

Aspire Federation – St. George’s Risk Assessment for COVID-19 – Preparation for opening February 2021 (Live document)

The Government are to announce on 22nd February their intentions for lifting some of the restrictions due to the COVID-19 pandemic. Any changes which affect the school’s risk assessment will be updated at this time. The Government continues to believe that school is vital for children’s education and for their wellbeing. At present, advice from the Government is that in Primary Schools the risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school. We know that school is a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children and families. Neither of the school’s within the Federation have been required to close more than one bubble in any of the lockdowns.

The Government continue to say that analysis on coronavirus (COVID-19) related deaths linked to occupations suggest that staff in educational settings tend not to be at any greater risk from the disease than many other occupations. Members of school staff are now part of the Government’s scheme for taking Lateral Flow Tests on a regular basis.

Whilst we are hoping for the return of all our pupils to school on March 8th, we continue to plan for the possibility of class groups not attending due to a positive case of COVID-19 being identified within school or even a further national or local lockdown and how we will ensure continuity of education through remote learning. School will continue to refer to Public Health England Lincolnshire’s protection team and the Department for Education for guidance on any type of closure.

Essential measure include:

- A requirement that people who are ill stay at home
- Robust hand and respiratory hygiene
- Enhanced cleaning arrangements
- Active engagement with NHS Test and Trace
- Formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practical.

Contacts will be reduced as much as possible and will include:

- Class groups
- Avoiding contact between classes

- Arranging classrooms with forward facing desks
- Staff maintaining distance from pupils and other staff as much as possible.
- Parents maintaining distance from other parents when collecting or delivering children to school.
- Any child or adult showing COVID-19 symptoms to be tested.
- Ensuring that pupils, staff and other adults do not come into school if they have COVID-19 symptoms or have tested positive in at least the last 10 days and ensuring anyone developing those symptoms during the school day is sent home, are essential actions to reduce the risk.
- Take swift action if school becomes aware that someone who has attended has tested positive for coronavirus (COVID-19). School must contact the local health protection team. This 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. If there are more than two positive cases identified within the school, the health protection team will carry out a rapid risk assessment to confirm who has been in close contact with those testing positive during the period that they were infectious, and ensure they are asked to self-isolate. The health protection team will work with school leaders in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, school must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 10 days since they were last in close contact with that person when they were infectious.
- Personal Protective Equipment (PPE). Wearing a face covering or mask in school is not recommended for children or for adults in the classroom. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus. Face covering (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn in any circumstances 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. However, if a member of staff is in a confined area within the school building, e.g. a corridor, staffroom, they may wear a mask. Staff will wear masks when collecting from or delivering children to parents at the start and end of the school day. In areas such as corridors where it may not be possible to keep a safe distance from children or other adults, face masks can be worn by staff.
- For younger groups there will always be at least one other adult available for support.
- No adult will be allowed on site unless they adhere to safety guidelines of the school. Parents may enter the site but by appointment only.
- School can continue to use Supply Teachers, Specialist Teachers and Peripatetic Music and P.E. Teachers within the school's safety plan
- All meetings of more than those designated to work in close proximity will be carried out by MS Teams / Zoom

There will always be a risk attached for spreading COVID-19 whilst groups of people / children are mixing in school. We are not able to eliminate the risk, however the risk assessment is in place to mitigate the risk.

Levels of risk: RED = High Risk Amber = Medium Risk Green = Low Risk

Area to be risk assessed	Actions	Current Level of risk	Review
<p>COVID-19: Easily transmitted disease. Catching the coronavirus can lead to severe symptoms including fatalities. NHS has advised on particularly vulnerable groups.</p> <p>In the school context Staff, Pupils, Volunteers, Parents, Contractors and the wider community are at risk.</p> <p>Suspected Covid-19 symptoms High Temperature Coughing Loss of taste / smell</p> <p>See advice https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms</p> <p>Visitors to school</p>	<p>There is a current expectation that the Government plans for all pupils in all year groups in Primary to return to school full-time from March 8th 2021</p> <p>UK Government is managing the national response and alert level information local emergency response teams who are examining prevalence of the disease in the locality.</p> <p>Staff who are clinically, extremely vulnerable (CVE) will have received a letter from the NHS and will be expected to work from home. A new list was published in February 2021.</p> <p>Lincolnshire is currently under Tier 4 restrictions and the school asks parents to abide by the guidance on social distancing and mixing in order to contain the spread of the virus.</p> <p>A register will be kept of any close contact work which takes place outside a class bubble.</p>	<p>Amber</p>	<p>The risk assessment seeks to reduce the risk of the onsite staff, pupils, their families and the wider community as far as is practicable.</p> <p>See link below to Government guidance which should be read in conjunction with this risk assessment https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021/schools-and-childcare-settings-return-in-january-2021</p>

	Any visitors working in the school will be asked to provide their own PPE and work under the controls put in place by the school.		
<p><u>Health and Safety – Personal Hygiene</u></p> <ul style="list-style-type: none"> Minimise contact with individuals who are unwell by ensuring that those who have COVID-19 symptoms, or who has someone in their household who does, do not attend school Wash / sanitise hands more often than usual Ensure good respiratory hygiene – promote ‘catch it, bin it, kill it’ approach <p>Picking up virus from surfaces</p> <ul style="list-style-type: none"> Clean frequently touched surfaces using standard school products. 	<p>Effective infection protection and control</p> <ul style="list-style-type: none"> If an individual displays symptoms they will be isolated until they can be collected from school. They will be taken to the medical room and looked after by a member of their team who will wear PPE – if a 2m distance cannot be maintained then gloves, apron, face mask should be worn by the supervising adult. If they need to use the toilet before being collected they should use a designated toilet which must be cleaned / disinfected afterwards before anyone else uses it. All members of the group to self-isolate at home if the individual has tested positive. On entering school, before lunch, after lunch, after sneezing or coughing and prior to leaving school, wash hands for at least 20 seconds in classroom sink or washrooms. When appropriate use alcohol hand sanitiser (in the morning when entering school). Children given support if required. Tissues available in classroom. Used tissues placed in bin. Bins emptied at end of day and waste placed in second bag and placed in dustbin. Adults to remind children not to touch their face Table tops, sinks, door handles and door panels, toilets, urinals, sinks in bathrooms, floors cleaned at end of day by Caretaker and bins emptied. Table tops cleaned before and after lunch by Midday 	<p>Green PPE now in place. All classes have a clear box with PPE equipment inside. Class teacher asked to let office know when supplies are running down.</p> <p>Green Hand sanitiser available Children encouraged to use soap.</p> <p>Green Bin liners available in classrooms – pedal bins to be used.</p> <p>Green</p>	<p>ESPO orders ongoing to ensure continuous supplies. School supplied with limited number of testing kits for use in extreme situations where a test cannot be taken at a testing site.</p> <p>Reminder that there are different ways in which some surfaces can be</p>

<ul style="list-style-type: none"> • Keeping equipment and resources clean 	<p>Meals Supervisors when eating takes place in the classroom.</p> <ul style="list-style-type: none"> • Shared resources, eg. photocopier, ice packs (avoid using covers - use disposable covering, urn, dishwasher, kitchen equipment (cups/jugs/etc) to be cleaned as and when a member of staff use them by that member of staff. • No equipment / games / toys to be used that cannot be wiped clean if being used by more than one class. • Any books used in the classroom to be placed in a tray when they are no longer required (with day of use clearly marked on the tray) if they are to be used by another class. Books not to be used again for the following 72 hours. • Children taught / given playground games which don't involve any contact or equipment that cannot be cleaned if they are going to be used by a different class. • Intervention rooms and Library area can be used, with safety cleaning measures in place. • Children to have on desks resources to be used solely by them, e.g. pencils, rulers etc. If to be taken out of the classroom for small group work to be kept in a plastic wallet with their name on. They will not be shared with others. School resources will be provided. Children will not bring in any items from home e.g. pencil cases, book bags, items for 'show and tell'. • Shared equipment will be limited but where used by another class will be wiped down either after use or at the end of the school day. 	<p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p>	<p>cleaned, it doesn't always need to be by the same method. Disposable ice packs have now been purchased</p>
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<ul style="list-style-type: none"> • Keeping rooms ventilated • Food in school 	<ul style="list-style-type: none"> • Windows and outside doors when appropriate to be left open to ensure good ventilation of rooms. If classrooms are cold then only top windows to be open. • Until further notice no food preparation activities are to be undertaken by pupils or staff on site. 	<p>Green</p> <p>Green</p>	<p>Small, top windows remain open but no child to be in a draft. During times when classrooms are empty, e.g. playtimes / lunchtimes, all windows and doors can be opened to allow full ventilation of room.</p>
<p><u>Premises</u></p> <ul style="list-style-type: none"> • Fire Safety • Posters • Contractors or visitors to site • Records • Parking 	<ul style="list-style-type: none"> • A Fire Drill will take place to ensure adults and children are aware of the Fire Assembly Point • Posters will be placed around the school to remind adults and children about safer distancing and personal hygiene. • The school hall will not be used for Collective Worship. • Visitors to site will be by invitation only, will sign to say they have read the school's code of conduct for COVID-19 and that they have no coronavirus symptoms. • Records will be kept of any visitors to site for Test and Trace records. • The school car park will remain closed until further notice 	<p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p>	<p>Fire Drill to take place during the Spring Term.</p>
<p><u>Safer Distancing</u></p> <ul style="list-style-type: none"> • Dropping off pupils and collecting them from school. Parents asked to observe social distance rules in order 	<ul style="list-style-type: none"> • Only one adult to drop off and collect children from school. Parents are asked to wear a mask at this time. Children to be left at school gates and not 	<p>If parents and children social distance</p>	<p>Parents have been brilliant at observing social distancing</p>

<p>to reduce risk of spreading COVID-19 virus.</p> <ul style="list-style-type: none"> • Systems in place for pupils entering and exiting the building and classrooms • School Playground and Field • Corridors • Cloakrooms • Staggering times / rotas <p>NB Alternative arrangements will be in place during adverse weather</p>	<p>accompanied onto site. Member of staff to be at each entrance and same at collection time. Exceptions may be made onto the school playground for new children to the Foundation Stage. Parents asked to be punctual. If late children will be taken back to classroom and parent must go to main school office to collect child. Parents are asked to leave the school premises immediately they have dropped off or collected their child from school.</p> <ul style="list-style-type: none"> • Staggered start and end of day times. No member of staff should intervene or hold a child's hand if distressed. However they must endeavour to give support to the child as best they can. • Each class will have their own entry into the building • Designated areas will be given to each group of children in school. They will remain with their own class and not mix with other classes. • Children and adults can pass in corridors as this is for a brief time and not seen as a potential risk. Children instructed to always walk on the left hand side of the corridor. • When staff cannot ensure a safe distance from other adults or children they can wear a mask. • Children can use lockers to store coats and bags and will be used only in small groups. • Break times and lunch times will be staggered in order that toilets can be accessed in a safe manner. 	<p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p>	<p>If child is requesting hand to be held for comfort or reassurance then this can take place with the proviso that both parties wash or sanitise hands as soon as contact is ceased.</p>
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(Snow) and will be communicated to parents via email			
<p><u>Parents</u></p> <ul style="list-style-type: none"> • Uniform • Activities outside of school hours • Attendance • Parents' Evenings / Curriculum Evenings 	<ul style="list-style-type: none"> • School uniform should be worn and parents asked to keep as clean as possible. It does not need to be washed every day. • There will be no activities outside of school hours for the foreseeable future. • The Government would like all children to be in school and receiving full-time education • Until restrictions are lifted further, Parents' Evenings and meetings will be conducted either by MS Teams / Zoom or via telephone. 	<p><u>Green</u></p> <p>Green</p> <p>Green</p> <p>Green</p>	
<p><u>Classroom / teaching spaces</u></p> <ul style="list-style-type: none"> • Communicating with children • Teachers will maintain a 2m distance from the front of the class to where the children are sitting whenever possible. However to support learning, Teachers and TAs will move between rows of children, not staying any longer than 15 minutes with a small group • Tables / desks (Y3 – 6) • Outdoor learning (weather permitting) 	<ul style="list-style-type: none"> • At the beginning of each session, adults will remind children of hygiene and safer distancing rules. • Children will go to their designated chair each morning • A piece of tape will be placed 2m away from the first row of desks in order for adults to maintain a 2m distance whenever viable. • Desks will be placed in straight rows with children sitting next to each other. • Opportunities will be given for outdoor learning as this is seen as minimising any threat of the virus spreading 	<p><u>Green</u></p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p>	<p><u>During lockdown</u> children came well prepared by parents as to what to expect</p> <p>Staff and children are now used to observing this distance and tape no longer required.</p> <p>This is limited at present but with warmer weather the increase of outdoor</p>

<ul style="list-style-type: none"> • Mobile Phones 	<ul style="list-style-type: none"> • Year 6 pupils walking home on their own in the light can bring mobile phones into school. However these will be left in bags in the classroom. These are left at owner's risk. 	<p>Green</p>	
<p><u>Curriculum</u></p> <ul style="list-style-type: none"> • The National Curriculum • Collective Worship • English • Information Technology • Activities to be delivered • Personal, Social and Health Education • Mental health and wellbeing • Assess where pupils are in their learning 	<ul style="list-style-type: none"> • A broad, balanced and ambitious curriculum will be in place. Teachers will teach their Year Group Curriculum from the Revised Curriculum. 'Catch up' support will be given where necessary. • This will take place within the Class each day. • There will be an emphasis on the teaching of Phonics and reading across the school • Each class will have access to their own I.T. equipment and if shared with another class will be wiped down at the end of the day. Teachers will be responsible for the charging of these items. • Teachers will consider which lessons / activities can be delivered outside (weather permitting) • Plan activities through a broad topic or theme-based approach leaving scope for staff and pupils to readjust and establish routines and build relationships, discuss concerns and allow time to promote wellbeing. • When appropriate, leave time to find out what children have been doing at home. Perhaps new skills learned. • Activities will consider children's mental health and wellbeing taken from Jigsaw or 5 Steps to Mental Health and Wellbeing work. • Agree what adjustments may need to be made to the curriculum over the coming weeks. 	<p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p>	<p>Both of our local Churches are providing virtual Worships.</p> <p>Contact has been made with Lincolnshire Psychology Team who are to provide an online training pack for staff to support children returning to school. Use of Purple Mash and White Rose maths plus other areas of learning</p>

<ul style="list-style-type: none"> • Swimming • Working from home • Music • Marking 	<ul style="list-style-type: none"> • There will be no swimming lessons until further restrictions lifted. • If a Class is sent home then home schooling will be put in place. • Singing is not allowed and parents will be informed when Peripatetic Music Lessons begin – these will follow school safety guidelines. • Teaching staff can use stamps where appropriate to mark children’s work in order to avoid excessive touching of books. 	<p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p>	
<p>Safeguarding</p> <ul style="list-style-type: none"> • Capacity with possible increased numbers • Special Educational Needs • Leadership 	<ul style="list-style-type: none"> • Measures to be put in place to deal with an increase in incidents and children suffering from witnessing domestic abuse in the home / bereavement / behavioural issues. • Risk assessments carried out for children returning to school who need Personal Care Plans and clear guidance for staff, e.g. use of PPE, to ensure all remain safe. • Support will be given to staff by Mental Health Lead to support pupils into school. SENDCo – Risk assessments are in place as required. Important to ensure good routines and expectations in place and that they continued to be reiterated. Discussion with leadership if there are concerns. • Members of the leadership team will be present on site every day to support staff and ensure all protocols are adhered to. SENDCO/DDSL, DSL and members of staff with paediatric first aid trained staff on site. Leadership visible every day. Teachers to ensure an area 2m square within the 	<p>Green</p> <p>Green</p> <p>Green</p> <p>Green</p>	<p>SENDCo now in post and supporting risk assessments and new referrals</p> <p>Safeguarding compliance certificate received from the Lincolnshire Safeguarding Children’s Partnership</p>

	classroom doorway for members of leadership to observe work taking place in the classroom.		
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