

St Peter's Catholic Primary School

COVID-19 Risk Assessment Review for September 2020 - Full opening of school



This risk assessment should be read in conjunction with our Parent Handbook for September Re-opening and the [Government guidance for schools](#). We have created this risk assessment by reviewing our existing COVID-19 risk assessment to reflect the updated government guidance on the full reopening of schools from September.

Concern	Controls Actions to take	When must these controls be in place?	Additional actions required by September
PREVENTION - Reduce potential exposure to virus by implementing the agreed system of controls, adopting measures which allows us to deliver a broad and balanced curriculum for our pupils, including full educational and care support for those pupils who have SEND.			
Clean hands thoroughly more often than usual	<ul style="list-style-type: none"> Pupils are required to clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating; staff will supervise this and remind pupils of this requirement, as appropriate to age and individual needs. Sufficient handwashing facilities (running water and soap, alcohol hand rub, sanitiser, skin-friendly wipes) are available for staff and children. 	At all times	
Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach	<ul style="list-style-type: none"> A sufficient supply of tissues and lidded bins have been made available throughout the school. These are emptied throughout the day. Pupils are required to immediately dispose of tissues into bins. 	At all times	
Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach	<ul style="list-style-type: none"> An enhanced cleaning schedule is in place which includes: <ul style="list-style-type: none"> more frequent cleaning of rooms / shared areas that are used by different groups; frequently touched surfaces being cleaned more often than normal; regular cleaning of toilets. Pupils are encouraged to clean their hands thoroughly after using the toilet. 	At all times	

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	<ul style="list-style-type: none"> • Classroom-based resources (including books and games, sports, art and science equipment): <ul style="list-style-type: none"> ○ Are cleaned regularly within the pupil group/ bubble; ○ Are cleaned regularly and meticulously when shared with other groups/bubbles and always either cleaned between bubbles or rotated to allow them to be left unused for 48 hours (72 hours for plastics). • Outdoor playground equipment / resources used by wraparound care providers is frequently cleaned. 		
<p>The number of contacts between pupils and staff is reduced. This is achieved through keeping groups separate (in 'Bubbles') and through maintaining distance between individuals wherever possible.</p>	<ul style="list-style-type: none"> • The balance between the Bubbles and social distancing is based on: <ul style="list-style-type: none"> ○ The feasibility of keeping distinct groups separate while offering a broad curriculum; ○ Pupils ability to distance; ○ The emotional and mental well-being of children • Staff should only move between bubbles when absolutely necessary. Where staff need to move between classes and year groups, where possible they should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. • Adults to avoid close face to face contact and minimise time spent within 1 metre of anyone. • Pupils old enough should be supported to maintain distance and not touch staff and their peers. • Classrooms and other learning environments are organised to maintain maximum space for children - unnecessary furniture should be removed. • In Year R, 1 & 2 where continuous provision is an essential part of our learning offer, group areas will be spaced as far apart as possible, with frequent cleaning between changing groups. • From Year 3 upward, pupils are seated side by side and facing forwards, rather than face to face or side on. • Large gatherings such as assemblies are avoided, and groups kept apart. • The timetable is revised to implement where possible: 	<p>At all times</p>	

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	<ul style="list-style-type: none"> ○ Plan for lessons or activities which keep groups apart and movement around the school site to a minimum; ○ Maximise the number of lessons or classroom activities which could take place outdoors; ○ Online assemblies; ○ Break times (including lunch) are arranged so that all pupils are not moving around the school at the same time; ○ Drop-off and collection times are staggered and communicated to parents; Parents' drop-off and pick-up protocols are planned and communicated so that they minimise adult to adult contact; ● Pupils use the same classroom or defined area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day. And are seated at the same desk; ● Mixing within school is minimised by: <ul style="list-style-type: none"> ○ accessing rooms directly from outside where possible; ○ markers on the floor reminding children to stick single file to the left hand side of corridors; ○ staggering lunch breaks and pupils clean their hands beforehand and enter in the groups they are already in ○ The number of pupils using the toilet at any one time is limited; ● The use of shared space such as halls is limited and there is cleaning between use by different groups; ● The use of staff rooms and offices is staggered to limit occupancy. ● Visitors to the site, such as contractors, local authority employees and health employees to be fully briefed on the school's arrangements and follow site guidance on physical distancing and hygiene on or before arrival. Where visits can happen outside of school hours, they should. A record will be kept of all visitors. ● Classroom based resources, such as books and games, are used and shared within the Bubble; these are cleaned regularly, along with all frequently touched surfaces. Resources that are shared between classes or Bubbles, such as sports, art and science equipment are cleaned frequently and meticulously and always between Bubbles, or 		

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	<p>rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different Bubbles;</p> <ul style="list-style-type: none"> • Pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed. Pupils and teachers can take books and other shared resources home, although unnecessary sharing is avoided. Rules on hand cleaning, cleaning of the resources and rotation apply to these resources. • Staff and pupils have their own individual and very frequently used equipment, such as pencils and pens, these are not shared; • Physical Education classes should be kept in consistent groups and sports equipment thoroughly cleaned between usage by different groups. Contact sport to be avoided. Outdoor sports to be prioritised and large indoor spaces used where not to ensure maximising distance between pupils and high levels of cleaning and hygiene. COVID-19: Guidance on phased return of sport and recreations. • Lessons which include singing, chanting, playing wind or brass instruments or shouting may cause an additional risk of infection. Control measures of physical distancing, playing outside, limiting group size to 15, positioning pupils back to back or side to side, avoiding sharing of instruments and ensuring good ventilation are put in place. 		
<p>Minimising contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school hild or adult shows symptoms of Covid-19</p>	<ul style="list-style-type: none"> • Pupils, staff and other adults are required to refrain from coming into the school if they have coronavirus symptoms or have tested positive in the last 10 days. • Anyone developing coronavirus symptoms during the school day will be sent home. • A child awaiting collection will: <ul style="list-style-type: none"> ○ Be moved to Prayer Room where they can be isolated behind a closed door with an open window/ fire door with direct access to playground; ○ Use KS1 corridor disabled toilet if needed (which must be cleaned and disinfected with standard cleaning products after use); ○ Remain at least 2 metres from staff unless this is not possible (e.g. very young child / complex needs) in which case PPE must be worn by staff. 	<p>At all times</p>	<p>What communications do we need to produce and send to visitors, prior to arrival and when they arrive?</p> <p>Check that we have up-to-date contact information for staff and parents</p>

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	<ul style="list-style-type: none"> • Anyone who is symptomatic will be advised to self-isolate for at least 10 days and arrange to have a test. • Anyone who has had any contact with someone who is unwell is required to wash their hands thoroughly for 20 seconds with soap and running water. • The area around the person with symptoms will be cleaned with normal household disinfectant after they have left to reduce the risk of passing the infection on to other people. • All staff are aware of these protocols. 		
Where necessary, wear appropriate personal protective equipment (PPE)	<p>PPE is required when:</p> <ul style="list-style-type: none"> • an individual child or young person becomes ill with coronavirus symptoms while at school, if a distance of 2 metres cannot be maintained; • a child or young person already has routine intimate care needs that involves the use of PPE (in which case the same PPE should continue to be used). 	Applies in specific circumstances only	More information on when and how PPE should be used, what type and how to source it can be found in Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)
RESPONSE TO ANY INFECTION			
Engage with the NHS Test and Trace process	<ul style="list-style-type: none"> • Key personnel in the school understand the NHS Test and Trace process and how to contact their local Public Health England health protection team. • Staff members and parents/carers have been informed of expectations as follows. They are expected to: <ul style="list-style-type: none"> ○ Book a test if they are displaying symptoms and inform the school immediately of the results; ○ Provide details of anyone they have been in close contact with if they test positive for coronavirus or if asked by NHS Test & Trace; ○ Self-isolate if they have been in close contact with someone who develops coronavirus symptoms or someone who tests positive. 	In every case	Information about expectations should be included in parent and staff communications.

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<p>Manage confirmed cases of COVID-19 amongst the school community and contain any outbreak by following local health protection team advice</p>	<ul style="list-style-type: none"> • Records are kept of pupils and staff in each group or 'bubble' and of close contact that takes place between children/staff in different groups. • The local health protection team will be contacted when the school becomes aware that someone who has attended has tested positive for coronavirus. • Staff will support the health protection team in carrying out a rapid risk assessment, sending home close contacts in line with their advice and issuing letters to parents and staff as directed. • If the school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, this will be treated as a potential outbreak and the school will continue to liaise with the local health protection team. 		<p>A recording process need only be proportionate to need. Schools do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.</p>
MONITORING ARRANGEMENTS			
<p>Monitoring and review of risk controls</p>	<ul style="list-style-type: none"> • The school will monitor and review the preventative and protective measures regularly to: <ul style="list-style-type: none"> ○ Ensure they are working effectively and as expected; ○ Address any shortfalls identified; ○ Reflect any changes to public health advice. 		