

COVID-19 Risk Assessment

School name	Emerson Valley Junior School		
Assessment carried out by (name/role)	Iain Mortimer (Assistant Headteacher)		
Date of assessment	31/8/21	Date of next review	Ongoing

Hazard identified	The risk of transmission of Covid-19
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Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done

<ul style="list-style-type: none"> ● Staff ● Pupils ● Parents <p>Risk of contracting Covid-19 and risk of transmission to others</p>	<p>People displaying symptoms of Covid 19</p>	<ul style="list-style-type: none"> ● Children that display symptoms of Covid 19 will be sent to the first aid room and their parents/carers contacted to collect them. They will then be advised to book a Covid-19 test and then contact the school as soon as the results are in. ● Adults displaying symptoms will be asked to leave the school and self isolate until they have booked and received the results of a Covid-19 test. They must then contact the school to advise them of the results. ● If anyone displays symptoms before coming into school, they should not come in as per the guidance that will be sent to staff and parents/carers. ● If a child requires medical attention whilst displaying symptoms of Covid-19, the first aider must wear the correct personal protective equipment. These people will be trained on how to 'don and doff' (putting the equipment on and taking it off) these articles properly. ● The area that the child was sat in whilst waiting will require cleaning before anyone else is in the area. The table that they were at will also require cleaning. ● The children that were in the room the child was sat in will be removed while the on-site cleaner cleans the surfaces in the room. ● In the event of a positive test for an adult or child, NHS Test and Trace will contact the close contacts of the person. Please see NHS guidance for when people need to isolate. ● In the event of more than 5 children or 10% testing positive for Covid-19 in a group who regularly mix, we will seek support from PHE who will advise us on what measures from the Contingency framework we should implement. Please see the contingency framework for additional information. ● In the case of self isolation, Google Classroom will be used to ensure that children can still access their education. Training will be given to the children in how to access this regularly. ● Any child or adult that is contacted by NHS test and trace will be encouraged to heed the advice given. 				
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	<p><u>Clinically vulnerable, extremely clinically vulnerable (shielding) and people living with others in this group</u></p>	<ul style="list-style-type: none"> • Unless PHE state otherwise, or national guidance changes, staff members who are in the CV or CEV groups are able to work. 				
	<p><u>Hygiene measures</u></p> <p>Increased frequency of hand washing for 20 seconds with soap and water (or alcohol hand rub / sanitiser where there is reduced access to handwashing facilities)</p> <p>Promoting good respiratory hygiene ('catch it, bin it, kill it' approach)</p>	<ul style="list-style-type: none"> • Briefings for staff on expectations with regard to hygiene measures at school (for staff and pupils on site), including sanitising hands on arrival, before/after eating and after sneezing/coughing. • Provision of hand soap in toilets and regular checking of supply. • Regular reminders about hand washing and social distancing (e.g. posters in prominent positions). • Hand sanitiser and tissues available in classrooms and other key locations. • There will be lidded bins in each classroom for the tissues. When a child sneezes or coughs into a tissue, they will put this in the bin before using the hand sanitiser. • The children are expected to wear the school uniform. This does not need to be cleaned following any other processes than they would normally be. • In year 3, 4 and 5, they will wear their P.E. kit all day on the days in which they have P.E. On these days, we will ask them to bring in a spare pair of shoes/trainers in case their trainers get wet or muddy. • In year 6, the children will bring their P.E. kit to school and get changed before and after P.E. in the changing rooms. 				
	<p><u>Enhanced cleaning</u></p>	<ul style="list-style-type: none"> • Enhanced cleaning protocols are in place. One of the current cleaning staff has increased her hours of work to ensure frequent cleaning of frequently touched surfaces throughout the morning in addition to the usual school cleaning routines in the morning and the evening. 				

		<ul style="list-style-type: none"> • Additional protocols, including provision of PPE, will be followed for cleaning any area where a person with possible or confirmed coronavirus has spent time. • There will be hand sanitiser opposite the photocopier. People must use this before and after touching the photocopier. • Children will be able to use and borrow library books. 				
	Maximising ventilation	<ul style="list-style-type: none"> • Windows opened and doors propped open where safe to do so to encourage natural ventilation (bearing in mind fire safety and safeguarding considerations). These can be open slightly for ventilation during lesson time and then opened fully during breaks and lunchtimes to ventilate the room. 				
	<p><u>PPE</u></p> <p>Normal supply of (non-coronavirus related) PPE will be maintained.</p> <p>In line with government guidance, face coverings are not required at school.</p>	<ul style="list-style-type: none"> • A supply of face masks, gloves, aprons and eye protection will be maintained for use as necessary in personal care situations where contact is required, e.g. intimate care needs, provision of first aid or if a child becomes unwell with symptoms of coronavirus at school and requires personal care until they return home. • Additional training needs on the use of PPE have been identified with individual staff and training [has/is scheduled to] take place. • If children or staff wear face coverings to school, they will be expected to remove these as they come onto the school site. The children will be taught how to take these off safely. They will need to be put into the child's bag. • Staff are given the option if they wish to wear facemasks within the staff room or during staff meetings. 				
	Ensuring visitors conduct themselves in line with our Coronavirus guidance.	<ul style="list-style-type: none"> • Only essential visitors are allowed on site with the prior permission of SLT. • Visitor protocol to be observed at all times, including hand washing or provision of sanitiser on arrival. 				

		<ul style="list-style-type: none"> The risk assessment for visitors will be displayed in the office. Contractor visits are scheduled outside school hours where possible. 				
	Monitoring	<ul style="list-style-type: none"> Management checks to be undertaken each day on the control measures in place and reported back to SLT. Staff encouraged to report any breaches of health and safety protocol they have witnessed. 				

Hazard identified	Stress and anxiety relating to coronavirus workload
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<ul style="list-style-type: none"> Staff Homeworking staff Additional work pressures relating to operating under coronavirus restrictions resulting in stress reaction or anxiety	Ensure sufficient rest breaks	<ul style="list-style-type: none"> Those working remotely encouraged to ensure that they take breaks from work during the day if there is a local lockdown. Staff encouraged to take breaks outdoors where practical, maintaining social distancing. 				
	Regular contact with all staff by line managers	<ul style="list-style-type: none"> If there is a local lockdown/self isolation for a bubble, the line managers will speak at least weekly (by phone or other medium) to the staff working on their team to check on wellbeing. 				
	Weekly communication with all staff	<ul style="list-style-type: none"> Provision of a weekly update email from school leaders ensuring that all staff are well informed of key messages and reminded about wellbeing issues. 				

	Provision of Employee Assistance Programme / Signposting support	<ul style="list-style-type: none">• School has signposted suggested sources of support to all staff;• Staff encouraged to come forward confidentially with any concerns they have about workload or wellbeing.				
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