

Risk assessor: J Ramshaw  
 Risk assessment title/number: Jan 2022 v5  
 Signed off by:



Date carried out: 26<sup>th</sup> January 2022  
 Date of next review: February 2022

	SEVERITY (Refer to Risk Assessment policy for definition)
5	Catastrophic
4	Severe
3	Moderate
2	Minor
1	Trivial

	LIKELIHOOD
5 Almost certain	It is expected to happen in most circumstances
4 Very likely	Will probably occur at some time, or in most circumstances
3 Possible	Fairly likely to occur at some time, or in some circumstances
2 Unlikely	It is unlikely to occur, but could at some time
1 Rare	May only occur in exceptional circumstances

RISK RATING							<div>Summary COVID -19 RISK ASSESSMENT Jan 2022 in addition to usual school operating procedures &amp; policy.</div> <div>Coronavirus remains a serious health risk. You should stay cautious to help protect yourself and others.</div> <ul style="list-style-type: none"><li>Meet outside, or open windows and doors for indoor visitors</li><li>If you have symptoms stay at home and <u>take a PCR test</u></li><li>Wear face coverings in enclosed places and with people you don't know</li><li>Wash your hands with soap regularly, and for at least 20 seconds</li><li>Get vaccinated, LFD test twice weekly</li></ul> <div></div>		
LIKELIHOOD	5	5	10	15	20	25			
	4	4	8	12	16	20			
	3	3	6	9	12	15			
	2	2	4	6	8	10			
	1	1	2	3	4	5			
		1	2	3	4	5			
SEVERITY									
Unacceptable 20-25						STOP			STOP activity and take immediate action, seeking competent advice IMMEDIATELY
High 14-19						URGENT action			Activity should not be started or continued until the risk has been reduced to a level that is as low as is reasonably practicable, seek further competent advice. if necessary, maintain existing controls RIGOROUSLY

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<b>Medium</b>	<b>8-13</b>	<b>Action required</b>	Efforts should be made to reduce the risk rating further and Improve within specified timescale, however the costs of prevention should be carefully measured and justified
<b>Low</b>	<b>3-7</b>	<b>Monitor</b>	Monitoring is required to ensure that effective safety controls are maintained. Consideration may be given to any further control measures. Seek to improve by next review or if there is a big change
<b>Negligible</b>	<b>1-2</b>	<b>No action</b>	No further action, monitor the activity/location ensure safety controls are maintained and reviewed

Hazard	Risk and to whom	Current safety control measures	Level of risk  Severity x Likelihood = Risk rating	Additional control measures	Residual risk rating and colour	Comments  Could also consider additional measures in detailed RA and see outbreak management plan
1.Children and/or Staff will transmit or become infected with Covid-19 virus	Children Staff Anyone in contact with above  Mixed year groups boarding	Every aspect of the school day has been thought through, from the moment the first person is on site until the last person leaves. Procedures are regularly reviewed, and adaptations made as needed.  Boarders LFT twice weekly.  Dormitories well ventilated during the day.	4 4 16 H	Regular and timely messaging to parents and staff, useful links, contact emails and phone nos.  Limited activities children take part in outside of school.  Implemented use of face masks in all communal areas for adults and pupils in years 7 and 8.  Staff wear masks in classrooms if circulating between children.	3 x 2=L	Major change is communicated by HT to community. Updates regarding anonymous number of cases of Covid consistently informed by DHPO regularly.  Parents not mixing inside beyond year group

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				<p>Advice on school policy promoting asymptomatic testing, importance of well children attending school, adult vaccination as key Governmental strategy emphasised.</p> <p>Carefully followed protocol with visitors/ contractors on site.</p> <p>Infectious diseases protocols followed. ATS testing in Jan for years 7/8 and will Vaccination for over 12s given on Jan 14th.</p> <p>Separate year group sittings scheduled in the dining room</p>		<p>Remote communication for larger meetings.</p> <p>If two or more boarders test positive, SLT will review and act accordingly.</p>
1.		<p><b>Careful use of estate</b></p> <p>Traffic one way system to aid flow</p> <p>Children go straight to classrooms and leave promptly with adults at the end of the day.</p> <p>Maximise use of outdoor space for activities that would</p>	H	<p>No parents free flowing into buildings without signing in at reception</p> <p>Yr 3 parents only allowed to accompany children to the classroom on a Monday and Friday.</p>		<p>Boarders will be isolated too. LFD Testing promoted</p> <p>Need for PCR test re- iterated as required.</p> <p>Pupils aged 12 years and above offered a vaccination.</p>

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		<p>historically have been inside eg Coffee mornings.</p> <p>Any ill person with COVID symptoms will be isolated in a well- ventilated room and overseeing staff wear PPE until child collected.</p> <p>Any symptomatic person will be isolated/sent home as soon as is practicable, in line with school procedures.</p>		<p>Parents asked not to be mixing inside beyond phase of own children.</p> <p>Parent social opportunities venue outside or only held in large spaces with ventilation.</p> <p>Remote option for any individual isolating at home or year group meetings.</p> <p>Extended time for staggered drop off according to phase.</p> <p>Car parking bays for parents of allocated year groups.</p> <p>Varied outdoor space for use by year groups during break.</p> <p>Any onsite event being arranged Covid 19 proportionate control measures to mitigate against current risk.</p>		

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1.		<b>Hygiene</b> Hand sanitiser on arrival and after every transition.  Washing hands after every lunch or break.  Children taught to cough and sneeze into their elbow and away from the direction of other children and adults. Then wash / sanitize their hands.		H	Hygiene routines and expectations adhered to and periodically reminded of in daily orders etc.  Tissues used by staff or children will be placed in a lined and covered bin. Specific additional pedal bins have been purchased and signage with 'catch it, bin it, kill it' message.  Children and staff should then wash their hands.	L	
1.		<b>Aeration</b> Rooms are additionally ventilated when no child inside  Windows and doors open during lessons /assembly whenever temperature and activity allow.		H		L	Reconsider fogging if an outbreak.
1.		<b>Cleaning</b> Cleaning routines and amount of cleaning were increased during		H	Enhanced cleans for any rooms used where have had a confirmed positive case	L	Deep cleans for outbreak scenarios.

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		Stages 1-4 of Covid 19. This has been maintained.  Key touch points in buildings and toilets				
1.		<b>Testing</b> On site asymptomatic testing x2 at start of term and LFD kits supplied for strongly encouraged twice weekly home testing of all staff and pupils in years 7 and 8.  Use of staff portal and parent portal for easy reporting of results.	H	Staff regularly reminded of option to self-test at home using a freely provided lateral flow device in order to identify asymptomatic cases and reduce the risk of the virus spreading as a result.  Staff and children will stay at home if they are experiencing signs of illness outlined on the NHS website <a href="https://www.nhs.uk/conditions/coronavirus-covid19/">https://www.nhs.uk/conditions/coronavirus-covid19/</a> and a test should be arranged if there is any likelihood of coronavirus. Parents will be asked to arrange a PCR test for any child who has symptoms and follow Govt and School guidelines.	L	Peripatetic team offered lateral flow devices from a plentiful supply.  From Monday 17th January, pupils and staff may now return to school after serving 5 full days of isolation (after receiving negative tests on Day 5 AND the morning of Day 6 <b>BEFORE</b> attending school). This is a change from the previous rules where members of the community would have to wait until Day 8 (having

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				Staff in school must follow the guidelines given on the NHS site if they are experiencing the signs and symptoms of COVID. They should inform SLT/HR immediately and follow the school procedures for sickness absence.		already tested negative on Day 6 and 7). The first day of self-isolation is counted as Day 0 and not Day 1.
2. Visitors will transmit or become infected with COVID-19	Children staff and anyone in contact with the above	<p>Visitors will be advised on our procedures, reminded to observe hygiene routines social distancing.</p> <p>They may choose to wear masks but we will advise them that currently staff are not wearing masks in school</p> <p>Facilities for visitors will be limited to areas where there can be adequate social distancing and limited cross over with other groups (meeting spaces will be planned to support this)</p>	3x3 = 9 M	<p>Sporting fixtures and programme of visitors are reviewed if any positive cases within the relevant year group.</p> <p>Any adult contractor visitor/ visiting speaker will be asked at reception if they have tested recently; are symptomatic or have been in close contact with anyone who is. If need be the event will be rescheduled.</p> <p>Staff accompanying visitors will respect social distancing.</p>	2x3 = 6 L	<p>Mask wearing has been reviewed due to rates of infection with Omicron variant. Adults can wear masks except when eating and drinking.</p> <p>Any external contact on site and off will be reviewed. Schools are good at informing each other when increased Covid cases before matches and tournaments.</p>

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		and visitors asked to sanitise their hands.				
3. Children will transmit infection to the home environment	Family members and friends	Limited access to parents in buildings where lots of children.  Parents asked to preferably email, use portal or telephone to ask questions and communicate messages to staff.	4x3=12 M	Vaccination and testing promoted  Testing encouraged for older pupils and in families where there are symptoms or close contacts who are Covid-19 positive.  Our form for reporting <a href="https://forms.office.com/r/94hnGUddua">https://forms.office.com/r/94hnGUddua</a>  Repeated communication on need for children to be in school unless for 3 reasons. 1) they are showing one or more <a href="#">coronavirus (COVID-19) symptoms</a> 2) they have had a positive test result	3x3=9 M	<a href="https://forms.office.com/r/94hnGUddua">https://forms.office.com/r/94hnGUddua</a>

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				3) there are other reasons requiring them to stay at home, for example, they are <a href="#">required to quarantine</a> .		
3.		When any pupil comes into school from outside they are requested to wash their hands.  All other transitions we hand sanitise.				
4. Infection may be transmitted by the physical environment	Children Staff Visitors	The school to be kept sterile by the cleaners, with extra cleans, use of specific materials and equipment.  Frequently touched surfaces to be wiped using the wipes provided by all staff.	4x3	Any positive case reported, then further enhanced clean in locations that person has used	3x2= 6 L	Enhanced clean after a positive case.  Deep clean arranged in event of an outbreak.

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4.		Room arranged with children facing forward as learning requires.  Children discouraged from bringing in any additional items from home environment unless these are absolutely necessary.		Dining room seating in pre-arranged year areas at scheduled times. Cleaning maintained between year groups.  During Art and DT lessons pupils wear a face mask or clear named face visor as tables can't be arranged to face forward. Suspended since 20 <sup>th</sup> Jan		Spacing children as far apart as facilities can allow
4.		Children should work/play outside as often as this is possible.  If not outside children should be in well-ventilated areas.  Doors and windows should be kept open to allow fresh air to circulate. When temperatures are too low to allow the classroom to remain comfortable enough to learn in, windows and doors will be opened for a minimum of five minutes between lessons to allow fresh air to circulate.		CO2 monitors acquired for placement in PP Forest Lodge rooms		

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		Staff should wear PPE when performing any medical or care routines with children.				
Infection may be transmitted on the minibus	Staff Children anyone interacting with above	Masks will be worn by adults and children in years 7 and 8 during all minibus transportation.  Minibus protocol followed including open driver's window.		Cloths changed daily after each minibus clean		If this presents a problem to drivers who wear glasses, then advise wear mask for drop off and pick up only

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