

# The Minster Nursery and Infant School

## Coronavirus (Covid 19) Risk Assessment

Location Assessed - School

Date Assessed - 13.07.20

Date Reviewed-Last update - 01.09.21

Date of next Review - 01.10.21

Risk assessment by -

| Area of Risk   | Who might be harmed?<br>Risk associated with the hazard.             | Is the risk adequately controlled?<br>Recommended actions.   | Risk controls. What further action is necessary to control the risk.  |
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| <b>General</b>   |  |  |   |
| Confined Classroom Spaces.<br><br>Transmission of the virus by air.<br><br>Transmission of the virus by touch. | Children or staff transmitting the virus by coughing and sneezing    | <ul style="list-style-type: none"> <li>Children supported in developmentally appropriate ways to understand the steps they can take to keep themselves safe, including regular hand washing and sneezing into a tissue.</li> <li>Children asked to wash their hands straight afterwards.</li> <li>Separate Lidded Tissue bin available in each classroom, which is emptied regularly throughout the day. Waste should be double bagged.</li> <li>Tissue boxes available next to lidded bins. Children will not be asked to bring tissues in from home to avoid items coming into school from home.</li> <li>Children to be encouraged to let staff know if they are experiencing any symptoms of coronavirus.</li> </ul> | Regular reminders to catch it, bin it, kill it and to wash their hands if they sneeze or cough.<br><br>Adult offer additional encouragement and support to younger children and those with complex needs where individual needs require it. |
|  | Children and staff sharing the same space for a long period of time. | Windows in classroom to be opened and inside classroom doors to be open to increase ventilation while maintaining a comfortable temperature.   | Ensure that no fire exit doors are wedged open.   |

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|  | <p>Children not washing their hands correctly.</p> <p>Children ingesting hand sanitiser due to incorrect application.</p> | <p>Children and staff to regularly washing their hands during the day, using hand wash for 20 seconds and drying thoroughly. (For example, Start of day, 10am, before lunch, after lunch, after lunch playtime, before the end of the day)</p> <p>Ensure that staff help is available for children who have trouble cleaning their hands independently, i.e. encouragement and visual guidance.</p> <p>Sanitiser available in outside classrooms, play areas for times when sinks are not immediately available. Application of sanitiser must be supervised by an adult to ensure none is ingested.</p> | <p>Regularly reminders not to touch their mouth, eyes and nose during the day. PSE and Health and Safety lessons about this. All staff to ensure they are aware of children's attachments and their need for emotional support at this time.</p> <p>Songs and rhymes used to help children practice hand washing and respiratory hygiene.</p> <p>All adults so supervise any application of hand sanitiser.</p> |
|  | <p>Children needing a nappy changed.</p>  | <p>Staff should follow their normal practice when changing nappies, providing the child is not showing symptoms of coronavirus. This includes continuing to use PPE that would normal be worn in these circumstance, i.e. protective gloves etc.</p>   |   |
|  | <p>Children not washing their hands after using the toilets.</p>  | <p>During session time children need to ask to go to the toilet to ensure that, where possible, only 1 child to goes at a time.</p> <p>Children reminded to wash their hands each time they go.</p> <p>Toilet areas to be cleaned more regularly during the day.</p>   | <p>Staff to monitor this initially as at times they could go when they needed without the need to ask first.</p>  |
|  | <p>Children touching other children's fruit or milk.</p>  | <p>Fruit and milk to be washed and distributed to each child individually by a staff member wearing gloves or using hand sanitizer before distributing to the children. Children to eat their fruit and drink their milk in their designated classrooms only.</p>  |   |

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|  | Children using each other's sun cream or sun hats.                                       | Parents to be asked to use long lasting sun cream and apply to their children before coming to school. Children to bring a sun hat with them that they can keep at school.   |  |
|  | Classroom based resources, toys, IT equipment and games being shared by children.        | Equipment can be shared but where possible should be cleaned regularly, along with all frequently touched surfaces.  |  |
|  | Resources shared between classes, for instance P.E. Equipment and science equipment etc. | These should be cleaned frequently and always between each class group, or rotated to allow them to be left unused and out of reach for a period of 48 hours between use by each class.  |  |
| Children's wellbeing   | Children needing reassurance and support to settle in and attend school again.           | Children to continue to be supported to understand the changes and challenges they may be encountering as a result of COVID-19, especially as some children have had varying amounts of time off school due to the school closing or having to isolate during the last two years. All staff to ensure they are aware of children's attachments and their need for on going emotional support at this time. | Staff to monitor children's emotions and behaviour.  |
| Transmission of the virus by air.<br><br>Transmission of the virus by touch. | Children or Adults being exposed to the virus outside the school when on a trip.         | Any children going on domestic educational visits must remain within their year groups and adhere to the COVID 19 secure measures in place at the destination.<br><br>A full and thorough risk assessment will need to be completed for the trip, referring to any control measures needing to be used, and wider advice on visiting indoor and outdoor venues.  | The school can consult the government's 'Health and Safety Guidance on Educational Visits'.  |
| <b>Outside Learning Areas</b>  |  |  |  |
| Staff or children transmitting   | Children from different classes using the vehicles.                                      | Handle bars and touchable areas of bikes and scooters to be cleaned at the end of each day or session.   | Staff to check at the beginning of the afternoon session that the bikes are dry and there is no watery solution still no the vehicles. |

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| between small groups.<br><br>Cross contamination | Children sharing resources that have been used by multiple children during the day | Each area of outside classroom resources to be monitored for heavy usage and if needed, those resources to be cleaned at the end of the day. Children should be encouraged to wash their hands after coming in from the outside area if they are continuing their learning in the inside classrooms. | Staff to monitor usage of resources and ensure to ensure regular cleaning. |
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### Lunchtimes and transitions

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| Staff or children transmitting between small groups. | Children sitting on the same space as another children has just vacated. | Tables to be cleaned between year groups and classes.  |  |
| Transmitting through touch.                          | Children not cleaning their hands after lunch.                           | Staff to supervise children applying hand sanitizer after lunchtime as they come back into the classroom to ensure that none is ingested.      | All adults so supervise any application of hand sanitiser.                                   |
|  | Children sharing lunch from their lunchboxes.                            | Whether bringing a lunchbox to school or having school dinners, children are to be reminded not to share food with other children.             | Staff to monitor children using lunchboxes to ensure they are keeping everything in them.    |
|  | Children needed to wait for access to the lunch hall.                    | Staggered lunchtimes so that the hall and corridor is not used as a waiting area for each class between going into lunch.                      | Staff to monitor timings to ensure that children are able to start and finish lunch on time. |
|  | Catering hygiene requirements not being met                              | As the kitchen will be fully open the school kitchen will comply with the government's 'Guidance for Food Businesses on Coronavirus (COVID 19) |  |

### Cleaning

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| Transmission via surfaces. | Staff or children catching the virus from touching surfaces. | Daily:<br><br>A cleaning schedule will be available that shows the times that areas are being cleaned throughout the day to ensure regular cleaning takes place.<br><br>Classrooms cleaned thoroughly at the end of the day by cleaners. | Staff to monitor resources that need to be washed at the end of the day to ensure it is manageable. |
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|   |  | <ul style="list-style-type: none"> <li>• Tables, chairs, doors, sink, toilets, light switches, countertops.</li> <li>• Toilet area.</li> <li>• Lidded bin for tissues double bagged before being disposed of.</li> <li>• Bin with paper towels to be double bagged and emptied at the end of the day.</li> </ul> <p>Staff to regularly wipe down surfaces, for instance, tables that see heavy usage from children.</p> <p>Staff to regularly clean toys and learning resources where appropriate and manageable - especially if seeing heavy usage.</p> <p>Staff to regularly wipe down office surfaces between using any shared office spaces.</p> |  |
|   |  | <p>During the Session Time:</p> <p>Staff will monitor areas and clean as needed after use.</p>   | <p>As time goes on staff to note areas that need more regular cleaning due to higher usage.</p>  |
| <p>Transmission via waste products.</p> | <p>Disposal of potentially contaminated waste.</p>                                 | <p>Waste from possible cases and cleaning of areas where possible cases have been, should be double bagged and put in a suitable and secure place, marked for storage until:</p> <ol style="list-style-type: none"> <li>1. The individual tests negative; waste can then be put in with the normal waste.</li> <li>2. The individual tests positive or results not known; then store it for at least 72 hours and then put in with the normal communal waste bins. It should be stored safely and securely away from children.</li> </ol>  |  |
|   | <p>If there is confirmation that a symptomatic individual has attended school.</p> | <p>Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but which are not visibly contaminated with body fluids can be cleaned thoroughly as normal.</p>  | <p>When there is a confirmed case staff to compile a list of areas where normal cleaning and also a deeper cleaning will be required to ensure that no areas are missed.</p> |

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|  | <p>Items that the person has come into contact might get missed in the cleaning process.</p> | <p>The minimum PPE to be worn for cleaning an area where a person with possible or confirmed coronavirus (Covid-19) is disposable gloves and an apron. Hands should be washed with soap and water for 20 seconds after all PPE has been removed.</p> <p>If there are indications that a higher level of virus may be present, i.e. there are visible body fluids then the need for additional PPE to protect the cleaner's eyes, mouth and nose might be necessary.</p> <p>All other surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including:</p> <ul style="list-style-type: none"><li>• Objects that are visibly contaminated with body fluids.</li><li>• All potential contaminated high-contact areas such as toilets, door handles, telephones, grab-rails in corridors and stairwells.</li></ul> <p>Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings using either:</p> <ol style="list-style-type: none"><li>1. A combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine.</li><li>2. A household detergent followed by disinfection (1000 ppm av.cl.)</li></ol> <p>Avoid splashes and spray when cleaning. Any cloths and mop heads used must be disposed of and should be put into waste bags as outlined below.</p> <p>When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning should be used, or it can be isolated securely and left for over 72 hours as the risk is likely to be reduced significantly by this point.</p> |  |
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Any items that are heavily contaminated with body fluids and cannot be cleaned by washing should be disposed of

**Arrival and End of Day**

Children transmitting the virus to other children/ Adults/ family members after a period at home or school.

- Families not wearing masks when congregating onsite at the beginning and end of day.
- Families not identifying other members of their family with symptoms.
- Staff not asking families about their health and signs of symptoms.
- Non-essential travel and social interaction guidelines not followed by the staff and families.
- Families not informing the school their children have had medication.
- Enough staff to ensure children can adapt easier to routine changes.

- Parents to be encouraged to bring their yr1 and y2 children to their class's designated line in the morning and to leave as soon as possible and not congregate in larger groups on site.
- Reception children's parents to be encouraged to say goodbye to their children at the door to the Reception corridor or classroom where possible, especially as the year progresses.
- Children will need to wash their hands upon entering the school and before they leave to go home.
- Parents to be encouraged to leave quickly once they have picked up their child at the end of the day to avoid larger groups congregating on the school site.

Parents to be informed:

- Preferably only one parent/carer must attend the school to drop off and collected each day.
- Only children who are symptom free or have not tested positive in the last 10 days may attend the setting. (Symptoms being a new continuous cough, high temperature or a loss of, or change in, normal sense of taste or smell)
- On arrival it is reasonable to ask a parent if their child currently has any COVID 19 symptoms. If the answer is yes, they should not be allowed to leave their child at the setting. The parent should be encouraged to ensure

Staff to encourage parents to leave the school site as soon as possible after picking their children up or dropping off at the end of the day.

Parents should be informed that they need to be punctual with pick up and drop off times to ensure there are no unnecessary large gatherings near the premises.

Parents to confirm their emergency contact details before returning, to ensure the school has the correct telephone numbers.

Anyone who displays symptoms of coronavirus (COVID 19) can and should book a PCR test, these tests can be booked online through the NHS testing and tracing for coronavirus website.

Parents will be encouraged to have a conversation with a senior member of staff regarding any reasons their child needs to wear a face covering. However, no child will be denied entrance to the school if they wish to continue to wear their face covering.

their child isolates and a PCR test is arranged. The child cannot return to school until a negative PCR test result has been confirmed or current isolation guidelines are followed.

- Face covering are not advised for children, staff or visitors in the school. There is no government requirement to wear them and as such a child will be asked to remove their covering before they enter the site and the parent/s to take them home or dispose of them. Should a parent have reasons their child needs to wear one they will be encouraged to speak to a senior member of staff.
- You must keep your child at home if they display symptoms (continuous cough, high temperature or a loss of, or change in, normal taste or smell) and should be willing to have a PCR test to see if they have coronavirus (Covid-19).
- Parents need to inform the school immediately upon the results of a PCR test:
  - a. If negative, and they feel well and do not have any symptoms they can stop isolating.
  - b. If positive, they must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms **other** than a cough or loss of sense of smell/taste. As a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day they first became ill. If they have a high temperature they should continue to self-isolate until their temperature returns to normal. Other members of the household do not

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|   |  | <p>need to self-isolate if they have been double vaccinated for at least 14 days and or are under the age of 18 years and 6 months.</p> <ul style="list-style-type: none"> <li>• If contacted by the school and informed that your child is unwell and needs to be collected from school, you must ensure that an adult is available to collect them as soon as possible.</li> <li>• Any clinically extremely vulnerable (CEV) child who is under the care of a specialist health professional needs to discuss their care with their health professional and discuss their return to school with the senior leadership team.</li> <li>• You must keep your child at home if they have been required to take Paracetamol or ibuprofen due to symptoms of other illness. This must be for 48 hours after symptoms have ended.</li> <li>• Only parents who are symptom free and or have completed the required isolation periods should drop off or collect their child.</li> </ul> |  |
| Children transmitting the virus to other children/ adults /family members after a period at home or school. | Hands not thoroughly washed at the beginning of the day and children transferring the virus to or from home. | <ul style="list-style-type: none"> <li>• All children to be taken and guided by staff to wash their hands for 20 seconds at the beginning of the day as soon as they enter the school building after they take their coat off but before they enter their classrooms.</li> <li>• Children to wash their hands at the end of the day before being collected.</li> </ul>  | Children reminded not to touch anything, other than their bags and coats, after washing their hands at the beginning and end of the day. |
|   | Transmission of the virus via touching clothing.   | Staff and children's clothing does not need to be cleaned any more than usual, nor using any different methods that are different from normal.  | Staff to monitor children's clothes as necessary if there are any concerns.  |
|   | Children needing to wear spare clothes from school.  | Parents of Reception and Nursery children to be asked to provide a spare change of clothes from home that they can keep on their pegs in case of any accidents.   |  |
| <b>Children Displaying Symptoms.</b>  |  |   |  |

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| <p>Child transmitting the virus to those looking after them, or other members of their small group.</p> | <p>A child with symptoms might pass it on to others if they stay at school.</p> | <p>If a child begins to display symptoms compatible with coronavirus, they will be sent home and asked to isolate for at least 10 days and the parents will be asked to arrange to get a PCR test for their child and follow the governments, ‘Guidance for households with possible or confirmed coronavirus infection’.<br/> <a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</a></p>  | <p>The school only needs to ask for the results of a PCR test before allowing them back in school, if they are returning to school before the end of their 10 day isolation period.</p> |
|   |   | <p>The child who has tested positive to coronavirus (Covid 19) will only be allowed back to school after they have isolated for at least 10 days from the onset of their symptoms and if they do not have any other symptoms other than a cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. If they still have a high temperature, they should continue to self-isolate until their temperature returns to normal. If they tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should start a new 10 day isolation period by counting 10 full days from the day following their symptoms onset.</p> |   |
|   | <p>Wider community not aware of a coronavirus infection at the school.</p>      | <p>In the event of member of staff or child testing positive a letter will be sent to parents and staff. This letter will not share the names or details of people who have tested positive, unless essential to protect others.</p>  |   |
|   | <p>Not contacting the local health protection team.</p>                         | <p>The local health protection team will be contacted as soon as possible if the school becomes aware that any child, who attends the school, has tested positive for coronavirus (Covid-19).</p>   |   |
|   | <p>Multiple children absent from school without</p>                             | <p>If the school has an overall rise in sickness absence where coronavirus (COVID 19) is suspected, there</p>   |   |

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|  | <p>reason or due to general sickness which might mask a potential Coronavirus infection.</p>   | <p>may be an outbreak and the school will contact their local protection team for advice on additional action required.</p>   |  |
|  | <p>The child might not be picked up straight away.</p>   | <p>A child awaiting collection should be moved, if possible and appropriate, to a room with a closed door or outside area where they can be isolated with adult supervision. If it is not possible to isolate them, move them to an area that is a least 2 metres away from other people. A window should be opened for ventilation.</p>  | <p>Parents will be informed they need to promptly collect their child should they be sent home due to showing coronavirus (COVID 19) symptoms.</p> <p>Parents need to confirm their emergency contact details before a child returns, to ensure we have correct telephone numbers.</p> |
|  | <p>Other people might use the same toilet later in the day.</p>  | <p>If they need to go to the toilet while waiting to be collected, the toilet area should be cleaned and disinfected using the standard cleaning products before being used by anyone else. The person responsible for cleaning the area should wear PPE.</p>   |  |
|  | <p>Members of staff being within 2 metres of a child displaying symptoms and possible needing to comfort the child if they are distressed.</p> | <p>The member of staff only needs to wear PPE if they need to give direct personal care to the child. The adult should wear a fluid-resistant surgical facemask if a distance of 2 metres cannot be maintained. If contact with the child is necessary, then disposable gloves, apron and a fluid resistant facemask should be worn by the supervising adult. If the child is vomiting, coughing or spitting then eye protection should also be worn.</p> | <p>Training may will need to be given for the correct wearing of PPE.</p>  |
|  | <p>A member of staff who has stayed with a child developing symptoms.</p>  | <p>They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Any members of staff who have helped someone with symptoms do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test &amp; Trace.</p>                      |  |

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|   | Other children or adults might use the same room later in the day.         | The area should be thoroughly cleaned, immediately if the area cannot be left unvisited, and if the area can be left unvisited then cleaned after 72 hours. The person responsible for cleaning the area should wear the appropriate PPE  |  |
|   | A child is unable to attend school as they are displaying symptoms.        | If a child is unable to attend school because they are displaying symptoms of coronavirus (Covid-19) or have tested positive in the last 10 days, then the child can only return to school after a negative PCR result or if they self-isolate for the required 10 days.  |  |
|   | A child who tests positive and has been at school within their year group. | Staff will monitor the class and year group to see if more people begin to show symptoms and inform Public Health if there is a rise in absences due to self-solation or more confirmed cases.  |  |
| <b>Attendance</b>   |  |   |  |
| Wellbeing and Education   | A child's loss of education time and their wellbeing.                      | School attendance is mandatory for all children of compulsory school age and therefore parents will be informed that they have a duty to ensure that their child attends regularly at school.   | The school will identify children who are at risk of disengagement and develop plans for engaging with these families.   |
| Wellbeing and Education   | Children and or parents may be anxious about a return to school.           | Any parents with significant risk factors who are concerned about a return to school should be informed of the measures in place to reduce the risk in the school.  | Parents may need to be given the opportunity to discuss the measure put in place.  |
| Children transmitting the virus to other children/ Adults/ family members after a period at home or school. | A child with symptoms might pass it on to others if they come to school.   | <p>Children may not attend school if they display symptoms (continuous cough, high temperature or a loss of, change in, normal taste or smell) and should be willing to have a PCR test to see if they have coronavirus Covid 19.</p> <p>Parents need to inform the school immediately upon the results of any PCR test:</p> <ul style="list-style-type: none"> <li>• If negative, and they feel well and do not have any symptoms they can stop isolating.</li> <li>• If positive, they must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms <b>other</b> than a</li> </ul> | <p>Anyone who displays symptoms of coronavirus (COVID 19) can and should be tested, these tests can be booked online through the NHS testing and tracing for coronavirus website.</p> <p>All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit</p> |

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|   |   | <p>cough or loss of sense of smell/taste. As a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day they first became ill. If they have a high temperature they should continue to self-isolate until their temperature returns to normal. Other members of the household should follow the governments 'Stay at home: guidance for households with possible or confirmed coronavirus (COVID 19) infection'.</p> <p>Only children who are symptom free or have not tested positive in the last 10 days may attend the setting. (Symptoms being a new continuous cough, high temperature or a loss of, or change in, normal sense of taste or smell)</p> |   |
| Education and wellbeing                 | A child's loss of education time and their wellbeing. | <ul style="list-style-type: none"> <li>All clinically extremely vulnerable (CEV) children should attend school unless they are one of a very small number of children under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. Any parents of CEV child will be invited to discuss their needs with a senior member of staff. The child will not be penalised for non-attendance and they should be offered access to remote education.</li> </ul>   | See additional information on <a href="https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3">https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3</a> |
|   |   | <ul style="list-style-type: none"> <li>Any child who is self-isolating and or has tested positive will be supported to learn from home if they are well enough to do so. This remote education will be equivalent in length to the core teaching the child would receive in school.</li> </ul>  | Engagement with any remote education offered should be monitored.   |
| <b>Staff Member Displaying Symptoms</b> |   |   |   |
| Staff infections.                       | A staff member displaying symptoms                    | If a staff member starts displaying or suspects they are developing symptoms while working at school, they should return home immediately and isolate at home in line with NHS guidelines.  | If clinical advice is needed, the setting staff, parent or guardian should go online to NHS 111 (or call 111).  |

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|  | might transmit the virus to those around them.                                  | <ul style="list-style-type: none"> <li>• If a member of staff becomes ill they will be asked to take a PCR test. They will only be allowed back to the school after a negative test result or appropriate isolation has finished.</li> <li>• All other children and staff that have been in close contact with that staff member should seek to get a PCR test if they show symptoms.</li> </ul> |  |
|  | A staff member that tests positive and has been at school within a small group. | If a staff member tests positive for the Covid-19 then all other children and adults that the staff member have been in close contact with should be informed so they can monitor their health in case they should develop symptoms.   |  |
|  | Not contacting the local health protection team.                                | The local health protection team will be contacted as soon as possible if the school becomes aware that a staff member, who attends the school, has tested positive for coronavirus (Covid 19).  |  |

#### Staff Distancing

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| Staff infections. | Staff members meeting in larger gatherings.   | Staff meetings and year group meetings to be held in places with good ventilation, open windows and or outside doors while maintaining a comfortable temperature.  | Staff to monitor levels of activity around the school to ensure there are no larger gatherings in any smaller spaces. |
|                   | Staff who are clinically extremely vulnerable (CEV) being exposed to the infection. | Staff can ask to meet with Senior Leaders to discuss any concerns and additional measures that may be needed, see the below guidance.<br><a href="https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19">https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</a>   | Any additional measures agreed with senior staff to be monitored for effectiveness.                                   |
|                   | Staff who are pregnant maybe at increased risk from coronavirus (COVID 19)          | Any pregnant staff to be advised to follow the government guidance available and meet with senior leaders and a member of the occupational health team.<br><a href="https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees">https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees</a> | Any additional measures to be monitored for effectiveness.  |

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|   | Staff who maybe otherwise be at increased risk from coronavirus (COVID 19) | Any staff who are particularly vulnerable to coronavirus (COVID-19) need to discuss their concerns with the Senior Leadership team to look at additional controls to put in place to reduce risk.<br><a href="https://www.hse.gov.uk/coronavirus/working-safely/protect-people.htm">https://www.hse.gov.uk/coronavirus/working-safely/protect-people.htm</a>   | Any additional measures to be monitored for effectiveness.  |
| <b>Staff Lunch Time</b>   |  |  |   |
| Confined Staff Room space.<br><br>Transmission of the virus by air. | Staff members meeting in larger gatherings.                                | Staff meetings and year group meetings to be held in places with good ventilation, open windows and or outside doors while maintaining a comfortable temperature.  | Use of staff room and cleaning to be monitored to ensure that staff continue to remain as safe as possible. |
| Transmission of the virus by touch.                                 | Staff transmitting the virus by sharing kitchen equipment and table space. | All staff to wash their hands before and after using the staff room at lunchtime.<br><br>Staff to wipe down the table where they were sitting and any kitchen surfaces after use.<br><br>Staff to ensure they wash their hands before unloading the dishwasher or using any other shared kitchen equipment.  |   |
| <b>Staffing</b>   |  |  |   |
| Level of staff to support children and ensure their safety.         | Staff attendance at school.  | Staff should only attend the school if they are symptom free.<br><br>Those that have previously shown symptoms should have completed the required isolation period or achieved a negative PCR test result.<br><br>Risk assessment with regular health questionnaires for any returning staff as per HR illness guidance<br><br>Staff should avoid all non-essential public transport travel, whenever possible and outside of the school, should minimise social interactions, as per the current national guidelines. |   |

|   |  |   |  |
|---|--|---|--|
|   | Staff asymptomatic coronavirus (COVID-19)  | <p>All staff should undertake twice weekly home tests whenever they are on site until the end of September, when the government will review this.</p> <p>Should a staff member have a positive LFD test result they should self-isolate in line with government guidelines and get a PCR test to check if they have coronavirus (COVID-19).</p> <p>If a 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 staff member can return to school, as long as they do not show any coronavirus (COVID-19) symptoms.</p> |  |
| <b>Visitors</b>   |  |   |  |
| Visitors entering the site  | Visitors, including supply staff and parents, with symptoms entering the site.   | <ul style="list-style-type: none"> <li>Attendance to the school should where possible be restricted to children, staff and visitors who have made prior appointments to visit the school.</li> <li>All visitors should be given guidance on hygiene when they enter the site and should be asked if they have any coronavirus symptoms. If they do have any symptoms they should not be admitted to the school.</li> </ul>  |  |
| <b>Face Covering</b>  |  |   |  |
| <p>Transmission of the virus by air.</p> <p>Transmission of the virus by touch.</p> | <p>Adults or children catching the virus from touching someone's face covering left at school.</p> <p>Adults or children not washing their hands after handling their own face covering.</p> | <ul style="list-style-type: none"> <li>The government no longer advises face coverings for children, staff and visitors either in classrooms or in communal areas.</li> <li>If adults and children need to remove a face covering they should not touch the front of the face covering, and place any reusable face coverings in a plastic bag to store it in and then wash their hands. Temporary face coverings should be disposed of in a 'black bag' waste bin (not recycling bin)</li> </ul>   |  |

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