

<b>School/ Setting</b>	Healey Foundation Primary School	<b>Date of Assessment</b>	19/08/2021
<b>Assessment Completed By</b>	MH (HT)		

### Staying COVID Secure – Our Commitment

- We recognise the residual risks posed by Coronavirus (COVID-19) to our staff, pupils and their families following the move to Step 4 from Monday 19<sup>th</sup> July 2021. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.
- We will ensure, as far as is reasonably practicable, the Health, Safety and Wellbeing of our staff and pupils.
- We will share this Risk Assessment and its findings with employees and consult on its contents.
- We will continue to comply with all relevant Health and Safety Legislation.

Healey Foundation Primary School has completed the updated (Aug 2021) Risk Assessment below. All responses in **red** are direct responses to the control measures proposed by the updated guidance for the Government (Aug 17<sup>th</sup>). At Healey, we have also included information in this risk assessment in **green** which will remain in place at school from September 2021 but which fall outside the scope of the Government measures.

**Healey's 'System of controls' will remain in place from September 2021. The actions in our system of control are grouped into 'prevention' and 'response to any infection' below.**

#### **Prevention:**

- 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) implement enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) minimise contact between individuals
- 6) where necessary, wear appropriate personal protective equipment (PPE)
- 7) encourage whole staff to partake in regular (twice weekly) asymptomatic testing using lateral flow devices supplied by school until guidance changes.
- 8) allow staff to continue to wear face coverings in shared communal areas and on corridors.

#### **Response to any infection:**

- 7) engage with the NHS Test and Trace process

8) manage confirmed cases of coronavirus (COVID-19) amongst the school community  
 9) contain any outbreak by following local health protection team advice

## Our Employees

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	Any employee or persons within their household that has <a href="#">coronavirus (COVID-19) symptoms</a> , should not attend school/ setting. They should <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff, pupils and families will be reminded that they must not attend school, even if they are feeling better, until they receive their test results.
02	Any employee who has tested positive for COVID 19 in the past 10 days should not attend school/ setting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	To be communicated consistently to staff using staff newsletter/memos, website, emails from the headteacher, and by sharing this risk assessment with all staff. School will follow national and local guidance at all times.
03	Any employee who develops COVID-19 symptoms during the school day should be sent home as soon as possible and should <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff, pupils and families will be reminded that they must not attend school, even if they are feeling better, until they receive their test results.
04	An individual risk assessment will be completed for all staff that have characteristics that increase their potential risk from coronavirus (COVID-19), as set out in the <a href="#">COVID-19: review of disparities in risks and outcomes report</a> . Sample assessment template provided by Directorate for Children and Education Services. CEV staff are no longer advised to shield.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	School will undertake individual risk assessments with all staff who identify as having additional risks and who have made known to the headteacher these risks by providing a letter from the GP or other organisation identifying them. Staff should feel comfortable in making this request, upon production of evidence. School will use the approved template provided by Directorate for Children and Education Services.

## Our Pupils

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
05	Any pupil or persons within their household who has coronavirus (COVID-19) symptoms, should not attend school/ setting. They should <u>arrange to have a test</u> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff, pupils and families will be reminded that they must not attend school with symptoms and must arrange a PCR test, remain at home and notify school of the results as soon as possible.
06	Any pupil who has tested positive for COVID 19 in the past 10 days should not attend school/ setting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	To be communicated consistently to parents using weekly newsletter and ParentMail and by sharing this risk assessment with all parents via our website. School will follow local and national guidelines at all times.
07	Any pupil who develops COVID-19 symptoms during the school day should be sent home as soon as possible and should <u>arrange to have a test</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff, pupils and families will be reminded that they must not attend school, even if they are feeling better, until they receive their test results.
08	Remote/distance learning contingency arrangements for all pupils should be maintained in line with any local Covid-19 outbreak.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	School has developed an effective remote learning strategy and provision.  School will maintain the online component of our remote learning approach (Seesaw and Purple Mash). We have laptops which can be loaned out at short notice for pupils who have to self- isolate and would otherwise have no access to a device

09	<p>Rapid testing using Lateral Flow Devices (LFD)s will support the return to education in September by helping to identify people who are asymptomatic;</p> <ul style="list-style-type: none"> <li>Primary school staff should complete twice weekly tests at home.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Staff should continue to undertake twice weekly LFD testing whilst in school. The need for regular asymptomatic testing will continue upon our return to school in September and will be reviewed by the Government at the end of September 2021.</p>
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**Physical / Social Distancing in the Building**

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
10	Although social distancing is no longer a legal requirement for staff and pupils, headteachers still have a legal duty to ensure the health and safety of their staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>At Healey, from September 2021, we will continue to:</p> <ul style="list-style-type: none"> <li>be mindful of personal space between adults.</li> <li>Encourage mask wearing in corridors.</li> <li>Maintain strict hygiene and ventilation rules when in rooms.</li> </ul>

Infection Control, Cleaning and Hygiene Arrangements					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
11	Staff and/or pupils who are experiencing <a href="#">coronavirus (COVID-19) symptoms</a> , <a href="#">should</a> not attend school/ setting. They should <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff, pupils and families will be reminded that they must not attend school, even if they are feeling better, until they receive their test results.
12	Staff who experience symptoms as above whilst at work should go home as soon as possible and should <a href="#">arrange to have a test</a> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff, pupils and families will be reminded that they must not attend school, even if they are feeling better, until they receive their test results.
13	Pupils who experience COVID-19 symptoms should be collected from school/ setting as soon as possible. They should be kept 2m apart from all other pupils and staff whilst on site, where possible. If pupil needs direct personal care until they can return home, staff should wear gloves, an apron and a face mask. Eye protection should also be worn if deemed risk from coughing/spitting/ vomiting. Anyone who comes into close contact with someone with COVID symptoms must wash their hands. They do not need to isolate or get a test unless they develop symptoms themselves.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any child with COVID-19 symptoms will be taken to the Meeting Room. The child's parents/carers will be instructed to collect their child immediately and keep them at home until they have been PCR tested for COVID-19.  A member of staff must first wear gloves, an apron, a face mask, then escort the child with COVID-19 symptoms to be isolated in the Meeting Room.  PPE must be disposed of correctly afterwards in a lidded bin  Cleaners must deep clean the room after use, wearing PPE
14	Parents of pupils with COVID 19 symptoms should be instructed to get their child tested. Schools will have a small number of testing kits to be provided to parents where it is uncertain they will get a test for their child or may struggle to get a test.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	School will have a small number of testing kits to be provided to parents where it is uncertain they will get a test for their child or may struggle to get a test. Parents will always be encouraged to take their child for a PCR test at a walk-in or drive in testing centre as the best option.
15	Staff/ pupils who test positive for COVID 19 should self-isolate for 10 days. Close contacts should take a PCR test but do not need to isolate; they can continue to attend the school setting whilst they are waiting for their results (unless they develop symptoms).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	To be communicated consistently to staff and parents using staff newsletter/memos, website, and by sharing this risk assessment with all staff and parents. School will follow national and local guidance at all times.
16	Provision of hand-washing / hand-hygiene facilities at entrances and throughout school/setting. (Regularly monitored & maintained).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	School has plenty of sanitiser stations in school and these will continue to be regularly refilled and their use encouraged. Class rooms have their own supply of hand sanitiser for pupils to use. Electric hand-driers will remain out of use.

17	All staff and pupils are encouraged to regularly wash their hands with soap and water, especially upon arrival at school/setting, prior to eating, following break/lunch time and any other time deemed necessary (after coughs/sneezes). Small children and children with complex needs should continue to be helped to wash their hands properly.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Regular hand-washing must be insisted upon by all staff in school again from September 6 <sup>th</sup> 2021 onwards.
18	Sinks and taps will be cleaned between classes, in line with the school's enhanced cleaning regime. Pupils will be encouraged to clean their hands thoroughly throughout the day	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Additional contact cleaning during the school day will continue upon return to school in September 2021. Regular hand-washing must be insisted upon by all staff in school again from September 6 <sup>th</sup> 2021 onwards.
19	All staff and pupils are encouraged to cough / sneeze into tissues and dispose of these in appropriate waste disposal bins. (Catch it, Kill it, Bin it)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All bins are lidded and each class will be allocated with a box of tissues and staff will encourage pupils to access and make use of these.
20	Additional lidded bins and increased emptying / replacement are provided / in-place.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All bins are lidded foot-pedal operated and school has developed an enhanced cleaning procedure and deployed additional cleaning staff.
21	All working areas within the building should be well-ventilated (Windows and Doors open) where safe and appropriate to do so.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Only rooms with windows that can be opened will be used for teaching children. We will continue to follow the procedures in line with fire safety in relation to doors – except where internal fire doors are being used as part of a frequently-trodden one-way system and where the balance of risk dictates that these doors should remain open.  At Healey, good ventilation must be achieved by a variety of measures including:  <ul style="list-style-type: none"> <li>• In cooler weather, windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space.</li> <li>• Classroom doors must remain closed as these are fire doors. External building doors will be propped open to ensure throughput of air in warmer weather.</li> </ul>

