

COVID-19 Risk Assessment for Whole School

This guidance is currently up to date as of 28/09/2021

Ref	Aspect	Hazard	Parent Info/Result of Risk Assessment
1	Coronavirus	COVID-19 circulating in the School community (24_09_21).	<p>In response to a number of positive cases reported in School during w/c 20 September 2021, additional measures have been introduced, in line with the School's Outbreak Management Plan:</p> <ul style="list-style-type: none"> - The School is keeping a log of positive cases, and teachers are using seating plans to assist NHS Test & Trace with contact tracing as required. - Contacts between year groups is to be limited for a 1 week period, with a return to more of a bubble system. - Robust cleaning measures remain in place. - All pupils are encouraged to take a Lateral Flow Test at home, and to keep an eye out for any symptoms. <p>(Reference Communication sent to staff and parents 24/09/21).</p>
2	Coronavirus	COVID-19 circulating in the wider community.	<p>Step 4 of the government's roadmap to recovery commenced on 19 July 2021. The school anticipates that it will essentially return to 'business as usual' from September 2021, while having in place an Outbreak Management Plan to deal with a local outbreak situation.</p> <p>The school will continue to follow government guidance on COVID-19 control measures, including:</p> <ul style="list-style-type: none"> - ensuring good hand and respiratory hygiene for everyone. - maintaining appropriate cleaning regimes. - keeping occupied spaces well-ventilated. - following public health advice on testing, self-isolation and managing confirmed cases of COVID-19. <p>The Local Authority/Director of Public Health will manage local outbreaks and advise schools of measures they should take.</p> <p>(Ref HM Gov 'School Coronavirus (COVID-19) Operational Guidance', 27 August 2021). (Ref HM Gov 'Moving to Step 4 of the Roadmap', 6 August 2021)</p>
3	Coronavirus	COVID-19: pupils, parents or visitors with COVID-19 symptoms or a positive test	<p>As at 28/09/21 there are 3 positive PCR tests in Y6, 6 positive PCR tests in Y5, 1 positive PCR test in Y3, two positive PCR tests in Reception and 1 positive PCR test among staff.</p> <p>The school will continue to offer asymptomatic staff twice-weekly tests until at least the end of September 2021.</p> <p>Families who are asymptomatic and wish to test regularly at home can order kits on line or pick them up from pharmacies.</p> <p>Pupils, staff and visitors should not come in to school if they have symptoms of COVID-19 (however mild), have had a positive test or are required to stay at home (e.g. quarantining).</p> <ul style="list-style-type: none"> - Anyone developing COVID-19 symptoms at school will be sent

			home immediately and asked to follow public health advice. (https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection). (https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do).
4	Coronavirus	COVID-19: pupils unable to attend school (e.g. self-isolating or local lockdown)	<p>Online lessons are being provided, via Showbie, for children who are well but required to isolate as a result of a positive PCR COVID test, or who are waiting for a PCR result because they tested positive on a Lateral Flow test. Your class teacher will provide more information in these cases.</p> <p>Zoom registration for pupils on Showbie will take place at 09.00 with Mr MacDonald . The Zoom details are below and will be the same for the rest of this half term: Robert MacDonald is inviting you to a scheduled Zoom meeting. Topic: Morning Registration Time: Sep 28, 2021 09:00 AM London Every day, until Oct 15, 2021, 18 occurrence(s) Join Zoom Meeting https://us02web.zoom.us/j/86197648459?pwd=NkxNN3NRMnhrOWlySUxWS0pFcmwvQT09 Meeting ID: 861 9764 8459 Passcode: RPS2021</p>
5	Coronavirus	COVID-19: transmission via contact	<ol style="list-style-type: none"> 1. Robust cleaning protocols will continue, with additional cleaning of toilets and communal contact points in the middle of the school day. Furthermore, cleaning materials will be available in classrooms, and ipads will be sanitized with wipes after use by the children. 2. The school will continue to promote and supervise good hand and respiratory hygiene practices during the school day among pupils. 3. Heavily shared resources (e.g. ipads and some toys in Nursery) have been identified and are routinely sanitized.
6	Coronavirus	COVID-19: transmission via aerosol droplet	<p>During the current outbreak, staff will be wearing a face covering in communal areas. Visitors into School must wear a face mask.</p> <p>Ventilation will continue to be optimised (e.g. by opening skylights and windows).</p> <p>The school will continue to promote good respiratory hygiene practices in school ("Catch it, Bin it, Kill it").</p> <p>Robust cleaning protocols will continue.</p> <p>While the wearing of face masks is no longer advised by the government, we are asking parents/carers to wear a face covering outside at congested times (e.g. school pick up). Following a risk assessment, some staff may choose to wear one in certain situations in school.</p>

7	Coronavirus	Clinically extremely vulnerable staff and pupils. Staff with protected characteristics.	Individual risk assessments have been reviewed for clinically vulnerable staff in light of the current outbreak in School.
8	Coronavirus	Visitors to Site	Visitors to site are being restricted to the bare minimum for one week. No parent activities are taking place during this week. Parents/carers are encouraged to correspond via telephone or email where possible rather than attend in person. Please do not come into school if any household member has symptoms of COVID-19, or has had a positive COVID-19 test. Please continue to wear a face covering if coming in to school, and at busy times outside (e.g. at school pick up).
9	Fire Evacuation		The Fire Evacuation muster point has permanently been changed to the school field alongside the Astro pitch. All signage has been changed accordingly. A practice evacuation is held at least once each term.
10	Cleaning		The school will continue with a robust cleaning regime, with an additional clean of toilets and communal contact points in the middle of the day. In addition, each teaching space will continue to be provided with cleaning materials to facilitate additional cleaning during the day.
11	Remote education - via Showbie		Online learning, via Showbie, is available for pupils currently self-isolating (but that who are well). The Senior Leadership Team continue to explore opportunities to enhance the remote education offering via its online learning platform (Showbie).
12	School Trips		No school trips are taking place during week commencing 27 September, and swimming lessons have been cancelled this week.
13	First Aid		In addition to the Medical Room facilities, a basic First Aid kit will be retained in each classroom.
14	Catering Service		During week commencing 27 September 2021: - Year 5 and Year 6 will have lunch served to them in their classroom. - Years Reception to Year 4 will have lunch in either the Hall or Dining Room, with each year group seated at separate tables. Tables will be spread out to limit close contact. - Nursery pupils who will continue to be served hot meals in the Nursery. During week commencing 27 September 2021: After School Care - snacks for Years 3-6 will be provided in the Hall (with Year groups separated as much as possible). Snacks for Years 1 and 2 will be in the Dining Hall (with Year groups separated as much as possible). Snacks for Nursery and

			<p>Reception will be in the Nursery (with Year groups separated as much as possible).</p> <p>There will be no inter-school fixtures or match teas this week involving Year groups with positive cases.</p> <p>A perspex screen is permanently in situ along the front of the Servery.</p> <p>The self-serve salad bar has been replaced with pre-prepared mixed salads, with a different topping offered daily.</p>
15	Staff Shortages	Staff required to self-isolate meaning that we are short of staff on site	Staff are encouraged to engage in the national vaccination programme. They are also encouraged to engage in all of the other protective measures in place. The School will aim to put in place the necessary contingency measure to ensure pupils are adequately educated and supervised.
16	Pupil Drop Off and Pick Up		<p>Parents are politely reminded to keep their distance from others at drop off and pick up, and not to come into school if possible.</p> <p>Drop Off: each Year group will have an allocated drop off point (to minimise congestion):</p> <ul style="list-style-type: none"> - Junior pupils (Y3-6) will continue to be dropped off at the bottom of the Lower car park, where staff will be on hand, and proceed to the Netball Court. - Prep pupils (Reception, Year 1 and Year 2) will continue to be dropped outside the main school entrance, from where they will be escorted to the Prep playground by staff. - Nursery parents/carers will continue to park outside Nursery and drop children at the Nursery gate. <p>Drop off and Pick up times will be slightly staggered for different Year groups to ease congestion outside school and on the approach roads.</p> <p>Pick Up: all parents to park and pick up:</p> <ul style="list-style-type: none"> - Years 1 -6, from outside classroom doors - Reception, from outside Forum doors - Nursery, from Nursery gate <p>After School Care:</p> <p>Nursery and Reception pupils - from Nursery (by 17.30) Year 1 and 2 pupils - from Forum (by 17.30) Year 3-6 pupils - from 3T external door (via Prep Playground, by 17.30)</p>
17	Communal Spaces	Reception Area	Parents/carers are asked to communicate via email, phone or post where possible, to minimise the need to come in to school, and to make payments electronically or by cheque where possible.
18	Sports Matches	Mixing with other schools	Inter-school sports fixtures will be cancelled for Year groups with confirmed Covid-19 cases.

19	Use of Library	Lack of natural ventilation (no external windows) but there is mechanical ventilation which is fed from the outside.	To optimise ventilation in the Library (which has no external windows): - the door will be left open during lessons, and the roof lights in the Street left open. - fans at the end of the Library can be used to enhance air circulation. - A CO2 monitor is in situ. During the current outbreak, timetabling will ensure only one Year group uses the Library each day.
20	Assemblies	Close contact between Year groups	During week commencing 27 September 2021 there will be no in-person Junior assemblies. The Prep assembly will be in-person, but with Year groups well separated.
21	Playground Use	Mixing of Year groups	During the current outbreak, Year groups will be kept separate as far as possible.
22	After School Care	Mixing of Year groups	During week commencing 27 September: Nursery and Reception pupils will be in the Nursery (with Year groups separated as much as possible. Pick up from the Nursery. Year 1 and 2 pupils will be in Forum (after snack in the Dining Hall), separated as much as possible by Year group. Pick up will be from the Forum doors (opposite the Nursery). Year 3-6 pupils will be in the Hall (with year groups separated as much as possible). Pick up from the outside Hall door.
23	IT Support	Moving between Year groups	During the current outbreak, Network Managers will wear masks, maintain distancing, and sanitise before and after touching equipment or use disposable gloves.
24	After School Clubs	Mixing between Year groups	During week commencing 27 September: - After School Gym and Dance lessons will be cancelled for 1 week. - Mini Tennis will take place (as it is for Year groups) - Andy Tucker football will take place (as there is a coach for each Year group).