



## Coronavirus (Covid-19): Springvale Risk Assessment 2021/22

Springvale takes its responsibilities to students, staff, visitors and the local community, extremely seriously. The wellbeing, health and safety of our community has been central to our planning. This Risk Assessment explains the actions our school leaders should take to reduce the risk of transmission of coronavirus (COVID-19) in our school. The Risk Assessment includes public health advice, endorsed by Public Health England (PHE).

### Overview

In accordance with the [DFE Schools COVID-19 operational guidance](#), the Risk Assessment outlines the measures to be in place in our Schools from September 2021, unless an outbreak should occur – (see Springvale Outbreak Management Plan)

As COVID-19 becomes a virus that we learn to live with, there is now a need to reduce the disruption to children and young people's education - particularly given that the direct clinical risks to children are deemed to be extremely low.

Our priority is to deliver face-to-face, high quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances as well as physical and mental health. Our school is aware of the legal responsibilities of providers in taking steps to reopen. Springvale Primary has a duty of care towards staff, students and visitors, including under the Health and Safety at Work etc. Act 1974 and the Equality Act 2010. Our school will continue to comply with those obligations.

Risk Assessment Version Tracker		
Version 1- September 2021	Approved 14/7/21	Approved by SLT/KT/DC (GB Chair and H/S Rep)
Version 2- review after 2 weeks back	Approved 12/09/21	Approved by SLT/KT/DC (GB Chair and H/S Rep)
Version 3- review at half term	Approved 12/11/21	Approved by SLT/KT/DC (GB Chair and H/S Rep)
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## Control Measures that are in place across Springvale Primary School

	Active Arrangements	Plans in school	Person (s) Responsible
1	<b>Mixing and Bubbles</b>	<p>We will no longer recommend that it is necessary to keep children in consistent groups ('bubbles') as standard. As well as enabling flexibility in curriculum delivery, this means that assemblies can resume, and there is no longer the need to make alternative arrangements to avoid mixing at lunch. All classes will only mix with one other cohort indoor where there is an educational benefit (e.g. phonics groupings). Mixing outdoor can occur of up to two cohorts for sports events and/or clubs. Y5/6 leaders may have some minor contact with younger pupils in their sports/wellbeing leader roles.</p> <p>The Springvale Outbreak Management Plan covers the possibility that it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups. Any decision to recommend the reintroduction of 'bubbles' will not be taken lightly and we would take account of the detrimental impact they can have on the delivery of education. Bubbles will be reintroduced where we have concerns about case numbers in school or against medical/public health advice linked to new variants. The Headteacher, leadership team and GB will review the need for bubbles or reduced social contacts on a daily basis based on the latest case numbers and patterns in school.</p>	HT GB Staff
2	<b>Tracing close contacts and isolation</b>	<p>From September close contacts will be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</p> <p>From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. This could be changed for new variants of COVID like Delta or Omicron. The regulations on isolation are regularly changing, we will update families via our weekly newsletters and ensure that our office staff receive the most up-to-date guidance to support families over the telephone or via email.</p> <p>In accordance with Government guidelines, close contacts of people who test positive for COVID should take daily LFT and the person who tested positive should isolate for 10 days, unless they receive two negative LFT 24 hours apart from days 5 and 6. If this happens, they can leave isolation on day 6 after the second negative test.</p> <p>Any adult (18 years and 4 months) in the setting who hasn't been fully vaccinated may need to isolate so measures will be in place in that eventuality to allow them to work from home. Leaders will, therefore, need to be aware of each staff member's vaccination status. (see point 20 below re: new variants)</p>	Test and Trace  Supported by Head  Families

3	<b>Face coverings</b>	<p>Face coverings are not advised for pupils, staff or parents when collecting unless any parent needs to enter the building. We do, however, ask all visitors to wear a mask either in the reception area, classrooms or in communal areas. Should a member of staff choose to wear a face covering in common areas or corridors, then that is their personal choice to do so. Face shields or Perspex screens can be used to further protect staff during learning time where requested. <b>We will monitor case rates and review this part of the policy throughout the year.</b> Face coverings are not currently required on the playground, for example, but we would appreciate parents remaining socially distanced and keeping to their precise staggered drop off/collection time.</p> <p>The Springvale Outbreak Management Plan covers the possibility that it may become necessary to reintroduce face coverings for a temporary period in communal areas, etc. Contractors and parents attending a meeting indoor are encouraged to wear face masks whilst in and around staff and children. Once visitors or parents reach a fixed place- for example whilst sat down for a meeting- they can remove their mask. Exemptions apply to this rule.</p>	HT GB Staff
4	<b>Stepping measures up and down</b>	The Springvale Outbreak Management Plan outlines how we would operate if there was an outbreak in a school or in the locality. This plan will be reviewed regularly. Things like class bubbles, playtimes and assemblies will be reviewed in-line with cases. Indoor events for class mixing and parents visiting will be limited significantly as these present the greatest risk of an outbreak.	HT GB
<b>Control Measures</b>			
<b>Ensure good hygiene for everyone</b>			
1	<b>Hand Hygiene</b>	We will continue to promote frequent and thorough hand cleaning, using soap and water or hand sanitizer, especially when entering the school/classroom environment.	HT Staff
2	<b>Respiratory Hygiene</b>	We will continue to promote the 'catch it, bin it, kill it' approach.	HT Staff
3	<b>Use of personal protective equipment (PPE)</b>	The use of PPE is no longer required beyond what staff would use for their normal work (nappy changing or first aid etc). PPE is still readily available. Staff can choose to wear masks or protective Perspex screening.	HT HK
<b>Cleaning regimes</b>			
4	<b>Maintain appropriate cleaning regimes, using standard products such as detergents</b>	An appropriate cleaning schedule will be in place to ensure regular cleaning of areas and equipment with a focus on frequently touched surfaces. Additional cleaning during the day will remain in place to cover toilets and touch hot spots.	HT GB Engie JK//KHTB

	<b>Ventilation</b>		
5	<b>Keep occupied spaces well ventilated</b>	<p>When the school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p> <p>Opening external windows will be considered (weather and temperature dependent) alongside the opening of internal doors to assist with the throughput of air. CO2 monitors will be placed in rooms with only mechanical ventilation.</p>	HT GB JK
	<b>Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</b>		
6	<b>When an individual develops COVID-19 symptoms or has a positive test</b>	<p>Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</p> <p>Anyone in school who develops COVID-19 symptoms, however mild, will be sent home and they should follow public health advice.</p> <p>If a pupil is awaiting collection, they should be left in the pod on their own, if possible and safe to do so. Younger pupils (EYFS and KS1 will be supervised from a safe distance) Appropriate PPE should also be used if close contact is necessary. Any rooms they use should be cleaned after they have left.</p>	HT GB Staff
7	<b>Asymptomatic testing</b>	Staff and pupils are strongly encouraged to undertake twice weekly home tests whenever they are on site, this will remain the case until further notice. Test kits are available to all staff and they are stored in the staff room. Test kits can be obtained by parents from any pharmacy although please be aware there have been recent shortages of LFT kits available locally. If you test positive on a LFT you no longer need to book a PCR test from 11/01/2022 to confirm this result.	Staff Families
8	<b>PCR tests</b>	If you develop symptoms and do not have access to a LFT or the LFT is negative and your symptoms persist, you should book in and take a PCR test. Whilst awaiting the PCR result, the individual should continue to self-isolate.	Staff Families
	<b>Other considerations</b>		
9	<b>Clinical Extremely Vulnerable Children</b>	All CEV children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their GP or clinician not to attend. All pupils and staff in this category will be risk assessed against developing new variants and their personal medical circumstances.	HT GB Staff
10	<b>Admitting Children into school who show symptoms</b>	<p>In most cases, parents and carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others.</p> <p>If a parent or carer insists on a pupil attending your school, you can take the decision to refuse the pupil in line with the latest COVID guidance from the Government if, in your reasonable judgement, it is</p>	HT GB Staff Families

		necessary to protect other pupils and staff from possible infection with COVID-19.	
<b>11</b>	<b>Attendance</b>	<p>School attendance is mandatory for all pupils of compulsory school age and it is priority to ensure that as many children as possible regularly attend school.</p> <p>Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they should be recorded as code X (not attending in circumstances related to coronavirus).</p> <p>Where they are unable to attend because they have a confirmed case of COVID-19 they should be recorded as code I (illness).</p>	HT GB Staff Families
<b>12</b>	<b>Travel and quarantine</b>	<p>Parents travelling abroad should bear in mind the impact on their child's education which may result from any requirement to quarantine or isolate upon return. Staff members who book holidays where they cannot work due to quarantine rules will not be paid for the period of quarantine.</p> <p>This part of our risk assessment will be regularly reviewed in line with Government guidance.</p>	HT GB Staff Families
<b>13</b>	<b>Remote Education</b>	<p>If a child is isolating because they have tested positive but are fit and well, then school should continue to deliver remote education. See the school's updated Remote Learning Policy.</p> <p>The remote education provided should be equivalent in length to the core teaching pupils would receive in school and it will include daily core learning of reading, writing and maths activities that are suitable for the child. This will be provided to children who are well enough to learn from home but not allowed into school due to isolation.</p>	HT GB Staff Families
<b>14</b>	<b>Education Recovery</b>	The school has a plan in place in regards to ensure children catch up on their missed education during the pandemic. This will be delivered by all teachers with additional support from the school's addition provision plans- for example addition reading or maths boosting.	HT SLT GB Staff
<b>15</b>	<b>Pupil Well-being and support</b>	We are aware that some children will be experiencing a variety of emotions in response to their own experiences of COVID, such as anxiety, stress, low mood, bereavement and we have robust measures in place to allow them access to the support that they need	HT GB Staff AK SP
<b>16</b>	<b>School Workforce</b>	Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus. Leaders will regularly review the guidance relating to CEV adults in school and ensure that leaders are making all adjustments required to support these staff. The Springvale Outbreak Management Plan outlines how we would manage those staff members if an outbreak occurred.	HT GB

17	<b>School Meals</b>	<p>School will continue to provide a free school meals for those pupils who are eligible for benefits related free school meals and are learning at home during term time. This can be done through a food hamper or a local supermarket voucher- whichever is preferred by the family in question.</p> <p>Where catering staff are affected by COVID cases we will work with the catering provider, ISS, to offer the best possible menu that we can and we will also attempt to provide a hot meal option to all pupils.</p>	HT ECh/CR
18	<b>Education Visits</b>	<p>The School has LA insurance in the eventuality a residential visit is cancelled that is COVID Related. When booking a school visit staff should always enquire about the facilities procedures for refunds, rescheduling and cancellation, etc.</p> <p>Full and thorough risk assessments in relation to all educational visits will be in place and any public health advice, such as hygiene and ventilation requirements, will be included as part of any risk assessments. The Springvale Outbreak Management Plan outlines how we would manage Educational Visits should an outbreak occur.</p>	HT GB ECh
19	<b>Additional relaxations on 2020/21 measures</b>	<p>Water bottles can now stay in school. They are rinsed daily and refilled. We advise that they go home each Friday for a wash at home and returned on a Monday. The previous water bottle policy has been removed and new bottles will not be routinely purchased for children without a bottle. Drink cups and fresh water are back on the dining tables and available for all children, for this reason children do not require a drink with their packed lunch.</p> <p>Baking projects are now accepted in school as part of homework projects, extra-curricular work and birthday treats (however this must be in-line with our Healthy Eating Statement). In terms of baking projects, we would urge good hygiene and using clear, plastic tubs for bringing in to school.</p> <p>Young leaders have returned to school so that Y5/6 pupils can develop their independence and leadership skills. Young leaders will wash hands thoroughly and regularly before supporting any other class and they will only mix with 1 other class indoor or up to 3 outdoor.</p> <p>When case numbers are very low and no further restrictions are required, play times and assemblies will operate with some mixing of classes. This will assessed daily.</p>	HT GB Staff Families
20	<b>New variants of COVID- how to deal with infection control</b>	<p>Re: new variants of concern, close contacts will now be identified via NHS Test and Trace. The school will keep families up to date with regular communication about any changes to guidance.</p> <p>Further actions for educational settings may be advised by a local Incident Management Team (IMT) investigating a suspected or confirmed case of new variants of COVID-19.</p>	HT SLT GB Staff

Schools will continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting (see [Stepping measures up and down](#) section for more information) or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures. These will be introduced where required and risk assessed on a case-by-case basis.

- Clean hands thoroughly more often than usual. Coronavirus (COVID-19) is an easy virus to kill when it is on skin. This can be done with soap and running water or hand sanitiser. Schools must 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. Regular and thorough hand cleaning is going to be needed for the foreseeable future
- School to have sufficient hand washing or hand sanitiser 'stations' available so that all pupils and staff can clean their hands regularly.
- Supervision of hand sanitiser use given risks around ingestion. Small children and pupils with complex needs should continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes can be used as an alternative.
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- As with hand cleaning, schools must ensure younger children and those with complex needs are helped to get this right, and all pupils understand that this is now part of how school operates. Some pupils with complex needs will struggle to maintain as good respiratory hygiene as their peers, for example those who spit uncontrollably or use saliva as a sensory stimulant. This should be considered in risk assessments in order to support these pupils and the staff working with them.
- Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
- School to put in place a cleaning schedule that ensures cleaning is generally enhanced and includes:
  - more frequent cleaning of rooms/ shared areas that are used by different groups
  - frequently touched surfaces being cleaned more often than normal

*Note: different groups don't need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet.*

21	<b>Assessing staff levels</b>	A daily assessment of pupil and staff levels will be conducted by senior leaders. Where leaders feel that the staff cannot ensure the safety and supervision of a cohort or cohorts, the very difficult decision may be taken to move learning online for a short period of time. This decision will be a last resort, after all appropriate staffing solutions have been explored. Where this decision is take, our Remote Education Policy will be applied and parents/carers will receive daily communication about a return to face-to-face education as soon as possible.	