



Safety, Health and Environment (SHE)

GCC COVID-19 RISK ASSESSMENT PROCESS FOR SCHOOLS (FROM FEBRUARY 2022)

From 24th February, a lot of the legal restrictions have been removed. However, COVID-19 has not gone away and is still a risk to staff, pupils, visitors and the school community that must be managed. Schools must comply with health and safety law and put in place proportionate control measures for COVID, in the same way that they do for other risks in school settings. Eventually, COVID-19 may become another risk that can just be included in general risk assessments and/or in the SHE risk assessment toolkits, but for the current time this stand-alone risk assessment has recommended.

Although not a lot has changed since the previous version of this risk assessment, the following changes have been made:

- Links to changes in guidance for people with COVID-19. Although there is no legal requirement to self-isolate, you should note that anyone with the main symptoms or have tested positive should not attend school while they are infectious.
- Face coverings are no longer advised, but may be recommended if there is an outbreak.
- Measures and guidance for vulnerable people has changed.

COVID-19 Risk Assessment for Schools & Educational Settings

Risk Assessment for <i>Bisley Blue Coat & Oakridge Parochial Schools</i>							
Hazards	Who is at risk?	What are you already doing?	Is enough to manage the risks?	What further action is necessary?	Action by whom?	Action by when?	Done
Person showing symptoms or positive test result	Employees Pupils Young People Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> • Reference to GCC COVID Response Checklist and up to date public health advice for people with COVID-19 and their contacts. • Regular communications that persons are not to come into school if they have any of the main symptoms or have had a positive test result. • If anyone develops COVID-19 symptoms they will be sent home. • An unwell child awaiting collection will be isolated in a suitable room with or without adult supervision (depending on age and needs of the child). • Staff caring for a child awaiting collection to keep a distance of 2 metres. • PPE to be worn by staff caring for the child, including: <ul style="list-style-type: none"> ○ a face mask worn if close face to face contact is necessary. ○ if physical contact is necessary, then gloves, an apron and a face mask should be worn ○ eye protection where there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting. • Staff to wash their hands after caring for a child with symptoms. • All areas where a person with symptoms has been to be cleaned after they have left. • If there are a number of cases in the school, the threshold guidance in the school outbreak 		<ul style="list-style-type: none"> • communication on the changes to self-isolation and when pupils should not attend school will be sent home to parents in the school newsletters • Check PPE supplies and order more from GCC if necessary. 	HT Admin staff	March 22 Ongoing	

		<p>management plan will be followed for managing an outbreak.</p> <ul style="list-style-type: none"> • School has sufficient supplies of PPE, face coverings, cleaning materials and hand washing/sanitising liquids. • If a parent/carer insists on a pupil attending your school with COVID-19, the Headteacher may refuse the pupil if, in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. 					
Poor Personal Hygiene	<p>Employees Pupils Young People Families Contractors Visitors Members of the public</p>	<ul style="list-style-type: none"> • COVID-19 posters/ signage displayed. • Frequent and thorough hand cleaning is regular practice. • Pupils and staff to clean their hands when they arrive at school, when they return from breaks, when they change rooms and before and after eating. • Sufficient handwashing facilities are available. • Where there is no sink, hand sanitiser provided in classrooms. • Skin friendly cleaning wipes used as an alternative to hand washing or sanitiser. • Staff help is available for pupils who have trouble cleaning their hands independently (e.g. small children and pupils with complex needs). • Resources such as “e-bug” used to teach effective hand hygiene etc. • Adults and pupils are encouraged not to touch their mouth, eyes and nose. • Adults and pupils encouraged to use a tissue to cough or sneeze and use bins for tissue waste (‘catch it, bin it, kill it’). 		<ul style="list-style-type: none"> • Monitoring and supervision to ensure people are following controls that are in place, including enhanced cleaning. 	All staff	Ongoing	
Spreading coronavirus from contact with surfaces, equipment and workstations	<p>Employees Pupils Young People Families Contractors Visitors</p>	<ul style="list-style-type: none"> • There is a cleaning schedules to ensure regular cleaning of areas and equipment. • School has been tidied and to reduce clutter and remove difficult to clean items to make cleaning easier. • Cleaning using standard cleaning products such as detergents and bleach, paying attention to all surfaces but especially ones that are touched frequently, such 		<ul style="list-style-type: none"> • Monitoring to ensure people are following controls that are in place, including 	All staff	Ongoing	

	Members of the public	<p>as door handles, light switches, work surfaces, remote controls and electronic devices.</p> <ul style="list-style-type: none"> • Surfaces that are frequently touched and by many people in common areas to be cleaned twice a day. • Staff encouraged to keep surfaces clear to make it easier to clean and reduce the likelihood of contaminating objects. • Toilets and communal areas to be cleaned regularly. • Sanitising spray and paper towels to be provided in classrooms for use by members of staff. 		enhanced cleaning.			
Airborne spread of COVID	<p>Employees Pupils Young People Families Contractors Visitors Members of the public</p>	<ul style="list-style-type: none"> • Ventilation and AC systems working optimally. • Carbon dioxide monitors used to identify where ventilation needs to be improved. • Heating used as necessary to ensure comfort levels are maintained when the building is occupied. • Keep windows open wide enough to provide some natural background ventilation and open internal doors to increase air flow. • Open windows fully when rooms are unoccupied for at least 10 minutes to purge the air. • Action taken to prevent occupants being exposed to draughts. For example, partially open high-level windows as oppose to low-level windows, close external doors and arrange the furniture if appropriate and possible. • Use fans for good air circulation. • Air conditioning systems that normally run with a recirculation mode set up to run on full outside air. • Occupants encouraged to wear additional, suitable indoor clothing. (NB: If they have to wear coats, scarves and other outdoor clothing the room would be considered too cold and the above steps must be considered). • Ensure staff rooms and meetings rooms have suitable and sufficient ventilation. • Although face coverings will no longer be advised for pupils, staff and visitors, persons choosing to wear 		<ul style="list-style-type: none"> • Any identified poorly ventilated spaces to be identified and to improve fresh air flow in these areas. These will be reported to the HT who will consider action needed. • Face coverings will be reintroduced in communal areas if there is an outbreak. 	All staff	Ongoing	

		face coverings as a precaution will not be deterred when outside the classroom.					
Increased risk of infection and complications for workers who are clinically extremely vulnerable and workers in higher- risk groups	Employees Pupils Young People Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> Those considered to be clinically extremely vulnerable, and high or higher-risk advised to follow government guidance for people previously considered clinically extremely vulnerable from COVID-19. Those staff with a weakened immune system advised to follow guidance for people whose immune system means they are at higher risk from COVID-19. An appropriate person (e.g. Headteacher or manager) will talk to any vulnerable staff to explain the measures being taken to ensure they are working safely. A risk assessment will be carried out for any pregnant workers as soon as they notify in writing that they are pregnant. Where a pregnant worker's healthcare professional advises they are at increased risk (because they have underlying health condition or are not fully vaccinated) the following will be considered: <ul style="list-style-type: none"> how to redeploy these staff how to maximise the potential for homeworking, wherever possible. <p>Where adjustments to the work environment and role are not possible and alternative work cannot be found, they will be suspended on paid leave.</p>		<ul style="list-style-type: none"> HT to meet and advise vulnerable staff. Refer to Occupational Health if necessary. 	HT	As necessary	

Completed by:	J Preston	Date	1.3.22.
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Reviewed by	Date	Next Review Due