, after break, when changing rooms, before and after eating and after using the bathroom) and soap and running water or hand sanitiser is readily available for this purpose. 'Catch-it, bin-it, kill-it', promoted throughout school. Skin friendly cleansing wipes used for those who need assistance in cleaning hands and sanitiser use supervised where necessary The school provides tissues and sufficient bins to support disposal of waste. The school considers support for those who may have difficulty or those who spit or use saliva as a sensory stimulant. If a child is unwell e.g. if a parent has had to administer Calpol for Covid related symptoms, pupils should not attend the school setting until they have received a negative LFT test
			<u>Cleaning</u> <ul style="list-style-type: none"> A cleaning schedule is in place with an emphasis on frequently touched surfaces Cleaning following confirmed Covid cases carried out in accordance with PHE guidance <u>COVID-19: cleaning of non-healthcare settings.</u> Laptops and shared resources e.g. musical instruments should be wiped down / cleaned in between uses
			<u>Outbreak Management Plans</u> <ul style="list-style-type: none"> Mechanisms are in place for the rapid deployment of enhanced control measures, e.g. face coverings, bubbles, should the school be advised to do so by a relevant body (central government, Local Director of Public Health) See contingency plan for further actions.

Infection Control (premises)	Staff, Pupils, Visitors	Changes to or introduction of physical control measure to minimise the risk of the spread of infection	<ul style="list-style-type: none"> • The whole school is kept well ventilated insofar as the ventilation systems allow and whilst maintaining a suitable teaching and working environment. Windows and external doors should remain open where possible. In the event of very cold weather, windows and doors can be closed but must be open during break and lunchtimes to circulate and refresh the air. Increased ventilation of the school hall space. All external doors and main entrance to the hall door to remain open in all weather conditions to enable this area to be well ventilated. • Single room ventilation systems continue to operate as normal • Windows are opened where possible, where temperature allows it, and where doing so does not create undue risks. • Where no mechanical ventilation is provided, windows are fully opened at least at every break time to vent the room • Non-fire doors are propped open to support ventilation and to remove need for hand contact including entrance doors to pods • Morning classroom waste e.g. bins need to be disposed of at the end of lunchtime prior to handwashing for afternoon sessions • Covid Classroom Checklists in place to ensure key actions are being adhered to. This is monitored by Phase Leaders. • Wearing of masks is no longer compulsory but staff can continue to wear them if they so wish. • Parents may be advised to conduct Lateral Flow tests with their children following an outbreak • CO2 monitors in high traffic areas / enclosed spaces throughout the school from 15.11.21. These are checked weekly by our site assistant. A reading of 1500 PPM is considered to be too high. When O2 levels are too high, monitors have been set to beep. When this occurs, classrooms are vacated and ventilated for a period of 10 minutes.
Anxiety, stress and worry	Staff, pupils (parents indirectly)	Those coming to work or school may be anxious, worried or stressed	<ul style="list-style-type: none"> • The workforce and any Union reps have been consulted in the development of this risk assessment and associated control measures • This risk assessment and its findings have been shared with staff and published on the school website. • Staff have access to Group's <u>occupational health and counselling service</u> • Learning Mentor support in place for anxious children and parents • All pupils reminded of expectations and how to keep safe at school • 1:1 sessions with line managers have been offered to all staff • Regular catch-up meetings are in place with staff who are struggling at present. • SLT liaising with United Learning to increase well-being within the workplace • Well-being committee being set up to boost morale and well-being
Failure to follow local rules	Staff, Pupil, Visitors	Persons fail to follow local rules due to lack of awareness or persons who violate local rules	<ul style="list-style-type: none"> • All staff have a duty to follow these control measures and must remind staff or pupils who may fail to follow these in a constructive manner • Posters displayed in classrooms identifying key rules and procedures. • Transgressions will be escalated through existing behaviour/disciplinary arrangements • Facebook messages, texts and website updates sent out to parents reminding them of the Governments Guidance and current rules. Staff emailed updated versions of Risk Assessment each week • Letters sent home to parents to inform them of any Government changes and rules that have been relaxed / stepped up within school

<p>The school lapses in following national/ group guidelines and advice</p>	<p>Staff, Pupil, Visitors</p>	<p>Lack of awareness leads to failure to follow required controls</p>	<ul style="list-style-type: none"> • Important updates/changes included in CEO's Heads Bulletins • Regular key guidance updates issued by Group H&S Manager • Headteacher to ensure that all relevant guidance is followed and communicated to staff • Senior Leaders keep themselves up-to-date with advice issued by, but not limited to, DfE, NHS, Department of Health and Social Care and PHE, and review this risk assessment accordingly • The LGB is kept informed on changes in guidance and school approach
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Details of any additional control measures for consideration	Target for completion	Date of completion	Completed By

<p>Assessment completed by:</p>	<p>Kath Jones</p>	<p>Date: 28.2.22 / 11.3.22 / 18.3.22/25/3/22</p>	<p>Date of next review:</p>	<p>11.3.22 / 18.3.22 / 25.3.22 / 1.4.22</p>
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