

STUDENT RISK ASSESSMENT FOR COVID-19 PANDEMIC & MASS TESTING IN SCHOOLS

Completed by: S Glover

Date: Updated 1st March 2021

Review Date: Ongoing

AIMS

- **To directly address risks associated with coronavirus (COVID-19), so that realistic measures can be put in place to control those risks for students in line with our campus settings.**
- **To ensure the risk assessment covers full time on-line learning, partial opening for some students and year groups, full opening for all students and year groups.**
- **To follow the hierarchy of measures set out in government protective measures guidance and the governments scientific advice and rationale for the closure of schools, partial and full opening of schools:**
 - **avoiding contact with anyone with symptoms**
 - **frequent hand cleaning and good hygiene practices**
 - **regular cleaning of the school**
 - **and minimising contact and mixing**
- **To reduce contact between students and staff as far as possible**

Hazard	To Whom	Impact Likelihood																							
<p>Spread of Covid-19 through school and wider school community in line with 'Schools coronavirus (COVID-19) operational guidance'.</p>	<p>Students</p> <p>Students from vulnerable/ critical worker groups</p>	<p>Likely</p> <p>Expected – more than even chance of happening 3</p> <p>Possible – Even chance of happening 2</p> <p>Remote – Extremely unlikely 1</p> <p>Impact</p> <p>Critical – Will make a material difference 3</p> <p>Major – Will make a difference 2</p> <p>Manageable – Impact deemed to be manageable 1</p> <table border="1" data-bbox="1384 815 1995 1062"> <thead> <tr> <th colspan="2"></th> <th colspan="3">Likelihood</th> </tr> <tr> <th colspan="2"></th> <th>Remote (1)</th> <th>Possible (2)</th> <th>Likely (3)</th> </tr> </thead> <tbody> <tr> <th rowspan="3">Impact</th> <th>Critical (3)</th> <td>M (4)</td> <td>H (5)</td> <td>H (6)</td> </tr> <tr> <th>Major (2)</th> <td>L (3)</td> <td>M (4)</td> <td>H (5)</td> </tr> <tr> <th>Manageable (1)</th> <td>L (2)</td> <td>M (3)</td> <td>M (4)</td> </tr> </tbody> </table> <p>H = High Risk M = Medium Risk L = Low Risk</p> <p>Starting risk was 6(H)</p>			Likelihood					Remote (1)	Possible (2)	Likely (3)	Impact	Critical (3)	M (4)	H (5)	H (6)	Major (2)	L (3)	M (4)	H (5)	Manageable (1)	L (2)	M (3)	M (4)
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		<p>In line with the school's risk register (2.7b risk)</p> <p>After mitigation risk is M(4)</p>																							

Mitigation	Who	When/How
<p><u>CURRENT TIMELINE</u></p> <p>W/C 1st March - school open to all staff and students.</p> <p><u>Mass testing in school – see comprehensive Risk assessment for Risk Assessment: Mass Lateral Flow Testing in School</u></p> <p><u>COMMUNICATION</u></p> <ul style="list-style-type: none"> • Parents/ carers must not send students into school if they or any member of their household is displaying any symptoms (new continuous cough, a sore throat, a temperature/ fever or they feel hot, loss or change of smell or taste). Parents/ carers to email Ousedale admin and their child’s PAL by 8.00am • Students must have a negative lateral flow test before attending school and participate in two further tests in school if they have consented. • Inform parents/ carers of hygiene and social distancing expectations and communicate the latest government advice. • Parents/ carers must ensure all students have the right equipment for school, as there will be no sharing in school. If this is an issue, the school will provide equipment for the student to keep. 	<p>SLT/STAFF</p> <p>All students</p> <p>SLT & parents/ carers to inform school via Ousedale admin & PAL. Forwarded to SLT lead on the day.</p> <p>SLT</p> <p>SLT</p> <p>SLT & parents/ carers or school to provide equipment</p>	<p>Health and safety RA to be placed on website for all parents/carers/ students.</p>

<ul style="list-style-type: none"> • Students to bring their own refreshments/ snacks when the canteens are not open. • Identify vulnerable children e.g. with underlying health conditions that may be affected by coronavirus and discuss with parents/ carers key actions that may require students not to attend school. • Parents/ carers will need to keep school informed of any existing/ new medical conditions. • SEN students, especially those with ‘return to school’ concerns will be taught either with the critical worker students or in the SEN dept., where possible on a one to one basis. Any student with an EHCP will have an individual risk assessment. 	<p>SLT & parents/ carers to provide a packed lunch. FSM vouchers/ food parcels still provided CP/JS/SB/LH/ follow guidance on ‘vulnerable children and young people’.</p> <p>NMG/SEN DEPT/ CP to inform parents/ carers by letter</p>	<p>Identify SEN students and protocol developed to ensure social distancing is adhered with.</p>
<p><u>BEFORE THE START OF SCHOOL</u></p> <ul style="list-style-type: none"> • All classrooms/ computer rooms will be set up to accommodate a maximum of 1-10 ratio for key worker/ vulnerable students, Year 10 & 12 students to ensure social distancing is adhered with. It will be 30 students to a classroom if school is fully open. • One student per desk. This will be clearly marked by one chair at each table. Teacher ensure a seating plan is available and students where possible to sit at the same table every day in school. • All classrooms will have sanitiser wipes or sprays by the door for all students to use as they enter and leave. Students will take a 	<p>SITE/ STAFF provide seating plans</p> <p>STUDENTS/STAFF</p> <p>STUDENT</p>	<p>Provision of wipes and spray in each classroom and site to ensure always stocked.</p>

<p>wipe at the start of the lesson and will wipe down desks, tops of chairs and any resources used e.g. a textbook/ computer at the end of the lesson and dispose of the wipe in a bin as they exit the classroom at the end of the lesson.</p> <ul style="list-style-type: none"> • All students must wear a mask when moving around in school buildings (including classrooms), in toilets, canteens and corridors. Students do not need to wear a mask outside. • All one to one desks to have social distancing shields around them. • Parents/ Carers to send their hand wipes and sanitisers into school with students. • All students to wash their hands before coming to school, regularly during school, before and after eating and when they get home. • All doors, where possible, will be propped open for the day to limit contamination. 	<p>Students</p> <p>PARENTS/ CARERS</p> <p>Communication by SLT. Parents/ carers and students to ensure it occurs. Staff to remind students regularly SITE (Everyday)</p>	<p>Understand that the wearing of masks for a prolonged period of time can be difficult and cause in some cases:</p> <p>Breathing difficulties Headaches Vision issues Anxiety and claustrophobia for example</p> <ul style="list-style-type: none"> • Students will not have to wear masks outside • Students, if needed, given extra breaks from wearing a mask. • Any students finding it difficult to wear a mask will be risk assessed.
<p><u>ARRIVING AT SCHOOL</u></p> <ul style="list-style-type: none"> • Students will access the site via designated entrances and times. Students to follow signage and floor markings and ensure social distancing of 2m is observed at all times. • Students will be registered at a designated location/classroom. All students will be asked the five symptom questions, informed of new social distancing systems and processes that must be adhered 	<p>SLT & communication with parents/ carers & students Communication by SLT prior to opening. STUDENTS to follow protocols STUDENTS to follow protocol & STAFF to monitor STAFF during registration</p>	

<p>with at all times.</p> <p>Students will be asked each day whether they have:</p> <ul style="list-style-type: none"> ➤ A new continuous cough; ➤ A sore throat, ➤ A temperature/ fever or they feel hot ➤ A loss of, or change in, your normal sense of taste or smell, ➤ Does anyone else in their family have any of the above symptoms? <ul style="list-style-type: none"> • If students show any symptoms of illness or confirm that family members are showing symptoms, they will be sent immediately to the conference room (NP) & hall (O). Parents/carers will be phoned immediately to come and collect students and self-isolating protocols followed (see additional precautions at the end of the RA). • <u>STUDENTS MUST WASH HANDS AND SANITISE REGULARLY AND UNDERSTAND THE IMPORTANCE OF PERSONAL HYGIENE CONSTANTLY</u> 	<p>STAFF & SLT to determine whether a student needs to go home.</p> <p>ALL STUDENTS</p>	<p>Clear protocols provided for students regarding expectations/ systems and processes that they must adhere to at all times</p> <p>Clear protocols provided for each year group and area defined by campus.</p>
<p><u>MOVEMENT AROUND THE SCHOOL</u></p> <ul style="list-style-type: none"> • All students to follow all signage/ markings etc. and adhere to 2m apart at all times. Pop up signs and 2m markings on the floor will support this. Students will remain, where possible, in their classroom and defined areas of the school. Students must wear a mask at all times in buildings, classrooms, corridors, canteens and toilets. Students do not have to wear a mask outside. 	<p>SITE to prepare each campus and ensure markings regularly replaced. STUDENTS to follow social distancing rules</p>	<p>Clear guidelines produced for all students to follow to ensure social distancing and safety</p>

<p><u>TOILETS</u></p> <ul style="list-style-type: none">Students to only go to the toilet one at a time. Students to maintain social distancing at all times. Signs and markings on the floor will support this.	<p>STUDENTS responsibility</p>	
<p><u>BREAK & LUNCH</u></p> <ul style="list-style-type: none">Students to get mini breaks in designated areas but will remain in the classroom due to inclement weather. Socially interact from 2m.Students to bring their own food and drink when the canteens are not open. Canteens will not be open when only vulnerable/ critical worker students are in school.	<p>STAFF to enforce</p> <p>STUDENTS</p> <p>STUDENTS</p>	
<p><u>LESSONS</u></p> <ul style="list-style-type: none">In all lessons students must not:<ul style="list-style-type: none">➤ Sit at the same desk (2m apart) or move around the classroom during a lesson, unless directed by a member of staff.➤ Sit next to each other when using computers (2m apart)➤ STUDENTS MUST USE THE SAME COMPUTER/DESK AT ALL TIMES (IF POSSIBLE).➤ All students must maintain a 2m distance from all staff.		<p>Classrooms will be set up to ensure social distancing</p>

<ul style="list-style-type: none"> ➤ Students must not share pens or equipment with each other. ➤ Wearing a face covering or mask will be compulsory by students and staff when they are having a 'one to one' meeting, moving around the school and in toilets. ➤ Students must wipe down desks, computers and tops of chairs after each lesson. <p><u>FIRE ALARM</u></p> <ul style="list-style-type: none"> • Normal evacuation procedures will be followed, except students will adhere to 2m apart when leaving the buildings. • Students will be fully briefed on procedure and a drill will take place. <p><u>BEHAVIOUR</u></p> <ul style="list-style-type: none"> • Student behaviour is expected to be exemplary, all lessons/activities should be willingly participated in both in and out of school, and normal school rules still apply. • Any seriously poor behaviour, which includes not adhering to social distancing protocols and/or with on-line lessons, could face an exclusion. • PALs will be responsible for student behaviour and supporting 	<p>STAFF/STUDENTS</p> <p>STUDENTS to follow protocols</p> <p>STUDENTS</p>	<p>Equipment will be provided for students to keep</p> <p>Sanitiser and wipe stations to be provided in every classroom/ computer room/ registration area. All wipes etc.to go into bins, which are emptied every day.</p> <p>Students will be assessed regarding their mental health and well- being of students, especially as some may find it difficult to adjust to coming back to school, be afraid & stressed, struggle with social distancing before making a decision on behaviour and support. However, blatant disregard for social distancing will not be tolerated.</p> <p>Eligible students will be strongly encouraged to attend if symptom free.</p>
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students who are finding it difficult to acclimatise again with the learning environment, either in school or on-line. The PILCS will be available for use.

ATTENDANCE

- **No students with symptoms can attend school for any reason. Parents/ carers will not be fined for non-attendance.**

TRANSPORT

- **students will be encouraged to walk or cycle where possible to school, and avoid public transport, especially at peak times as per Government guidance ‘safer travel guidance for passengers’.**
- **Due to concern regarding travel by bus no school transport to be provided.**

OTHER

- **All school trips are cancelled for this academic year**

SUSPECTED OR CONFIRMED CASE IN SCHOOL (Staff or students develop Covid-19 symptoms whilst in school building or at home)

- **If the confirmed case is during the school day, the student will be removed from class immediately and asked to wait outside. The**

PARENTS/ CARERS to inform school of non-attendance

SLT to communicate to parents/ carers and students

PAL to explore the reasons why students are not attending and attempt to remove any barriers.

A taxi may be provided for a few students if needed. Week to week basis.

On-going risk assessment of situation and school will only stay open when it is safe to do so

Health Co-ordinator/ First aider to wear a FFP2 face mask, gloves and a visor.

All staff and students to access a test if they display symptoms.

School may need to be closed until results of tests are confirmed or too many tests are positive from testing in school.

<p>on duty health co-ordinator or First aider will collect the student and take them to the conference room at NP and the hall at Olney, maintaining a strict 2m distance. Parents/ carers will be contacted immediately to collect the student.</p> <ul style="list-style-type: none"> • Parents/ carers to be informed to take their son/daughter for a test, self-isolate for 10 days and fellow household members to self-isolate for 14 days, especially if the test is positive. Parent/ carer must inform the school as soon as they know the result of the test. • If the student needs direct personal care until they can return home because they are seriously injured or ill an ambulance will be called. Staff must at all costs, if possible, avoid direct contact with a student or member of staff. • Members of staff & students who have assisted someone with symptoms do not need to go home unless they develop symptoms themselves or the student tests positive. All staff and students attending that day to access a test or access a test on site if the provision is available (see separate RA). This may be confined to a direct area of the school if it is clear no one else was exposed to that student or member of staff e.g. breaching the 2m social distancing rule. • If the test is positive the rest of the class/ staff members are sent home/ told to stay at home and self-isolate for 14 days until they have accessed an external test if they have taken a test on site. 	<p>STAFF/ Health Co-ordinator or first aider</p> <p>SLT</p> <p>SLT/STAFF</p> <p>SLT</p> <p>SLT</p>	
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<p>The school's protocol for identifying students who have been in close contact with a positive case will be followed.</p> <ul style="list-style-type: none"> • If the test of the student and/or the member of staff is negative they may return to school • In the case of a partial opening all staff and students may be asked to self-isolate at home for 14 days as a precautionary measure 	<p>SLT</p>	
<ul style="list-style-type: none"> • The Risk assessment will be reviewed on a daily basis in light of incidents and recent government advice 	<p>SG</p>	

