

Risk Assessment for Second School Closure of Grendon CE Primary School

On Monday 5th January 2021, schools were closed with immediate effect to all pupils other than vulnerable children and those of key workers. School remained closed to all pupils on Tuesday 6th January 2021 whilst staff made necessary preparations for the safe opening of school before reopening to vulnerable children and key worker children from Wednesday 7th January 2021. Uptake for key worker places is significantly higher than during the previous lockdown with up to 40% of our school population currently attending school. Staffing ratios and class organisation will reflect the large and fluctuating number of children requiring school attendance with the principle of striking an effective balance between ensuring a safe staff to pupil ratio in school and keeping staff numbers to a minimum to mitigate Covid-19 infection risk.

¹ DfE Guidance: Guidance for Full Opening: Schools

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

² DfE Guidance: Coronavirus (Covid-19): implementing protective measures in education and childcare settings

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

³ Covid-19: guidance for households with possible coronavirus infection

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

⁴ Covid-19: cleaning in non-healthcare settings

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

⁵ NHS Coronavirus (Covid 19) information site

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

⁶ Covid-19: getting tested

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

This risk assessment is a statutory document and is applicable only from January 6th 2021. It will be reviewed fortnightly after this time and may be updated to reflect any further guidance issued by the DfE. Control measures within the risk assessment bring the residual risk rating to 'low'.

	Control Measures	Residual Risk Rating
<p>Reducing Covid-19 transmission:</p> <p>for a child becoming unwell in the setting</p>	<ul style="list-style-type: none"> • If a pupil displays Coronavirus symptoms [new, continuous cough or high temperature or a loss or change in sense of taste or smell] they will be isolated and sent home immediately, with parents directed to follow government³ and NHS⁵ guidance, including the DfE guidance to get tested⁶ • The library is the designated isolation room but may be used for other activities, such as group interventions. • A staff member working with the group containing a symptomatic child will use PPE (facemask, apron and gloves) and supervise the child in the isolation room at a distance of 2m where possible and with the window open until they can safely leave school. • Government guidance⁴ will be followed to ensure the adequate cleaning of the room by the member of staff involved in the case. This will include disinfecting surfaces, washing hands and double bagging/storing waste for 72 hours. • Anyone else within the group does not need to go home unless they display symptoms. • A subsequent negative test means that the pupil/adult can return to the setting. • Everyone who has contact with an unwell pupil/adult must wash their hands 	<p>Low</p>
<p>Reducing Covid-19 transmission:</p> <p>for a confirmed case of Covid-19 in the setting</p>	<ul style="list-style-type: none"> • If someone tests positive, they should follow DfE guidance³ and self-isolate for at least 10 days, with other members of the same household self-isolating for 14 days. • The school will immediately contact the DfE Helpline number: 0800 046 8687 (option 1) for advice on the action to take in response to a positive case. If, following triage, further expert advice is required, the adviser will escalate your call to the local health protection team(HPT) who can be contacted on 0344 2254 524 (option 1) or 0344 2254 524 (out of hours) who will conduct a risk assessment with school to determine next steps. • DfE guidance states: <i>'those people who have been in close contact with the person who tested positive'</i> must go home and self-isolate for 14 days although the DfE will provide definitive advice on this. To aid this process, the school will document the main groups that the affected person has had contact with. • Household members of those who are sent home (without symptoms) are not required to self-isolate. • If a person who has been sent home develops Covid-19 symptoms, they must get tested. If they subsequently test positive, they should inform school immediately. If they test negative, they should still self-isolate for the remainder of the 14 day period because <i>'they could still develop'</i> Covid-19 • The school must not release the names or details of those people with Coronavirus. • Anyone testing positive should be prepared to provide details, when asked by NHS Test and Trace, of anyone that they come into contact with. • 2 or more confirmed cases may indicate an outbreak and HPT will advise and support accordingly. 	<p>Low</p>

	Control Measures	Residual Risk Rating
<p>Reducing Covid-19 transmission:</p> <p>at the start and end of the school day</p>	<ul style="list-style-type: none"> • Parents and visitors may enter the school building by prior agreement with the Head only • Parents may access the playground via the front and rear entrance but must not congregate or wait along the narrow path leading from the front pedestrian access gate. This area is clearly marked as a no waiting zone. • Extended drop off continues to be from 8.45 – 9.15am, with pick up from 3.15m – 3.30pm to ease congestion. • Only one parent of each child should enter the school site for the purpose of school drop off/pick up • Parents instructed to drop off/pick up children in the playground and leave the school site promptly • Parents are requested to observe the 2m social distancing rule whilst on school site. • All children enter their classroom immediately on arrival where they will be greeted by a member of staff • At home time, pupils will remain in the classroom and be dismissed one at a time to minimise congestion • All childcare provision will resume (morning supervision from 8.30am and after-school childcare starting again from September). Wherever possible, the 4 distinct school bubbles will be maintained in these settings. • Parents are reminded that it is against the law to meet in public unless it is with people from your household or for the purposes of exercise (with one person) • Pupils will be forbidden from using school equipment outside of school hours due to the risk of cross contamination 	<p>Low</p>
<p>Reducing Covid-19 transmission:</p> <p>between home and school</p>	<ul style="list-style-type: none"> • Anybody displaying symptoms must not come to school as per government guidance³ • All staff and pupils to wash hands on arrival at and before leaving school • Any deliveries to school will require social distancing measures to be observed • Essential repairs will only take place in secure, cordoned off areas, with all hygiene measures respected • Children should bring in lunchbox/snack, water bottle and a coat, reading book and Home Communication Book. • Pupils should not bring bags. Schools will instead use a A4 plastic wallet (Years 3-6) or Book Bags (EY and KS1). • There will be no physical access to the school office. Instead all enquiries should be made via email and phone • PPE will be available as an emergency precaution for suspected cases • Staff will get in close proximity of pupils if their duty of care demands it eg; to administer first aid • All staff to follow guidance in this risk assessment at all times • The DfE does not recommend that facemasks are necessary in school • Given the physical layout of school and the deployment of staff within it, it is not appropriate to mandate the wearing of facemasks in any part of the school, although staff are supported to wear facemasks if they so choose • Staff advised to change out of work clothes before entering own home then to wash work clothes, shower and change into clean clothes on arriving home. • DfE guidance states pupils' <i>'uniforms do not need to be cleaned any more often or differently than usual.'</i> • For children self-isolating due to displaying symptoms of Covid-19, parents are requested to share confirmation of the negative test result with school prior to their child(ren) returning to school • School request that any positive test results of pupils or members of their household are shared with school promptly 	<p>Low</p>

	Control Measures	Residual Risk Rating
<p>Reducing Covid-19 transmission:</p> <p>by controlling movement around school</p>	<ul style="list-style-type: none"> • DfE Guidance¹ states that '<i>brief, transitory, contact such as passing in a corridor is low risk</i>' • Pupils will access one classroom where they will remain for the vast majority of the day • Children will leave their classroom only to access toilets, outdoor space (breaks and outdoor lessons), for administration of medication/first aid and for group or individual interventions • PE will initially only take place outside and will not include contact sports • Classes to use own external doors to access the playground <p><i>Toilets</i></p> <ul style="list-style-type: none"> • Only one child per class/group to be authorised to use the toilet at any one time • Floor markings will be placed outside toilets for pupils to observe if there is a queue. • Children reminded to wash hands for 20 seconds after each toilet visit <p><i>Hall</i></p> <ul style="list-style-type: none"> • There will be no assemblies in the hall • One Key Worker class will eat packed lunch and hot meals in the hall (the other class will use their classroom) • For those children eating hot meals, staff members will serve and collect plates/cups to prevent congestion and unnecessary close contact between pupils <p><i>Office</i></p> <ul style="list-style-type: none"> • Staff and pupils should not enter the office unless it is absolutely necessary • Messages between the office and classrooms to take place only via telephone/email, with electronic registers used to minimise contact. <p><i>Staffroom</i></p> <ul style="list-style-type: none"> • Member of staff should continue to use the staffroom provided that social-distancing measures are observed at all times. DfE recognises that whilst the staffroom should be used minimally, staff must still have their allocated breaks during the day. • Staff may choose to use their own cups, cutlery, plates and dishes and keep these washed and stored appropriately. • Staff are reminded to minimise close contact with adults and pupils in school from outside their designated bubble 	<p style="text-align: center;">Low</p>

	Control Measures	Residual Risk Rating
<p>Reducing Covid-19 transmission:</p> <p>at other times of the school day</p>	<ul style="list-style-type: none"> • A clear and enhanced cleaning schedule is in place to include the daily cleaning of all rooms/areas used in school [including door handles, tables, chairs, light switches and any large structures/resources]. Lidded bins will be situated in each classroom for disposal of tissues • Cleaning 'stations' including alcohol (70%) wipes, disinfectant spray and hand sanitiser will be positioned in each classroom and key areas around school with regularly used surfaces/items cleaned between uses. • A designated hand washing station or sink will be made available to each class of pupils • For the majority of their time in school, children will be limited to their class groups • Pupils will wash hands on arrival to and before departing school and before and after activities, including eating • Children will be regularly reminded not to touch their face and to '<i>catch, bin and kill</i>' sneezes and coughs • Where children cannot independently manage their own hygiene, they will be supported to do so by an adult. PPE (facemask, apron and gloves) should be used by staff when involved in 'intimate care' of pupils. • Teachers should continue handling children's work and children can access reading books from a class set • Where possible, pupils will work side by side (and facing the front of the room) as opposed to facing each other, although the layout of the school, age of children and nature of activity mean that will not always be possible • The DfE guidance states that: '<i>All staff can operate across different groups in order to facilitate the timetable</i>'. Interventions (individual and group) will resume and may include children from different groups. Communal learning spaces may be used but are timetabled to avoid clashes. • Internal doors will be open where possible to aid ventilation and minimise contact with handles. • To maintain a healthy environment, windows will not be fully open during winter months. Instead, the DfE advise that windows should be opened after each school day for an hour to allow thorough ventilation of school. • There are no restrictions that limit the school's scope to create learning environments to reflect our curriculum themes and so classrooms should once again be designed with this in mind. • Children continue to be provided with their own individual equipment eg; pens, pencils • Outdoor learning is promoted at every opportunity. Outdoor space will be 'zoned' so that multiple groups can work/play outside simultaneously. The zones will include the EY space [for Nursery and Reception only], Quiet Garden, Woodland Hideout, Main Playground and 2 zones which will be marked on the grass bank. • With 2 key worker groups in school there is no requirement to stagger breaks, although areas are zoned so that there is not mixing of the two groups. • Within their designated bubble, '<i>it is acceptable for children not to distance.</i>' • First aid will be administered on the playground wherever possible • The Castle climbing area will be cordoned off and unavailable for children to use until further notice • Outdoor equipment should not be used unless staff clean them between use • External professionals eg; music tutors, and volunteers will temporarily cease their roles in school. 	<p style="text-align: center;">Low</p>

	Control Measures	Residual Risk Rating
<p>Reducing Covid-19 transmission:</p> <p>for vulnerable pupils and those with SEN</p>	<ul style="list-style-type: none"> • Those children with EHCPs will be encouraged to return to school as per DfE guidance. • Vulnerable children will be identified by the school and encouraged to attend school as per DfE guidance • At least weekly communication will take place with parents of vulnerable children • Consistent with DfE guidance, children who meet the criteria of being extremely clinically vulnerable should not attend school at this time 	<p>Low</p>