

WIDER SCHOOL REOPENING RISK ASSESSMENT

This is a live document and will be reviewed daily and amended as necessary by the Leadership Team

Through this risk assessment, the robust control measures in place along with the ongoing reviews, The Burgate School considers that the overall risk of Covid-19 transmission or contraction is currently **LOW**. However, we acknowledge that we cannot eliminate the risk, we can only put in place control measures to minimise the risk. We have considered additional measures to mitigate as best as possible the risk of infection and transmission of the virus as the school.
The Burgate School Leadership Team and Trustees are taking practicable steps to keep all staff, students and visitors to the school site safe.

What are the hazards or risks?	Who might be harmed and how?	Level of risk: High, Medium or Low?	What measures do we already have in place to control the risks?	What further action do we need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done	Level of risk once action taken
Transmission of Coronavirus	Staff, Students, Parents, Visitors (including contractors and delivery drivers).		See Health & Safety Manual incorporating codes of good practice.	Regular review of RA safety procedures. Monitoring of Government updates and advice including DHSC, PHE and DfE guidance for schools to include updates on vulnerable groups. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools All policies have been amended prior to include COVID safety measures and will be amended as appropriate according to any new government guidance.	LT – responsible for reviewing, updating and communicating any changes to the RA following government/PHE/WHO updates or stakeholder feedback	Regular or as updates require	Ongoing	
			Minimising contact with individuals who are unwell by ensuring that all those who have coronavirus symptoms do not attend the school site. Following Government Guidelines for self-isolation and testing:	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.gov.uk/guidance/coronavirus-covid-19-getting-tested	SITE/LT	DAILY	Ongoing	
			Protocol for staff, students and visitors arriving and leaving site: Continue to encourage visitors to wear masks and encourage all to practice good respiratory hygiene. Ensure that key contractors are aware of the school's control measures and ways of working. Hand sanitiser in all work/teaching spaces. POSTERS DISPLAYED ON WALLS AND IN CLASSROOMS/CORRIDORS for good respiratory hygiene and handwashing. Parents to be encouraged to supply students with own hand sanitiser wherever possible reminders of safe usage Regular checks of hand sanitiser and hand washing facilities will be carried out by site staff.	Include reminders within parent comms A record of all visitors must be kept. No student visitor will be permitted where they have had any COVID symptoms in the seven days prior to visiting the school.	KG/HS/SITE		Ongoing	
			Ensuring good respiratory hygiene – promote Government, 'catch it' 'bin it' 'kill It' approach. In good weather leave windows and doors open if you can.	Provide tissues and hand sanitiser/cleaning station equipment and safe lidded bins in all rooms. Ensure windows and doors open. Site team to ensure that stock levels are sufficient and review frequently.	SITE/JF	DAILY	Ongoing	
			Cleaning - Reducing clutter and removing difficult to clean items can make cleaning easier. Increase the frequency of cleaning, using standard cleaning products such as detergents and bleach, paying attention to all surfaces but especially ones that are touched frequently, such as door handles, light switches, work surfaces, remote controls and electronic devices.	https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings	SITE	DAILY	Ongoing	

			<p>Face coverings – The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school or college.</p> <p>If we have a substantial increase in the number of positive cases a director of public health might advise us that face coverings should temporarily be worn in communal areas or classrooms (by pupils staff and visitors, unless exempt).</p>	<p>If we have a substantial increase in the number of positive cases in our school a director of public health might advise that face coverings should temporarily be worn in communal areas or classrooms (by students staff and visitors, unless exempt). In these circumstances, transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn</p>	HS/BC		Ongoing	
Staff Anxiety and vulnerable staff groups	Staff		<p>Assessment of staff to ascertain those identified as clinically or potentially more vulnerable to be given additional support and reassurance. Conduct individual risk assessments for staff where mental or physical health may warrant additional safety considerations and support. Ensure sensitive consideration of the needs and concerns of our BME and all other potentially more vulnerable staff, students and parents. Sep 21 - Clinically extremely vulnerable people, as a minimum should follow the same guidance as everyone else. However, for anyone at a higher risk of becoming seriously ill if you were to catch COVID-19, additional precautions may be considered. Individuals may choose to limit the close contact they have with those they do not usually meet with in order to reduce the risk of catching or spreading COVID-19, particularly if they are clinically extremely vulnerable and if COVID-19 disease levels in the general community are high. It is important to respect and be considerate of those who may wish to take a more cautious approach now that many restrictions have been lifted.</p>	<p>https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/who-is-at-high-risk-from-coronavirus-clinically-extremely-vulnerable/</p> <p>Pregnant women are in the moderate risk (clinically vulnerable) group as a precaution. Although it's very rare for pregnant women to become seriously ill if they get COVID-19, it may be more likely later in pregnancy. It's important to follow advice to stop the spread of COVID-19 throughout your pregnancy. Especially when you're more than 28 weeks pregnant (in your 3rd trimester).</p> <p>Outbreak management plan to be communicated to all staff and any updates clearly communicated.</p>	FW/MH		Ongoing – update as necessary	
Parent Anxiety	Parents		Signpost to wellbeing hub and outside agencies where necessary for additional advice and support.		LT		Ongoing	
Student Anxiety and vulnerable students	Students		<p>Staff to provide ongoing reassurance of routines and protocols to include new COVID-19 home test and vaccination programmes, to listen and respond also to students about their worries and signpost to wellbeing team as necessary.</p> <p>Assess the number of vulnerable students and ensure appropriate support is in place for them - continue monitoring engagement with school work and wellbeing support. When a vulnerable child is asked to self-isolate, schools should notify their social worker (if they have one). School leaders should then agree with the social worker the best way to maintain contact and offer support to the vulnerable child or young person.</p> <p>Children and young people previously considered CEV should attend school and should follow the same COVID-19 guidance as the rest of the population. However, if a child or young person has been advised to isolate or reduce their social contact by their specialist, due to the nature of their medical condition or treatment, rather than because of the pandemic, they should continue to follow the advice of their specialist.</p>	<p>Ongoing updates home https://www.gov.uk/government/news/8m-programme-to-boost-pupil-and-teacher-wellbeing</p> <p>Pastoral team have reviewed all students to assess their needs.</p>	HS/PB/MH	DAILY	Ongoing Ongoing – regularly reviewed	
			SEND - COVID-19 Individual RISK ASSESSMENT for SEND students		PB/HS		Done - updated as needed	

			Visiting external agencies – Continue online meetings where possible offered in school for children receiving or needing additional support and this to be facilitated by school staff in line with GDPR and standard safeguarding protocol or undertake individual risk assessment where key professional needs to visit.	Consider outbreak protocols to enable key external professionals to visit the school to deliver specific EHC responsibilities i.e. speech and language, physio etc. This may include informing them of the school's expectations of face coverings and other PPE expectations or safety measures.	HS		Ongoing	
Travel to school and increased traffic on school site	Staff and Students		Promote Government Safer Travel advice (21 Aug) to encourage walking or cycling where possible and liaise with HCC, DCC and Commercial route providers to update service availability and ensure appropriate hygiene and cleaning regimes. https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers On dedicated transport: Recommend that children and young people aged 11 and over continue to wear a face covering when travelling to secondary school or college.	Regular reminders to parents and carers that children or young people must not board home to school transport if they have returned a positive test result or have symptoms of coronavirus. (COVID-19).	LT/CC		Ongoing	
Increased risk of virus transmission – cleaning and First aid	Cleaning staff and general staff		Cleaning and first aid staff to adhere to and amend cleaning and first aid practices in line with guidance. To use appropriate cleaning agents and equipment and to ensure the correct use of PPE as required. Training and guidance for all site staff and first aid staff and access to PPE as required:	Follow the COVID-19:cleaning of non-healthcare settings guidance https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings PPE specification and guidance: https://www.gov.uk/government/publications/technical-specifications-for-personal-protective-equipment-ppe	FW/SITE	DAILY PRIOR TO RE-OPENING	Done	
Storage of flammable substances	All staff, students and visitors		-Site staff to ensure safe storage and disposal of flammable substances as per policy for storage/disposal of all other flammable substances on site.		SITE/LTFW/SITE	DAILY	Ongoing	
Storage, disposal and safe use of hand sanitiser	All staff, students and visitors		<ul style="list-style-type: none"> It consists of ethanol, hydrogen peroxide, distilled water and glycerol and is 75% ABV. The hand rub is not for consumption as the alcohol has been denatured, nor should it be placed near any naked flames as it is flammable (ethanol within it).		SITE/LT	Weekly	Ongoing	
Deep Clean in the event of suspected or confirmed case	All staff, students and visitors		Principles of cleaning after an individual with symptoms of, or confirmed, COVID-19 has left the setting or area https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings#left-area		SITE	Weekly	Ongoing	
First Aid – including staff and students that display symptoms	Staff, Students, visitors		All staff to monitor and alert first aid coordinator of anyone displaying symptoms – Ensure enough qualified first aid staff available for students/staff and that PPE available. If a child or young person develops COVID-19 symptoms, however mild, while at school or college, they will be sent home. They should avoid using public transport and, wherever possible, be collected by a member of their family or household. They and their household should follow the guidance for households with possible or confirmed COVID-19 infection .	Public Health England (PHE) health protection team. EmailHIOW@phe.gov.uk; phe.hiow@nhs.net telephone 0344 225 3861 (option 1 to 4 depending on area)est. Contact www.nhs.uk/coronavirus or call 119 if you have no internet access. PARENTS MUST BE REMINDED THAT ALL POSITIVE TESTS MUST BE REPORTED TO THE SCHOOL IMMEDIATELY AND TO THE HSE https://www.hse.gov.uk/coronavirus/riddor/index.htm schools should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.			Done - ongoing	
Spreading infection due to touch, sneezes and coughs			Respiratory hygiene The 'catch it, bin it, kill it' approach continues to be very important. The e-Bug COVID-19 website contains free resources for you, including materials to encourage good hand and respiratory hygiene. https://e-bug.eu/eng_home.aspx?cc=eng&ss=1&t=Information%20about%20the%20Coronavirus	Ensure posters and regular reminders for students and staff to wash hands more frequently – on arrival, at break, lunch and before leaving site as a minimum. Be aware of any students that may struggle to maintain good respiratory hygiene such as those with complex needs and consider additional support and safety measures as necessary.	FW/HS/MH		Ongoing	

Tiered Local restrictions/self-isolation contingency plans			We have an Outbreak management and other contingency plans outlining how we would operate if the number of positive cases substantially increases in our school or local area. The contingency framework describes the principles of managing local outbreaks of COVID-19 in education and childcare settings	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.	LT		Done - ongoing	
TEST AND TRACE			Close contacts will now be identified via NHS Test and Trace and education settings are no longer be expected to undertake contact tracing. NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal.	Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply: <ul style="list-style-type: none"> they are fully vaccinated they are below the age of 18 years and 6 months they have taken part in or are currently part of an approved COVID-19 vaccine trial they are not able to get vaccinated for medical reasons Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test.	LT/MH	DAILY	Ongoing	
Lack of operational capacity e.g. High staff absence	Staff, students		Additional cover staff recruited to support	LT to monitor: <ul style="list-style-type: none"> required staffing levels for following day to ensure correct ratio per student numbers attending 	LT	DAILY		
Lateral Flow Testing – Home test kits and school test centre.			Testing remains important in reducing the risk of transmission of infection within schools. Staff and secondary school pupils should continue to test twice weekly at home, with lateral flow device (LFD) test kits, 3 to 4 days apart. Testing remains voluntary but is strongly encouraged. There is no need for primary age pupils (those in year 6 and below) to test. We have asymptomatic testing site (ATS) facilities on-site also to offer testing students who are unable to test themselves at home.	Staff and students with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection . They will also need to get a free PCR test to check if they have COVID-19. Whilst awaiting the PCR result, the individual should continue to self-isolate.	FW/CC/SD/JF	Ongoing		
COVID vaccination programme for children aged 12-17			All children aged 12 and over are now eligible for COVID-19 vaccination. Those aged 12 to 17 are eligible for a first dose of the Pfizer/BioNTech COVID-19 vaccine, although 12 to 17 year olds with certain medical conditions that make them more at risk of serious illness, or who are living with someone who is immunosuppressed, are eligible for 2 doses. These children will be contacted by a local NHS service such as their GP surgery to arrange their appointments. All other 12 to 15 year olds will be offered the vaccine via the school-based programme. Young people aged 16 to 17 will be invited to a local NHS service such as a GP surgery or can access the vaccine via some walk-in COVID-19 vaccination sites: https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/find-a-walk-in-coronavirus-covid-19-vaccination-site/	Parents can find more about the in-school vaccination programme in COVID-19 vaccination programme for children and young people guidance for schools. https://www.gov.uk/government/publications/covid-19-vaccination-resources-for-schools/covid-19-vaccination-programme-for-children-and-young-people-guidance-for-schools				

<p>Contingency outbreak management plan (OMP) to ensure continued quality education and care of all students following local authority notice</p>		<p>Plan in place covering aspects below:</p> <ul style="list-style-type: none"> • Advice to increase the use of home testing by staff and students if outbreak • Consider how ATS could be implemented again in a way that does not negatively impact on the education we provide to our students. • Face coverings – consider the possibility that that face coverings should temporarily be worn more widely in settings in our area including face coverings in communal areas (for students) and/or classrooms (for both students and staff) – except where exemptions apply. • Consider contingencies for shielding staff cover in the event of a major outbreak or Variant of Concern (VoC) that poses a significant risk to individuals on the shielded patient list (SPL). Consider contingency plans also for: <ul style="list-style-type: none"> • residential educational visits • open days • transition or taster days • parental attendance in settings • performances in settings • Attendance restrictions - If attendance restrictions are advised across an area, the government will publish detailed operational guidance for settings. <ul style="list-style-type: none"> - High-quality remote education should be provided for all pupils or students not attending. 	<p>Communicate OMP to wider staff Pupils should then continue to test twice weekly at home until the end of September, when this will be reviewed.</p>	<p>LT</p>		<p>Ongoing</p>	
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Assessors comments: This is a live document and updates are made daily as required to ensure the latest Government, PHE and WHO guidance is being considered and adhered to where it applies to our educational setting and concerns the safety of our students, staff, their families and our wider community.

<p>Name of Assessor: CC/FW</p>	<p>Signature of Assessor: Carolyne Connolly/ Fiona Wilcox</p>	<p>Date: 5/10/2021</p>
<p>H&S Co-ordinator's comments:</p>		
<p>Name of H&S Co-ordinator:</p>	<p>Signature of H&S Co-ordinator:</p>	<p>Date:</p>
<p>Trustee Signature to proceed:</p>	<p>Trustee Name:</p>	<p>Date:</p>
<p>REVIEW DATE:</p>	<p>REVIEWED BY:</p>	<p>REVIEWER SIGNATURE:</p>