

COVID-19 Risk Assessment

School name	Merebrook Infant School		
Assessment carried out by (name/role)	Tracy Hurwood, Head of School		
Date of assessment	15/11/2021 24/01/2021	Date of next review	Ongoing

Hazard identified	The risk of transmission of Covid-19
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Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<ul style="list-style-type: none"> Staff Pupils Parents <p>Risk of contracting Covid-19 and risk of transmission to others</p>	Hand and respiratory hygiene	<ul style="list-style-type: none"> Phase bubbles whilst pupils are inside (Early Years and Keystage 1). After school, the parents/carers/any child over primary school age, on the school premises advised to wear a face covering when collecting children. One-way system in place. Assemblies will be delivered virtually or in classes. Some staff will work across the school. In these instances, the staff will keep their distance where possible. Sports clubs continue in phase bubbles. All adults (staff and visitors) are required to wear a face covering in communal areas (the area through the double doors to access the toilet, photocopy room and office unless exempt. There are facemasks in school for adults who do not have a face covering. Children are to use hand sanitiser or wash hands when they arrive at school, return from breaks, before and after eating. Hand sanitiser available in classrooms and on the peninsular units outside classrooms. The water fountains will be out of use. Staggered lunch time for pupils when eating. EYFS, Red Kite and Swan class will eat their lunch in the hall first whilst Kingfisher and Heron Classes are outside. Heron and Kingfisher will eat at 12.30pm. 				

		<p>EYFS and Keystage 1 groups will be seated a minimum of 4 m apart from EYFS.</p> <ul style="list-style-type: none"> • Children will continue to use their phase toilets. • There will be lidded bins in each classroom for tissues. When a child sneezes or coughs into a tissue, they will put this in the bin before using the hand sanitiser. • Children and staff will be regularly reminded of the 'catch it, bin it, kill it' approach. • Equipment used across phases should be cleaned after use i.e. PE and computing equipment. • Staff may continue to use the staff room whilst ensuring they are socially distanced. 				
	People displaying symptoms of COVID 19	<ul style="list-style-type: none"> • Children that display symptoms of COVID 19 will be sent to the first aid room and their parents/carers contacted to collect them. They will then be advised to book a Covid-19 PCR test and then contact the school as soon as the results are back. • Adults displaying symptoms will be asked to leave the school and self-isolate until they have booked and received the results of a Covid-19 PCR test. They must then contact the school to advise them of the results. • If anyone displays symptoms before coming into school, they should not come in as per the guidance that will be sent to staff and parents/carers. • If a child requires medical attention whilst displaying symptoms of Covid-19, the first aider must wear the correct personal protective equipment. • The area that the child was sat in whilst waiting will require cleaning before anyone else is in the area. The table that they were at will also require cleaning. • In the event of a positive test for an adult or child, NHS Test and Trace will contact the close contacts of the person. Please see NHS guidance for when people need to isolate. • In the case of self-isolation, the school website and Purple Mash will be used to ensure that children can still access their education. Training will be given to the children in how to access this regularly. • Any child or adult that is contacted by NHS test and trace will be encouraged to heed the advice given. 				

	Asymptomatic testing and return to school following testing positive	<ul style="list-style-type: none"> Staff are encouraged to test twice weekly using lateral flow tests. These are provided by the school. When people have tested positive for Covid on an LFD or PCR test, they are able to finish their isolation period after day 5 if they return a negative lateral flow test on day 5 and day 6. If the person tests positive, they must wait until they have 2 consecutive days of negative LFD tests before they finish isolation. These results must be reported to the Government and staff or parents must also report this to the school. If the person still has a high temperature, even with 2 negative LFD tests, they should not finish their isolation. If the person can't finish their isolation early for any of these reasons, they will be allowed to leave their isolation period after the day of their test or symptoms starting plus 10 days. 				
	<u>Clinically extremely vulnerable</u>	<ul style="list-style-type: none"> Unless PHE state otherwise, or national guidance changes, staff members who are in the CV or CEV groups are able to work safely if following the risk assessments. 				
	<u>Hygiene measures</u> Increased frequency of hand washing for 20 seconds with soap and water or sanitiser Promoting good respiratory hygiene ('catch it, bin it, kill it' approach)	<ul style="list-style-type: none"> Cleaner onsite twice per week 9.30-11.30 to clean touch points throughout the school. Provision of hand soap in toilets and regular checking of supply. Regular reminders about hand washing. Hand sanitiser and tissues available in classrooms and other key locations. There will be lidded bins in each classroom for tissues. When a child sneezes or coughs into a tissue, they will put this in the bin before using the hand sanitiser. In the case of a confirmed or suspected case, the rooms they have used will be cleaned after the case has left. All children will wear their P.E. kit all day on the days in which they have P.E. 				

	Enhanced cleaning	<ul style="list-style-type: none"> Enhanced cleaning protocols are in place. Employment of cleaning staff to ensure frequent cleaning throughout the day. These areas include: Thorough cleaning of classroom tables and communal areas Cleaning of frequently touched surfaces often. Cleaning the children's tables as normal at the end of the day and after they have eaten their lunch. Bins for tissues emptied at the end of the day. Removal of unnecessary items from learning environments. Additional protocols, including provision of PPE, will be followed for cleaning any area where a person with possible or confirmed coronavirus has spent time. Cleaning materials will be left in the photocopy room for the member of staff to use before and after each use. 				
	Maximising ventilation	<ul style="list-style-type: none"> Windows opened and doors propped open where safe to do so to encourage natural ventilation (bearing in mind fire safety and safeguarding considerations). Preference of high-level windows to reduce draughts. Increase in ventilation whilst spaces are unoccupied (break times, when a room is unused). 				
	<u>PPE</u> Normal supply of (non-coronavirus related) PPE will be maintained. In line with government guidance, face coverings are not required at school.	<ul style="list-style-type: none"> A supply of face masks, gloves, aprons and eye protection will be maintained for use as necessary in personal care situations where contact is required, e.g. intimate care needs, provision of first aid or if a child becomes unwell with symptoms of coronavirus at school and requires personal care until they return home. If children or staff wear face coverings to school, they will be expected to remove these as they come onto the school site. The children will be taught how to take these off safely. They will need to be put into the child's bag. 				
	Ensuring visitors conduct themselves in line with our Coronavirus guidance.	<ul style="list-style-type: none"> Only essential visitors are allowed on site with the prior permission of SLT. Visitor protocol to be observed at all times, including hand washing or provision of sanitiser on arrival. The risk assessment for visitors will be displayed in the office. Contractor visits are scheduled outside school hours where possible 				

	Monitoring	<ul style="list-style-type: none"> • Management checks to be undertaken each day on the control measures in place and reported back to SLT. • Staff encouraged to report any breaches of health and safety protocol they have witnessed. 				
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Hazard identified	Stress and anxiety relating to coronavirus workload
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<ul style="list-style-type: none"> • Staff • Homeworking staff <p>Additional work pressures relating to operating under coronavirus restrictions resulting in stress reaction or anxiety</p>	Ensure sufficient rest breaks	<ul style="list-style-type: none"> • Those working remotely encouraged to ensure that they take breaks from work during the day if there is a local lockdown. • Staff encouraged to take breaks outdoors where practical, maintaining social distancing. 				
	Regular contact with all staff by line managers	<ul style="list-style-type: none"> • If there is a local lockdown/self-isolation for a bubble, the line managers will speak at least weekly (by phone or other medium) to the staff working on their team to check on wellbeing. • Provision of a weekly update email from school leaders ensuring that all staff are well informed of key messages and reminded about wellbeing issues. • Staff encouraged to come forward confidentially with any concerns they have about workload or wellbeing. 				