



**RISK ASSESSMENT FORM  
COVID-19**

This COVID19: Risk Assessment and Action Plan document sets out the decisions taken and measures put in place following the end of restrictions in July and changes to self-isolation protocols in August, to ensure the school continues to operate in a safe way following full opening.

Assessment date: 02/09/21 in response to the 19<sup>th</sup> July and 16<sup>th</sup> August  
Government changes  
Location/Site: St Michael's Junior CofE (VA) Junior School  
Assessor(s): HT/SLT/SBM/Site manager  
All reviews shared with staff

Activity/Task/ Situation	What are the hazards?	Who might be harmed and how?	<u>What are you doing now?</u>	What further action is necessary?	Action by whom
<p><b>Return to school September 2021</b></p> <p><b>Attendance</b></p>	<p>Parents do not want their children to attend owing to new variants</p> <p>Children not attending school owing to Covid-19 – potential school refusers, heightened anxiety, worried children</p> <p>Local area outbreak if several (5) confirmed cases within 10 days.</p>	<p>Parental concerns that children may be infected by Covid-19.</p> <p>Detrimental impact on the delivery of education – long term impact</p>	<p>Re-establishing the normal routines pre Covid-19. Before and after school times and routines are to resume – this has been communicated with parents. Social distancing measures have now ended in the workplace.</p> <p>Attendance is mandatory (including CEV pupils), and this had been shared with parents. Fixed penalty notices are issued for non-attendance. This will be completed sensitively and only after intense support to encourage the child back to school Attendance registers are reinstated, normal procedures in place for persistent absenteeism and lateness</p> <p>If a child is self-isolating or have a confirmed case in the household, remote learning will be provided.</p> <p>The 'Outbreak Management Plan' template has been prepared in line with Local Authority guidance. It may include suggested control measures e.g.,/ reintroducing wearing face coverings.</p>	<p>Support and reassure parents/children on return.</p> <p>In the autumn term school will introduce Attendance awards. Sanctions and penalties for non-attendance will continue. <u>Marking absence:</u> Code X is ongoing for pupils are self-isolating/quarantine Code I is ongoing if a pupil is unable to attend because they have a confirmed case of Covid-19.</p> <p>If a child is self-isolating or have a confirmed case in the household, remote learning will be provided.</p> <p>Respond to a 'local outbreak' through an 'Outbreak Management Plan'. Temporarily, bubbles and face coverings may be necessary in response to a local outbreak, if necessary. School will respond to Local Authority advice in this instance. Contact DfE – 0800 046 8687, option 1 for advice.</p>	<p>HT SBM SENCo All staff</p> <p>HT</p>

<p><b>Mental Health and wellbeing of pupils</b></p>	<p>Mental health needs and new wellbeing concerns – bereavement and family members who may have had Covid-19/long term Covid in families</p>	<p>Emotional impact and families requiring support.</p>	<p>MindEd learning platform for professionals - match suitable support in house though light touch intervention or in contact with agencies. Establish small groups of children that would benefit from PCM daily input if required.</p> <p>Recovery Curriculum to be implemented and Zones of Regulation revisited. Use of other stories/books resources to support wellbeing and the LA Emotional resource booklet to be used and used by parents if they need support. Bereavement support agencies and resources can be accessed.</p>	<p>Materials to be shared with parents on request. PCM support for identified families. Recovery Curriculum</p>	<p>Staff</p>
<p><b>Mental Health and wellbeing of staff</b></p>	<p>Absence of staff due to illness/long term Covid-19</p> <p>Bereavement within families linked to Covid</p> <p>Lifting of control measures in September</p>	<p>Staff and their families and possible bereavement support</p> <p>Staff anxieties</p>	<p>HT and SENCo have attended TPP 1 and 2. All staff have attended TPP1 and 3 in-house training – 22.2.21 and June 2021. School to seek specialist support if necessary.</p> <p>SAS wellbeing resource shared with staff – ongoing</p> <p>Individual risk assessments</p> <p>By mid-September PHE will have offered every adult two vaccines.</p> <p>Absence reporting procedures are in place and remain the same – staff handbook</p> <p>Daily opportunities for discussions with the HT/SLT/line managers about any anxieties</p>	<p>Staff to be made aware of available support and advice for schools and pupils available from ECC, including the Educational Psychology service <a href="https://schools.essex.gov.uk/admin/COVID-19/Pages/default.aspx">https://schools.essex.gov.uk/admin/COVID-19/Pages/default.aspx</a></p> <p>The Bereavement Policy has been reviewed to ensure it reflects current circumstances and arrangements</p> <p>Individual risk assessments to be updated where necessary.</p>	<p><b>SBM</b> <b>HT</b></p>

<p>Testing, Contact Tracing and self-isolation</p>	<p>Close contact to someone who has tested positive for Covid-19 may not be contacted</p>	<p>Unknown close contacts</p>	<p>If a child has symptoms, the school should be informed and families must order a PCR test (testing centre or by calling 119). If the PCR result is negative the child can return to school immediately. If the PCR test is positive the child must self-isolate until 10 days after the onset of symptoms (TandT advise). Refusal to a symptomatic pupil can be made by the school if the parent refuses to keep their child at home in line with PHE guidance.</p> <p>If a child has a positive LFT test, they should self-isolate and inform the school. The child should order a PCR test. If the PCR is taken within two days and the result is negative, the child can return to school. If positive, or two days after the positive LFT, close contacts will be identified by TandT.</p> <p>If a pupil is symptomatic at school, they will need to be isolated in a well-ventilated room/medical room on their own, any accompanying adult must wear PPE and a face covering. Collection to be arranged asap.</p> <p>Staff - if symptomatic/positive LFT – must self-isolate and order a PCR test - to be arranged by the staff member (Crib sheet – covidshiftpartner link MUST be used). If it is negative (within 2 days of the positive LFT) the staff member can return to school. If positive, the staff member must isolate for 10 days.</p> <p>Children under the age of 18 and staff who have received 2 doses of vaccine will no longer need to self-isolate if they are in close contact/live in the same household with a positive Covid-19 case. TandT should contact the individual. Pupil/staff member will be advised to take a PCR test instead. Whilst waiting for the result, the child/staff member can attend school but should wear a face covering on public transport.</p> <p>If a member of staff is not vaccinated (both doses) or chooses not to get vaccinated they will need to self-isolate.</p>	<p>PCR tests can be obtained by the NHS TandT website or by calling 119</p> <p>Close contacts will be identified via NHS Test and Trace and not the school. Contacts from a school setting will only be traced by TandT where the positive case specifically identifies the individual as a close contact.</p> <p>1 x set of PPE kit to be kept in each classroom.</p> <p>HT to share the HR guidance when received.</p>	<p>Staff</p>
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<p><b>Health and Safety/Hygiene</b></p>	<p>Enhanced cleaning regime and hygiene measures are effective in controlling the spread of the virus and good practice.</p>	<p>No tissues are available</p> <p>No hand sanitiser available or hand soap</p>	<p>Ensure good hygiene for everyone. Keep occupied spaces well ventilated if and when possible - windows open before and after lessons, and during lessons when temperatures allow. e-Bug resources were in place before the school closure and this information was shared with parents – all classes shared the resource with their class. Additional supervision of hand washing, and support to maintain high levels of hygiene at mealtimes – tables need to be wiped down after mealtimes.</p> <p>Ensuring hand sanitiser is available in dispensers around the school. Each classroom has a sink. Posters about hand hygiene are already in place and were shared during specific lessons to all the children before the Lockdown.</p> <p>Handwashing – <b>soap and warm water</b> are adequate. Children clean their hands regularly, more often than usual. Children must wash their hands thoroughly after using the toilet. - becoming part of our school culture</p> <p>Regular reminders given; posters in all classrooms and workspaces – e-Bug posters and ‘Catch It, Bin It, Kill It’ poster.</p> <p>Hand sanitiser available at the front entrance.</p> <p>Extra cleaning of surfaces within classrooms.</p>	<p>Good Practice: Reinforce hand hygiene following the e-bug programme established before the school closure. All classes to be using their pedal bins and paper dispensers – keep classroom sink space accessible.</p> <p>Bottles of handwash soap in each of the 4 classrooms and tissues for each class. Children can bring in their own sanitiser.</p> <p>Reinforce the hand hygiene message using the posters shared with the children before the lockdown – these are also in the toilets. Reinforce coughing and sneezing into a tissue or your elbow and not to touch mouths, eyes, noses. Boxes of tissues to be available in each classroom.</p> <p>Site manager to review our supplies daily and early morning routine to include refilling paper towel stations in each classroom and leave an additional paper towel roll to be kept in the classroom cupboard. Soap dispensers to be full at the beginning of each day.</p>	<p>SBM/admin Site manager HT/staff</p>
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<p>Government Lateral Flow Testing – with regular self-testing the spread of the virus can be slowed and help protect the most vulnerable in our families and communities.</p> <p>Reassurances for staff</p>	<p>Positive and void test results</p> <p>A positive test of an asymptomatic member of staff will result in that staff member self-isolating for 10 days – impact on their families.</p>	<p>All stakeholders</p>	<p>Start date – 27.1.21, twice weekly testing for all staff until the end of September 2021 (now has been extended). Staff are clear on the procedures.</p> <p>Testing on a Sunday night and Wednesday night</p> <p>Following the Government guidance stipulated in the step-by-step guides and documents sent to staff on 25.1.21</p> <p>Results to be shared with the HT is positive or void.</p> <p>Positive test = inform the HT and arrange a PCR test, via the covidshiftpartner link, self-isolate for 10 days, liaise with Track and Trace</p> <p>If void, complete another test. If the second test is void, inform the HT and arrange a PCR test using the covidshiftpartner link, liaise with Track and Trace.</p> <p>Negative result = staff to attend the workplace</p> <p>Each member of staff is responsible for inputting their results on the ‘online portal’ within 24 hours</p>	<p>Co coordinators to keep track of tests taken and the results</p> <p>Reordering supplies with a weeks notice</p> <p>Primary age pupils do not need to be tested.</p>	<p>Coordinators – CA and KT</p>

