

COVID-19 Schools Risk Assessment Template

Preparation for opening of school buildings, September 2021

St John's Marlborough **VERSION 4 – 11.1.22**

Revision Updates
 Rev 1. Original document in black, 22.08.2021
 Blue – local decisions for SJM 01.09.2021
 Updated 29.11.2021 in green
 Updated 13.12.21 in purple
 Updated 11.1.22 in burnt orange – Face coverings/ confirmatory PCR and when an individual develops covid

Identify the hazard (anything that may cause harm)	Who may be harmed and how	Assess the severity	Control measure in place	Assess the likelihood	What is the risk rating	Are further actions required, if so what?
I. Site Buildings						
Inadequate control measures	Staff, pupils & visitors greater likelihood of transmission	3	There is no requirement to reduce occupancy in schools, everyone must follow the system of controls. One-way system in place, classroom sanitisation, open doors and windows. Sanitisation points around the site. Guidance to staff/students not come into school if unwell.	2	Mod	Signage to remain to encourage good practice
Inadequate premises compliance	greater risk of injury or illness	4	Signage in place to remind visitors of social distancing and infection control procedures. Face coverings required. Essential only visitors to school.	1	Low	Principal letter to parents, staff briefings and comms
Inadequate site safety	Intrusion to school premises, vandalism, arson and burglary	3	Site Managers and/Facility Management Companies/ Contractors will continue to carry out all mandatory compliance checks.	2	Low	Comprehensive maintenance schedule in place
School Events Mandatory Certification	Staff & Visitors	2	Principal/Site Team/SBM to hold list of all emergency/utility contacts. Schools are not required to use the NHS COVID Pass, unless they are holding a specific event (such as a reception, concert or party) that meets the attendance thresholds. Where applicable, schools should follow guidance on mandatory certification for events. Under 18s are exempt from showing their COVID Status but should be counted towards attendance thresholds.	1	Low	

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			<p>You should 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> <p>Attendance Thresholds, a Covid Pass is mandatory for: Indoor events with large crowds of 500 or more, Unseated outdoor events with 4,000 or more, Any event with 10,000 or more.</p>			
Inadequate fire procedures	<p>Staff, pupils & visitors</p> <p>Greater risk of injury and/or damage to property/premises</p>	4	<p>Normal fire procedures within the school will be maintained, and staff briefed. Fire exits will be unlocked, and fire routes will be kept clear during hours of occupation. Someone in the school will be nominated to call 999 in the event of a fire. Identify who will call 999. Established Fire and Evacuation procedures in place. Part of Start of Year information to all staff.</p>	2	Low	
Inadequate Ventilation	<p>Staff, pupils & visitors</p> <p>greater likelihood of transmission of covid19 and other illnesses</p> <p>negative effect on learning</p>	4	<p>Measures necessary for additional ventilation of the building have been and will be assessed and will not compromise fire safety or site security arrangements.</p> <p>Once the school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained.</p> <p>Identify any poorly ventilated spaces and take steps to improve fresh air flow, giving particular consideration when holding events where visitors such as parents are on site.</p> <p>Ensure mechanical ventilation adheres to current guidance and that only fresh outside air is circulated.</p> <p>You should balance the need for increased ventilation while maintaining a comfortable temperature.</p> <p>West Berkshire advises that temperatures should not drop below 16 degrees. They recommend that when the room temperature reaches 18 degrees, the window openings are reduced to the minimum or shut</p>	2	Low	<p>Doors/windows to remain open. Door wedges available from Premises Office.</p> <p>Access panels to non-compliant systems to remain covered.</p> <p>Classroom thermometers available to monitor ambient temperature.</p>

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			<p>until the temperature rises. They can then be reopened.</p> <p>A risk assessment been done incorporating open doors and windows for ventilation.</p> <p>The government have stated that all schools will receive carbon dioxide monitors from September 2021, to enable staff to quickly identify where ventilation need to be improved. For further information click here HSE guidance on air conditioning and ventilation</p> <p><u>CO2 Monitors</u> GOV. CO2 Monitors (portable) Place in occupied areas with no mechanical ventilation, head height and away from windows, doors or air supply openings, 50cms away from people. Take multiple measurements in occupied areas to identify a suitable sampling location. Take measurements at key times throughout the day. Record readings. An average of 1500ppm CO2 concentration over the occupied period in a space, is an indicator of poor ventilation.</p>			<p>CO2 Monitors available for all multi-occupancy offices and classrooms without built in versions.</p> <p>Units still available for staff to collect from Reception.</p>
Inadequate site security	<p>Staff, pupils & visitors</p> <p>Intrusion to school premises, vandalism, arson and burglary</p>	3	<p>Schools will ensure their covid security plans are updated and revised, if necessary:</p> <ul style="list-style-type: none"> • update individual employee risk assessments (Medical Conditions, BAME and Pregnancy) • Additional security measures due to ventilation (external doors and windows should not occur in unoccupied areas of the site. • Review policies and procedure <p>Schools to update key holder information if necessary.</p>	2	Low	Revisit individual RAs
Payments to schools; Increased risk of transmission	<p>Staff & pupils</p> <p>cash increases the risk of spreading germs</p>	1	<p>Payments to schools should be taken by contactless methods wherever possible</p>	1	Low	<p>When this is not possible eg charity days, cash will be quarantined ahead of being</p>

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						counted or appropriate PPE worn.
Lack of training or guidance	Staff, pupils and visitors Higher likelihood of transmission	1	Provide refresher training or guidance when needed: Donning and doffing of face coverings and PPE Safe use and storage of hand sanitiser Use of PPE in education settings PPE Instructional videos: https://www.youtube.com/watch?v=-GncQ_ed-9w When PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance on how to put PPE on and take it off safely in order to reduce self-contamination.	1	Low	Staff to be reminded in weekly briefing to refer to RA and links contained within.
Communication	Staff, pupils, visitors and stakeholders risk of low morale, lack of collaboration, disobedience	2	Communicate all covid measures to staff, pupils, visitors and stakeholders, clearly and effectively.	1	Low	Reminders in Principal letter to parents and weekly staff briefings/student assemblies
2. Measures to reduce contamination						
Enhanced Cleaning	Staff, pupils & visitors	3	As a minimum, frequently touched surfaces should be wiped down twice a day, and one of these should be at the beginning or the end of the working day. Cleaning should be more frequent depending on the number of people using the space, whether they are entering and exiting the setting and access to handwashing and hand-sanitising facilities. Cleaning of frequently touched surfaces is particularly important in bathrooms and communal kitchens. When cleaning surfaces, it is not necessary to wear personal protective equipment (PPE) or clothing over and above what would usually be used. Laundry - Items should be washed in accordance with the manufacturer's instructions. There is no additional washing requirement above what would normally be carried out.	2	Mod	Existing cleaning procedures to continue with Cleaning Team. Classroom sanitisation at start of each lesson to remain in place (see Classroom RA)
Lack of frequent cleaning (twice daily)	high likelihood of transmission					
Lack of hand hygiene	higher likelihood of transmission	3	Kitchens and communal canteens - as a matter of good hygiene practice , anyone handling food should wash	1	Low	

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Lack of supplies	poor hand hygiene/high likelihood of transmission	3	<p>their hands often with soap and water for at least 20 seconds before doing so. Crockery and eating utensils should not be shared. Clean frequently touched surfaces regularly.</p> <p>Bathrooms - Clean frequently touched surfaces regularly. Ensure suitable hand washing facilities are available including running water, liquid soap and paper towels or hand driers. Where cloth towels are used, these should be for individual use and laundered in accordance with washing instructions.</p> <p>Waste - does not need to be segregated unless an individual in the setting shows symptoms of or tests positive for COVID-19. Dispose of routine waste as normal, placing any used cloths or wipes in 'black bag' waste bins. You do not need to put them in an extra bag or store them for a time before throwing them away.</p>	1	Low	Reminders in Principal letter to parents and weekly staff briefings/student assemblies of importance of hand sanitisation
Lack of cleaning and disinfection	higher likelihood of transmission	4	<p>Cleaning after an individual with symptoms of, or confirmed, covid19 has left the school:</p> <ul style="list-style-type: none"> • Minimum PPE required; disposable gloves and an apron. Wash hands with soap and water for 20 seconds after all PPE has been removed. • Areas that are not visibly contaminated can be cleaned thoroughly as normal. • Surfaces that the symptomatic person has come in contact with should be cleaned and disinfected, including all potentially contaminated and frequently touched areas such as bathrooms, door handles, telephones, grab rails in corridors and stairwells. • Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings – think one site, one wipe, in one direction. <p>Use one of the options below:</p>	2	Mod	Revisit procedures with Cleaning Supervisor

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			<ul style="list-style-type: none"> • a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine (ppm av.cl.) or • a household detergent followed by disinfection (1,000 ppm av.cl.). Follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants or • if an alternative disinfectant is used within the organisation ensure that it is effective against enveloped viruses • avoid mixing cleaning product together as this can create toxic fumes • any cloths, mop heads used must be disposed of; into a plastic bag and tied, into a second plastic bag and tied, stored away from children for at least 72 hours and then disposed of in the normal waste. • If the individual tests negative, this can be disposed of immediately with the normal waste. <p>Cleaning in non-healthcare settings</p>			
<p>Hand Hygiene</p> <p>Inadequate hand washing facilities</p>	<p>Staff, pupils and visitors</p> <p>higher likelihood of transmission</p>	<p>3</p>	<p>Frequent and thorough hand hygiene should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</p> <p>The school will ensure there are sufficient hand washing and hand sanitising stations available to pupils and staff so that they can clean their hands regularly.</p> <ul style="list-style-type: none"> • on arrival at school • after using the toilet • after breaks and sporting activities • before food preparation • before eating any food, including snacks • before leaving school • after sneezing/coughing. 	<p>1</p>	<p>Low</p>	<p>Reminders in Principal letter to parents and staff briefings/student assemblies of importance of hand sanitisation</p>

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<p>Lack of knowledge</p> <p>Use of hand sanitisers</p> <p>Lack of safe storage</p> <p>Flammable liquids</p>	<p>resulting in higher likelihood of transmission</p> <p>Misuse of chemicals</p> <p>higher risk of injury from fire, ingestion, inhalation, skin reaction</p>	<p>3</p> <p>4</p> <p>4</p> <p>3</p>	<p>Young pupils and pupils with complex needs will be supervised during the use of hand sanitiser</p> <p>External hand washing troughs will be available and supervision by staff will be provided as needed. <i>N/A</i></p> <p>Signage about how to wash hands properly, is on display and reinforced with pupils. Along with Catch it, Kill it, Bin it signs.</p> <p>These messages are reinforced with the pupils and staff.</p> <p>Where sinks are not easily accessible hand sanitiser may be used.</p> <p>Identify how and where your chemicals will be stored. <i>Appropriate storage for all chemicals/hazardous products. No unofficial products permitted. Access only by permitted staff</i></p> <p>Alcohol based hand sanitiser is highly flammable, and can be set alight from a spark, static, naked flame or heat including sunlight.</p> <p>Safety data sheets must be obtained for all chemicals on site. COSHH assessments must be carried out where necessary.</p> <p>All staff must read the product Safety sheet and sign to say they have done so. Staff will then be aware of how to store and use the product safely.</p> <p>Schools will not make their own hand sanitiser, having addressed the national CLEAPSS guidance.</p> <p>The dangers of hand sanitiser will be explained to students on a regular basis.</p>	<p>1</p> <p>2</p> <p>1</p>	<p>Low</p> <p>Low</p> <p>Low</p>	<p>Reminders in staff briefings/student assemblies of importance of hand sanitisation</p>
Respiratory Hygiene	Staff, pupils and visitors	3	The school will promote the 'catch it, bin it, kill it' approach to pupils and staff	1	Low	

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	<p>higher likelihood of transmission through droplets</p> <p>higher likelihood of transmission</p>	<p>3</p> <p>4</p>	<p>Remind staff and students, this continues to be very important.</p> <p>The school will ensure they have enough tissues and bins available around the school</p> <p>Young pupils and pupils with complex needs will be supervised and helped to get this right</p> <p>A further risk assessment should be conducted for those pupils who spit uncontrollably or use saliva as a sensory stimulant, to support the pupils and staff and is not a reason to deny these pupils face to face education</p>	<p>1</p> <p>0</p>	<p>Low</p> <p>N/A</p>	<p>Yellow bins in each classroom. Tissues available from the stationery store</p>
<p>Face Coverings</p> <p>Lack of knowledge</p>	<p>Staff, pupils and visitors</p> <p>Less effective against transmission</p>	<p>3</p>	<p>Face coverings are not classified as PPE. Face coverings should safely cover your nose and mouth and are largely intended to protect others, not the wearer, against the spread of infection.</p> <p>Update - Where pupils in year 7 (which would be children who were aged 11 on 31 August 2021) and above are educated, we recommend that face coverings should be worn by pupils, staff and adult visitors when moving around the premises, outside of classrooms, such as in corridors and communal areas. Pupils in these schools should also wear face coverings when travelling on public transport and dedicated transport to and from school.</p> <p>From the 4th January, it is recommended that pupils in year 7 and above, face coverings should be worn in classrooms. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons.</p> <p>Face coverings do not need to be worn when outside.</p> <p>Transparent face coverings can be worn to assist communication with someone who relies on:</p>	<p>2</p>	<p>Low</p>	<p>Will be reviewed as and when guidance is updated.</p> <p>Principal letter to parents advising on new Govt guidance.</p>

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Inappropriate use	Crowded, enclosed spaces	3	<p>Lip reading Clear sound Facial expressions Transparent face coverings may be effective in reducing the spread of COVID-19. However, the evidence to support this is currently very limited.</p> <p>When wearing a face covering:</p> <ul style="list-style-type: none"> • wash their hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on • avoid touching the part of the face covering in contact with the mouth and nose, as it could be contaminated with the virus • change the face covering if it becomes damp or if they've touched the part of the face covering in contact with the mouth and nose • avoid taking it off and putting it back on a lot in quick succession to minimise potential contamination <p>When removing a face covering:</p> <ul style="list-style-type: none"> • wash their hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing • only handle the straps, ties or clips • not give it to someone else to use • if single-use, dispose of it carefully in a household waste bin and do not recycle • once removed, store reusable face coverings in a plastic bag until there is an opportunity to wash them. • if reusable, wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric • wash their hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed <p>No pupil or student should be denied education on the grounds of whether they are, or are not, wearing a face covering.</p>	1	Low	

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			<p>Staff, volunteers, visitors and pupils reminded of the safe wearing and removing of face coverings. How to safely wear a face mask</p>			
<p>PPE</p> <p>Inappropriate use</p>	<p>Staff, pupils & visitors</p> <p>higher risk of transmission</p> <p>higher risk of transmission</p>	<p>3</p>	<p>The majority of staff in education settings will not require PPE , beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. Additional PPE will remain optional for those staff where their role requires a level of PPE.</p> <p>PPE is only needed in a very small number of cases:</p> <ul style="list-style-type: none"> • where an individual child, young person or other learner becomes ill with coronavirus (COVID-19) symptoms and only then if a distance of 2 metres cannot be maintained • where a child, young person or learner already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used <p>The PPE that should be used in the following situations when caring for someone with symptoms of coronavirus (COVID-19) is as follows:</p> <ul style="list-style-type: none"> • a face mask should be worn if a distance of 2 metres cannot be maintained • if contact is necessary, then gloves, an apron and a face mask should be worn • if a risk assessment determines that there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection should also be worn <p>Use of PPE in education</p>	<p>2</p>	<p>Mod</p>	<p>Site Teams</p> <p>Existing procedures remain if a case of Covid-19 is identified in school</p>

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Social Distancing	Staff, pupils and visitors	2	As part of Step 4 (from 19 July), 'bubbles' will end for all children under 18, social distancing will no longer be necessary, and schools will not need to stagger start and finish times. From 19 July, social distancing measures have ended in the workplace and it is no longer necessary for the government to instruct people to work from home.	2	Low	Split break/lunch times to remain to reduce congestion during these times.
Contracting covid	Potential of heightened exposure	3	Excalibur schools will make allowances, where possible, for staff who still wish to social distance.	2	Low	Classrooms still set up to maintain, where possible, a social distance space at front of room. Face coverings remain optional for staff although not recommended in the classroom
		2	Assemblies can return although in the majority of cases these will be on-line.	1	Low	Ventilation will be maintained in Assemblies (doors/windows) face coverings to be worn.
Transport						
Public and Dedicated Transport	Staff, pupils & public					
Potential exposure	higher likelihood of transmission	3	Children and young people aged over 11 and over, unless they are exempt, should wear a face covering when travelling on dedicated transport to and from educational settings.	2	Low	
		4	Ensure vehicles are well ventilated when occupied, by opening windows and ceiling vents. Children, young people and adults should not board dedicated or public transport if they have symptoms or other reasons requiring them to stay at home.	2	Mod	Wiltshire Council have confirmed to parents that face coverings will be required on dedicated school transport.
Lack of personal hygiene	higher likelihood of transmission		That hands are washed or sanitised frequently, the 'catch it, bin it, kill it' approach is continued, and that vehicles are well ventilated when occupied, particularly by opening windows and ceiling vents. Appropriate covid19 cleaning regimes will continue, focusing on frequently touches surfaces.			

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Lack of sufficient cleaning	higher likelihood of transmission		Risk assessments must be updated/reviewed in line with public health advice.			
3. Staff and Pupils concerns						
School Workforce	Staff	3	<p>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.</p> <p>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.</p> <p>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.</p> <p>Employers will need to follow this specific guidance for pregnant employees. COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding contains further advice on vaccination. Your workplace risk assessment should already consider 18 any risks to female employees of childbearing age and, in particular, risks to new and expectant mothers. You should also consider the needs of pregnant pupils.</p>	2	low	Flexible working arrangements in place where appropriate.

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Clinically vulnerable staff Contracting covid	Staff and pupils Transmission from others	3	From 19 July, social distancing measures have ended in the workplace. CEV staff are advised, as a minimum, to follow the same guidance as everyone else. CEV people may wish to think particularly carefully about the additional precautions they can continue to take. Further information can be found in the guidance on protecting people who are CEV from COVID-19 . It is important that everyone adheres to the latest government guidance. Individual risk assessments must be updated for medically CEV, BAME and/or Pregnant staff. Lower your risk of infection	2	Mod	
Staff wellbeing and support Anxiety, stress, low mood	Staff Personal concerns	3	Staff to discuss their concerns with line managers or HR. Staff wellbeing information is available via the schools absence insurance (Primaries, excl. Liden) and Educare (Secondaries & Liden). Further information to follow.	2		Principal/SVP/VP to be available to discuss and support staff with concerns.
Clinically vulnerable pupils Contracting covid	Pupils and staff Transmission from others	3	All clinically extremely vulnerable (CEV) children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. Individual risk assessments must be updated for medically CEV, BAME and/or Pregnant pupils.	3	Mod	ongoing
Pupil wellbeing and support Anxiety, stress, low mood	Pupils Personal concerns	3	Some pupils may be experiencing a variety of emotions in response to the COVID-19 pandemic, such as anxiety, stress or low mood. You can access useful links and sources of support on promoting and supporting mental health and wellbeing in schools .	3	Mod	Pastoral Team (HoY/KWs), Counsellors, Mental Health Lead available to support students.

4. Managing possible/confirmed Covid19 cases & Testing

Identify the hazard (anything that may cause harm)	Who may be harmed and how	Assess the severity	Control measure in place	Assess the likelihood	What is the risk rating	Are further actions required, if so what?
<p>Managing cases of expected/confirmed cases of covid19</p> <p>Contracting covid</p>	<p>Staff, pupils & visitors</p> <p>Higher risk of transmission</p>	<p>4</p> <p>3</p>	<p>If anyone in school develops COVID-19 symptoms, however mild, you should send them home and they should follow public health advice.</p> <p>Pupils, staff and other adults with covid19 symptoms should not come to school.</p> <p>Anyone with symptoms should avoid using public transport and, whenever possible, be collected by a member of their family or household.</p> <p>Pupils awaiting collection:</p> <ul style="list-style-type: none"> • 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 • appropriate PPE should be used if close contact is necessary • any rooms they use should be cleaned after they have left <p>Limit close contact with others in your household if you have covid19:</p> <ul style="list-style-type: none"> • Avoid using shared spaces • Ask the people you live with to bring meals to your room • Use a separate bathroom is possible, if not, clean the facilities after use • Use a face covering when using shared areas • Reduce the spread by: <ol style="list-style-type: none"> a) GermDefence is a website that can help you identify ways to protect yourself and others in your household from COVID-19. b) Wash your hands c) cover coughs and sneezes d) clean regularly touches areas e) do not shake dirty laundry before washing, there is no need to separate loads f) do not share towels including hand towels and tea towels 	<p>1</p> <p>2</p>	<p>Low</p> <p>Low</p>	<p>All communications to parents emphasise that if unwell students should not attend school.</p> <p>Existing procedures to remain in place.</p>

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			g) ventilate indoor areas h) restrict contact with pets			
Asymptomatic Testing Transmission undetected	Staff, pupils & visitors Lack of testing/ inaccuracy	2 3	<p>Testing remains important in reducing the risk of transmission of infection within schools.</p> <p>Staff and students are encouraged to continue home testing 2/week.</p> <p>Secondary schools should retain a small asymptomatic testing site on site until further notice so they can offer testing to pupils who are unable to test themselves at home.</p> <p>On Site Testing to be offered to all students on their return in January as per Govt Guidance.</p> <p>For those in settings closing over Christmas, all staff and students should test over the holidays in line with national guidance. This means that they should test if they will be in a high-risk situation that day and before visiting people who are at higher risk of severe illness if they get COVID-19.</p> <p>Staff and secondary school pupils should continue to test twice weekly at home, with lateral flow device (LFD) tests kits, 3-4 days apart. Testing remains voluntary but is strongly encouraged.</p> <p>Schools are strongly encouraged to ask parents and other visitors to take a lateral flow device (LFD) test before entering the school.</p>	2 2	Low Low	<p>Supplies of test kits ordered for distribution before the Xmas break</p> <p>Further details to be provided to parents/staff before the end of term2.</p> <p>Test kits distributed 13/14 Dec</p> <p>Essential only visitors currently but these will be requested to test before visiting</p>
Confirmatory PCR tests	Staff, pupils & visitors	3	<p>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.</p> <p>If you have COVID19 symptoms you should stay at home and self-isolate immediately.</p>	2	Low	Following national guidance

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			<p>If you do not have COVID19 symptoms, but have a positive PCR test result, you must stay at home and self-isolate.</p> <p>If you live in the same household as someone with COVID19 you are at significantly higher risk of becoming infected yourself. If you are vaccinated you are less likely to become severely ill, you are also less likely to spread COVID19 to other people, but it is still possible.</p> <p>If you are aged 18 years 6 months or over and you are not fully vaccinated, and you live in the same household as someone with COVID-19, you are legally required to stay at home and self-isolate.</p> <p>You are fully vaccinated 14 days after having received 2 doses of approved vaccine.</p> <p>From the 11th January, people who get a positive lateral flow test will no longer need a PCR test to confirm that result. If your lateral flow is positive, you should assume you have COVID-19 and that you are infectious. You should therefore self-isolate immediately for the required period. You won't need to take a confirmatory PCR test. However, after 7 days of self-isolation you can take 2 LFD tests 24 hours apart, if they are <u>both</u> negative you can stop self-isolating. These LFD tests should not be taken before the 6th day.</p>			<p>Following national guidance</p> <p>FAQs document updated with all changes in guidance for Covid-19 area on website.</p>
<p>Stay at home guidance for households with a possible or confirmed covid19 infection</p> <p>Lack of conformity</p>	<p>Staff, pupils & visitors</p> <p>Increased transmission</p>	<p>4</p>	<p>Your isolation period includes the day the first person in your household's <u>symptoms</u> started (or the day their test was taken if they did not have symptoms) and the next 10 full days. This means that if, for example, your 10 day isolation period starts on the 15th of the month, your isolation period ends at 23:59 hrs on the 25th and you can return to your normal routine.</p>			<p>Following national guidance</p>

Identify the hazard (anything that may cause harm)	Who may be harmed and how	Assess the severity	Control measure in place	Assess the likelihood	What is the risk rating	Are further actions required, if so what?
				3	Low	Following national guidance
Stay at home guidance for close contact with person with covid19 symptoms that is not in your household Lack of conformity	Staff, pupils, parents and visitors Increased transmission	3	NHS Test and Trace will contact you to let you know that you have been identified as a contact and check whether you are legally required to self-isolate. If you are not legally required to self-isolate, you will be provided with advice on testing and given guidance on preventing the spread of COVID-19. Even if you do not have symptoms, you will be advised to have a PCR test as soon as possible. There is further information on when you may not be required to self-isolate later in this guidance.	1	Low	Following national guidance
Tracing close contacts and isolation for school settings Lack of conformity	Staff, pupils & visitors Increased transmission	4 4	Close contacts will now be identified via NHS Test and Trace, schools will no longer be expected to undertake contract 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 and/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. You may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. Update - All individuals who have been identified as a close contact of a suspected or confirmed case of the Omicron variant of COVID-19, irrespective of vaccination status and age, will be contacted directly and required to self-isolate immediately and asked to book a PCR test. They will be informed by the local health protection team or NHS Test and Trace if they fall into this category and provided with details of self-isolation.	1 2	Low	Following national guidance Following national guidance

Identify the hazard (anything that may cause harm)	Who may be harmed and how	Assess the severity	Control measure in place	Assess the likelihood	What is the risk rating	Are further actions required, if so what?
			<p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p> <p>Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal.</p> <p>18-year-olds will be treated in the same way as children until 6 months after their 18th birthday, to allow them the 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> <p>Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak 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> <p>Update 27.11.2021</p>			
<p>Negative PCR test result</p> <p>Lack of conformity</p>	<p>Staff, pupils & visitors</p> <p>Increased transmission</p>	<p>3</p>	<p>Where a member of staff or student has a negative result from an PCR test, it means the test did not find coronavirus (COVID-19). At that point, they no longer need to self-isolate and can return to work or education.</p>	<p>1</p>	<p>Low</p>	<p>Following national guidance</p>
<p>Remote education</p> <p>Safeguarding</p>	<p>Staff and pupils</p>	<p>3</p>	<p>Schools subject to the remote education temporary continuity direction are required to provide remote education to pupils covered by the direction where</p>	<p>1</p>	<p>Low</p>	<p>Established school protocols and procedures in place.</p>

Identify the hazard (anything that may cause harm)	Who may be harmed and how	Assess the severity	Control measure in place	Assess the likelihood	What is the risk rating	Are further actions required, if so what?
Reduced quality and quantity of education	<p>Persons outside of the class having access to images of pupils</p> <p>Poor on-line presentation</p> <p>Distractions</p> <p>Reduced activity & personal interaction</p>		<p>their attendance would be contrary to government guidance or legislation around COVID-19.</p> <p>The remote education provided should be equivalent in length to the core teaching pupils would receive in school.</p> <p>Schools will work collaboratively with families and put in place reasonable adjustments so that pupils with special educational needs and disabilities (SEND) can successfully access remote education.</p>			
<p>School Meals</p> <p>Lack of provision</p>	<p>Staff, pupils & visitors</p> <p>Staff illness</p> <p>Availability of delivery or collection</p>	<p>1</p> <p>3</p>	<p>Schools will continue to provide meal options for all pupils who are in school. Meals should be available free of charge to all infant pupils and pupils who meet the benefits-related free school meals eligibility criteria.</p> <p>We will continue to provide free school meals support in the form of meals or lunch parcels for pupils who are eligible for benefits related free school meals and who are not attending school because they have had symptoms or a positive test result themselves.</p> <p>More information on providing school meals during the COVID-19 pandemic is available.</p> <p>Split break and lunch periods continue to remain in place to reduce congestion at each session as follows:</p> <p>Break 1 – Years 7, 8 and Year 12. 7&8 Atrium & restaurant/tennis courts 1&2(7) and 3&4(8) outside. Year 13 – Sixth Form Servery & External Pod and Canopy area.</p> <p>Lunch 1 - Years 7, 8 and Year 12. 7&8 Atrium & restaurant/tennis courts (if available) 1&2(7) and 2&3(8). Year 12 – Sixth Form Servery & External Pod and Canopy area – main restaurant once 7/8 have been through.</p> <p>Break 2 – Year 9, 10 and 11 and Year 13. Years 9&10 Atrium and restaurant/tennis courts 1&2(9)</p>	<p>1</p> <p>2</p>	<p>Low</p> <p>Low</p>	<p>Continuation of FSM support whilst absent with confirmed covid infection will be dealt with on a case by case basis.</p> <p>Reminder of need for face masks during break and lunch times when not eating or drinking and when inside.</p>

Identify the hazard (anything that may cause harm)	Who may be harmed and how	Assess the severity	Control measure in place	Assess the likelihood	What is the risk rating	Are further actions required, if so what?
<p>Wraparound Care and After School Clubs</p> <p>Lack of control measures</p> <p>Lack of suitable staff</p>	<p>Staff, pupils & visitors</p> <p>Control measures not followed or not communicated</p> <p>Staff illness / lack of availability</p>	3	Schools will complete risk assessments for each activity/club taking place, these will include your covid19 control measures and actions that will be taken should a child or staff member develop symptoms while at your setting.	2	Mod	After-school Clubs Administrator to ensure relevant RAs in place for all internal/external clubs.
Outbreak Management Plan		3	<p>All schools will have an Outbreak Management Plan in place</p> <p>When setting should consider extra action: For most education and childcare settings, whichever of these thresholds is reached first:</p> <ul style="list-style-type: none"> • 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or • 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period <p>All settings should seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.</p>	2	Mod	
Vaccination Programme			<p>Updated Government Guidance, COVID-19 Vaccination Programme, 22 November 2021</p> <p>Virgin Care - School Age Immunisation Service (SAIS) have confirmed that Covid-19 vaccines can now be booked through the national booking system Book or manage your coronavirus (COVID-19) vaccination - NHS (www.nhs.uk)</p>			Parents notified early November.

[Schools COVID19 operational guidance, January 2022](#)

[Children of critical workers and vulnerable children who can access schools or educational settings, January 2022](#)

[Actions of out-of-school settings, January 2022](#)

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School Name	St John's Marlborough		
Principals /Headteachers Name:	Ian Tucker	Signature: 	Date: 11/1/2022
Review			

Likelihood	Severity		1 Very Low	2 Low	3 Moderate	4 High	5 Critical
	Imminent	5	Low	Moderate	High	Critical	Critical
	Frequent	4	Low	Moderate	High	High	Critical
	Occasional	3	Very Low	Low	Moderate	High	High
	Infrequent	2	Very Low	Very Low	Low	Moderate	Moderate
	Rare	1	Very Low	Very Low	Low	Low	Moderate

Definition		
Critical	Death, major injuries or ill health causing long term disability or absence from school/work	Stop Activity!
High Risk	Injuries or ill health causing short term disability or absence from school/work	Action must be taken to reduce risk before proceeding
Moderate Risk	Injuries or ill health causing no significant long term effects	Implement all additional precautions
Low Risk	Not likely to result in injury or ill health	Monitor and review on a regular basis
Very Low Risk		Monitor and review on a regular basis