




COVID 19 RISK ASSESSMENT / CHECKLIST FOR AUTUMN TERM 2021



Date of assessment:	3.9.21 This review 14.12.21	Assessed by (job title / name):	Andi Dodds Headteacher
Local reference number:	935/3320	Other people involved with this assessment:	Teaching Staff
Name and address of school / setting:	St Felix RC Primary School	Reason for assessment:	Review of previous risk assessments in light of the national move to Stage 4 and removal of some restrictions. Some measures are still in place.
Identification of those at risk:	<ul style="list-style-type: none"> ▪ Students ▪ Their family groups ▪ Staff ▪ Their family groups ▪ Contractors and essential visitors ▪ Their family groups 		
Harm which could occur:	<p>Catching or spreading the COVID-19 virus. Symptoms and health effects are well known, and further information in relation to this can be found via the Coronavirus-specific NHS website. <i>This risk assessment is based on guidance from Public Health England, and reflects the information within the DfE's Schools' Covid-19 Operational Guidance updated in August 2021. Additional Operational Guidance for SEND and Specialist Settings has also been published nationally and reflected here.</i></p>		
Headteacher name and signature:	Andi Dodds 		
Chair of Governors	Magalie Cooper / Michael Bradshaw		
<ul style="list-style-type: none"> • If you have a concern or query about your risk assessment, please contact the LA's Safety, Health and Wellbeing Advisor at nina.bickerton@suffolk.gov.uk . • You should contact your SEO or call 01473 263942 if you would like to discuss your planning. • For leaders' wellbeing support: 01473 265656 (new phone number) or email: leadershipwellbeingsupport@suffolk.gov.uk • Any queries on premises issues should be directed to your Vertas Account Manager. 			

What are the hazards or where are the dangers?	Control Measure/Standards checklist These are things which are needed to control the spread of the virus as far as reasonably practicable. This is Public Health and DfE advice.	Yes they are in place	No they are not in place /NA	Our school needs to add these following control measures to reduce the risk as far as possible, OR this is why we cannot meet this standard:	Action by when and by who?	Additional Action Completed (initials and date)
1.0 Catching and spreading the virus – including hygiene measures	<ol style="list-style-type: none"> 1. We require any member of staff, and any pupil, to remain at home if they have symptoms of, or have tested positive for Coronavirus. Any visiting professional, contractor or parent will not be granted access if symptomatic or a known positive case. 2. We have communicated the revised information on self-isolation to staff and families. This can be seen at the end of this risk assessment. 3. We will continue the practice of reporting positive cases from our school / setting to the appropriate body¹ 4. We contain any outbreak by following Public Health Suffolk's advice, and have written procedures for this which all staff have been notified of. 5. Parents and staff will be asked to notify us immediately of any tested positive cases. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>		<p>Over Christmas period this is via admin@st-felixrc.suffolk.sch.uk</p>	<p>This RA sent to staff and parents 3/9/21</p>	<p>Revised guidance on testing and self-isolation sent 14.12.21</p>

¹ As national guidance changes, please seek advice from the Education Covid-19 team: EdC19@suffolk.gov.uk

	<p>6. We continue to request all personnel on our school site should clean their hands thoroughly and more often than usual, and will maintain the hand hygiene measures upon entering the school.</p> <p>7. We ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.</p> <p>8. We understand and adhere to the wearing of PPE only where necessary and advised.</p> <p>9. We understand that the Government advises the general wearing of face coverings within the school premises for communal areas by staff,</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>		<p>From November 1st 2021, Suffolk County Council Public Health is advising;</p> <ul style="list-style-type: none"> • Staff in education settings to wear face coverings in communal areas outside of the classroom, unless exempt for medical reasons. • Specialist, primary, secondary, further and higher education settings to restrict entry to their site to essential visitors only. <p>Advice allows for onsite events with parents as long as a risk assessment is in place and school remains at level 1</p> <ul style="list-style-type: none"> • Any visitors to wear a face covering while on-site, this includes adults collecting children in the playground. <p>Advise remains in place. School is level 1 as cases in school are low. Suffolk no longer ERA</p>	<p>Advice issued to staff and parents 20/10/21 AD</p>	<p>Signage and masks available to parents 1/11/21</p>
3.0	<p>1. Whilst social distancing (and bubbles) have been removed as mandatory</p>	<p>Yes</p>				

<p>Social distancing and bubbles – Non-adherence to Government guidance for the workplace vs local requirements.</p>	<p>control measures in schools (and therefore the workplace) we understand there may be a specific need within the cohort. At this point of notification, we will seek advice from our SHaW Advisor, our HR consultant and / or Occupational Health.</p> <p>2. Where a risk assessment for individual students or staff is either required or requested, this will be carried out without delay.</p> <p>3. We understand that our outbreak / contingency plan should cover the possibility that bubbles may have to be reintroduced for a temporary period.</p> <p>4. We will continue to review our behaviour policies irrespective of the easing of restrictions. We will communicate these clearly and consistently to staff, students, and parents or carers with clear and reasonable expectation of student behaviour set out.</p> <p>5. We work with other professionals who may need to visit our school, to ensure that both we and they adhere to our hygiene requirements.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>		<p>Added 3/9/21</p> <p>Policy to be updated Oct 2021</p>	<p>AD - done</p> <p>AD/LGB</p>	
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<p>4.0</p> <p>Virus spreading - School and public transport</p>	<p>1. Dedicated school transport: We have worked with relevant Council personnel / private providers to ensure that <i>as far as possible</i>:</p> <ul style="list-style-type: none"> • that hand sanitiser is available for use upon boarding and disembarking • that vehicles are cleaned more frequently • that queuing and boarding is organised and controlled 	<p>Yes</p>		<p>Only used for swimming on Tuesday mornings by Y5</p>		
<p>5.0</p> <p>The risk of not ensuring robust cleaning throughout the school premises</p>	<p>1. All frequently touched surfaces inside and outside the school are cleaned via an appropriate cleaning schedule.</p> <p>2. We have ensured that relevant cleaning materials to include wipes are provided wherever required.</p> <p>3. We use cleaning products which include standard detergents and ensure that if a contracted cleaning company is used, that we liaise with them to understand what their products are and their efficacy.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>				
<p>6.0</p>	<p>1. We understand that additional PPE for COVID-19 is only required in a very limited number of scenarios:</p>	<p>Yes</p>				

<p>Understanding correct PPE requirements</p>	<p>a) where a young person becomes ill with COVID-19 whilst at school and we have to have close contact, or</p> <p>b) when performing aerosol generating procedures (AGPs)</p> <p>2. We ensure that our stocks of required PPE will be maintained, are in date and are of the appropriate type.</p>					
<p>8.0 Premises management controls</p>	<p>1. We welcome contractors on site only by appointment and they are required to adhere to all school measures.</p> <p>2. The school has ensured that relevant property statutory compliance checks have been completed and records updated, alongside usual daily and weekly checks² .</p> <p>3. We ensure that all waste from potentially infected persons is disposed of as per current Government Guidelines.</p> <p>4. We understand the importance of good ventilation and follow professional guidance³ on air conditioning and ventilation.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>		<p>Identify any poorly ventilated spaces.</p>	<p>1/11/21 AD</p>	<p>CO2 monitors placed in 9 classrooms and staff room - staff asked to increase ventilation if amber/red noted.</p>

³ Suffolk Learning's Safety, Health and Wellbeing's [Coronavirus page](#) hosts a precis of relevant professional advice on ventilation updated August 2021

<p>9.0 The impact of the pandemic on staffing, and staff welfare, and also the mental wellbeing of students</p>	<ol style="list-style-type: none"> 1. We recognise that the pandemic has been incredibly stressful for staff, students, and parents/carers. Therefore, we are sharing all our resources for good mental health and wellbeing and signpost to relevant professional bodies. 2. We are aware of the Leadership Wellbeing assistance from the LA. 3. We are actively promoting our Employee Assistance Programme and the Occupational Health Service to all staff via training, email communication and word of mouth. 4. We are aware of the Stress and Mental Health web pages on the H&S site on Suffolk Learning, where resources can be found for staff. 5. We have ensured that all staff are aware of any changes in all health and safety protocols, especially if they are returning to work. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>				
<p>10.0 Administration and the continual knowledge of the risks of</p>	<ol style="list-style-type: none"> 1. We regularly review national guidance from PHE, the NHS and the Education related pages on GOV.UK 2. We receive and read <i>Suffolk Headlines</i> and disseminate this to all 	<p>Yes</p> <p>Yes</p>				

Updated sources and further information can now be found as a separate document on Suffolk Learning, via the Coronavirus: [COVID-19 page](#)

From Tuesday 14 December, a new national approach to daily testing for contacts of COVID-19 is being introduced (including until the end of this term). All adults who are fully vaccinated and children aged 5 to 18 years and 6 months, identified as a contact of someone with COVID-19 – whether Omicron or not – should take a lateral flow device (LFD) test every day for 7 days instead of self-isolating. Daily testing by close contacts will help to slow the spread of COVID-19.

Daily testing for contacts of COVID-19 will help protect education settings by reducing transmission and will also help keep pupils in face-to-face education.

Once notified by NHS Test and Trace as a close contact, all eligible staff, pupils and students should take an LFD each day for 7 days and report the results through the Online Reporting System and to their setting. If they test negative, they can continue to attend their education setting. Outside of the education setting, they should continue to follow the advice set out in the Sunday 12 December press release. This approach should also be adopted over the winter break and on return in January.

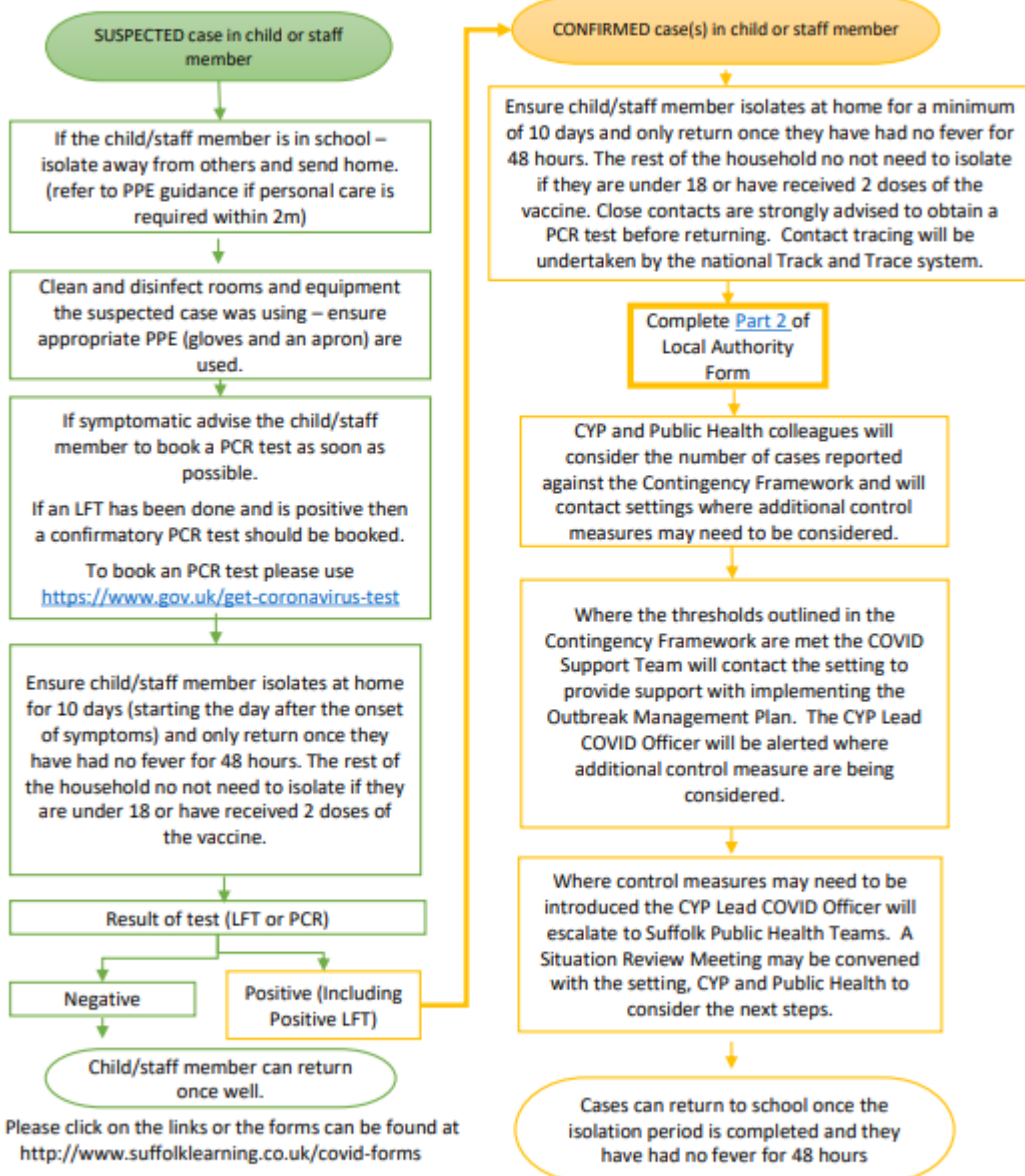
If they test positive, they should self-isolate and order a PCR test to confirm the result. If the PCR is positive, they must self-isolate for 10 days. If the PCR test is negative, they no longer need to self-isolate but should continue to carry out the remainder of the daily tests, and only need to isolate if it is positive



Action to be taken by all CYP setting (version 5: September 2021)
 (including children's homes, early years, academies and independent schools)

Prevent the spread of infection by maintaining high standards of hygiene, including hand washing and regular cleaning and disinfection of surfaces. This will help prevent Covid-19 spreading, as well as other infectious diseases.

GUIDANCE: Visit gov.uk/coronavirus for detailed guidance, including cleaning and the use of Personal Protective Equipment (PPE). The list of main COVID-19 symptoms can be found at: <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>



• Please click on the links or the forms can be found at <http://www.suffolklearning.co.uk/covid-forms>

A positive LFT triggers a legal duty for the case and to self-isolate. A confirmatory PCR test should then be taken within 48 hours (at the latest) to confirm a positive LFT test.
If that PCR test comes back as negative then the isolation period for the case can come to an end, but only at that point.

Local Authority Contacts (Mon-Fri):
 All CYP Settings – 01473 263 942
CYPC19@suffolk.gov.uk
For emergency out of hours contact – 01473 433 444