

## **Covid-19 Risk Assessment- January 2022**

The technical name of the virus that causes COVID-19 is severe acute respiratory syndrome coronavirus 2, abbreviated as **SARS-CoV-2**

Whilst the Covid-19 virus can cause serious illness, especially for vulnerable adults with underlying health conditions, evidence suggests that for the majority (particularly children and young people) they will experience a mild to moderate illness. The government continues to manage the risk of serious illness from the spread of the virus and we are now in a new phase, Step4, in the government response, moving away from stringent restrictions.

Whilst this continues to be a complex and changing situation, there is enough known about the epidemiology of Covid-19 to provide a risk based approach to support staff in their roles alongside targeted interventions to reduce risk to all members of the community.

The assessment below has been developed based on the following principles:

- That we will act together to ensure the safety and reassurance of all staff, children & young people.
- There will be periods of sustained, community transmission and all staff and pupils could potentially be carrying Covid-19.
- Contingency plans will be in place to step measures up and down in response to potential outbreaks in school or the wider community

The national guidance and response requires us to prioritise being able to deliver face-to-face, high quality education to all pupils, minimising any disruption. The risk assessments already in place from Autumn term 2021 have been reviewed and adapted. Essential control measures include:

- Robust hand and respiratory hygiene- good hygiene for everyone
- Maintenance of appropriate cleaning regimes
- Keeping occupied spaces well ventilated
- Following current public health advice on testing, self-isolation and managing confirmed cases of Covid-19

Potential Hazard	Risk	Who might be harmed?	Minimum control measures to reduce risks to an acceptable level	The Radstone Specific Actions to minimise risk
Covid-19 transmission	Staff not having appropriate knowledge on virus, transmission and risk leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public	All staff to keep themselves updated and follow the latest <a href="https://www.gov.uk/coronavirus">Government</a> and national Public Health England/NHS guidelines via <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a>  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a>	All staff briefed  Risk Assessments shared and School Guidance shared  Continued signage up around the school:  Handwashing  Catch it, Bin it, Kill it.
Covid-19 transmission	Contagious people coming into school leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public, Pupils	To help ensure that the risk of virus spread is as low as possible, the school will inform staff and potential visitors, including customers and contractors, not to enter the school if they are displaying any symptoms of coronavirus (COVID-19) or if they should be self-isolating.  Anyone showing the symptoms (new continuous/ 'persistent' cough and/or a high temperature/ loss of taste or smell) should not come to work and should follow the relevant government	Return to school letters emphasising no-one should return if unwell/ displaying symptoms  Clear 'what to do if' guidance sent out about the revised guidance for self-

			<p>protocols at home and before coming back to work; this will last at least 5 full days up to a period of 10 days.</p> <p>If a pupil or member of staff tests positive, they must isolate in line with current government guidance. If they have a negative lateral flow test on Day 5 of isolation, followed by another negative test result 24 hours later on Day 6, the pupil or member of staff will be able to return to the setting.</p> <p>Anyone living in a household where someone is showing symptoms should follow the latest self-isolation guidance according to their circumstances.</p> <p>Staff who are fully vaccinated, or children and young people aged between 5 and 18 years and 6 months, identified as a close contact of someone with COVID-19, should take an LFD test every day for seven days and can continue to attend the setting as normal, unless they have a positive test result or develop symptoms at any time.</p> <p>If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up (see Appendix 4 Flow Chart- Suspected/ Confirmed Cases)</p> <p>All staff advised to participate in the LFD (Lateral Flow Device) testing twice a week reporting results on Wednesday and Sunday.</p>	<p>isolation periods to staff and parents.</p> <p>Clear guidance sent out about isolation periods to staff and parents.</p> <p>Signage- entrances- not to enter with symptoms.</p> <p>Coronavirus Visitor Agreement to be signed by anyone coming into the school.</p> <p>Child/ member of staff falling ill- procedure to follow in Appendix 4 flowchart.</p> <p>Supply of LFD testing kits to all staff.</p>
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			Any member of staff or pupil who has recently visited countries outside the Common Travel Area must follow government quarantine law.	
Transmission of Covid-19 via arrival at school	Increased transmission of virus on arrival at the school premises	Employee, visitors, agency staff, member of the public Pupils.	<p>Temporary wearing of face coverings will be considered as part of contingency planning should there be a substantial increase in positive cases (see Appendix 5- Contingency planning)</p> <p>Following risk assessments for events, face coverings could be recommended in busy and enclosed crowded spaces at times when adults may come in to contact with people they do not normally meet eg parent attendance for school plays</p> <p>Hand washing before arrival to be encouraged and sanitizer provided on entry.</p>	<p>Walking to school encouraged.</p> <p>Signage on entry about not entering with symptoms.</p> <p>Hygiene Protocol/ Handwashing protocol for all staff and pupils. Hand sanitiser at entrances.</p>
Poor hand & respiratory hygiene	Poor hand & respiratory hygiene leading to increased	Employee, visitors, agency staff, member of the public, Pupils	<p>Follow Hand Washing protocol at appendix 1 below <a href="https://www.who.int/gpsc/clean_hands_protection/en/">https://www.who.int/gpsc/clean_hands_protection/en/</a></p> <p>Soap and water, and regular hand washing for at least 20 seconds, is the best way of staying safe. Hand washing with soap employs mechanical action that loosens bacteria and viruses from the skin, rinsing them into the drain. Drying</p>	<p>Increased signage in all toilet areas.</p> <p>Children taught about hand washing technique and reminded daily.</p>

	transmission of covid-19		<p>hands afterwards makes the skin less hospitable to the virus. Hand sanitiser can be effective if soap is not available, or the situation makes using soap less feasible (for example, when outside), but using hand sanitiser provides none of the virus-destroying friction that rubbing your hands together and rinsing with water provides.</p> <p>Staff, visitors and pupils should be reminded to wash their hands for 20 seconds more frequently than normal, including on arrival at the setting, before and after eating, and after sneezing or coughing.</p> <p>Staff should supervise young children to ensure they wash their hands for 20 seconds with soap and water (or hand sanitiser if soap is not available or feasible in the particular situation)</p> <p>Coughs and sneezes to be caught in tissues. Bins for tissues should be emptied throughout the day.</p> <p>Some children and young people with special educational needs, disabilities and specific health risks may require additional support in following public health advice, or may find frequent hand washing distressing. Staff should know</p>	<p>‘Hygiene for everyone’ protocol –all children are encouraged to hand wash before school and they will use hand gel on entry. Hand gel will be used upon changing rooms (including going to and coming back from the toilet). Children will wash their hands before lunch and after using the toilet. Children will hand gel before going home.</p> <p>Tissues/ wipes in every classroom. ‘Catch it, Kill it, Bin it’ visual posters around the school- children to be taught about this and understand its meaning.</p> <p>Bins emptied at lunchtime (when required) and end of day</p>
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			where this is likely to be the case, and how they can best support individual children and young people.	1:1 Provision maps for SEN/ separate risk assessment
Surfaces contaminated with Covid-19	Increased transmission of covid-19 via surface – face contact	Employee, visitors, agency staff, member of the public	<p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a> (July 2021)</p> <p>Regular points of contact-should be cleaned regularly unless it is already known (with certainty) that the building has not been in use for 48hrs. It should be assumed this is not the case unless there is knowledge to the contrary.</p> <p>As a minimum, frequently touched surfaces should be wiped down twice a day.</p> <p>All areas of the school should be ‘clutter free’ and all surfaces kept clear for easy cleaning.</p> <p>Items that need laundering eg cloths, towels will be washed regularly in accordance with the manufacturer’s instructions, on the warmest water setting.</p> <p>If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following decontamination guidance.</p>	<p>Extra enhanced cleaning throughout the day.</p> <p>Site Supervisor monitoring and reviewing cleaning schedule/ adjusting rotas as necessary</p> <p>Classroom surfaces will be wiped down at least twice per day</p> <p>Key shared areas cleaned at lunchtime and at the end of the day- all toilets and sinks.</p> <p>Extra cleaning to take place after an external letting as per lettings policy.</p> <p>All children had gel on entry to the hall and exit from the hall</p>

<p>Lack of ventilation</p>	<p>Increased risk of covid 19 transmission</p>		<p>Keep all occupied spaces well ventilated, including classrooms, shared areas and office spaces:</p> <ul style="list-style-type: none"> <li>-natural ventilation- opening windows enough to provide constant background ventilation and opened more fully during breaktimes.</li> <li>-keeping internal doors open to assist with creating a throughput of air</li> <li>-using external doors to cross-ventilate during breaktimes (where safe to do so and in line with fire risk regulations)</li> </ul> <p>Ensure and maintain a comfortable teaching and working environment by:</p> <ul style="list-style-type: none"> <li>-opening high level windows to reduce draughts</li> <li>-increasing ventilation while spaces are unoccupied</li> <li>-providing flexibility to allow suitable additional indoor clothing</li> <li>-rearranging furniture where possible to avoid direct draughts</li> <li>-use heating to ensure comfort levels in occupied spaces</li> </ul>	<p>Well-ventilated occupied spaces- windows/doors open as far as reasonably practicable.</p> <p>With colder weather, classrooms to be cross-ventilated for a minimum of 50 mins at the end of the day when pupils have left.</p> <p>During the day, classrooms to be aired at breaktime and lunchtime when the children are outside.</p> <p>Children can wear uniform fleeces indoors</p>
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			Carbon Dioxide monitors to be used in all classrooms to continually monitor the air quality and identify the need to improve ventilation at any point through the day.	
Intimate care and minimising the risk of Covid-19	Intimate care procedures leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public, Pupils	<p>The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs, sneezes or speaks. These droplets are too heavy to hang in the air. They quickly fall on floors or surfaces. The advice for schools, colleges and childcare settings is to follow steps on social distancing, hand washing and other hygiene measures, and <a href="#">cleaning</a> of surfaces.</p> <p>If you are not providing intimate care to someone, PPE is <b>not</b> needed.</p> <p>Some children, and young people with special educational needs, may be unable to follow social distancing guidelines, or require personal care support. In these circumstances, staff need to increase their level of self-protection, such as minimising close contact (where appropriate), cleaning frequently touched surfaces, and carrying out more frequent handwashing. School staff should continue to use the PPE that they have always used (such as an apron and gloves) when undertaking more intimate care with pupils.</p>	<p>Intimate care as per school policy- first aid/ administering medicine. All staff to wear usual apron/ gloves.</p> <p>PPE available for use in First Aid room.</p> <p>PPE should be worn in circumstances that require</p>

			<p>Because of the heightened awareness of the possibility that the victim may have COVID-19, Resuscitation Council UK offers this advice on administering CPR:</p> <ul style="list-style-type: none"> <li>• Recognise cardiac arrest by looking for the absence of signs of life and the absence of normal breathing. Do not listen or feel for breathing by placing your ear and cheek close to the patient's mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions until help arrives.</li> <li>• Make sure an ambulance is on its way. If COVID 19 is suspected, tell them when you call 999.</li> <li>• If there is a perceived risk of infection, rescuers should place a cloth/towel over the victims mouth and nose and attempt compression only CPR and early defibrillation until the ambulance (or advanced care team) arrives. Put hands together in the middle of the chest and push hard and fast.</li> <li>• Early use of a defibrillator significantly increases the person's chances of survival and does not increase risk of infection.</li> <li>• If the rescuer has access to any form of personal protective equipment (PPE) this should be worn.</li> <li>• After performing compression-only CPR, all rescuers should wash their hands thoroughly with soap and water; alcohol-based hand gel is a convenient</li> </ul>	<p>close attention (eg medical/intimate care).</p> <p>Judgement should be used about the need for PPE in other circumstances.</p> <p>All staff briefed on PPE usage in situations that require more intimate care/close attention.</p> <p>PPE equipment available in each class and the medical room.</p> <p>Resuscitation shields will be fully accessible in staff first aid packs and available in the first aid room.</p>
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			<p>alternative. They should also seek advice from the NHS 111 coronavirus advice service or medical adviser.</p> <p>Suggested protocol for the use of PPE (Based upon Public Health England Guidelines).</p>									
			<table border="1"> <thead> <tr> <th></th> <th>Category</th> <th>PPE Requirements</th> <th>Educational Setting</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Staff / Pupil interaction where distance of 1m can be maintained throughout</td> <td> <p>Close adherence to hand (i) and respiratory hygiene protocols (ii).</p> <p>No additional PPE required beyond what would usually be worn for any given task</p> </td> <td> <p>The majority of school and childcare settings will fall into this category. For example Class Teacher and Classroom assistants working within a classroom environment where social</p> </td> </tr> </tbody> </table>		Category	PPE Requirements	Educational Setting	1	Staff / Pupil interaction where distance of 1m can be maintained throughout	<p>Close adherence to hand (i) and respiratory hygiene protocols (ii).</p> <p>No additional PPE required beyond what would usually be worn for any given task</p>	<p>The majority of school and childcare settings will fall into this category. For example Class Teacher and Classroom assistants working within a classroom environment where social</p>	
	Category	PPE Requirements	Educational Setting									
1	Staff / Pupil interaction where distance of 1m can be maintained throughout	<p>Close adherence to hand (i) and respiratory hygiene protocols (ii).</p> <p>No additional PPE required beyond what would usually be worn for any given task</p>	<p>The majority of school and childcare settings will fall into this category. For example Class Teacher and Classroom assistants working within a classroom environment where social</p>									

					distancing can be adhered to.	
			2	Staff / pupil interaction where momentary (iii) physical contact is required or cannot maintain 1m distance.	<p>Close adherence to hand and respiratory hygiene protocols.</p> <p>Surgical facemask to be worn by member of staff. Sessional (iv) use is adequate in these circumstances.</p>	



						first aid, self-administration is not possible e.g. child places their own plaster on a cut / laceration	
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			3	<p>Prolonged/intimate (v) physical contact is required between member of staff and Pupil.</p>	<p>Close adherence to hand and respiratory hygiene protocols.</p> <p>PPE required - Disposable gloves, disposable apron, sessional surgical facemask, (include eye protection if client is coughing or sneezing). Donning and doffing according to standard protocols (vi) and disposing of</p>	<p>Anyone who is symptomatic should not be in a childcare or school setting.</p> <p>However if required to undertake intimate care with a child or young person then category 3 PPE will apply e.g. If a child requires intimate care when administering first aid as a result of serious injury. If that child were coughing</p>	
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				clinical waste appropriately (vii).	or spitting, this should include eye protection.		
			4	Any scenario in the household of a 'shielded' (viii) person. Close adherence to hand and respiratory hygiene protocols	PPE required - Disposable gloves and plastic apron in addition to single use (ix) surgical facemask.		Not applicable
			5	Specialist scenarios e.g. Aerosol generating procedures, hospital inpatients, home births, phlebotomy in non-compliant patients etc.	Specialist PPE requirements		Not applicable

			<table border="1" data-bbox="884 240 1697 316"> <tr> <td data-bbox="884 240 934 316"></td> <td data-bbox="934 240 1227 316"></td> <td data-bbox="1227 240 1469 316"></td> <td data-bbox="1469 240 1697 316"></td> </tr> </table> <p>NB: This summary relates to PHE's COVID-19: infection prevention and control, last updated 6th April</p> <p>Review above table alongside appendix 2</p> <p>The majority of staff will not require PPE beyond what they would normally need for their work. PPE needs to be worn in a very small number of cases, including:</p> <ul style="list-style-type: none"> <li>- Where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at school, and only then if a distance of 2m cannot be maintained</li> <li>- Where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used</li> </ul> <p>In circumstances where staff feel PPE is appropriate following the principles above careful judgement should be used to consider likely risk and also any impact of behaviour the child/young person may demonstrate as a result of PPE being worn. The wearing of PPE unless carefully removed in itself can add increased risk therefore it is expected that PPE in</p>					

			<p>educational settings <b>will only be required for momentary use</b> and not for a long period of time.</p> <p>Based on current evidence and the current protective measures and controls in place, face coverings will not generally be worn in school unless specified as listed above.</p>	
Managing risk of an individual displaying symptoms	Proximity to a person displaying covid-19 symptoms leading to increased transmission of covid-19	Employee, pupils, agency staff, member of the public	<p>If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up.</p> <p>If someone becomes unwell and starts to display symptoms and starts to display with a new, continuous cough or a high temperature or a loss of taste/sense of smell in an education setting they must be sent home and advised to follow the <a href="#">staying at home guidance</a>.</p> <p>If an affected person is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door. If they are a child, depending on the age of the child appropriate adult supervision may be required.</p> <p>- If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask</p>	<p>Allocated room for isolation-FIRST AID room clearly marked with signage 'ISOLATION ROOM'.</p> <p>Anyone in the building displaying COVID-19 symptoms to be isolated immediately there.</p> <p>If it is a pupil- one member of staff only with them. Member of staff to wear PPE- mask/ apron/ gloves. All stored in the First Aid room.</p>

		<p>-If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron</p> <p>-If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection</p> <p>Supervising staff will wash their hands thoroughly for 20 seconds after the pupil has been picked up.</p> <p>Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area, which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>If there are home testing kits available in school, these will be given to parents/carers collecting symptomatic children, or to staff who have developed symptoms, if providing one will increase the likelihood of them getting tested. Only in <b>exceptional circumstances (agreed by the HT)</b> will staff take symptomatic children home.</p> <p>If the school becomes aware that a pupil or staff member has tested positive for coronavirus, the school will record this and</p>	<p>The toilet area used by the ill person showing symptoms to be cleaned immediately and the working area they had been in.</p> <p>Ill person showing symptoms to be offsite as soon as possible and to seek a test immediately.</p> <p>Return to school/ work if the test is negative and when they are well. If the test is positive we will seek advice and follow guidance provided by the Health Protection Team. We will then notify groups who are required to self-isolate for 6 - 10 days. The school community will be notified of the incident (without</p>
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		<p>contact the local health protection team for advice and action if the threshold has been reached (See Appendix 5 – Contingency Planning)</p> <p><a href="https://www.gov.uk/guidance/contacts-phe-health-protection-teams">https://www.gov.uk/guidance/contacts-phe-health-protection-teams</a></p> <p>All areas that the symptomatic person has been in will be deep cleaned immediately and all PPE disposed of properly, following decontamination guidance.</p> <p>To aid this process, records will be kept in school of the pupils and staff in each group and any close contact that takes place between children and staff in different groups. All parents will be made aware of the process following a confirmed case/ positive test.</p> <p>If the threshold is reached of 5 pupils, children or staff, who are likely to have mixed closely, testing positive within a 10 day period, additional measures could be applied temporarily (see Appendix 5- Contingency Planning) Identifying a group that could have mixed closely could include:</p> <ul style="list-style-type: none"> <li>- A form group or subject class</li> <li>- A friendship group mixing at breaktimes</li> <li>- A sports team</li> </ul>	<p>names) and the group it occurred in.</p>
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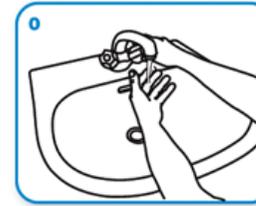
			<p>- A group in an after-school activity</p> <p>Continue to keep records of all information given by parents regarding Covid-19 testing, negative and positive results and self-isolation periods, including travel and quarantine.</p>	
Fire Safety	Risk of confusion caused by new locations/ routes/ assembly points due to Covid-19	All pupils and staff	Fire safety policy will be reviewed and amended to take account of any site or procedural changes necessitated by Covid-19 contingency planning.	Covid-19 Appendix update to fire procedures if needed in the event of contingency planning-

## Appendix 1: Clean hands protect against infection (WHO protocol)

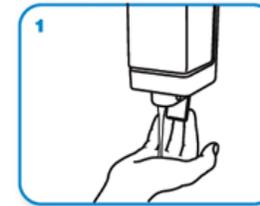
### Protect yourself

- Clean your hands regularly.
- Wash your hands with soap and water, and dry them thoroughly.
- Use alcohol-based hand sanitiser if you don't have immediate access to soap and water.

How do I wash my hands properly? Washing your hands properly takes about as long as singing "Happy Birthday" twice, using the images on right:



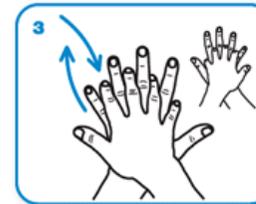
Wet hands with water



apply enough soap to cover all hand surfaces.



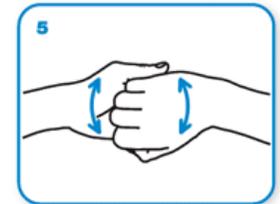
Rub hands palm to palm



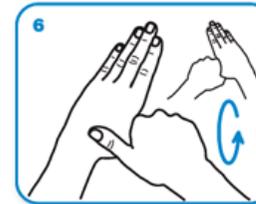
right palm over left dorsum with interlaced fingers and vice versa



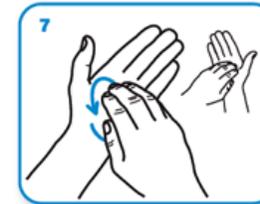
palm to palm with fingers interlaced



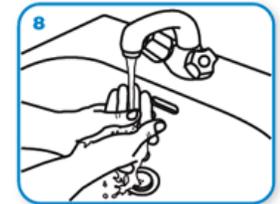
backs of fingers to opposing palms with fingers interlocked



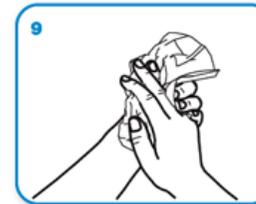
rotational rubbing of left thumb clasped in right palm and vice versa



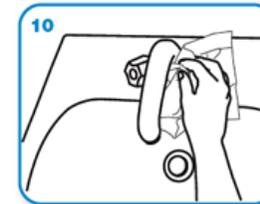
rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



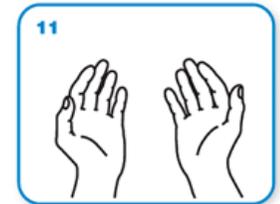
Rinse hands with water



dry thoroughly with a single use towel



use towel to turn off faucet



...and your hands are safe.

i.	Handwashing Protocol	Attached at appendix 1 above <a href="https://www.who.int/gpsc/clean_hands_protection/en/">https://www.who.int/gpsc/clean_hands_protection/en/</a>
ii	Respiratory hygiene protocol	This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately. <a href="https://www.who.int/emergencies/diseases/novel-coronavirus2019/advice-for-public">https://www.who.int/emergencies/diseases/novel-coronavirus2019/advice-for-public</a>
iii	Momentary contact	Relates to ad hoc interventions that may create proximity to bodily fluid – e.g. a driver putting a seatbelt onto a client.
iv	Sessional use	Surgical facemask can be used multiple times and need not be disposed of until wet, damaged or uncomfortable. <a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control/covid-19-personal-protective-equipmentppe#section-6">https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control/covid-19-personal-protective-equipmentppe#section-6</a>
v	Intimate care	Is defined as a role which is personally supporting the client to bathe, wash, feed etc. where there may be close proximity to bodily fluids.
vi	Donning and doffing	Refers to the correct method by which PPE should be put on and taken off. <a href="https://www.gov.uk/government/publications/covid-19-personalprotective-equipment-use-for-non-aerosol-generating-procedures">https://www.gov.uk/government/publications/covid-19-personalprotective-equipment-use-for-non-aerosol-generating-procedures</a> <a href="https://www.youtube.com/watch?v=-GncQ_ed-9w">https://www.youtube.com/watch?v=-GncQ_ed-9w</a>
vii	Disposal of PPE	PPE should be bagged and disposed of in a lidded bin followed by close adherence to hand washing protocol.
viii	Shielded person	Definition at appendix 3.
ix	Single use	Refers to disposal of PPE after each client interaction.
x	PHE Covid-19 IPC	<a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control?utm_source=7c916e5e-b965-44d0-a304cf38d248abba&amp;utm_medium=email&amp;utm_campaign=govuknotifications&amp;utm_content=immediate">https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control?utm_source=7c916e5e-b965-44d0-a304cf38d248abba&amp;utm_medium=email&amp;utm_campaign=govuknotifications&amp;utm_content=immediate</a>

### Appendix 3

People falling into this **extremely vulnerable group** include:

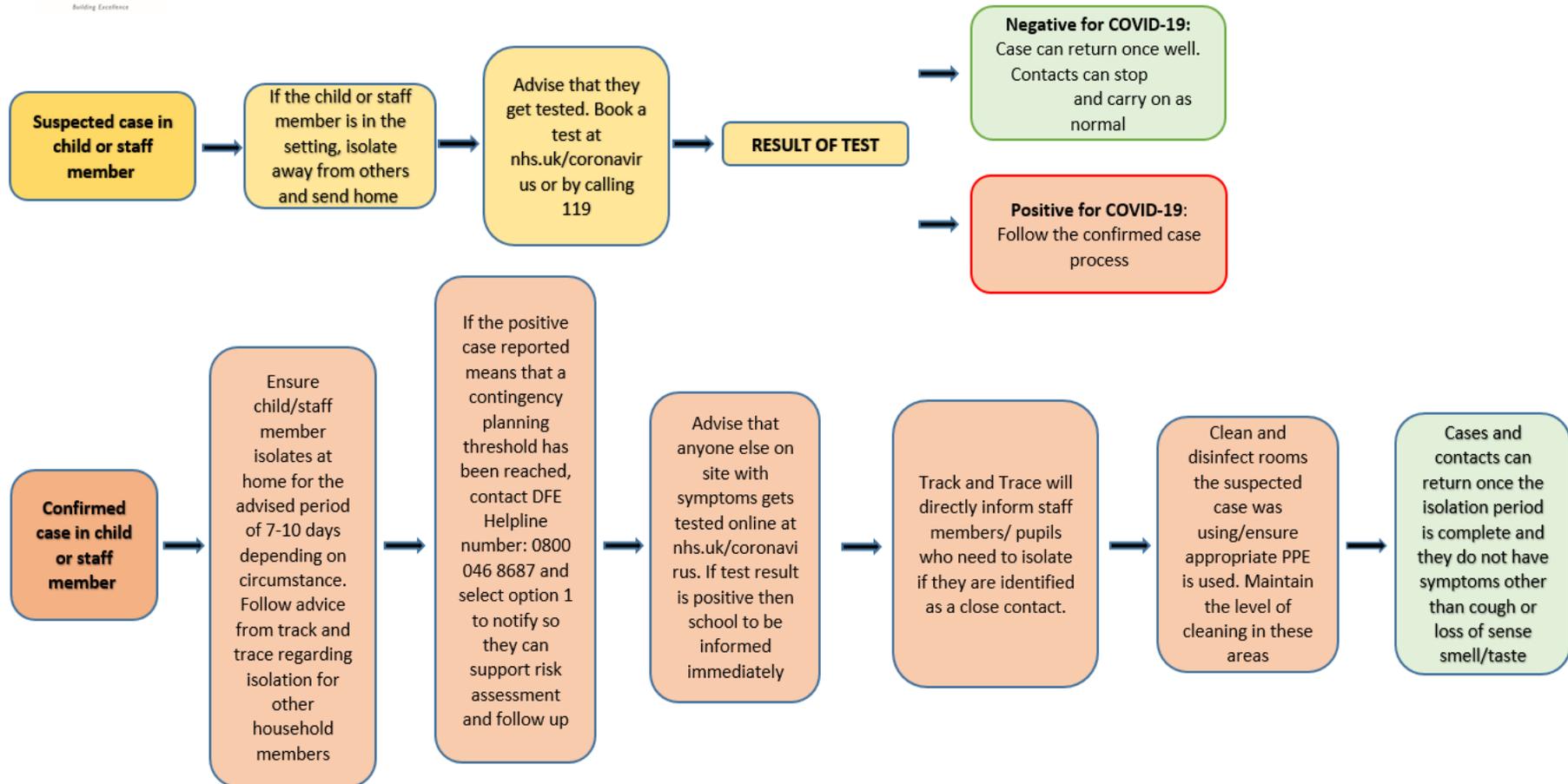
1. Solid organ transplant recipients.
2. People with specific cancers:
  - people with cancer who are undergoing active chemotherapy
  - people with lung cancer who are undergoing radical radiotherapy
  - people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
  - people having immunotherapy or other continuing antibody treatments for cancer □ people having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
  - people who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
3. People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe COPD.
4. People with rare diseases and inborn errors of metabolism that significantly increase the risk of infections (such as SCID, homozygous sickle cell).
5. People on immunosuppression therapies sufficient to significantly increase risk of infection.
6. Women who are pregnant with significant heart disease, congenital or acquired.

NB: Patients should have received notification directly from the government and or their GP practice about whether they fall into this group and how to reduce their risk.

**Appendix 4**



**THLT guidance for schools in the management of COVID-19**



## **Appendix 5- Contingency Planning (Outbreak Management Plan)**

If the number of positive Covid-19 cases substantially increases in school, contingency plans and temporary measures will be put in place, following the latest guidance and discussion with public health.

**The threshold for seeking public advice will follow the recommended government thresholds:**

- **5 children, pupils or staff, who are likely to have mixed closely, test positive for Covid-19 within a 10-day period; or**
- **10% of children, pupils or staff, who are likely to have mixed closely, test positive for Covid-19 within a 10-day period**

**Public Health will be contacted immediately if a pupil or staff member is admitted to hospital with Covid-19.**

When the above thresholds are reached, current school operation will be reviewed and the testing, hygiene and ventilation measures reinforced. A range of additional measures could also be reintroduced and applied if in the best interests of public health. All additional measures would only be implemented following the advice of Public Health England.

Additional measures may also be required:

- If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC)
- To prevent unsustainable pressure on the NHS

<b>Additional measure required</b>	<b>Control measures</b>
A return to temporary bubbles in school to reduce the risk of transmission	Pupils will return to full classes and operate as year group 'bubbles' with the following extra measures to minimise mixing of pupils and staff: <ul style="list-style-type: none"> <li>- Mixing between year group classrooms minimal and appropriate only for maintaining high quality teaching and learning</li> <li>- Children working in consistent small groups in classrooms.</li> </ul>

	<p>Lunch times, break times, and movement around the site will be staggered to reduce gatherings and there will be no interaction across year groups.</p> <p>Supply teachers, peripatetic teachers and other temporary staff will be told to minimise contact and maintain as much distance as possible from other staff. The number of temporary staff entering the school premises will be kept to a minimum.</p>
Enhanced cleaning measures	<p>Temporary increased cleaning time during the school day for a defined period of time.</p> <p>Any resources shared between groups, such as sports, art and science equipment, will be either:</p> <ul style="list-style-type: none"> <li>-Cleaned frequently and meticulously, and always between groups using them; or</li> <li>-Rotated so they can be unused and out of reach for 48 hours (72hrs for plastic) between use by different groups. The same rules will be followed for books and other shared resources that pupils or staff take home.</li> </ul> <p>Any shared rooms, such as halls and dining areas, will be cleaned between different groups using them.</p>
Reinstating face coverings	<p>Face coverings recommended for a two week period as a minimum:</p> <ul style="list-style-type: none"> <li>- In crowded indoor spaces and communal areas</li> <li>- By all visitors to the site</li> <li>- In shared team meetings between staff</li> </ul>
Increased testing	<p>Increased LFD testing by staff.</p> <p>Wider testing recommendations for the local community.</p>
Reducing extra curricular activities/ open events/ parents on site	<p>We will consider cancelling and limiting:</p> <ul style="list-style-type: none"> <li>➤ Residential educational visits</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Open days</li> <li>➤ Transition or taster days</li> <li>➤ Parents coming into school</li> <li>➤ Live performances</li> </ul>
Alteration to school timetable and room planning	Movement of lessons to outdoors eg PE, assemblies
Isolation of groups who have mixed closely	Switch to Remote Education policy for any pupils in self-isolation who are well enough to learn.

### Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

### Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

### Eligibility to remain in school

If restrictions are recommended and staffing capacity allows, we will stay open for:

- Vulnerable pupils
- Children of critical workers

All other pupils will be required to stay at home and will receive remote education.

We will aim to deliver remote education that meets the same quality and quantity of education that pupils would receive in school, as outlined in our remote learning policy. The school will continue to provide meals or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

## **Safeguarding**

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

We will aim to have a trained DSL or deputy DSL on site wherever possible.

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure vulnerable pupils can access appropriate education and support while at home
- Maintain contact, and check regularly that the pupil is able to access remote education provision

## **Supporting Documents/ Resources**

### **National Guidance- Key Documents**

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

<https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>

<https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/opening-schools-for-more-children-and-young-people-initial-planning-framework-for-schools-in-england>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

<https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak>

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-early-years-and-childcare-settings-from-1-june>

### **School**

Covid-19 May 2020 School Guidance

THLT Guide to returning to school for Parents (PPT)

Staff Briefing- School re-opening (PPT)

1<sup>st</sup> June return plan- staff/ bubble allocation/ timings

Playground Zones/ site plan

Letter to Parents- Outline plans for Opening 20/5/20

The Radstone Behaviour Policy Appendix

Return to School Transition Plan 19/6/20

Adapted plans- playground zones/ timetables 19/6/20

### **Updated Guidance for September reopening**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures#>

### **Updated DfE Guidance October 22nd 2020**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

### **School updates**

Northants Local Authority Headteacher Letters and Advice

Adapted plans- playground zones/ timetables 23/10/2020

Update letters to parents/ reviewed procedures

Local Authority Public Health advice passed on to parents

Increased signage in school provided by LA

### **Updated DFE guidance 30<sup>th</sup> December 2020**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

### **Contingency framework planning- January 1<sup>st</sup> 2021**

<https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings/contingency-framework-education-and-childcare-settings-excluding-universities>

<https://www.gov.uk/guidance/local-restriction-tiers-what-you-need-to-know>

### **Updated DFE guidance February 2021- March 8<sup>th</sup> Operational Guidance**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak>

### **School updates**

Northants Local Authority Headteacher Letters and Advice

Adapted plans- playground zones/ timetables 25/2/2021

Update letters to parents/ reviewed procedures

LFD Testing Agreements

LFD test result flowchart of action for staff

**Updated DFE guidance August 17<sup>th</sup> 2021 Operational Guidance/ Contingency Planning**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1011704/20210817\\_Contingency\\_Framework\\_FINAL.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf)

**School Updates and Contacts**

DfE helpline 0800 046 8687 Option 1

Return to school letter for parents- September 2021

**Updated DFE guidance January 2<sup>nd</sup> 2022 Operational Guidance/ Contingency Planning**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak>

<https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings>