



## **St. Bartholomew's Whole School Risk Assessment February 2021**

This risk assessment should be read alongside the government guidance detailed below:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

<https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak>

<https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

<https://www.hse.gov.uk/coronavirus/assets/docs/risk-assessment.pdf>

The following school policies have been reviewed and updated:

- *Behaviour Policy*
- *Safeguarding & Child Protection Policy*
- *Health and Safety Policy*
- *Infection Control Policy*
- *First Aid Policy*



## St. Bartholomew's Whole School Risk Assessment February 2021

	Risk rating prior to action H/M/L	Recommended controls/Mitigation and Protective Measures	In place? Yes/No	By whom?	Deadline	Risk rating following action H/M/L
Awareness of and adherence to policies and procedures		<ul style="list-style-type: none"> <li>Health and Safety Policy has been updated in light of the COVID-19 advice</li> </ul>	Y	JC	Met	L
		<ul style="list-style-type: none"> <li>All staff, pupils and volunteers are aware of all relevant policies and procedures including, but not limited to, the following:               <ul style="list-style-type: none"> <li><b>Health and Safety Policy</b></li> <li><b>Infection Control Policy</b></li> <li><b>First Aid Policy</b></li> </ul> </li> </ul>	Y	All	Met	L
		<ul style="list-style-type: none"> <li>All staff have regard to all relevant guidance and legislation including, but not limited to, the following:               <ul style="list-style-type: none"> <li>The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013</li> <li>The Health Protection (Notification) Regulations 2010</li> <li>Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities'</li> <li>DfE and PHE (2020) 'COVID-19: guidance for educational settings'</li> </ul> </li> </ul>	Y	All	Met	L
		<ul style="list-style-type: none"> <li>The school keeps up-to-date with advice issued by, but not limited to, the following:               <ul style="list-style-type: none"> <li>DfE; NHS; Department of Health and Social Care; PHE</li> </ul> </li> </ul>	Y	Helen	Ongoing	L
				Y	Helen	Met



## St. Bartholomew's Whole School Risk Assessment February 2021

	<ul style="list-style-type: none"> <li>Staff are made aware of the school's infection control procedures in relation to coronavirus.</li> <li>Parents are made aware of the school's infection control procedures in relation to coronavirus via letter and social media – they are informed that they must not send their child to school if they have a coronavirus (COVID-19) symptom, or have tested positive in the last 10 days, or if another household member develops a coronavirus symptom. In both these circumstances the parents/carers should call the school to inform the school of this and that they will be following the national <u>Stay at Home</u> guidance.</li> <li>Pupils are made aware of the school's infection control procedures in relation to coronavirus and are informed that they must tell a member of staff if they begin to feel unwell.</li> <li>Staff and pupils are made aware of the process for removing face coverings when pupils and staff who use them arrive at school, and this is communicated clearly to parents and staff.</li> <li>The Staff and Volunteer Confidentiality Policy and Pupil Confidentiality Policy are followed at all times – this includes withholding the names of staff, volunteers and pupils with either confirmed or suspected cases of coronavirus.</li> </ul>	Y	SLT	Met	L
		Y	Teachers	Met	L
		Y	SLT	Met	L
		Y	SLT	Met	L
<b>Prevention</b>		Y	SLT, Emma	Met	L
1. Minimise contact with individuals who are unwell with	<ul style="list-style-type: none"> <li>Staff and other adults do not come into the school if they have a coronavirus (COVID-19) symptom, or have tested positive in the last 10 days, and anyone developing those symptom(s) during the school day is sent home.</li> <li>If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they are sent home and advised to follow 'stay</li> </ul>	Y	SLT, Emma	Met	L



## St. Bartholomew's Whole School Risk Assessment February 2021

<p>COVID-19 symptoms</p>		<p>at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 10 days from when the symptomatic person first had symptom(s).</p> <ul style="list-style-type: none"> <li>• A pupil displaying symptom(s) of the coronavirus will remain within the isolation area in the school foyer whilst awaiting collection, with appropriate adult supervision depending on the age and needs of the pupil.</li> <li>• If the pupil needs to go to the bathroom while waiting to be collected, they should use the staff toilet by the front office. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else.</li> <li>• Everyone will wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptom(s) must be cleaned with normal household disinfectant after they have left to reduce the risk of passing the infection on to other people. See the <u><a href="#">COVID-19: cleaning of non-healthcare settings guidance</a></u>.</li> <li>• PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the <u><a href="#">safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance</a></u>.</li> <li>• In an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.</li> </ul>	<p>Y Y Y Y Y</p>	<p>Emma Emma, Lisa Emma, Lisa PW Emma, Lisa, SLT</p>	<p>Met Met Met Met Met</p>	<p>L L L L L</p>
--------------------------	--	--	----------------------------------	--	--	----------------------------------



## St. Bartholomew's Whole School Risk Assessment February 2021

	<ul style="list-style-type: none"> <li>Any members of staff who have helped someone with symptom(s) and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptom(s) themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test &amp; Trace.</li> <li>The Infection Control Policy and <u>Cleaning in non-healthcare settings</u> guidance to be followed to clean the area.</li> <li>Any medication given to ease the unwell pupil's symptom(s), e.g. paracetamol, is administered in accordance with the Medical Conditions Policy.</li> <li>Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Infection Control Policy and <u>Cleaning in non-healthcare settings</u> guidance</li> </ul>	Y	All	Met	L
		Y	JC/EB	Met	L
		Y	Helen	Met	L
		Y	PW/EB	Met	L
<b>Prevention</b>		Y	All	Met	L
2. Good hand hygiene practice	<ul style="list-style-type: none"> <li>The School will ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating.</li> <li>Supervision of hand sanitiser use will take place due to risk around ingestion. Younger pupils and pupils with complex needs will continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes can be used as an alternative.</li> <li>The school will build hand washing routines into school culture, supported by behaviour expectations set out in the school Behaviour Policy.</li> <li>Pupils arriving at school wearing a face covering are instructed not to touch the front of their face covering during use or when removing them.</li> </ul>	Y	All	Met	L
		Y	All	Met	L
		Y	All	Met	L
		Y	Teaching staff	Met	L



## St. Bartholomew's Whole School Risk Assessment February 2021

		<p>They immediately wash their hands on arrival, dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they take home with them, and then wash their hands again before heading to their classroom. Guidance on <u>safe working in education, childcare and children's social care</u> provides more advice.</p> <ul style="list-style-type: none"> <li>Sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitisers in classrooms and other learning environments.</li> </ul>	Y	All	Met	L
<p><b>Prevention</b></p> <p>3. Good respiratory hygiene</p>		<ul style="list-style-type: none"> <li>'Catch it, bin it, kill it' approach continues to be very important, suitable number of tissues and bins available in the school to support pupils and staff to follow this routine.</li> <li>All spaces are well ventilated using natural ventilation (opening windows) where possible;</li> <li>Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation;</li> <li>Younger pupils and those with complex needs are helped to follow this.</li> <li>Risk assessments to identify pupils with complex needs who struggle to maintain good respiratory hygiene, for example those who spit uncontrollably or use saliva as a sensory stimulant.</li> <li>All staff to wear face coverings in communal areas to include the corridors, toilets, hall, staffroom and photocopying room and at the school gate.</li> <li>SLT and other staff to wear face coverings when observing and monitoring lessons.</li> <li>Continue to follow guidance on the wearing of face coverings in primary schools - <a href="https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education">https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education</a> and clear instructions to be provided to staff, pupils and visitors on how to put on, remove, store and dispose of face coverings following DfE guidance -</li> </ul>	Y	JC	Met	L
			Y	All	Met	L
			Y	All	Met	L
			Y	Teaching Staff	Met	L
			Y	Helen	Met	L
			Y	All	Met	L
			Y	SLT, staff	Met	L
			Y	Helen All staff	Ongoing	L



## St. Bartholomew's Whole School Risk Assessment February 2021

		<a href="https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own">https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own</a>	Y	SLT	Met	L
<b>Prevention</b>  4. Enhanced cleaning		<ul style="list-style-type: none"> <li>50 visors in place for staff.</li> </ul>	Y	SLT	Met	L
		<ul style="list-style-type: none"> <li>Surfaces that pupils are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters are cleaned more regularly than normal;</li> </ul>	Y	JC/GB	Met	L
		<ul style="list-style-type: none"> <li>More frequent cleaning of rooms and shared areas that are used by different groups.</li> </ul>	Y	JC/GB	Met	L
		<ul style="list-style-type: none"> <li>Cleaning of P.E. equipment at the end of each P.E. lesson and every after -school club session.</li> </ul>	Y	All	Met	L
		<ul style="list-style-type: none"> <li>Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) are removed.</li> </ul>	Y	JC/GB	Met	L
		<ul style="list-style-type: none"> <li>Toilets will be cleaned regularly and pupils will be encouraged to clean their hands thoroughly after using the toilet.</li> </ul>	Y	PW	Met	L
		<ul style="list-style-type: none"> <li>The <a href="#">COVID-19: cleaning of non-healthcare settings guidance</a> is followed.</li> </ul>	Y	JC/GB	10.20	L
		<ul style="list-style-type: none"> <li>Outdoor playground equipment should be cleaned more frequently. This includes resources used inside and outside by The Breakfast Club and Koosa and as set out in the School Lettings Policy.</li> </ul>	Y	PW/EB	Met	L
	<ul style="list-style-type: none"> <li>Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Infection Control Policy and <a href="#">Cleaning in non-healthcare settings</a> guidance</li> </ul>	Y	PW	Met	L	
	<ul style="list-style-type: none"> <li>Cleaners are employed by the school to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy.</li> </ul>	Y	PW	Met	L	



## St. Bartholomew's Whole School Risk Assessment February 2021

		<ul style="list-style-type: none"> <li>The SBM arranges enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the local health team. Schools short of cleaning product supplies, should email <a href="mailto:DfE-CovidEnquiries.COMMERCIAL@education.gov.uk">DfE-CovidEnquiries.COMMERCIAL@education.gov.uk</a></li> <li>The SBM monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus.</li> </ul>	Y Y	JC PW	Met Met	L L
<b>Prevention</b>		<ul style="list-style-type: none"> <li>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. The balance between the Bubbles and social distancing is based on:               <ul style="list-style-type: none"> <li>Pupils ability to distance;</li> <li>The layout of the school site;</li> <li>The feasibility of keeping distinct groups separate while offering a broad curriculum</li> </ul>               More information on groups can be found in COVID-19: <a href="#">Guidance for full opening</a> </li> <li>If staff or pupils cannot maintain distancing, particularly with younger pupils, the risk is reduced by keeping pupils in smaller class sized groups.</li> <li>SLT, Coach Moore, Coach Andre, Madame Byers, HLTAs and other staff can operate across different classes and year groups where necessary in order to facilitate the delivery of the school timetable. Where staff need to move between classes and year groups, they will try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults and wear face coverings.</li> </ul>	Y Y Y	All EYFS All	Met Met Met	L L L
5. Minimise contact		<ul style="list-style-type: none"> <li></li> </ul>				



## St. Bartholomew's Whole School Risk Assessment February 2021

	<ul style="list-style-type: none"> <li>• Adults to avoid close face to face contact and minimise time spent within 1 metre of anyone.</li> <li>• Adults to maintain 2 metre distance from each other and from children where possible.</li> <li>• Pupils old enough should be supported to maintain distance and not touch staff and their peers.</li> <li>• Classrooms and other learning environments are organised to maintain space between seats and desks where possible.</li> <li>• Pupils are seated side by side and facing forwards, rather than face to face or side on.</li> <li>• Large gatherings such as assemblies are avoided, and groups kept apart.</li> <li>• The whole school timetable has been revised to:             <ul style="list-style-type: none"> <li>○ Plan for lessons or activities which keep groups apart and movement around the school site to a minimum;</li> <li>○ Maximise the number of lessons or classroom activities which could take place outdoors;</li> <li>○ Break times (including lunch) are staggered so that all pupils are not moving around the school at the same time;</li> <li>○ Drop-off and collection times are staggered and communicated to parents;</li> <li>○ Parents' drop-off and pick-up protocols are planned and communicated so that they minimise adult to adult contact;</li> </ul> </li> <li>• 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;</li> </ul>	Y	All	Met	L
		Y	All	Met	L
		Y	All	Met	L
		Y	All	Met	L
		Y	All Charles,	Met	L
		Y	Simon	Met	L
		Y	PW/GB,	Met	L



### St. Bartholomew's Whole School Risk Assessment February 2021

	<ul style="list-style-type: none"> <li>Mixing within the school environment has been reduced where possible by:             <ul style="list-style-type: none"> <li>accessing rooms directly from an external door where possible</li> <li>staggering lunch and break times</li> <li>lunch and break time outdoor play is within year group bubbles</li> <li>Lunches are brought to the classroom (KS2)</li> <li>Lunch is held at a social distance in the hall and within year group bubbles (EYFS, KS1)</li> <li>The number of pupils using the toilet at any one time is limited;</li> </ul> </li> <li>The use of shared space such as halls is limited and there is cleaning between use by different groups;</li> <li>The use of offices is staggered to limit occupancy.</li> <li>The use of the staffroom is staggered to limit occupancy – staff to wear a face covering and maintain a social distance whilst preparing food and drink. All staff to eat and drink within their own classroom. Members of staff without a classroom and those members of staff who have a break when pupils are using the classroom they are based in may use, following social distancing guidelines, the staffroom to eat and drink within.</li> <li>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.</li> <li>Classroom based resources, such as books and games, are used and shared within the Bubble; these are cleaned regularly, along with all</li> </ul>	Y	Teachers SLT	Met	L
		Y	PW/GB	Met	L
		Y	All	Met	L
		Y	Helen	Met	L
		Y	All, PW	Met	L



## St. Bartholomew's Whole School Risk Assessment February 2021

		<p>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 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"> <li>• Pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, reading books, stationary. 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.</li> <li>• Pupils in KS1 and KS2 have their own individual maths packs and these are not shared. Pupils in EYFS and KS1 are provided with their own stationary. Pupils in KS2 bring in their own stationary to be used at school.</li> <li>• Staff use their own stationary and it is not shared.</li> <li>• Physical Education classes should be kept in consistent groups and sports equipment thoroughly cleaned between use 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. <u>COVID-19: Guidance on phased return of sport and recreations</u>. External facilities can also be used in line with government guidance for the use of, and travel to and from, those facilities. Schools should refer to the following guidance: <ul style="list-style-type: none"> <li>○ <u>guidance on the phased return of sport and recreation</u> and guidance from <u>Sport England</u> for grassroots sport</li> </ul> </li> </ul>	Y	All	Met	L
			Y	All	Met	L
			Y	All	Met	L
			Y	Sports Leader	Met	L



## St. Bartholomew's Whole School Risk Assessment February 2021

		<ul style="list-style-type: none"> <li>○ advice from organisations such as the <u>Association for Physical Education</u> and the <u>Youth Sport Trust</u></li> <li>○ guidance from Swim England on school swimming and water safety lessons available at <u>returning to pools guidance documents</u></li> <li>○ <u>using changing rooms safely</u></li> </ul> <p>Schools are able to work with external coaches, clubs and organisations for curricular and extra-curricular activities where they are satisfied that it is safe to do so. Schools should consider carefully how such arrangements can operate within their wider protective measures.</p> <ul style="list-style-type: none"> <li>• Singing, wind and brass instrument playing can be undertaken in line with the Music, Dance and drama in schools section in the <u>full opening guidance</u> and other guidance, in particular guidance provided by the DCMS for professionals and non-professionals, available at <u>working safely during coronavirus (COVID-19): performing arts</u></li> <li>• The current advice is against domestic (UK) overnight and overseas educational visits at this stage.</li> <li>• There will be no educational visits on or off site until at least April 2021.</li> </ul>	Y	Music lead	Met	L
			Y	SLT	Met	L
			Y	SLT	Met	L
<b>Prevention</b>			Y		Met	L
6. Where necessary, wear PPE		<ul style="list-style-type: none"> <li>• The majority of staff do not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including:             <ul style="list-style-type: none"> <li>○ where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained</li> <li>○ where 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</li> </ul> </li> </ul>	Y		Met	L



## St. Bartholomew's Whole School Risk Assessment February 2021

<p>7. Testing</p>		<ul style="list-style-type: none"> <li>Read the guidance on <a href="#">safe working in education, childcare and children's social care</a> for more information about preventing and controlling infection and follow <a href="#">SCC PPE guidance</a>.</li> </ul> <p>Staff who have opted in carry out the lateral flow device test every Monday and Thursday evening. Negative results are e-mailed to Emma Beattie. Charles Beckerson to be notified by 10.00 p.m. on the day the test is carried out (a Monday or Thursday) of a positive result.</p>	Y	Opt in staff	Met	L
<p><b>Response to infection</b> 8. Test and trace</p>		<ul style="list-style-type: none"> <li>NHS Test and Trace process are followed. Staff members and parents/carers understand that they will need to be ready and willing to:               <ul style="list-style-type: none"> <li><u>book a test</u> if they are displaying symptoms. Staff and pupils will not come into the school if they have symptoms and will be sent home to self-isolate if they develop them in school. All pupils can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit</li> <li>provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test &amp; Trace</li> <li><u>self-isolate</u> if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)</li> </ul> </li> <li>A small number of home testing kits are available to be given directly to parents/carers collecting a child who has developed symptoms at school or staff who have developed symptoms at schools, to be provided at the school's discretion.</li> </ul>	Y	All	Met	L
			Y	SLT	Met	L



## St. Bartholomew's Whole School Risk Assessment February 2021

		<ul style="list-style-type: none"> <li>• Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS <a href="#">testing and tracing for coronavirus</a> website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.</li> <li>• The school will ask parents and staff to inform them immediately of the result of the test:             <ul style="list-style-type: none"> <li>○ If someone tests negative, if they feel well and no longer have symptoms similar to COVID-19 they can stop self-isolating.</li> </ul> </li> </ul> <p>If someone test positive they should follow the '<a href="#">stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection</a>' and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. Other members of their household should continue self-isolating for the full 10 days.</p>	Y	All	Met	L
<p><b>Response to infection</b></p> <p>9. Managing confirmed COVID-19 cases</p>		<ul style="list-style-type: none"> <li>• <a href="#">Flowchart school response to suspected or confirmed COVID-19 cases</a> to be followed for suspected or confirmed cases.</li> <li>• School will contact the DfE Helpline on 0800 046 8687 and select option 1 for advice on the action to take in response to a positive case. School will be put through to a team of advisers who will inform them of what action is needed based on the latest public health advice. If, following triage, further expert advice is required the adviser will escalate the school's call to the local health protection team. The health protection team will also contact school directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school - as identified by NHS Test and Trace.</li> </ul>	Y	Emma, Helen	Met	L



### St. Bartholomew's Whole School Risk Assessment February 2021

		<ul style="list-style-type: none"> <li>• The health protection team will provide definitive advice on who must be sent home. To support this records of pupils and staff in each group and any close contact that takes place between pupils and staff in different groups to be kept. This does not need to include every interaction a member of staff or pupil has.</li> <li>• If any of the following criteria are met – contact South East Health Protection Team (SE HPT) on 0344 225 3861:             <ul style="list-style-type: none"> <li>• 10 % or more of a bubble have positive cases within 14 days.</li> <li>• 10% or more of staff have positive cases within 14 days.</li> <li>• There are 3 or more bubbles with positive cases.</li> <li>• There have been hospitalisations, either pupils or staff, due to COVID.</li> </ul> </li> </ul> <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow <u>guidance for households with possible or confirmed coronavirus (COVID-19) infection</u>. They should get a test, and:</p> <ul style="list-style-type: none"> <li>○ if someone who is self-isolating because they have been in close contact with someone who has tested positive for coronavirus (COVID-19) starts to feel unwell and gets a test for coronavirus themselves, and the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period. This is because they could still develop coronavirus (COVID-19) within the remaining days.</li> <li>○ if the test result is positive, they should inform school immediately, and should isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 10-day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic</li> </ul>	Y	HPT	Met	L
--	--	---	---	-----	-----	---



## St. Bartholomew's Whole School Risk Assessment February 2021

		<p>person first had symptoms, following <u>guidance for households with possible or confirmed coronavirus (COVID-19) infection</u></p> <ul style="list-style-type: none"> <li>Evidence should not request of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.</li> <li>In the majority of cases, school and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian insists on a child attending school, school can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID-19). Any such decision would be carefully considered in light of all the circumstances and the current public health advice.</li> </ul>				
<p><b>Response to infection</b></p> <p>10. Contain any outbreaks</p>		<ul style="list-style-type: none"> <li>If two or more cases are confirmed within 14 days or an overall rise in sickness absence where COVID-19 is suspected, there may be an outbreak and the local health protection will advise on any additional action required.</li> <li>Follow local health protection advice, this may include a larger number of other pupils self-isolate at home as a precaution.</li> <li>In consultations with the local Director of Public Health, where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who tested positive.</li> <li>Remote education plan in place by the end of September 2020 for individual pupils or groups of pupils self-isolating.</li> </ul>	Y	SLT	Met	L
			Y	SLT	Met	L
			Y	SLT	Met	L
			Y			
Emergencies		<ul style="list-style-type: none"> <li>All pupil emergency contact details are up-to-date, including alternative emergency contact details, where required.</li> </ul>	Y	PW	Met	L



## St. Bartholomew's Whole School Risk Assessment February 2021

		<ul style="list-style-type: none"> <li>Parents are contacted as soon as practicable in the event of an emergency.</li> <li>Pupil alternative contacts are called where their primary emergency contact cannot be contacted.</li> <li>The school has an up-to-date First Aid Policy in place which outlines the management of medical emergencies – medical emergencies are managed in line with this policy.</li> </ul>	Y Y Y	Emma, Lisa, SLT Emma, Lisa, SLT Helen	Met Met Met	L L L
Managing School Transport		<ul style="list-style-type: none"> <li>Parents and pupils are encouraged to walk or cycle to school where possible;</li> <li>Parents and pupils are discouraged from using public transport, where possible particularly during peak times;</li> <li>For more information on home to school transport, please refer to <a href="#">SCC guidance in safer working for home to school transport</a>.</li> </ul>	Y Y	Charles Charles	Met Met	L L
Aerosol Generating Procedures		<ul style="list-style-type: none"> <li>Staff performing AGPs will follow PHE's <u>personal protective equipment (PPE) guidance on aerosol generating procedures</u>, and wear the correct PPE, which is: a FFP2/3 respirator gloves a long-sleeved fluid repellent gown eye protection</li> </ul>		SLT		



### St. Bartholomew's Whole School Risk Assessment February 2021

		<ul style="list-style-type: none"> <li>Pupils will be taken from the classroom or shared area for any AGP to be carried out in a designated room with the doors closed and any windows open. If this is not possible, individual risk assessments will be carried out. In all instances, efforts should be made to:             <ul style="list-style-type: none"> <li>ensure that only staff who are needed to undertake the procedure are present and that no other pupils are in the room</li> <li>minimise clutter to make the process of cleaning the room as straightforward as possible</li> <li>clean all surfaces and ventilate the room following a procedure and before anyone not wearing appropriate PPE enters. Clearance of infectious particles after an AGP is dependent on the ventilation and air change within the room. For a room without ventilation, this may take an hour</li> </ul> </li> </ul>				
Breakfast Club		<p>Breakfast club runs from the school's Multi- Purpose Room and library. Pupils sit in and remain within year group bubbles for the duration of the session.</p> <p>Social distancing is in place between each year group bubble. Windows, and where weather permits, external doors are kept open. Pupils wash hands upon arrival.</p> <p>Parents say goodbye at the school gate or, for younger pupils, at the entrance to breakfast club.</p> <p>Breakfast club numbers are carefully monitored.</p> <p>Two members of staff run each session.</p>	Y	Mrs Mudie, (Breakfast club manager)	Met	L