



The Legacy Learning Trust

Risk Assessment

Autumn Term 2021 (Step 4)

Linthorpe Community Primary School

Overview

The risk assessment template draws on the guidance published by the [Health and Safety Executive](#), [Public Health England](#) and the [Department for Business, Energy & Industrial Strategy](#), and the DfE in accordance with the Schools COVID-19 operational guidance July 2021: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999689/Schools_guidance_Step_4_update_FINAL.pdf

Context

Coronavirus COVID-19 may be present in minute water droplets that are expelled from the body through sneezing, coughing, talking and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature). Most people infected with the virus experience disease with mild or moderate symptoms, however a significant minority become severely unwell requiring hospitalisation and for some people the disease is fatal. The risk of serious disease and death are unevenly distributed, the population groups at increased risk are: - older people, people with pre-existing health conditions, men, and people from BAME communities.

As the country moves to Step 4 of the roadmap, the government will continue to manage the risk of serious illness from the spread of the virus. This marks 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 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 two doses by mid-September. The government's priority is for us to deliver face-to-face, high quality education to all learners. DfE has worked closely with the Department of Health and Social Care (DHSC) and Public Health England (PHE) to revise guidance.

Basic Principles

The control measures follow the basic principles outlined in the current advice provided by government around good hygiene for everyone, appropriate cleaning regimes, good ventilation in occupied spaces and following public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

Risk Assessment

This document is intended to be a living document applicable for the duration as required, and as the circumstances in school and the public health advice changes.

It will therefore be subject to regular review and revision as change occurs and assessed needs direct in order to ensure its continued adequacy, in so far as it is reasonable practicable to do so. If events change on the day, dynamic assessment based upon professional judgement will direct the necessary additional control measures.

TLLT is aware that the local context may be different to the national and so with public health information, schools may decide to step up measures. There is an outbreak management plan outlining how school would operate if there were an outbreak in school or local area. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible. Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission. The government will review its approach for enhanced response in local areas before Step 4. The contingency framework <https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions->

[in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings](#) describes the principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities.

Risk Assessment Team

A Risk Assessment Team has been established in order to identify risk, follow guidelines, ensure implementation of control measures and monitor actions and implementation. The Risk Team includes at a Trust Level: the Executive Leadership Team: CEO, CFo and DCEO and at a school level, the Headteacher and the school's Health and Safety Representative.

Consultation

Risk assessments are shared with staff, union representatives and reviewed at Trust Board. Consultation is with staff and with trade union representatives as part of putting measures in place.

Name of School	Linthorpe Community Primary School
Risk Assessment	September 2021 onwards at Step 4 of Roadmap

Activity to Manage What are the Hazards?	Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
Infectious disease control:					
<p>COVID-19 global pandemic Coronavirus COVID-19 may be present in minute water droplets that are expelled from the body through sneezing, coughing, talking and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).</p>	<ul style="list-style-type: none"> • Most people mild or moderate symptoms • significant minority severely unwell • can be fatal • Unevenly distributed risk of serious disease and death • Increased risk groups are: older, people with pre-existing health 	<p>Policies and procedures for:</p> <p>System of Controls:</p> <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. 	<ul style="list-style-type: none"> • Comms to parents, learners and staff • Continued use of hand sanitisers, soap, designated washing facilities Ensure stocks are sufficient • Maintain enhanced Cleaning regimes, lidded bins, tissues, • Monitoring standards • Comms to Visitors, Contractors • First aid protocol inc use of PPE and isolation spaces • Comms to staff/parents re ventilated spaces/appropriate clothing • Comms to staff, parents and learners re <ul style="list-style-type: none"> ○ tracing close contacts and isolation ○ when to self-isolate and what to do ○ when an individual develops COVID-19 symptoms or has a positive test 	03.09.21	

Activity to Manage What are the Hazards?	Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
	<p>conditions, men, BAME</p> <ul style="list-style-type: none"> Greater rates of vaccination in population 		<ul style="list-style-type: none"> Asymptomatic testing Confirmatory PCR tests 		
Mixing and Bubbles					
Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done	
<p>Pupils/students = P/S</p> <p>Employees = E</p> <p>Visitors = V</p> <p>Contactors = C</p>	<p>At Step 4, no longer recommend that it is necessary to keep children in consistent groups ('bubbles').</p> <p>.</p> <p>As well as enabling flexibility in curriculum delivery, this means that</p> <ul style="list-style-type: none"> assemblies can resume, no alternative arrangements to avoid mixing at lunch. 	<ul style="list-style-type: none"> School outbreak management plan covers possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups. 	03.09.21		

Tracing close contacts and isolation

Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
<p>Pupils/students = P/S</p> <p>Employees = E</p> <p>Visitors = V</p> <p>Contactors = C</p>	<p>From Step 4, close contacts will be identified via NHS Test and Trace and school will no longer be expected to undertake contact tracing.</p> <p>As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts.</p> <p>Contacts from a school setting will only be traced by NHS Test and Trace where positive case specifically identifies individual as being a close contact.</p> <p>This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to nature of close contact.</p> <p>School may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.</p> <p>From 16 August 2021, children under age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.</p> <p>Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test.</p> <p>Taking a PCR test if advised to do so is encouraged. School will continue to have a role in working with health protection teams in case of a local outbreak.</p> <p>If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise to temporarily reintroduce some control measures.</p>	<ul style="list-style-type: none"> Comms to parents/staff re tracing close contacts and isolation procedures and expectations 	<p>03.09.21</p>	

Face Coverings


Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
Pupils/students = P/S Employees = E Visitors = V Contractors = C	From Step 4, face coverings will no longer be advised for learners, staff and visitors either in classrooms or in communal areas. From Step 4, face coverings are also no longer recommended to be worn on dedicated transport to school.	<ul style="list-style-type: none"> Comms to parents/staff re face coverings 	03.09.21	
	<p>In circumstances where face coverings are recommended</p> If there is an outbreak in school, a director of public health might advise that face coverings should temporarily be worn in communal areas or classrooms (by pupils, staff and visitors, unless exempt).	<ul style="list-style-type: none"> School outbreak management plan covers possibility of face coverings in use. https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own 	03.09.21	

Stepping measures up and down

Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
Pupils/students = P/S Employees = E Visitors = V Contactors = C	<p>School outbreak management plan:</p> <ul style="list-style-type: none"> • outlining how school would operate if there were an outbreak in school or local area: • measures in school • only ever be considered as a last resort • kept to the minimum number of schools or groups possible, • for the shortest amount of time possible. 	<ul style="list-style-type: none"> • School outbreak management plan covers actions related to outbreak • Several confirmed cases within 14 days, may be an outbreak. <ul style="list-style-type: none"> ○ Call dedicated advice service who will escalate to local health protection team where necessary and advise if any additional action is required, such as implementing elements of outbreak management plan. ○ DfE helpline on 0800 046 8687 and selecting option 1 for advice on action to take in response to a positive case. • The contingency framework https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings describes principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities 	03.09.21	

Control Measures

Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
<p>Pupils/students = P/S</p> <p>Employees = E</p> <p>Visitors = V</p> <p>Contactors = C</p>	<p>1. Ensure good hygiene for everyone</p> <p>Hand hygiene Frequent and thorough hand cleaning should now be regular practice. Continue to ensure that learners clean their hands regularly with soap and water or hand sanitiser.</p> <p>Respiratory hygiene The 'catch it, bin it, kill it' approach continues to be very important.</p> <p>Use of personal protective equipment (PPE) Most staff in schools will not require PPE beyond what they would normally need for their work.</p>	<ul style="list-style-type: none"> • Comms to learners re good hand and respiratory hygiene • Signage • The e-Bug COVID-19 website contains free resources, including materials to encourage good hand and respiratory hygiene • The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19. https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe 	03.09.21	

Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
Pupils/students = P/S Employees = E Visitors = V Contractors = C	2. Maintain appropriate cleaning regimes	<ul style="list-style-type: none"> • Use standard products such as detergents • Put in place and maintain an appropriate cleaning schedule, including regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces. PHE has published guidance on the cleaning of non-healthcare settings https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings 	03.09.21	

	<p>3. Keep occupied spaces well ventilated</p> <p>When school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p>	<ul style="list-style-type: none"> • Any poorly ventilated spaces identified and steps taken to improve fresh air flow in these areas, giving particular consideration when holding events where visitors such as parents are on site, for example school plays. • <i>(Mechanical ventilation is a system that uses a fan to draw fresh air, or extract air from a room. These should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. If possible, systems should be adjusted to full fresh air or, if this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply. Where mechanical ventilation systems exist, you should ensure that they are maintained in accordance with the manufacturers' recommendations.)</i> • Opening external windows to improve natural ventilation, and in addition, opening internal doors creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so), balancing need for increased while maintaining a comfortable temperature. • Health & Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation/index.htm • and CIBSE COVID-19 advice https://www.cibse.org/coronavirus-covid-19 	03.09.21	
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Pupils/students = P/S
 Employees = E
 Visitors = V
 Contactors = C

4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

When an individual develops COVID-19 symptoms or has a positive test

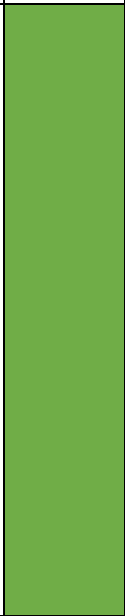
- Learners, staff and other adults should follow public health advice on when to self-isolate and what to do.
- They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine)
- If anyone in school develops COVID-19 symptoms, however mild, they should be sent home and they should follow public health advice.
- For everyone with symptoms, avoid using public transport and, wherever possible, be collected by a member of their family or household.
- If a learner is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible.
- Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children’s social care settings guidance. Any rooms they use should be cleaned after they have left.
- The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection

- Comms to staff, learners and parents
- Existing Covid procedures used and refined to managed procedures
- <https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>
- <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

	<p>Asymptomatic Testing Testing remains important in reducing the risk of transmission of infection within schools.</p>	<ul style="list-style-type: none"> • Staff undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed. 	03.09.21	
<p>Pupils/students = P/S Employees = E Visitors = V Contractors = C</p>	<p>Confirmatory PCR Tests</p>	<ul style="list-style-type: none"> • Staff and learners with a positive LFD test result should self-isolate in line with the stay at home guidance. https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection • They will also need to get a free PCR test to check if they have COVID19. https://www.gov.uk/get-coronavirus-test • Whilst awaiting PCR result, individual should continue to self-isolate. • If PCR test is taken <u>within 2 days</u> of the positive lateral flow test, and is <u>negative</u>, it <u>overrides</u> the self-test LFD test and the learner can return to school, <u>as long as</u> the individual doesn't have COVID-19 symptoms. 	03.09.21	

Other Considerations				
Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
Pupils/students = P/S Employees = E Visitors = V Contactors = C	CEV children	<ul style="list-style-type: none"> All 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 GP or clinician not to attend <p>https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions</p>	03.09.21	
Admitting children into school				
Pupils/students = P/S Employees = E Visitors = V Contactors = C	Admitting children into school	<ul style="list-style-type: none"> In most cases, parents and carers will agree that a learner with symptoms should not attend the school, given potential risk to others. If a parent or carer insists on a learner attending school, school can take decision to refuse the learner if, in reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. The decision would need to be carefully considered in light of all the circumstances and current public health advice. 	03.09.21	

School Workforce

Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
Pupils/students = P/S Employees = E Visitors = V Contactors = C	CEV staff	<ul style="list-style-type: none"> • Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus. • Staff in schools who are CEV should currently attend their place of work if they cannot work from home. DHSC will publish updated guidance before Step 4. • School continue to in encourage vaccine take up and enabling staff who are eligible for a vaccination to attend booked vaccine appointments where possible even during term time 	03.09.21	

Educational Visits				
Who might be harmed and how?	Current Control Measures (1) What are you already doing?	Current Control Measures (2) Actioned Additional Control Measures	Action by when?	Done
Pupils/students = P/S Employees = E Visitors = V	Domestic and International Trips <ul style="list-style-type: none"> • Ensure new bookings have adequate financial protection in place. • Contact visit provider, commercial insurance company, or Risk Protection Arrangement (RPA) to assess protection available. • Independent advice on insurance cover and options can be sought from British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI). • If holding ATOL or ABTA refund credit notes use to rebook educational or international visits. • 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 risk assessment. • General guidance about educational visits available and supported by specialist advice from Outdoor Education Advisory Panel (OEAP) https://www.gov.uk/government/publications/health-and-safety-on-educational-visits https://oeapng.info/ 		03.09.21	

	Name	Date	Comments
1 st review by	A Crawshaw	14.07.21	
Quality assurance check by	S Lymer	31.08.21	
Shared with/Reviewed by	G Mitchell	1.09.21	
2 nd review by	S Lymer	30.09.21	
Quality assurance check by			
Shared with			
3 rd review by			
Quality assurance check by			
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