

RISK ASSESSMENT FOR EDLESTON PRIMARY SCHOOL. 2021 Updated January 12th 2021 for national lockdown.

Ref; Restricting attendance during the national lockdown; schools. January 2021

All these actions are after assessing the risks at school. The control measures are put in place to minimize the risks to staff and pupils.

If you have COVID-19 symptoms or have received a positive COVID-19 test result

Stay at home and self-isolate

If you develop symptoms of COVID-19, stay at home and self-isolate immediately. If you have a positive test result but do not have symptoms, stay at home and self-isolate as soon as you receive the results. Your household needs to isolate too. Arrange to have a test for COVID-19 if you have not already had one. Stay at home while you are waiting for a test result. Your isolation period includes the day your symptoms started (or the day your test was taken if you do not have symptoms), and the next 10 full days. This means that if, for example, your symptoms started at any time on the 15th of the month (or if you did not have symptoms but your first positive COVID-19 test was taken on the 15th), your isolation period ends at 23:59 hrs on the 25th. A positive test result means you must complete your full isolation period. Your isolation period starts immediately from when your symptoms started, or, if you do not have any symptoms, from when your first test was taken.

You can return to your normal routine and stop self-isolating after 10 full days if your symptoms have gone, or if the only symptoms you have are a cough or anosmia, which can last for several weeks. If you still have a high temperature after 10 days or are otherwise unwell, stay at home and seek medical advice. If you are isolating because of a positive test result but did not have any symptoms, and you develop COVID-19 symptoms within your isolation period, start a new 10 day isolation period by counting 10 full days from the day following your symptom onset.

The overarching principle to apply is reducing the number of contacts between children and staff. This can be achieved through keeping groups separate (in 'bubbles') and through maintaining the distance between individuals. Whilst schools are attended by vulnerable children and the children of critical workers only, we will keep group sizes small. For children old enough, they will also be supported to maintain distance and not touch staff where possible. Any additional space available where there are lower numbers of pupils attending, will be used wherever possible to maximise the distance between pupils and between staff and other people.

ESSENTIAL MEASURES WE HAVE PUT IN PLACE:

A requirement that people stay at home if they:

- are ill with virus symptoms
- have tested positive, even if asymptomatic
- have been advised by NHS Test and Trace to do so
- are household members of a positive case, even if that case is asymptomatic
- are required to self-isolate for travel-related reasons
- robust hand and respiratory hygiene

- enhanced cleaning and ventilation arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible
- minimise the potential for contamination so far as is reasonably practicable

We have reduced contacts by:

keeping children in consistent groups
 avoiding contact between groups
 arranging classrooms with forward facing desks wherever possible
 staff maintaining distance from pupils and other staff as much as possible

Hazards-what could cause injury or illness at school	Risks-how likely is it that someone could be harmed and how seriously	Information	How are we controlling the risk
The virus is spread by use of toilets as different bubbles will use the toilet blocks	medium	We have three bubbles of children who each use separate toilets. Staff toilets	toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet - different groups are allocated their own toilet blocks Not to be used by parents. Cleaned at the end of the day. Wipes are available if a member of staff wishes to wipe down before and after use. ABC staff and visitors to use the toilet for disabled people. Clean hands thoroughly more often than usual.
The virus could be spread around the school if the correct cleaning procedure is not in place.	High	tables	Tables to be cleaned before and after lunch and before and after snack. These are done while the children are on the carpet or for the older children after they have finished eating while they are at their own tables. Classroom areas to be cleaned by the cleaners at the end of the day
		Play equipment	To be cleaned at the end of the day by bubble staff. Only to be used by the class bubble.
		Frequently touched surfaces	Tables cleaned in the middle and end of the day, all other surfaces to be cleaned at the end of the day by the cleaning staff. Computers in the IT suite to be wiped down before and after each bubble has used them. School has purchased an air cleaner so that Andy can spray all areas in the school [including lockers] at least twice a week, aiming for three times where possible.
		Outdoor play equipment	To stay in the bubbles so only used by that bubble. Children to wash hands before and after using.
		drawers	Children to have own drawer under their table with stationery and books in. Teachers and children not to share items.

		Books and games can be shared within the bubble	Need to be cleaned at the end of the day by a member of the bubble staff.
		Other resources	Other resources NOT to be shared with other bubbles. Outdoor playground equipment should be more frequently cleaned. It is still recommended that pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed. Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development. Similar rules on hand cleaning, cleaning of the resources and rotation should apply to these resources.
			Children can bring coats, hats, lunch boxes and bags into school to be stored in their lockers.
			Children can take books home but these need to be left for 48 hours before touched by anyone else. Each class has its own procedure for when books are sent out and collected. This has been communicated to parents via dojo.
We can limit the spread of the virus with regular hand washing	low	Hand washing	Coronavirus is an easy virus to kill when it is on skin. This can be done with soap and running water or hand sanitizer. Children must clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. Skin friendly skin cleaning wipes can be used as an alternative. Children with complex needs and younger children should continue to be helped to clean their hands properly. Encourage the catch it, bin it, kill it approach.
We can limit the spread of the virus by reducing what teachers take home	low	marking	Teachers to take home only essentials needed for online learning.
If children are changing this may increase the risk of the spread of the virus.	Low because they do not change in school	Classrooms / uniforms	All windows will be kept open for ventilation. We have shut the doors to the outside playground. Staff can close some windows as long as all other preventative measures are in place, such as handwashing, internal doors open. Windows and doors will be open frequently for short bursts so that there is movement of air, keeping the balance between keeping the temperature right for children and staff and keeping good ventilation. Children do not need to come in uniform so there will be no changing for PE.
If someone has symptoms then the virus could spread quickly through the school.	Medium All staff to read how to use PPE Safe working in	Illness	Ensure that pupils, staff and other adults do not come into school if they have coronavirus symptoms, or who have tested positive in the last 10 days and ensure that anyone developing the symptoms during the school day is sent home. New guidance says in addition to the three main COVID

education, childcare and children's social care settings, including the use of personal protective equipment (PPE)

symptoms, if a child or an adult experiences sickness / diarrhea, headaches, unexplained tiredness, muscle and body aches, nasal congestion and a sore throat they should self isolate for 48 hours, and if symptoms persist after this time or worsen they would be asked to take a test.

If anyone in school becomes unwell with a new, continuous cough or a high temperature, or who has a loss of, or change in, their normal sense of taste or smell are sent home and self isolate for 10 days and have a test. Other members of the household [including siblings] should self isolate for 10 days from when the symptomatic person first had symptoms.

If a child is awaiting collection they should be moved, if possible, to a room where they can be isolated behind a closed door, with ventilation. We will use the staffroom. If a member of staff is in there for PPA then they will need to move out before the child is taken in. After child has left, anything touched by the child will be deep cleaned. If the child has been sick etc [ie not COVID symptoms they do not need to go into the staffroom and normal school policy applies. **If the child needs the bathroom they will need to use the toilet for the disabled and this must be cleaned and disinfected using standard cleaning products before being used by anyone else.**

PPE must be worn by staff while they are caring for the child while they await collection if a distance of 2M cannot be obtained. Any member of staff who has helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self isolate unless they develop symptoms themselves [in which case they should arrange a test] or if the symptomatic person subsequently tests positive or they have been requested to do so by NHS test and trace.

PPE is only needed in a very small number of cases:

where an individual child, young person or other learner becomes ill with coronavirus (COVID-19) symptoms and only then if a distance of 2 metres cannot be maintained

where a child, young person or learner already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used

All staff to inform Janet if they need more supplies of tissues, hand

gel, wipes etc. To do this with in plenty of time for delivery times.

Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use a hand sanitizer after any contact with someone who is unwell. The area around that person with COVID symptoms must be cleaned with normal disinfectant.

If a member of staff displays symptoms they must book a test. If they have any of the new symptoms then they must self isolate for 48 hours, and then take a test if symptoms persist after 48 hours or worsen. Staff and pupils must not come into school if they have any symptoms and must be sent home to self isolate for 10 days or until they get a negative test. They must provide details of anyone they have been in close contact with if they test positive or if asked by NHS test and trace.

Tests can be booked online through the NHS testing and tracing for coronavirus website

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/> or ordered by telephone via NHS 119 for those without access to the internet. Essential workers have priority access to testing.

If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. Other members of their household can stop self-isolating.

If someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the 10 days.

If someone has a positive test I will contact the LA COVID helpline on 01270 371323 [available from Monday-Friday 8am until 8pm] or email Covid19@cheshireeast.gov.uk where this email address will be monitored at weekends.. Then I will inform

the DfE helpline on 08000468687
Open Monday – Friday 8.00-6.00 and from 10-4 at the weekends]
The health team will contact us if they are aware of someone testing positive. They will then carry out a rapid RA and guide us through the actions we have to take. Anyone in close contact will be sent home and self isolate for 10 days since they were last in contact with the person who is infected.
Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#). They should get a test, and:

if the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.

if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 10-day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic person first had symptoms, following [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#)

We will request evidence of any test results carried out for COVID 19.

As from 5/10/2020 parents have been asked to wear face masks when dropping off and collecting their children. Any member of staff who is near the gate is expected to do the same, or when they are having close contact with a parent. Parents are not permitted into the school so if they come to collect home learning packs we will leave these outside for them.

All staff have been asked to wear face coverings in communal areas. If staff wish to wear face coverings during lesson time too then this is OK.

			<p>All visitors are expected to wear a mask and to use track and trace.</p> <p>We have asked parents to keep their children at home wherever possible and follow the Government advice to stay at home. So, if there is a parent at home that can home school we have asked them to do so, so that we can reduce the overall number of social contacts in our community. We now need to use every lever at our disposal to reduce all our contacts wherever possible, to protect our children, staff and their families.</p> <p>Once the school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained.</p> <p>This can be achieved by a variety of measures including:</p> <ul style="list-style-type: none"> • natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation, and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air • natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so). <p>To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures should also be used as appropriate:</p> <ul style="list-style-type: none"> • opening high level windows in preference to low level to reduce draughts • increasing the ventilation while spaces are unoccupied (for examples, between classes, during break and lunch, when a room is unused) • rearranging furniture where possible to avoid direct drafts <p>Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p>
The risks are reduced if staff keep 2 metres apart wherever possible	Low	Minimising contact	<p>Staff will stay in their own bubble and will only be asked to cross over 2 bubbles at the most. All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.</p> <p>We recognize that younger children will not be able to maintain</p>

<p>Need to ensure that parents read all the communication regarding school times, uniform, PE kits, keeping their distance when lining up and what to do if their child has symptoms. Where possible get communication translated.</p>	<p>Medium. This is medium because of the high % of EAL parents and the fact that it is difficult to get hold of some parents as they have no credit for their phones, or they are turned off.</p>		<p>social distancing and it is acceptable for them not to distance within their group. In class seat pupils side by side and facing forwards and moving unnecessary furniture out of classrooms. Where possible staff will keep 2m distance from other staff and pupils where circumstances allow. There will be no whole school assemblies. Staff to use online resources for an assembly in class once a week related to British values. Rachael to do a celebration assembly online once each week. School will have a staggered start and a staggered finish and parents will be expected to adhere to this. Parents with siblings in other classes will be expected to wait outside the school gates until the correct time. We have staggered break times and lunch times. PPA will be covered by the TA in the bubble, and two TA's will be covering over 2 bubbles. Peripatetic teachers and/ or temporary staff can move between schools. They should minimize contact and maintain as much distance as possible from other staff. Specialists, therapists etc should provide interventions for SEN pupils as usual. Any contractors will be asked to visit the school before 8.20 or after 3.30. Where possible there will be no visitors entering the whole school during the day, if this is not possible then masks will be expected to be worn and a 2M distance will be observed. We must keep a record of any visitors for track and trace. Vicky G will do this when anyone enters the building, asking for full name, time of arrival and time they leave and a contact number. This will run alongside a RA for visitors signing in and out. We have the track and trace app. Volunteers may be used, but volunteers will be asked to stay in one bubble. Volunteers and students are not to attend during lockdown.</p> <p>Schools must also ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> • book a PCR test if they or their child are displaying symptoms. The main symptoms are a high temperature, a new continuous cough and/or a loss or change to your sense of smell or taste. Staff and pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school. All children can be tested if they have symptoms, including children under 5, but children aged 11 and under will need to be helped by their parents or carers if using a home testing kit
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The risks are low if children stay in their own bubbles.	low	clubs	Due to lockdown there will be no after school clubs, however Will will continue to teach PE for 2 mornings a week [Wednesdays and Thursdays]
A large % of pupils did not access home learning during lock down so they will have significant gaps in their learning.	No health risk.	teaching	School offered online learning from day 1, using tapestry, dojo and google classroom. Teachers have provided a paper pack for those parents who do not have access to the internet. We have applied for 8 laptops [our maximum allocation] and these will be given to parents who have requested this by the end of week 3 of lockdown and or those children that are not accessing any learning. There are some parents who still haven't picked up the paper packs so these will be home delivered by the end of week 2.
The risks are reduced if bubbles eat in their own classrooms where possible and tables are wiped before and after eating.	low	lunchtimes	Children to eat in classrooms in their own bubbles.
What happens after lockdown	Low	We currently do not know what will happen after half term.	Teachers to meet before the end of this half term to discuss the way forward once guidelines have been issued by the Government and the DfE.