

Coronavirus (COVID-19): Health and Safety Risk Assessment for Langley Primary School (inc, First Choice Langley)

INTRODUCTION

Going in to the 2021/22 academic year, in line with the Department of Education (DfE) and Public Health England (PHE), Langley Primary school will be keeping a level of Covid-Safe systems of control.

The actions in our system of control are grouped into 'prevention' and 'response to any infection' below.

Prevention:

- 1) Minimise contact with individuals who are unwell with coronavirus (COVID-19) symptoms, or who have someone in their household who does, by following government guidance.
- 2) Clean hands thoroughly more often than usual
- 3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) Implement enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) Minimise contact between individuals and maintain social distancing wherever possible
- 6) Where necessary, wear appropriate personal protective equipment (PPE)
- 7) Encourage whole staff regular (twice weekly) asymptomatic testing using lateral flow devices supplied by school.
- 8) Staff are to wear masks when in communal area, and maintain a safe level of distance.

Response to any infection:

- 7) Engage with the NHS Test and Trace process

	Risks to be considered	Control Measures	Actions / Further Information	Monitoring and Review
01	Asymptomatic Testing	<p>Staff are to carry out Rapid testing using Lateral Flow Devices (LFD) which support in identifying staff who are asymptomatic;</p> <ul style="list-style-type: none"> Staff should complete twice weekly tests at home. Encourage results to s36covid@langleyprimary.solihull.sch.uk 	MA Monitoring this.	RR Jan 2022
02	Symptomatic Individuals	<p>Any member of staff or child with coronavirus (COVID-19) symptoms, should not attend school/ setting, and take an LFD test as soon as possible.</p> <p>Symptoms are:</p> <ul style="list-style-type: none"> High Temperature A new or continuous cough A loss or change of smell of taste <p>From 11 January in England, people who receive positive lateral flow device (LFD) test results for coronavirus (COVID-19) will be required to self-isolate immediately and won't be required to take a confirmatory PCR test.</p> <p>This is a temporary measure while COVID-19 rates remain high across the UK. Whilst levels of COVID-19 are high, the vast majority of people with positive LFD results can be confident that they have COVID-19.</p> <p>Lateral flow tests are taken by people who do not have COVID-19 symptoms. Anyone who develops 1 of the 3 main COVID-19 symptoms should stay at home and self-isolate and take a PCR test. They must self-isolate if they get a positive test result, even if they have had a recent</p>	<p>https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus</p> <p>https://www.gov.uk/get-coronavirus-test</p> <p>https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</p>	RR Jan 2022

		negative lateral flow test – these rules have not changed.		
03	Vaccination	Vaccination is promoted within the school community (including Parents and children of vaccine age)	https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination/ https://www.birminghamandsolihullcovidvaccine.nhs.uk/	RR Jan 2022
04	Individual Risk Assessments	<p>An individual risk assessment will be completed for all staff and children that have characteristics that increase their potential risk from coronavirus (COVID-19), as set out in the COVID-19: review of disparities in risks and outcomes report.</p> <p>CEV staff are no longer advised to shield</p>	<p>All children and young people should continue to follow the same guidance as everyone else, which can be found at www.gov.uk/coronavirus. For a very few individual children specific clinical advice may be given and this should continue to be followed. The Department for Health and Social Care have developed an FAQ that can be accessed online.</p> <p>Current guidance on clinically extremely vulnerable individuals can be found in the link below: https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19#school-college-and-other-educational-settings</p>	RR Jan 2022
05	Outbreak of Covid-19	<p>School will follow the Outbreak Management plan if:</p> <ul style="list-style-type: none"> • There are 5 positive cases amongst pupils or staff who are likely to have mixed closely within a 10-day period • 10% of pupils or staff who are likely to have mixed closely test positive within a 10-day period • If COVID-19 infection rates in the community are extremely high, and other 	https://www.langleprimary.solihull.sch.uk/guidance-for-return-to-school-september-2020/	RR Jan 2022

		<p>measures have failed to reduce transmission</p> <ul style="list-style-type: none"> • As part of a package of measures responding to a 'variant of concern' (VoC) • To prevent unsustainable pressure on the NHS 		
06	Physical / Social Distancing in the Building	<p>Although social distancing is no longer a legal requirement for staff, parents and pupils, the school still has a legal duty to ensure the health and safety for each other.</p> <p>Staff are to be mindful of occupancy limits in each room.</p> <p>Remote meetings are encouraged.</p> <p>Staff are to limit trips to the school office.</p> <p>Telephone calls are encouraged.</p> <p>Staff that assist pupils with intimate care (nappy changing, first aid etc) have appropriate PPE. Any procedures are done in a ventilated room where possible.</p> <p>Limit 4 people to the PPA room. If PPA room is at capacity then alternate space is to be found.</p>	<p>Social Distancing is encouraged throughout the school.</p> <p>Intimate care boxes are found in Nursery and foundation classes.</p> <p>Occupancy limits are on each door.</p>	RR Jan 2022
07	Infection Control	<p>Pupils who experience COVID-19 symptoms are to be collected from school/ setting as soon as possible. They are to be kept 2m apart from all other pupils and staff whilst on site, where possible.</p> <p>If pupil needs direct personal care until they can return home, staff should wear gloves, an apron and a face mask. Eye protection should also be worn if deemed risk from coughing/spitting/vomiting. Anyone who comes into close contact with someone with COVID symptoms must wash their hands. They do not need to isolate or get a test unless they develop symptoms themselves.</p> <p>The Site Team must be informed when a symptomatic individual leaves the isolations rooms. This is to allow cleaning of the area.</p>	<p>Any child with COVID-19 symptoms will immediately be taken to the shower room, which will act as an isolation Room. This room is well ventilated and close to a toilet.</p> <p>Parents/carers will be instructed to collect their child immediately and keep them at home until they have been PCR tested for COVID-19.</p> <p>PPE waste will be disposed of by staff into a lidded bin.</p>	RR Jan 2022

08	Cleaning	Toilets and facilities will be cleaned regularly in line with the school's enhanced cleaning regime.	Additional contact cleaning during the school day will continue upon return to school in September 2021.	RR Jan 2022
09	Hand Hygiene	All staff and pupils are encouraged to regularly wash their hands with soap and water, especially upon arrival at school/setting, prior to eating, following break/lunch time and any other time deemed necessary (after coughs/sneezes). Small children and children with complex needs should continue to be helped to wash their hands properly Children and staff are to use the alcohol gel provided in each classroom and corridors Hand gel is to be school sourced under COSHH regulations.	Regular hand-washing must be insisted upon by all staff in school. Alcohol gels are frequently topped up by the site team. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ https://www.youtube.com/watch?v=aGJNspLRdrc	RR Jan 2022
10	Respiratory Hygiene	All staff and pupils are encouraged to cough / sneeze into tissues and dispose of these in appropriate waste disposal bins. (Catch it, Kill it, Bin it)	All bins are lidded and each class will be allocated with a box of tissues and staff will encourage pupils to access and make use of these.	RR Jan 2022
11	Ventilation	All working areas within the building should be well ventilated (Windows and Doors open) where safe and appropriate to do so.	All rooms will be well ventilated, using natural ventilation, by the occupant at regular intervals throughout the day. During colder weather, it may not be practical to have windows open in classrooms and offices. However, rooms will be ventilated regularly (several times a day) by opening the windows fully for five minutes to refresh the air in the room. Fire doors can be propped open, provided they are closed in the event of a fire evacuation, or at the end of the day. Classroom doors should be propped open, to aid ventilation but closed when room is empty Non-ventilation of the room will be assessed to compare risk with fire doors being open.	RR Jan 2022
12	Visitors (Parents, Contractors etc)	Visitors are to be pre-booked. Only one family at a time in the reception area. All visitors are to wear face coverings whilst on site	Any unnecessary visitors will now be stopped from coming into school for the time being and meetings held remotely where possible	RR Jan 2022

		Contractors are to be booked in via the Site Manager.	All contractors will be given full COVID instruction upon arrival.	
13	Response to infection	Sufficient understanding and processes are in place to respond to a confirmed case of COVID 19 in school If there is an outbreak, school's Covid-19 outbreak management plan is implemented. Remote/distance learning contingency arrangements for all pupils should be maintained in case of school/ year group closure during any local COVID 19 outbreak.	Procedure for Managing Covid-19 Cases in Educational Settings in Solihull All staff, parents and carers will be required to wear face coverings in our school in communal areas and especially when visiting the reception area (unless medically exempt). Twice weekly LFTs for staff. Staff are to avoid mixing in communal areas and to keep a 2m distance where possible.	RR Jan 2022
14	Additional Controls	Children (during school hours) will be kept in their year groups for class time and play time, but mixing into wider groups is allowed for First Choice before/after-school clubs, with after school clubs such as starlets, toddler tennis, animated dance, football skills etc following guidance relating to their own groups.	Contact individual after school club lead for further information.	RR Jan 2022
15		At the start of Autumn Term 2021, communal gatherings of more than one year group will in place at the start of Autumn 1 and will be reviewed as the term progresses.	Whole school/Key Stage assemblies and collective worship will move from remote during September and will be under constant review. As of 1.11.21, only remote assemblies and that is under regular review.	RR Jan 2022
16		Each child must bring in their own name-labelled water bottle from September 2021. Classes must not use shared cups for pupils to use for water drinking purposes.		RR Jan 2022
17		Educational Resources; <ul style="list-style-type: none"> For frequently used resources such as pens and pencils, staff and pupils should have their own items Classroom based resources can be used and shared within the year group. They should be cleaned regularly as part of school's enhanced cleaning regime. 		RR Jan 2022

		<ul style="list-style-type: none"> Resources that are shared between groups, such as sports, art, and science equipment should be cleaned frequently Outdoor play equipment should be frequently cleaned following use by each group. Pupils and teachers can take books and shared resources home, although unnecessary sharing should be avoided and rules on hand cleaning and cleaning of the resources should apply. 		
18		<p>Pupils should limit the amount of equipment they bring into school each day.</p> <p>This should be limited to:</p> <ul style="list-style-type: none"> Lunch boxes Coats Bags Books Stationery (Years 3 – 6 only) 	<p>Pupils should always bring to school the minimum amount of equipment required.</p>	<p>RR Jan 2022</p>
ASSESSED BY: Mr R Ridewood		SIGNED:	DATE ASSESSED: 10.01.2022	
HEAD TEACHER: Mr J Cashmore		SIGNED	DATE	

Hazard	Further actions / Control measures (as identified from the risk assessment)	Responsible Person/s	Target Completion Date	Managers Comments	Completion Date	Managers Signature
	Add COVID-19: Contingency (Outbreak Management) Plan and flow chart	RR and JC	10 th September	RR complete	06.09.2021	
	Change to show September 2021, on school website.	RR and MM	10 th September	RR/MM Complete	07.09.2021	
	Amendments to risk number: Prevention 1. Risk number 17.	RR	13 th September	RR Complete	13.09.2021	
	To go on to school website	RR and MM	14 th September	RR Complete	15.09.2021	
	Limit staff to the office	RR	9 th December	RR Complete	09.12.2021	
	Limit occupancy of rooms	RR	9 th December	RR Complete	09.12.2021	
	Isolate until PCR results are confirmed	RR	9 th December	RR Complete	09.11.2021	
	4 members of staff in PPA room	RR	9 th December	RR Complete	09.11.2021	
	Update info on Omicron	RR	9 th December	RR Complete	09.11.2021	

	Summary of changes to JC	RR	9 th December	RR Complete	09.11.2021	
	Children will be given remote learning.	RR	9 th December	RR Complete	09.11.2021	
	Amendment to testing	RR	10 th January	RR Complete	10.01.2022	