



## Full opening of schools, February – 1<sup>st</sup> April 2022

This risk assessment is not likely to cover all scenarios of all Trust Schools. Each school should consider their own unique circumstances, layouts, pupil numbers, resources, class room sizes, staffing capacity and pupils who have EHC plans and/or require intimate care. Each school is required to input their additional control measures specific to their schools in the columns provided and submit back for review by the Trust and Governors.

**We remind all schools to follow only professional guidance informed directly from Gov.uk, DfE and PHE.**

### Risk Assessment Detail

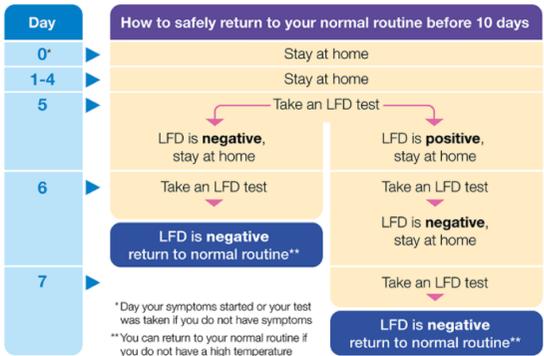
<b>Assessment Reference Number:</b>	COVID-19-01	<b>Date of Assessment</b>	24/02/2022
<b>Assessment undertaken by:</b>	Emily Harman	<b>Position:</b>	Estates, Facilities and Health and Safety Advisor
<b>Assessment undertaken with (SME):</b> (Subject Matter Expert)	Tina Cox	<b>Position:</b>	Head Teacher
<b>Activity / Task / Topic / Detail:</b>	COVID February – 1 <sup>st</sup> April 2022		
<b>Activity Location:</b>	Saint Augustine's Catholic Voluntary Academy		
<b>Address:</b>	Kesteven Road, Stamford, Lincolnshire, PE9 1SR		
<b>Number of People &amp; Detail:</b> (e.g. one person, 2-5, 6-10, 11-50, 51-100)	Pupil: 93 Teacher: 7 Support: 15		
<b>Expert Guidance:</b> (e.g. HSE - .GOV.UK – PHE – DfE)	<p>School COVID-19 operational guidance – 24 February 2022 <a href="https://www.gov.uk/government/guidance/schools-covid-19-operational-guidance">Schools COVID-19 operational guidance - GOV.UK (www.gov.uk)</a></p> <p>Stay at Home: Guidance for households with possible or confirmed coronavirus infection, Updated 7 February 2022 <a href="https://www.gov.uk/government/guidance/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection">Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk)</a> (Withdrawn 24<sup>th</sup> February 2022)</p> <p>Guidance for school: coronavirus (COVID-19) updated 9 December 2021 <a href="https://www.gov.uk/government/guidance/guidance-for-schools-coronavirus-covid-19">Guidance for schools: coronavirus (COVID-19) - GOV.UK (www.gov.uk)</a></p> <p>Test kits for schools: 24 January 2022: <a href="https://www.gov.uk/government/guidance/coronavirus-covid-19-test-kits-for-schools-and-fe-providers">Coronavirus (COVID-19): test kits for schools and FE providers - GOV.UK (www.gov.uk)</a></p> <p>COVID-19 Cleaning in non-healthcare settings (19 July 2021) <a href="https://www.gov.uk/government/guidance/covid-19-cleaning-in-non-healthcare-settings">COVID-19: cleaning of non-healthcare settings outside the home - GOV.UK (www.gov.uk)</a></p>		



	<p>Shielding and protecting people who are clinically extremely vulnerable from COVID-19 (updated 24 December 2021) <a href="https://www.gov.uk/guidance/shielding-and-protecting-people-who-are-clinically-extremely-vulnerable-from-covid-19">Guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK (www.gov.uk)</a></p> <p>Children of critical workers and vulnerable children who can access schools or educational settings (updated 2 January 2022) <a href="https://www.gov.uk/guidance/children-of-critical-workers-and-vulnerable-children-who-can-access-schools-or-educational-settings">Children of critical workers and vulnerable children who can access schools or educational settings - GOV.UK (www.gov.uk)</a></p> <p>Management of Health and Safety at Work Regulations 1999</p> <p>Personal Protective Equipment at Work Regulations 1992</p> <p>Coronavirus Restrictions: Updated 24 December 2021 <a href="https://www.gov.uk/guidance/coronavirus-restrictions-what-you-can-and-cannot-do">COVID-19 Coronavirus restrictions: what you can and cannot do - GOV.UK (www.gov.uk)</a></p> <p>Advice for pregnant employees: updated 31 January 2022: <a href="https://www.gov.uk/guidance/coronavirus-covid-19-advice-for-pregnant-employees">Coronavirus (COVID-19): advice for pregnant employees - GOV.UK (www.gov.uk)</a></p> <p>Vaccination information (updated 19 January 2022): <a href="https://www.gov.uk/government/publications/covid-19-vaccination-resources-for-schools/covid-19-vaccination-programme-for-children-and-young-people-guidance-for-schools">https://www.gov.uk/government/publications/covid-19-vaccination-resources-for-schools/covid-19-vaccination-programme-for-children-and-young-people-guidance-for-schools</a></p> <p>Plan for living with Covid-19 (Issued 23<sup>rd</sup> February 2022) <a href="https://www.gov.uk/guidance/covid-19-response-living-with-covid-19">COVID-19 Response: Living with COVID-19 - GOV.UK (www.gov.uk)</a></p> <p>First Aid: <a href="https://www.gov.uk/guidance/covid-19-guidance-for-first-responders">COVID-19: guidance for first responders - GOV.UK (www.gov.uk)</a></p>
<p><b>Duration:</b> (e.g. Hr - hours - Min - Minutes)</p>	<p>From 8<sup>th</sup> February 2022 - Government change</p>

Hazard	Who May be Harmed	Gov.uk Guidance and CMAT Response for Required Controls	Specific Educational Setting Response and Controls	Risk Rating
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<p>Spread of Covid-19 –Coronavirus</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	<p>Effective infection protection and control – minimise contact with individuals who are unwell, do not permit attendance to school if they are showing signs of infection. They must then follow the guidance/government advice on self-isolation.</p> <p>The legal requirement to self-isolate ends on 24 February 2022.</p> <p>Until 1 April 2022, the government still advises people who test positive to stay at home. Adults and children who test positive should stay at home and avoid contact with other people for at least five full days and then continue to follow the guidance until they have received two negative test results on consecutive days. Thereafter they can return to work and normal everyday life.</p> <p>As is usual practice, in an emergency, call 999 if someone is seriously ill or injured or their life is at risk.</p> <p>Hand washing - Clean hands thoroughly more than usual, ensure washing facilities are available for use, failing this, supply hand sanitiser, hand rub or skin friendly skin cleaning wipes to be used.</p> <p>Promote good respiratory hygiene, “CATCH IT, BIN IT, KILL IT” approach. Tissues will be made available throughout the school. Adopt recent Government advice and support HANDS-SPACE-FACE campaign.</p> <p>Clean frequently touched surfaces using standard products held in school such as detergents.</p>	<p>Parents and staff advised to remain vigilant for symptoms of Covid-19 infection and follow up to date Government guidance.</p> <ul style="list-style-type: none"> <li>➤ Staff showing symptoms of Covid 19 whilst on school premises, will be advised to return home and follow the DfE testing guidance.</li> <li>➤ <b>We retain the right to refuse to allow a pupil to attend school if they are symptomatic and, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with Covid-19. Any decision to refuse a child will be made by the headteacher after careful consideration in light of all the circumstances and current public health advice.</b></li> <li>➤ Pupils and staff will be strongly advised to follow the DfE guidance on testing and isolating as below:</li> </ul> <p>How to safely return to your normal routine before 10 days</p>  <p><small>*Day your symptoms started or your test was taken if you do not have symptoms **You can return to your normal routine if you do not have a high temperature</small></p>	<p>4</p>
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		<p>Headteacher to ensure daily checks are made with Government updates.</p> <p>Pupils and staff updated as necessary, communication and consultation throughout the school community is key.</p> <p>Display posters, leaflets and other materials.</p> <p>Parents are informed of hygiene expectations and for the need to communicate this message in the home environment.</p> <p>Altering the classroom layouts and timetables, staggering entry and exit times, breaks will be supported should the school decide to keep this control measure.</p> <p>All staff follow and regularly reiterate the hygiene message to pupils/students;</p> <ul style="list-style-type: none"> <li>• cover your cough or sneeze with a tissue</li> <li>• if you don't have any tissues available, then cough and sneeze into the crook of your elbow</li> <li>• throw the tissue in a bin</li> <li>• avoid touching your eyes, nose and mouth with unwashed hands</li> </ul> <p>All pupils/students are asked and reminded to wash their hands;</p> <p>Schools must ensure they understand the NHS Test and Trace process and how to contact their local <u>Public Health England health protection team in the event of a possible case</u></p>	<ul style="list-style-type: none"> <li>➤ School will follow CMAT responses and DfE guidance</li> <li>➤ Altering the classroom layouts and timetables, staggering entry and exit times, breaks will be considered should the need arise</li> </ul>	
PPE	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> </ul>	<p>From 20 January 2022, face coverings were no longer advised for pupils, staff and visitors in classrooms.</p>	<ul style="list-style-type: none"> <li>➤ Staff and Pupils who still wish to wear a face covering are supported.</li> </ul>	2



	<ul style="list-style-type: none"> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>From 27 January, face coverings are no longer advised for pupils, staff and visitors in communal areas. From 27 January, staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school.</p> <p><a href="#">Wider Advice</a></p> <p>The CMAT have also taken the decision to support any staff member or pupil who personally decide they would like to continue wearing a face covering whilst at school, in communal areas and classrooms.</p> <p>PPE will not be given to children under year 7 to use under any circumstance. However, if a parent of a primary school pupil requests a child wears a face covering, please consider their wishes.</p> <p>Schools and colleges will need to communicate quickly and clearly to staff, parents, pupils and learners any new arrangements that require the use of face coverings in certain circumstances.</p> <p>PPE is still required in cases where; pupils whose care routinely <b>already</b> involves the use of PPE due to intimate care needs so will continue to receive their care in the same way.</p> <p>Face coverings are still strongly advised on public transport.</p>	<ul style="list-style-type: none"> <li>➤ PPE continues to be available for any staff dealing with symptomatic children and or bodily fluids</li> </ul>	
First Aid	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> </ul>	<p>Please update any first aid risk assessments in line with CPR recommendations <a href="https://www.gov.uk/guidance/covid-19-guidance-for-first-responders">COVID-19: guidance for first responders - GOV.UK (www.gov.uk)</a></p>	<ul style="list-style-type: none"> <li>➤ If adults have close contact with a child i.e. if a child needs first aid, the attending adult should take all reasonable protective measures such as</li> </ul>	2



	<ul style="list-style-type: none"> <li>Contractors</li> <li>Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Mouth to mouth is not currently recommended.</p> <p>If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children’s social care settings guidance. Any rooms they use should be cleaned after they have left.</p>	<p>wearing a face covering, gloves, aprons, using hand sanitiser etc as necessary.</p>	
Class Sizes	<ul style="list-style-type: none"> <li>Staff</li> <li>Pupils</li> <li>Visitors to your school</li> <li>Cleaners</li> <li>Contractors</li> <li>Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>The requirement for class or year sized bubbles has been removed, however as previously stated schools will avoid contact with anyone with symptoms, frequently clean hands and practice good respiratory hygiene (CATCH IT, BIN IT, KILL IT) (HANDS-FACE-SPACE) clean areas regularly and ensure good ventilation.</p> <p>Where schools use transport, it is advised that pupils travelling should reflect the measures that are adopted in school, unless on public transport when it is strongly suggested a facemask should be worn.</p>	<ul style="list-style-type: none"> <li>School will monitor positive cases of covid and revert to class bubbles and implement our Outbreak Management Plan if required.</li> <li>Regular hand sanitising and classroom cleaning will allow shared use of resources.</li> </ul>	4
Health and Safety  Ventilation	<ul style="list-style-type: none"> <li>Staff</li> <li>Pupils</li> <li>Visitors to your school</li> <li>Cleaners</li> <li>Contractors</li> <li>Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing</p>	<p>Ensure staff who undertake your compliance checks are continuing these as normal practice. Fire alarm testing, emergency light testing, legionella testing, running the taps, fire doors operating correctly, fire appliances in situ and in date, fire alarms are serviced, PAT testing etc.</p> <p>Where possible ensure good ventilation around the school (opening windows/doors), this is to continue</p>	<p><b>Good ventilation</b></p> <p>Staff will ensure all areas are well ventilated by:</p> <ul style="list-style-type: none"> <li>Opening windows or fire doors, guarding against the classroom being too cold for effective learning – children will be allowed to wear extra layers of clothing as needed and parents informed of this.</li> </ul>	4



	<p>underlying health conditions</p>	<p>in colder months as much as possible. As of September, schools will be provided with a Carbon Dioxide monitors through a government funded scheme to test air quality and ventilation in rooms of concern to help minimise the transmission. Where logged readings are high application for DfE air purifiers were made.</p> <p>To balance the need for increased ventilation while maintaining a comfortable temperature, consider:</p> <ul style="list-style-type: none"><li>• opening high level windows in colder weather in preference to low level to reduce draughts</li><li>• increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused)</li><li>• providing flexibility to allow additional, suitable indoor clothing – for more information see school uniform</li><li>• rearranging furniture where possible to avoid direct draughts Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</li></ul> <p>If possible, systems should be adjusted to full fresh air or, if this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.</p> <p>Where mechanical ventilation systems exist, you should ensure that they are maintained in accordance with the manufacturers' recommendations.</p>	<ul style="list-style-type: none"><li>➤ Class teachers to rearrange classroom furniture as needed to prevent children sitting directly in draughts</li><li>➤ Keeping internal doors open to promote the flow of air</li><li>➤ CO2 Monitors have been installed in all classrooms. Teachers/TA's will monitor and record findings daily</li></ul> <p>Office Manager to:</p> <ul style="list-style-type: none"><li>➤ Fire drills undertaken as required</li></ul> <p>Caretaker to:</p> <ul style="list-style-type: none"><li>➤ Provide heaters or switch heating on as requested by staff and as agreed by Headteacher</li></ul>	
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		<p>Annual H &amp; S audits undertaken and completed.</p> <p>Fire drills are undertaken and recorded. <b>Communicate any changes to fire procedures to all staff and children.</b></p> <p>DPS, Estate Leads and Finance visits will continue where required, this will continue into any national or local lockdown where concerns are raised.</p> <p>Dynamic risk assessments will be updated in line with new government guidance released. The submitted approved risk assessments will be kept for monitoring purposes and records.</p>		
<p>Staff</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Staff will not report for work if feeling unwell or if in self-isolation until the full recommended period of self-isolation has expired.</p> <p>If capacity of staff cannot be achieved to keep the school open, then the school will contact the Trust for further advice.</p> <p>Clinically extremely vulnerable:</p> <p>Shielding advice was paused nationally from 31 March. CEV individuals are no longer advised to shield but must continue to follow the rules in place for everyone under the current national guidance. Staff in schools who are CEV will continue to undertake individual risk assessments in line with HR procedure.</p> <p>All pregnant staff follow specific guidance <a href="https://www.gov.uk/government/publications/coronavirus-">https://www.gov.uk/government/publications/coronavirus-</a></p>	<ul style="list-style-type: none"> <li>➤ Following HR guidance received on 25.02.2022</li> <li>➤ Staff who are deemed vulnerable have been asked to meet with OM to do an individual RA</li> </ul>	<p>4</p>



		<p><a href="#">covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees</a></p> <p>If you are 28 weeks pregnant and beyond, or if you are pregnant and have an underlying health condition that puts you at a greater risk of severe illness from COVID-19 at any gestation, you should take a more precautionary approach.</p> <p>This is because although you are at no more risk of contracting the virus than any other non-pregnant person who is in similar health, you have an increased risk of becoming severely ill and of pre-term birth if you contract COVID-19. Your employer should ensure you are able to adhere to any active national guidance for pregnant women. Continue to undertake individual risk assessments for pregnant workers in line with HR procedure.</p>		
Pupils (CEV)	<ul style="list-style-type: none"><li>• Pupils</li></ul>	<p>All CEV pupils should attend their school unless they are one of the very small number of pupils under paediatric or other specialist care and have been advised by their GP or clinician not to attend. Pupils who live with someone who is CEV should continue to attend school as normal.</p> <p>As normal, you should not encourage parents to request unnecessary medical evidence such as doctors' notes from their GP when their child is absent from school due to illness. This is already set out in the <a href="#">school attendance guidance</a> but is especially important in the context of the pandemic and the coronavirus (COVID-19) vaccination programme. If evidence is required, it can take the form of prescriptions, appointment cards, text or email confirmation of appointments, rather than a</p>	<ul style="list-style-type: none"><li>➤ Attendance of all pupils to continue to be robustly monitored in line with school safeguarding and attendance procedures, with relevant attendance codes used relating to Covid-19.</li><li>➤ School SENCO to write individual Health Care Plan for any CEV pupils, in conjunction and agreement with parents.</li><li>➤ DfE remote education guidance to be followed, as best the school situation allowed, for any CEV and/or isolating pupils who are at home but well enough to engage in learning. This could include:</li><li>➤ Pre-recorded lessons or slides posted on seesaw in line with class learning</li><li>➤ MSTeams live-linked learning</li></ul>	5



		doctors' note. As usual, input from GPs should only be sought where there are complex health needs or persistent absence issues.	<ul style="list-style-type: none"> <li>➤ Work packs</li> <li>➤ Guidance on independent activities to be done at home e.g. reading, TT rockstars etc.</li> </ul>	
Cleaning	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Retain good cleaning regimes of all facilities throughout the day and at the end of each day.</p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as desks, door handles, light switches, welfare facilities, using appropriate cleaning products and methods.</p> <p>Resources being utilised must be cleaned frequently.</p> <p>Retain additional cleaning of outdoor benches in between break times.</p> <p>Review cleaner and caretaker staff hours to accommodate additional cleaning requirements throughout the working day in line with guidance.</p>	<ul style="list-style-type: none"> <li>➤ Cleaning staff trained in NHS way on 2.9.21.</li> <li>➤ Class staff to clean class resources (and outdoor equipment for EYFS) either between sessions (if needed e.g. shared art resources) or at the end of each day using Dettol disinfectant spray or equivalent, as needed outside of fogging.</li> <li>➤ Sports apprentice to disinfect playground and PE equipment at the end of each session, including benches and fixed equipment.</li> <li>➤ Classrooms to be fogged twice weekly</li> </ul>	2
Education Visits and public events in school.	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying</p>	<p>Schools can resume educational visits including residential, please refer to <a href="https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england">https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england</a></p> <p><a href="https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits">https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits</a></p> <p>We recommend that you consider whether to go ahead with planned international educational visits at this time, recognising the risk of disruption to</p>	<ul style="list-style-type: none"> <li>➤ Evolve EVC training for all teachers on 3.9.21</li> <li>➤ Risk assessments to be completed at least 2 weeks before activities to ensure Covid-19 measures can be carefully planned for and checked, in line with current guidance.</li> <li>➤ Necessary arrangements for pupils with SEND and/or medical needs (including those with IHCs) to be risk assessed separately as needed, in conjunction with parents.</li> <li>➤ CEV pupils to be individually risk assessed, in conjunction with parents.</li> </ul>	6



	<p>health conditions</p>	<p>education resulting from the need to isolate and potentially test on arrival back into the UK. You should refer to the Foreign, Commonwealth and Development Office travel advice and the guidance on international travel before booking and travelling. You are advised to ensure that any new bookings have adequate financial protection in place.</p> <p>Any educational visits must be conducted in line with relevant coronavirus (COVID-19) secure guidelines and regulations in place at that time. This includes system of controls and COVID-secure measures in place at the destination should they be required.</p> <p>Schools should undertake full and thorough risk assessments in relation to all educational visits to ensure they can be undertaken safely. As part of this risk assessment, schools will need to consider what control measures need to be used and follow wider advice on visiting indoor and outdoor venues. Schools should consult the <a href="#">health and safety guidance on educational visits</a> when considering visits.</p>		
<p>Lettings</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing</li> </ul>	<p>School lettings are able to proceed, please ensure you have received an reviewed the hirers individual letting risk assessment and their procedures for adhering to .Gov.UK/Dfe and PHE/HSE guidance. Items to be covered on their risk assessments should include:</p> <p>Cleaning of premises, support of the NHS Test and Trace system and their communication procedures with PHE and the school directly. Check the dates on the risk assessments are current and ensure</p>	<p>RA provided by Blackstones Football Club</p>	<p>2</p>



	underlying health conditions	reviewed assessments are forwarded for your consideration immediately.		
Meetings	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> Vulnerable groups – Pregnant workers, those with existing underlying health conditions	Meeting are permitted to resume as ‘normal’ however, please be cautious of staff and parent/carers concerns should they feel anxious about convening as a group. Explore the possibilities of a phased approach for reintegration and use a space where social distancing can be maintained.	<ul style="list-style-type: none"> <li>➤ Morning briefings to commence each morning in the dining hall, maintaining ‘space’ and for no longer than 15 minutes</li> <li>➤ Staff meetings to take place in person due to small number of teachers, with doors and windows open</li> <li>➤ In exceptional circumstance, any staff member who would rather participate remotely can ‘Teams’ in and necessary arrangements will be made for this to happen.</li> </ul>	5
Interviews	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	Remote interviewing is no longer required, please remain vigilant about inviting candidates into school.	<ul style="list-style-type: none"> <li>➤ School will follow HR guidance on in-person interviews.</li> <li>➤ Interviews will take place in a well-ventilated space (intervention room, not sensory room).</li> </ul>	5
Visitors to Setting	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> </ul>	<p><b>Essential Visitors:</b></p> <p>An Essential Visitor is someone who needs to meet with school staff or children because <u>there is no</u></p>	<ul style="list-style-type: none"> <li>➤ HR and Dfe Guidance will be followed</li> </ul>	5



	<ul style="list-style-type: none"> <li>Contractors</li> <li>Drivers</li> <li>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	<p><u>other reasonable way of doing things.</u> This could include a visit to provide tuition, an Act of Worship or a welfare meeting:</p> <ul style="list-style-type: none"> <li>The DfE updated guidance is now that school visitors should be minimised to essential only</li> <li>A visitor should take a lateral flow test before entering a school building</li> <li>Picking up and dropping off of children should be done outside</li> </ul> <p><b><u>Essential Contractors:</u></b></p> <p>An Essential Contractor is one who needs access to a building, to meet with school or Trust staff, to carry out testing, installation, health and safety or maintenance works.</p> <p>If you have any questions then please do not hesitate to contact me, but we need to urge on the side of caution. <b><u>This update will stay in place until directed otherwise.</u></b></p>		
<p>Summer Clubs - Out of School Clubs – Wraparound care and extra-curricular activity</p>	<ul style="list-style-type: none"> <li>Staff</li> <li>Pupils</li> <li>Visitors to your school</li> <li>Cleaners</li> <li>Contractors</li> <li>Drivers</li> <li>Vulnerable groups – Pregnant workers, those with</li> </ul>	<p>Resume all your before and after-school educational activities and wraparound childcare for your pupils, where this provision is necessary to support parents to work, attend education and access medical care, and as part of pupil’s wider education and training. Vulnerable children can attend these settings regardless of circumstance.</p>	<ul style="list-style-type: none"> <li>➤ Staff and pupils attending/working at ‘Little Stars’ to follow this risk assessment guidance in aspects of points 1-8.</li> <li>➤ Parents dropping or collecting their children should ring the bell and wait in the entrance or outside of the building for their children.</li> <li>➤ Little Stars to closely monitor number of positive cases in their ‘group’ in line with Lincolnshire Health Protection Team outbreak</li> </ul>	5



	existing underlying health conditions	Please assess your individual settings current situation in relation to positive cases when offering wraparound care.	reporting guidance. Little Stars leader to work with Headteacher in the management of all positive cases at Little Stars.	
Mass Testing	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	<p>From 21 February, staff and pupils in mainstream secondary schools will not be expected to continue taking part in regular asymptomatic testing and should follow asymptomatic testing advice for the general population. Further information is available in the NHS get tested for COVID-19) guidance.</p> <p>There is no longer a requirement to test twice weekly at home with lateral flow device test kits, 3 – 4 days apart.</p> <p>Education testing delivery channels will remain open so that staff and students of secondary age and above can access tests if needed to respond to local public health advice, in particular in relation to outbreaks.</p>	<ul style="list-style-type: none"> <li>➤ School will hold LFD kits for testing as needed and continue to follow DfE guidance</li> </ul>	2
<ul style="list-style-type: none"> <li>• Secondary Settings Only 12-15 year olds vaccination offer.</li> </ul>	<ul style="list-style-type: none"> <li>• Pupils</li> </ul>	<p>All children aged 12 and over are now eligible for COVID-19 vaccination. Those aged 12 to 17 are eligible for a first dose of the Pfizer/BioNTech COVID-19 vaccine, although 12 to 17 year olds with certain medical conditions that make them more at risk of serious illness, or who are living with someone who is immunosuppressed, are eligible for 2 doses. These children will be contacted by a local NHS service such as their GP surgery to arrange their appointments. All other 12 to 15 year</p>	N/A	



		<p>olds have been offered 2 doses of the vaccine via the school-based programme. NHS SAIS will drive and manage this delivery in school.</p> <p>Vaccinating children should help to reduce the need for children to have time off school and to reduce the risk of spread of COVID-19 within schools. The COVID-19 vaccination programme in secondary schools will therefore provide protection to children who are vaccinated and help to reduce disruption to face-to-face education. 12 to 15 year olds are also able to access the vaccine outside of school through vaccination or walk in centres. Bookings can be made on the <a href="#">NHS website</a>.</p>	
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### Reaching the threshold for outbreak management

Please note you are no longer required to inform the LA Public Health Team or PHE of single cases and you do not need to call the DfE helpline to report them. DfE may continue to require you to report case numbers through the portal. Where you have single cases or cases where you know there is household transmission you are not required to take any action. Where you become concerned about cases which are linked and potential transmission in the setting you should seek additional support, you are also required to inform the CMAT office.

The threshold to help you monitor this is:

- 5 children, pupils, students, or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period: or
- 10% of children, pupils, students, or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period.
- 2 children, pupils, students, and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period for special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students, and staff at any one time:



All settings should seek public health advice if a pupil, student, child, or staff member is admitted to hospital with COVID-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1), or you can contact our LA Public Health phone line.

Hospitalisation could indicate increased severity of illness or a new variant of concern.

### OUTBREAK MANAGEMENT PLAN

This outbreak management plan outlines how you should operate if there were an outbreak in your school or local area. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible.

<b>Hazard</b>	<b>Who May be Harmed</b>	<b>Gov.uk Guidance and CMAT Response for Required Controls</b>	<b>Specific Educational Setting Response and Controls</b>	<b>Risk Rating</b>
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<p>Spread of Covid-19 –Local Outbreaks</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Possibility that in some local areas it may become necessary to reintroduce ‘bubbles’ for a temporary period, to reduce mixing between groups. Any decision to recommend the reintroduction of ‘bubbles’ would not be taken lightly and would need to take account of the detrimental impact they can have on the delivery of education. Have your previous defined bubble information ready to be reintroduced should this be required.</p> <p>If you have an outbreak in your school, a director of public health might advise you that face coverings should temporarily be worn in communal areas or classrooms (by pupils staff and visitors, unless exempt).</p> <p>Follow.Gov, PHE, DfE and HSE guidance released in relation to local or national outbreaks only.</p> <p>In the event of new restrictions being imposed, the CMAT will liaise directly with the schools initially to discuss any additional control measures required then schools will need to communicate quickly and clearly to staff, parents, pupils the new arrangements.</p> <p>Use the DfE PHE helpline number if you have any concerns or require clarification or further professional advice – 0800 046 8687</p>	<p>School will follow Contingency Framework: Annex 5 guidance on baseline measures, considering extra action and taking action once a threshold is reached.</p> <p>At such time the school is advised to manage a local outbreak, operational management such as outlined in previous January 2022 risk assessment would be considered such as:</p> <ul style="list-style-type: none"> <li>• Reintroduction of ‘bubbles’</li> <li>• Social distancing measures, both in school and playgrounds</li> <li>• Staggering of the day including lunchtimes</li> <li>• Children to sit in rows in the classrooms, facing forwards</li> <li>• Assemblies and all staff meetings to return to MSTeams</li> </ul> <p>Testing:</p> <p>Instruct staff to increase home testing, LFD. Office staff team to re-engage information processing of this. Re-ordering test kit supplies as appropriate. Action School Office Manager</p> <p>Face Coverings:</p> <p>Re-introduce for staff into communal areas, corridors etc.</p> <p>Shielding:</p> <p>If instructed by national government &amp; on the advice of individual’s clinicians, shielding pupils would be taught remotely &amp; staff instructed to work from home.</p>	5
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			<p>Other measures:</p> <p>Cancellation, (or limit to only the essential), of the following activities: residential visits, open days, transition/taster days, parental attendance inside the building, performances/plays.</p> <p>All of these activities have a potentially higher chance of people mixing in/out of our setting and the virus spreading.</p> <p>Attendance</p> <p>Will only be limited as a last resort. Priority will be given to vulnerable children &amp; those of critical workers, then EYFS/Y1/Y2 pupils. The remote education capability has been retained. In this eventuality, staff will be trained in using a combination of SeeSaw &amp; MSTeams, supported by the delivery of physical resources in order to maintain high quality educational provision.</p> <p>Special consideration will be given to those pupils with SEND and EHCP pupils will be individually risk assessed regarding their Covid vulnerability and necessary measures.</p> <p>Remote Education</p> <p>Staff will be trained in providing seesaw learning at home. Timetable will be produced to include live sessions using MSTeams and parents informed of remote education requirements.</p> <p>Workforce organised to provide on-site delivery of remote education package for most vulnerable, whilst</p>	
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some teachers work from home producing seesaw learning and live sessions.

#### Safeguarding and DSLs

Safeguarding and Child Protection Policy will be reviewed in line with local restrictions.

CPOMS reporting will continue remotely for all staff.

Vulnerability of all children will be monitored robustly with a member of staff assigned to:

- Tracking of contact with families (once or twice weekly)
- Making contact with families (including doorstep welfare checks) as needed to ensure ongoing safety of the child(ren)
- Tracking online engagement and following up poor engagement
- Ensuring families have the technology they need to access remote education, and support with the use of this technology

A trained DSL will always be available on site:

- Lead DSL: Tina Cox
- Deputy DSL: Andy Atter
- Reserve DSL: Jo Oliver

We will continue to work with all relevant agencies in supporting our most vulnerable pupils.

Transport to site of vulnerable pupils will continue in line with pandemic guidance.



			<p>FSM will continue on-site and food parcels/vouchers will continue to be provided for those required to stay at home</p>	
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Please use this 5 bar matrix to establish and display how you have come to the risk ratings for each hazard listed.

Likelihood	Severity					
		1	2	3	4	5
1		1	2	3	4	5
2		2	4	6	8	10
3		3	6	9	12	15
4		4	8	12	16	20
5		5	10	15	20	25

