

Risk Assessment based on Coronavirus (COVID-19): implementing protective measures in education and childcare settings. First published by the DfE August 2021

This risk assessment is based on the advice provided to schools in July 2021. The document aims to cover the full range of recommendations including preparation, communication and implementation. It is based on a RAG so schools can gauge the level of risk in each area. A section for mitigation actions is also present so that schools are also able to use this document as an action plan. The plan has been put into a working document for staff and parents have been informed of the salient points via letters.

Name of School	Assessment completed by	Review Date	Government Guidance Date
Fressingfield CofE Primary	Mark Taylor	22 nd August 2021	July 2021

Please see risk assessment from 2020/21 for past actions.

Effective infection protection and control

There are important actions that children and young people, their parents and those who work with them can take during the coronavirus outbreak, to help prevent the spread of the virus.

In all education, childcare and social care settings, preventing the spread of coronavirus involves dealing with direct transmission (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches and actions should be employed to do this. These can be seen as a hierarchy of controls that, when implemented, creates an inherently safer system, where the risk of transmission of infection is substantially reduced.

If there was confirmed outbreak (more than 2 cases) the school will follow the local area outbreak guidance for Suffolk <https://www.suffolk.gov.uk/coronavirus-covid-19/suffolks-response/> and the DfE contingency framework: education and childcare settings (August 2021) [file:///C:/Users/Mark.Taylor/Downloads/Covid%20Contingency%20Framework%20August%202021%20\(1\).pdf](file:///C:/Users/Mark.Taylor/Downloads/Covid%20Contingency%20Framework%20August%202021%20(1).pdf)

Personal protective equipment (PPE) including face coverings and face masks

Wearing a face covering or face mask in schools or other education settings is not recommended. Face coverings may be beneficial for short periods indoors where there is a risk of close social contact with people you do not usually meet and where social distancing and other measures cannot be maintained, for example on public transport or in some shops. This does not apply to schools or other education settings. Schools and other education or childcare settings should therefore not require staff, children and learners to wear face coverings. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus.

Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission.

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. PPE is only needed in a very small number of cases including:

- children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way
- if a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn

Education, childcare and children's social care settings and providers should use their local supply chains to obtain PPE. Where this is not possible, and there is unmet urgent need for PPE in order to operate safely, they may approach their nearest [local resilience forum](#).

DfE advised steps	Mitigation actions necessary	How effectively can your school meet this recommendation?			Comments
		Barely	Partially	Fully	
<ul style="list-style-type: none"> children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way 	Continue to issue PPE to staff for intermit care. Staff are advised to use PPE for intermit care.				
<ul style="list-style-type: none"> if a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn 	<p>Appropriate PPE equipment has been purchased.</p> <p>All staff issued with PPE pack consisting of gloves, face mask, eye protection and disposable aprons.</p> <p>All staff have access to free disposable face masks on a daily basis. Staff instructed to wear face mask if waiting with a child who has developed symptoms.</p> <p>Gloves to worn if contact with young person is necessary.</p> <p>Visors to be worn if risk of splashing to the eyes identified.</p> <p>Person with symptoms to wait outside (weather permitting) or in a covered external area until parent arrives.</p>				The school has gloves, disposable aprons and two types of face protection.

	Staff to pay particular attention to thorough hand washing after child has left.				
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Class or group sizes

We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account. Schools should therefore work through the hierarchy of measures set out above:

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good respiratory hygiene practices
- regular cleaning of settings
- Good ventilation

It is still important to maintain good hygiene practices and Public Health England (PHE) is clear that if early years settings, schools and colleges do this as per the advice, then the risk of transmission will be lowered.

The school will operate with classes of no more than 30 children with one teacher (and, if needed, a teaching assistant). If there are any shortages of teachers, then supply teachers can be used. Desks can be configured in a way the maximises learning.

DfE advised steps	Mitigation actions necessary	How effectively can your school meet this recommendation?			Comments/ To do
		Barely	Partially	Fully	

Section 1: Public health advice to minimise coronavirus (COVID-19) risks					
<p>Numbers 1 to 8 must be in place in all schools, all the time.</p> <p>1) minimise 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</p>	<p>Clear guidance sent to parents via letter about keeping their child at home if they develop COVID-19 symptoms.</p> <p>Regular reminders sent via email/text as required.</p> <p>Remind parents about procedures and protocols for self-isolating and testing.</p> <p>Adults who are double vaccinated and children under 18y 6m do not need to self-isolate if they are a close contact</p>			X	
<p>2) Where recommended, the use of face coverings in schools.</p>	<p>Face coverings are no longer recommended to be worn in primary schools</p>				
<p>3) clean hands thoroughly more often than usual</p>	<p>Hand cleaning practises introduced in 2020 term to be continued and enforced. Children and staff to wash hands on entry to school, before and after playtimes, before and after eating, when moving between rooms and before they leave at the end of the day.</p> <p>Younger children to be supervised closely and helped as necessary.</p> <p>Visitors to wash their hands on arrival and before leaving.</p>			X	
<p>4) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach</p>	<p>Establish good hygiene practices on first day back in September. Continually remind children about these and ensure good respiratory hygiene being followed by all ('catch it, bin it, kill it').</p> <p>Where younger children may find this trickier, ensure that thorough hand washing and, if necessary, cleaning of items, is carried out.</p>			X	

5) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach	Continue with additional mid-day cleaning. Where appropriate, encourage older children to take responsibility for some cleaning.			X	
Classroom equipment should be cleaned.	'Bubbles' are no longer required so regular handwashing between classes using equipment will ensure hygiene.			X	
Number 6 must be properly considered and schools must put in place measures that suit their particular circumstances 6) minimise contact between individuals and maintain social distancing wherever possible	'Bubbles' no longer required. Children can mix at playtimes/lunchtimes and eat altogether in Hall. Although social distancing not required, staff to remain vigilant and children to follow school rules of 'hands on own body' to minimise contact.			X	
*Schools should make small adaptations to the classroom to support distancing where possible.	Tables can be arranged for an effective teaching environment.			X	
*Groups should be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group	'Bubbles' are no longer required. Assemblies can be whole school.			X	

*Schools should also plan how shared staff spaces are set up and used to help staff to distance from each other.	Social distancing is not required but staff to remain vigilant in communal areas.			X	
Schools should consider staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave school.	A staggered start in place for EYFS (8.50am to 3.20pm) and the rest of school (8.45am to 3.15-m) One way system extended into the playground to aid wet weather release.			X	
Number 7 applies in specific circumstances.	PPE only used for children who require it as part of their intimate care (eg. help with toileting) and in close contact with those who present symptoms of Covid-19.			X	
8) Always keeping occupied spaces well ventilated.	Continue to ensure good ventilation, especially ensuring that rooms are aired out during break and lunchtimes. Windows and doors to continue to remain opened to ensure good ventilation.			X	Gov to provide CO2 monitors to identify poorer ventilated areas
Response to any infection: Numbers 9 to 11 must be followed in every case where they are relevant. 9) engage with the DfE and PHE	If anyone shows any symptoms they should book a test. If positive they should follow the “stay-at-home advice” and the Test and Trace procedures.			X	
10) manage confirmed cases of coronavirus (COVID-19) amongst the school community	Contact to be made with the DfE if there are 5 or more cases in a 10 day period – DfE 0800 046 8687			X	

11) contain any outbreak by following local health protection team advice	Work with local health protection team if any confirmed cases.			X	
Section 2: School operations					
*Mandatory attendance with the usual school rules.	Attendance is mandatory.			X	
Volunteers may be used to support the work of the school, as would usually be the case.	Any volunteers to be made fully aware of protocols and procedures around COVID-19. Monitored by SLT.			X	
Transport	Children to still wear face coverings on school transport.			X	
School workforce	All staff expected to return to work. Only those testing positive for COVID need to isolate unless they have not had both vaccines.			X	
Kitchens	School meals to continue being cooked on site. There will be wider use of the hall from Sept 2021.			X	
All the usual pre-term building checks are undertaken to make the school safe.	Caretaker/cleaner to undertake these. SLT to liaise with Vertas to monitor this.			X	
It is important to ensure good ventilation	Doors and windows to be kept open at all times.			X	

	Parents have been informed to ensure their children wear appropriate base layers if it is colder.				
Educational visits.	Educational visits (outdoors) can take place adhering to risk assessments in place.			X	
Extra-curricular provision	Breakfast club will run from 7.45 am. After school provision to be put in place during the start of the Autumn term. Children can mix again. Sports clubs will run for KS groups again and children from different classes can mix.			X	
Section 3: Curriculum, behaviour and pastoral support					
Curriculum expectations	<i>“Teach an ambitious and broad curriculum in all subjects from the start of the autumn term, but make use of existing flexibilities to create time to cover the most important missed content.</i> <i>Plan on the basis of the educational needs of pupils: Curriculum planning should be informed by an assessment of pupils’ starting points and addressing the gaps in their knowledge and skills, in particular making effective use of regular formative assessment”</i> Teaching of our full curriculum.			X	
Physical activity in schools	Children will continue to wear PE kit on PE days. The PE curriculum will be followed as closely as possible.			X	

Catch-up support	Early Birds will run from Monday 6 th September. A separate plan will be devised from Sept 2021 using Government funding.			X	
Pupil wellbeing and support	Pupils will be allowed to mix at lunch and breaktimes ensuring children can be their peers from other classes.			X	
Section 5: Contingency planning for outbreaks					
Contingency plans for outbreaks	Google Classroom has been successfully used to provide provision for those classes at home. Any child having to work at home will be provided with work that is in line with the rest of the class. This will be monitored by the SLT. If a teacher is off due to COVID supply cover will be used. School will go back into bubbles if there is an outbreak to try and ensure as many children can be educated in school as possible.			X	

Lateral Flow Testing for Staff

DfE advised steps	Mitigating actions necessary	How effectively can your school meet this recommendation?			Comments
		Barely	Partially	Fully	
<ul style="list-style-type: none"> Risks associated with testing 	<ul style="list-style-type: none"> The test kits will be issued by the test registration assistant (Jane Drax). When administering kits to staff a 2 m distance will be maintained and PPE will be worn Test will be conducted by staff at home Staff are to follow the test kit instructions 				See accompanying guidance approved by the MAT and additional

	<ul style="list-style-type: none"> All waste from the test kits will be placed in the bag provided in the kit and disposed of at home in general waste bins 				risk reduction guidance for staff.
<ul style="list-style-type: none"> Communication 	<ul style="list-style-type: none"> All staff will be encouraged to take part in self-testing All staff will be informed of the testing aims and procedures verbally, via email, by being sign posted to online NHS information and letter Information posters will be displayed in staff toilets and staffroom Staff will be encouraged to talk to the headteacher if they have concerns 				See accompanying guidance approved by the MAT and additional risk reduction guidance for staff.
<ul style="list-style-type: none"> Poor uptake 	<ul style="list-style-type: none"> The testing and school risk assessment will be shared with all staff All staff will be encouraged to take part in self-testing All staff will be informed of the testing aims and procedures verbally, via email, by being sign posted to online NHS information and letter Information posters will be displayed in staff toilets and staffroom Staff will be encouraged to talk to the headteacher if they have concerns. 				See accompanying guidance approved by the MAT and additional risk reduction guidance for staff.
<ul style="list-style-type: none"> Non-reporting 	<ul style="list-style-type: none"> All staff will receive clear guidance on the testing and reporting process (staff to see attached LFD information document approved by the MAT) Staff will be made aware of staff roles and responsibilities in the testing process. The COVID-19 Co-ordinators is Mark Taylor and Jane Drax Registration Assistant is Jane Drax A register a test results will be kept by the Registration Assistant and followed where needed by the Co-ordinator in the case of no test result being submitted 				See accompanying guidance approved by the MAT and additional risk reduction guidance for staff.