



Please find attached a COVID-19 risk assessment template for schools that has been prepared in response to the Government's guidance for full opening. The measures set out in this risk assessment provide a framework for school leaders to put in place proportionate protective measures for pupils and staff. **The Governing Body/Trust Board must take ownership of the risk assessment and have oversight of the principles behind its contents.**

This tool may be useful as you undertake planning around a range of 'protective measures' and is entirely optional. Some sections will be more or less applicable, **this is a template document so please change, adapt and supplement with additional detail as necessary.**

School Leaders should share their risk assessment with the school workforce and should consider publishing it on their website to provide transparency of approach to parents, carers and pupils. Schools should also review and update their wider premises, staff and pupil risk assessments and consider the need for relevant revised controls in respect of their conventional risk profile considering the implications of coronavirus (COVID-19).

Protective measures: The country's move to Step 4 of the roadmap marked 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. Many protective measures that have been in place in schools are now no longer required in normal circumstances. This risk assessment reflects these changes, setting out the protective measures which will remain in place.

Future outbreak planning and Variants of Concern: This Risk Assessment is to be read alongside the school's Outbreak Management Plan, which describes what it would do if children, pupils, students or staff test positive for COVID-19, or how the school would operate if it was advised to reintroduce any measures described in this document to help break chains of transmission. It is essential for the Outbreak Management Plan to be kept up-to-date and relevant to the school's unique setting, referencing the government's [COVID-19 Contingency Framework](#) and the [Surrey County Council local outbreak control plan](#).





This risk assessment sets out the additional protective measures which will be considered in the case of and for the duration of an outbreak i.e. if a specific threshold is met, as set out in the government's [COVID-19 Contingency Framework](#) and the school's Outbreak Management Plan. The additional measures are given in this risk assessment under separate headings: "***Temporary additional measures in the event of an outbreak***" and are shown in *italic* text.

Please note there may be some overlap with targeted Government guidance relating to Variants of Concern such as Omicron, notably regarding the temporary reintroduction of face coverings.

The template risk assessment should be used alongside the government guidance below:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

<https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

<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>

<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/guidance/national-lockdown-stay-at-home#going-to-work>

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

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

[Risk assessment - Working safely during the coronavirus \(COVID-19\) pandemic](#)

[Dedicated transport to schools and colleges COVID-19 operational guidance](#)

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

[Guidance on protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK \(www.gov.uk\)](#)

[Managing coronavirus \(COVID-19\) in education and childcare settings](#)

[Health and safety: responsibilities and duties for schools](#)





The following school policies (but not limited to) should also be reviewed and updated as required:

- Behaviour Policy
- Safeguarding & Child Protection Policy
- Health and Safety Policy
- Infection Control Policy
- First Aid Policy
- School Emergency Plan
- School Business Continuity Plan
- Premises Lettings Policy and Contract





	Risk rating prior to action H/M/L	Recommended controls/Mitigation and Protective Measures	In place? Yes/No or N/A	Additional control measures to reduce the risk or the reasons why the recommended standard cannot be met.	Actioned by when and by who?	Risk rating following action H/M/L
Awareness of and adherence to policies and procedures		<ul style="list-style-type: none"> ● Health and Safety Policy has been updated in light of the COVID-19 advice ● All staff, pupils and volunteers are aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> - Health and Safety Policy - Infection Control Policy - First Aid Policy ● All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> - The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 - The Health Protection (Notification) Regulations 2010 - Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' - DfE and PHE (2020) 'COVID-19: guidance for educational settings' 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>All policies available on the policy drive.</p>		<p>L</p>





	<ul style="list-style-type: none"> • The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. • The school keeps up-to-date with advice issued by, but not limited to, the following: <ul style="list-style-type: none"> - DfE; NHS; Department of Health and Social Care; PHE • Staff are made aware of the school's infection control procedures in relation to coronavirus. • Parents are made aware of the school's infection control procedures in relation to coronavirus via letter and social media. • Pupils are made aware of the school's infection control procedures in relation to coronavirus and are informed that they must tell a member of staff if they begin to feel unwell. • Staff and pupils are made aware of the process for removing face coverings when pupils and staff who use them arrive at school, and this is communicated clearly to parents and staff. • The Staff and Volunteer Confidentiality Policy and Pupil Confidentiality Policy are followed at all times – this includes withholding the names of staff, volunteers and pupils with either confirmed or suspected cases of coronavirus. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>			
--	---	---	--	--	--





<p>Prevention</p> <p>1. Minimise contact with individuals who are unwell with COVID-19 symptoms</p>		<p>When an individual develops COVID-19 symptoms or has a positive test</p> <ul style="list-style-type: none"> • If a pupil or staff member develops COVID-19 symptoms or has a positive test they will follow public health advice on <u>when to self-isolate and what to do</u>. 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 the school develops <u>COVID-19 symptoms</u>, however mild, they will be sent home and they should follow public health advice. . • For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. • If a pupil 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 (such as for a very young child or a child with complex needs). Further information on this can be found in the <u>use of PPE in education, childcare and children’s social care settings</u> guidance. Any rooms they use should be cleaned after they have left. 	<p>Yes</p>	<p>Admin staff have received training on how to deal with a suspected COVID 19 case.</p> <p>Contact NSH Track and Trace if staff member tested positive and was on site whilst infectious: 020 3743 6715 See this guidance here</p>		<p>M</p>
--	--	---	------------	---	--	----------





	<ul style="list-style-type: none"> • The household (including any siblings) should follow the PHE <u>stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection.</u> • The 'Flowchart school response to suspected or confirmed COVID-19 cases' will be followed for suspected or confirmed cases. • In the majority of cases, schools and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID-19). Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice. • In an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital. • Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they 				
--	---	--	--	--	--





		<p>develop symptoms themselves (in which case, they should arrange a test) or they have been requested to do so by NHS Test & Trace.</p> <ul style="list-style-type: none"> • Everyone will wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household disinfectant after they have left to reduce the risk of passing the infection on to other people. See the <u>COVID-19: cleaning of non-healthcare settings guidance</u>. • Any medication given to ease the unwell individual's symptoms, e.g. paracetamol, is administered in accordance with the Administering Medications Policy. • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Infection Control Policy and <u>Cleaning in non-healthcare settings guidance</u>. 				
<p>Prevention</p> <p>2. Where recommended, use of face covering</p>		<ul style="list-style-type: none"> • Face coverings are recommended for staff and visitors either in communal areas. • Pupils aged 11 and over should wear a face covering when travelling on dedicated transport to secondary school or college, in class and corridors. • It is not ordinarily expected for teachers to wear a face covering in the classroom if they 	Yes	Head has advised staff they may wear a face covering if they wish.		





		<p>are at the front of the class, to support education delivery, although the school will be sensitive to the needs of individual teachers.</p> <p>Temporary additional measures in the event of an outbreak</p> <ul style="list-style-type: none"> • <i>If a specific threshold in the school's Outbreak Management Plan is met the following additional measures will be considered.</i> • <i>Face coverings will temporarily be re-introduced in communal areas and classrooms for pupils (aged 11 and over), staff and visitors, unless exempt.</i> • <i>Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. These are available from the school office.</i> • <i>Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.</i> • <i>In the event of an outbreak, <u>Contingency framework: education and childcare settings</u></i> 				
--	--	--	--	--	--	--





		<i>will be referred to in reimplementing the use of face coverings.</i>				
Prevention						
3. Clean hands thoroughly more often than usual		<ul style="list-style-type: none"> • Pupils clean their hands regularly, including: <ul style="list-style-type: none"> o when they arrive at the school o when they return from breaks o when they change rooms o before and after eating • Pupils and staff will need to wash their hands and incorporate time for this in timetables or lesson plans. • Staff working with pupils who spit uncontrollably may want more opportunities to wash their hands than other staff. • Pupils who use saliva as a sensory stimulant or who struggle with 'catch it, bin it, kill it' may also need more opportunities to wash their hands. • Continue to help pupils with complex needs to clean their hands properly. • Frequent and thorough hand cleaning should now be regular practice. • Ensure there is enough hand washing or hand sanitiser stations available so that all pupils and staff can clean their hands regularly • Supervise hand sanitiser use given the risks around ingestion – skin friendly skin cleaning wipes can be used as an alternative • Building these routines into school culture, supported by behaviour expectations and helping ensure younger pupils and those with 	Yes	All staff were reminded of the importance of these routines on inset day 1/9/21. SBM to follow up throughout the term.		





		complex needs understand the need to follow them				
Prevention						
4. Good respiratory hygiene		<ul style="list-style-type: none"> • ‘Catch it, bin it, kill it’ approach continues to be very important, suitable number of tissues and bins available in the school to support pupils and staff to follow this routine. • Younger pupils and those with complex needs are helped to follow this. • Risk assessments to identify pupils with complex needs who struggle to maintain good respiratory hygiene, for example those who spit uncontrollably or use saliva as a sensory stimulant. 				
Prevention						
5. Cleaning and disinfection		<ul style="list-style-type: none"> • Surfaces that pupils are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters are cleaned more regularly than normal. • More frequent cleaning of rooms and shared areas that are used by different groups • Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) are removed. • Toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet. • The COVID-19: cleaning of non-healthcare settings guidance is followed. • Outdoor playground equipment should be cleaned more frequently. This includes 	Yes	Caretaker will continue to clean high touch areas twice a day. Enhanced cleaning by cleaners continues.		





		<p>resources used inside and outside by wrap around care providers as set out in the School Lettings Policy/Contract.</p> <ul style="list-style-type: none"> • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Infection Control Policy and Cleaning in non-healthcare settings guidance • Cleaners are employed by the school to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy. • The SBM arranges enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the local health team. Schools short of cleaning product supplies, should email DfE-CovidEnquiries.COMMERCIAL@education.gov.uk • The SBM monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. 				
<p>Prevention</p> <p>6. Minimise contact</p>		<ul style="list-style-type: none"> • From Step 4, it is no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). Bubbles will not need to be used for any summer provision or in schools from the autumn term. 	Yes			





		<p>Educational visits</p> <p>Educational visits</p> <ul style="list-style-type: none"> The school will consider whether to go ahead with planned international educational visits at this time, recognising the risk of disruption to education resulting from the need to isolate and test on arrival back into the UK. The school will refer to the Foreign, Commonwealth and Development Office travel advice and the guidance on international travel before booking and travelling; and ensure that any new bookings have adequate financial protection in place. The school will liaise with either its visit provider, commercial insurance company, or the Risk Protection Arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options can be sought from the British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI). Any school holding ATOL or ABTA refund 	<p>Yes</p> <p>Yes</p>	<p>SBM has worked with Red Banana to ensure they are following the latest guidance.</p>		
--	--	--	-----------------------	---	--	--





	<ul style="list-style-type: none"> ● Providers caring for children: <ul style="list-style-type: none"> ○ under 5 years only should refer to the guidance for early years and childcare providers during the COVID-19 pandemic ○ both under 5 years and aged 5 years and over, in mixed groups together, should follow the guidance on actions for out-of-school settings. ● Sports provision ● All sports provision, including competition between settings, should be planned and delivered in line with government guidance. ● Providers of sports activities will also refer to: <ul style="list-style-type: none"> ○ guidance on grassroot sports for public and sport providers, safe provision and facilities, and guidance from Sport England ○ advice from organisations such as the Association for Physical Education and the Youth Sport Trust ○ guidance from Swim England on school swimming and water safety lessons available at returning to pools guidance documents and using changing rooms safely ● Mandatory certification 		Open to music to provide a risk assessment for all lessons.		
--	---	--	---	--	--





		<ul style="list-style-type: none"> • Schools are not required to use the NHS COVID Pass, unless holding a specific event (such as a reception, concert or party) that meets the attendance thresholds. Where applicable, the school will follow guidance on mandatory certification for events. Under 18s are exempt from showing their COVID Status but will be counted towards attendance thresholds. • The school will not use the NHS COVID Pass as a condition of entry for education or related activities such as exams, teaching, extra-curricular activities or any other day-to-day activities that are part of education or training. <p>Performances, Events and Music</p> <ul style="list-style-type: none"> • Any plans for Seasonal Events or performances will be fully risk assessed and contingency plans made for managing or cancelling events using the thresholds for additional action set out in the DfE contingency framework as a guide. • Under current guidance, events and gatherings in schools are permitted. However, to maintain compliance, the school will check government and local guidelines regularly. 				
--	--	---	--	--	--	--





		<ul style="list-style-type: none"> · While indoor events can continue under current government guidelines, school event organisers are encouraged to consider hosting events outdoors, or in well ventilated spaces. • School leaders and event organisers (such as for nativity plays and concerts) will consider the following to support their risk management and decision making: <ul style="list-style-type: none"> ○ Create an event risk assessment to identify appropriate mitigation measures ○ Review decision to proceed 5–10 school days prior to the scheduled event, taking into account pupil and staff COVID-19 case rates and ensuring sufficient staffing capacity to continue safely with the event ○ Avoid events where mixing of class/year groups occur ○ Remind invitees that should they develop symptoms, however mild, they should not attend ○ Recommend one parent/guardian per child attends in person to reduce numbers ○ Ask attendees to perform an LFD test within 48 hours or closer to the event and to self-isolate and follow government guidance should a positive test result be returned 				
--	--	--	--	--	--	--





		<ul style="list-style-type: none">○ Request attendees over the age of 11 to wear face coverings when attending the event within communal spaces and when seated unless exempt; have additional face coverings available for those who need them○ Consider physically spacing the audience or reduce usual occupancy of the space to help to reduce risk of transmission○ Maximise ventilation by opening windows and doors; (highlight to attendees in advance it may be colder than usual)○ Ensure sufficient breaks between performances to allow for cleaning and ventilation○ Discourage audience participation in any activity that can create aerosols, such as singing or shouting○ Consider the use of an NHS QR code and encourage use of the NHS APP.○ Regularly clean frequent touch points such as handrails, door handles and toilet areas○ Use marshals to discourage congregation of people in specific areas such as entrance and exit points○ Consider the practicalities, necessity, and risk management of offering any refreshments				
--	--	---	--	--	--	--





		<ul style="list-style-type: none"> ○ Provide hand washing facilities and/or hand sanitiser ○ Encourage COVID-19 vaccination in those who are eligible ● · The school will follow safeguarding guidance when planning remote education strategies and teaching remotely during the coronavirus (COVID-19) outbreak, and this guidance will also be considered in relation to Seasonal Events. · The school will consider relevant advice from the NSPCC in relation to Photography and sharing images NSPCC Learning. ● · Singing, wind and brass instrument lessons can be undertaken, following guidance provided by the DCMS working safely during coronavirus (COVID-19): performing arts. ● · If planning an indoor or outdoor face-to-face performance in front of a live audience, the school will also follow the latest advice in the DCMS working safely during coronavirus (COVID-19): performing arts. · If delivering sporting or other organised events, more information can be found in the COVID-19: Organised events guidance for local authorities. ● · Where the school premises are hired for use by external wraparound childcare 				
--	--	--	--	--	--	--





		<p>providers, such as after-school or holiday clubs, these organisations will:</p> <ul style="list-style-type: none"> ○ consider the relevant government guidance for their sector ○ put in place protective measures. <p><i>Temporary additional measures in the event of an outbreak</i></p> <ul style="list-style-type: none"> ● <i>If a specific threshold in the school's Outbreak Management Plan is met the following additional measures will be considered.</i> ● <i>It may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups, as follows.</i> ● <i>The number of contacts between pupils and staff is reduced. This is achieved through keeping groups separate (in 'Bubbles'). The school will consider:</i> <ul style="list-style-type: none"> ○ <i>The layout of the school site;</i> ○ <i>The feasibility of keeping distinct groups separate while offering a broad curriculum</i> <p><i>More information on groups can be found in COVID-19: <u>Guidance for full opening</u></i></p> <ul style="list-style-type: none"> ● <i>All teachers and other staff can operate across different classes and year groups in</i> 				
--	--	--	--	--	--	--





		<p><i>order to facilitate the delivery of the school timetable.</i></p> <ul style="list-style-type: none"> • <i>Supply teachers, peripatetic teachers and/or other temporary staff can move between schools.</i> • <i>Large gatherings such as assemblies are avoided, and groups kept apart.</i> • <i>The timetable is revised to implement where possible:</i> <ul style="list-style-type: none"> o <i>Plan for lessons or activities which keep groups apart and movement around the school site to a minimum;</i> o <i>Maximise the number of lessons or classroom activities which could take place outdoors;</i> o <i>Staggered assembly groups;</i> o <i>Break times (including lunch) are staggered so that all pupils are not moving around the school at the same time.</i> • <i>Pupils use the same classroom or defined area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day, and are seated at the same desk.</i> • <i>Mixing within education or childcare setting is minimised by:</i> <ul style="list-style-type: none"> o <i>accessing rooms directly from outside where possible;</i> o <i>considering one-way circulation</i> 				
--	--	--	--	--	--	--





		<ul style="list-style-type: none"> o <i>staggering lunch breaks and pupils clean their hands beforehand and enter in the groups they are already in or pupils are brought their lunch in their classrooms;</i> o <i>The number of pupils using the toilet at any one time is limited.</i> • <i>The use of shared space such as halls is limited and there is cleaning between use by different groups.</i> 				
Prevention 7. Keep occupied spaces well ventilated		<ul style="list-style-type: none"> • Good ventilation reduces the concentration of the virus in the air, which reduces the risk from airborne transmission. When the school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained. These can be achieved by a variety of measures including: <ul style="list-style-type: none"> o mechanical ventilation systems – 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 not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply o natural ventilation – opening windows (in cooler weather windows should be 	Yes	Staff reminded of need for ventilation on inset day 01/09/2021. SBM to follow up throughout the term.		





		<p>opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air</p> <ul style="list-style-type: none"> o natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so) The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE coronavirus (COVID-19) advice provides more information. • To balance the need for increased ventilation while maintaining a comfortable temperature, consider: <ul style="list-style-type: none"> o opening high level windows in colder weather in preference to low level to reduce draughts o increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused) o providing flexibility to allow additional, suitable indoor clothing o rearranging furniture where possible to avoid direct draughts • Heating to be used as necessary to ensure comfort levels are maintained particularly in occupied spaces. 				
--	--	---	--	--	--	--





		<ul style="list-style-type: none"> CO2 monitors and guidance for their use has been provided throughout the school. 				
<p>In specific circumstances</p> <p>8. Where necessary, wear PPE</p>		<ul style="list-style-type: none"> The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including: <ul style="list-style-type: none"> where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools Performing aerosol generating procedures (AGPs) When working with children and young people who cough, spit or vomit but do not have coronavirus (COVID-19) symptoms, only wear PPE that would be routinely worn, should be worn. Read the guidance on safe working in education, childcare and children's social care for more information about preventing and controlling infection and follow SCC's PPE guidance. 	Yes	Spare PPE available from the school office.		L
<p>In specific circumstances</p> <p>9. Promote and engage in asymptomatic</p>		<p>Asymptomatic testing</p> <ul style="list-style-type: none"> Testing remains important in reducing the risk of transmission of infection within schools. Staff undertake twice weekly home tests whenever they are on site until further notice. Twice weekly testing will be Tuesday and Friday. 	Yes			L





testing, where available		<ul style="list-style-type: none"> • There is no need for primary age pupils (those in year 6 and below) to test over the summer period. <p>Confirmatory PCR tests</p> <ul style="list-style-type: none"> • Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19. • Whilst awaiting the PCR result, the individual should continue to self-isolate. • If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms. • If providing a PCR test to pupils aged 16 or under, the school will inform parents and guardians accordingly. • Additional information on the provision and use of PCR test kits for schools and further education providers is available. 				
--------------------------	--	---	--	--	--	--





<p>Response to infection</p> <p>10. Test and trace</p>		<ul style="list-style-type: none"> • Close contacts in schools are now identified by NHS Test and Trace and schools are not expected to undertake contact tracing. • As with positive cases in any other setting, NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case or their parent specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. • The school is aware it may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. • From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result. Daily testing of close contacts applies to all contacts who are: 	Yes	Letter sent to parents in July 21 outlining our change of role in track and trace. Updated flowchart shared with admin, deputy head and head.	L
---	--	--	-----	---	---





		<ul style="list-style-type: none"> ○ ○ fully vaccinated adults – people who have had 2 doses of an approved vaccine ○ ○ all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status ○ ○ people who are not able to get vaccinated for medical reasons ○ ○ people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine ● Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts. ● Pupils with SEND identified as close contacts should be supported by their school and their families to agree the most appropriate route for testing including, where appropriate, additional support to assist swabbing. For further information please see SEND guidance. ● Further information is available in NHS Test and Trace: what to do if you are contacted and in the stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection. ● 18-year-olds are treated in the same way as children until 6 months after their 18th birthday, to allow them the 				
--	--	--	--	--	--	--





		<p>opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact.</p> <ul style="list-style-type: none"> The school will continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures. 				
<p>Response to infection</p> <p>11. Managing confirmed COVID-19 cases</p>		<ul style="list-style-type: none"> Confirmed cases of COVID-19 will be managed by the school should they arise in any of the following cases: <ul style="list-style-type: none"> if a pupil or staff member develops COVID-19 symptoms or has a positive test; if anyone in the school develops COVID-19 symptoms, however mild; or if a pupil in a boarding school shows symptoms. In any of these cases, the school will refer to <u>section 1 of this risk assessment</u>, specifically under the heading “When an individual develops COVID-19 symptoms or has a positive test”. 	Yes			





<p>Response to infection</p> <p>12. Contain any outbreaks</p>		<ul style="list-style-type: none"> • The <u>contingency framework</u> 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. • The school’s Outbreak Management Plan describes what it would do if children, pupils, students or staff test positive for COVID-19, or how the school would operate if it was advised to reintroduce any measures described in this document to help break chains of transmission. • The Outbreak Management Plan will be kept up-to-date and relevant to the school’s unique setting, referencing the government’s <u>COVID-19 Contingency Framework</u> and the <u>Surrey County Council local outbreak control plan</u>. • This risk assessment sets out the additional protective measures which will be considered in the case of and for the duration of an outbreak i.e. if a specific threshold is met, as set out in the government’s <u>COVID-19 Contingency Framework</u> and the school’s Outbreak Management Plan. 	<p>Yes</p>			
--	--	--	------------	--	--	--





		<ul style="list-style-type: none"> The additional measures are given elsewhere in this risk assessment under separate headings “<i>Temporary additional measures in the event of an outbreak</i>” and are shown in <i>italic</i> text. Covid Clinics – consultation offer provides additional support to assist school leaders in their decision making in response to an outbreak. The consultation service is delivered by Surrey County Council Public Health and School Relationships & Support Service. 				
Attendance		<p>Clinically extremely vulnerable (CEV)</p> <ul style="list-style-type: none"> All clinically extremely vulnerable pupils should attend their school unless they are one of the very small number of pupils under paediatric or other specialist care and have been advised by their GP or clinician not to attend. Pupils who live with someone who is clinically extremely vulnerable should continue to attend school as normal. Further information is available in the guidance on supporting pupils at school with medical conditions and guidance on protecting people who are clinically extremely vulnerable. 	Yes			L





		<p>Travel and quarantine</p> <ul style="list-style-type: none"> • All pupils travelling to England must adhere to current legislation, details of which are set out in <u>government travel advice</u>. • The school will check the current 'red list' and liaise with parents to ensure any pupils arriving from or through an affected country will follow this advice. 				
Workforce		<ul style="list-style-type: none"> · The school will ensure that key contractors are aware of the school's control measures and ways of working. <p>Clinically extremely vulnerable (CEV)</p> <ul style="list-style-type: none"> · From 13 December office workers who can work from home should do so. Anyone who cannot work from home, such as those involved in the face-to-face provision of education, should continue to go to their place of work. · School leaders are best placed to determine the workforce required to meet the needs of their pupils. School leaders will need to consider whether it is possible for specific staff undertaking certain roles to work from home without disrupting to face-to-face education. 	Yes			L





		<ul style="list-style-type: none"> · Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. If staff were previously identified as being in one of these groups, they are advised to continue to follow the guidance contained in Coronavirus: how to stay safe and help prevent the spread. · In some circumstances, staff may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice. Whilst individual risk assessments are not required, employers are expected to discuss any concerns that people previously considered CEV may have. · The school will make consideration of risks to female employees of childbearing age and, in particular, risks to new and expectant mothers. · The school will follow the guidance for pregnant employees and will carry out a risk assessment to follow the Management of Health and Safety at Work Regulations 	Yes			
--	--	--	-----	--	--	--





		<p>1999 (MHSW). The school will also consider the needs of pregnant pupils.</p> <ul style="list-style-type: none"> · The school will refer to COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding which contains further advice on vaccination. · The school is able to explain the measures it has in place to keep staff safe at work, noting the Health and Safety Executive’s (HSE) guidance on protecting vulnerable workers, including advice for employers and employees on how to talk about reducing risks in the workplace. For home working, employers should consider whether home working is appropriate for workers facing mental or physical health difficulties, or those with a particularly challenging home working environment. Employers should discuss concerns with staff. <p>Travel and quarantine</p> <ul style="list-style-type: none"> · All staff must adhere to government travel advice if travelling to England from another country during coronavirus (COVID-19). 				
--	--	---	--	--	--	--





Emergencies		<ul style="list-style-type: none"> • All pupil emergency contact details are up-to-date, including alternative emergency contact details, where required. • Parents are contacted as soon as practicable in the event of an emergency. • Pupil alternative contacts are called where their primary emergency contact cannot be contacted. • The school has an up-to-date First Aid Policy in place which outlines the management of medical emergencies – medical emergencies are managed in line with this policy. 				L
Managing School Transport		<ul style="list-style-type: none"> • Parents and pupils are encouraged to walk or cycle to their education setting where possible. • Parents and pupils are discouraged from using public transport, where possible particularly during peak times. • Pupils aged 11 and over should wear a face covering when travelling on dedicated transport to secondary school or college. • Maximising distancing and minimising mixing is no longer recommended, but unnecessary risks such as overcrowding should be minimised. • Transport providers are advised that they do not work if they or a member of their household are displaying any symptoms of coronavirus, and should follow the PHE <u>stay at</u> 	Yes			L





		<p><u>home guidance for households with possible or confirmed coronavirus (COVID-19) infection</u></p> <ul style="list-style-type: none"> • Transport providers, as far as possible, are advised of the need to follow hygiene rules and to ensure vehicles are well ventilated when occupied, particularly by opening windows and ceiling vents. • Where possible, transport arrangements are organised to cater for any changes to start and finish times. • Revised travel plans are communicated clearly to contractors, local authorities and parents where appropriate (for instance, to agree pick-up and drop-off times). • For more information on home to school transport – Dedicated transport to schools and colleges COVID-19 operational guidance <p>Temporary additional measures in the event of an outbreak</p> <ul style="list-style-type: none"> • <i>If a specific threshold in the school's Outbreak Management Plan is met or if the school is advised to consider reintroducing bubbles to reduce mixing for a temporary period, the school will consider whether it is possible to temporarily reinstate any measures it previously had in place to reduce mixing on transport.</i> 				
--	--	--	--	--	--	--



