



The Chiltern School Risk Assessment Form

Risk Assessment for; Whole school, staff, pupils and visitors		What are you Risk Assessing? Staff, pupils and the rest of the school community as the Omicron variant spreads widely and we move to 7 day LFD testing and the suspension of confirmatory PCR tests for asymptomatic individuals January 2022 revised 17.01.22 in line with 5 day testing for fully vaccinated individuals.		Triggers/ Comments? This risk assessment is a live document which is reviewed and updated in line with changes to government guidance and public health advice. This document should be read alongside all previous guidance that the school has communicated and if directed by LHPT and or Public Health we have previously communicated that there may be times when we will be directed to implement the outbreak management/ contingency plan.	
RA Ref; C19 School v12	Site; Both	Assessment by; Stuart Leonard	Date; 17.01.2022	Lead RA Sign; Luisa Vecchio	

What are the hazards?	Who might be harmed and how?	What are you doing already?	L	C	R	Is Risk Acceptable	What further action is necessary?	L	C	R	Action by whom?	Action by when?	Date completed
Awareness of policies and procedures	Staff and pupils and school community are at risk of illness and or injury from not following policies, protocols and or procedures	<ul style="list-style-type: none"> All staff and volunteers are aware of all relevant policies and procedures, including but not limited to; <ul style="list-style-type: none"> Health and Safety Policy First Aid Policy Infection Control Policy Behaviour Policy Pupils are supported to understand the relevant school policies and procedures that have been implemented. All staff have regard to all relevant guidance and legislation including, <ul style="list-style-type: none"> The Health Protection (Notification) Regulation 2010 The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 Public Health England (PHE) 2017 'Health protection in schools and other childcare facilities' 	3	4	12	Yes	Monitor						

	during the school day	<ul style="list-style-type: none"> • DfE (2021) 'School's coronavirus (COVID-19) operational guidance (applies from step 4) • DfE (2021 EYS) 'Actions for early years and childcare settings during the coronavirus (COVID-19) outbreak (applies from step4) • DfE (2021) 'Use of PPE in education, childcare and children's social care' <p>Staff receive any necessary training on measures that have been implemented that are relevant to their role, e.g., infection control and pupil wellbeing.</p> <ul style="list-style-type: none"> • the school keeps up-to-date with advice issued by, but not limited to, the following: <ul style="list-style-type: none"> • DfE • NHS • PHE • DHSC • The schools local HPT • All volunteers, parents, pupils, visitors and contractors are made aware of relevant infection control and other measures in place either prior to attending or when they arrive on-site • Pupils are made aware of the measures that are in place, e.g., infection control by various aids including visual aids that are around the school and reminders from staff • The HSPM carries out regular checks of all suppliers and ensures that are appropriate for the school's current operations • The SLT review relevant school policies to ensure they account for new provision 											
Contact with potential or confirmed cases	Staff and pupils and school community are at risk of illness and or injury from contact with and infected individual	<p>Staff, parents, pupils and visitors are informed of the national legal requirements regarding self-isolation.</p> <p>Staff, parents and pupils are made aware that from 14 December 2021, the following individuals who are identified as close contacts of someone with coronavirus should take a lateral flow device (LFD) test every day for 7 days instead of self-isolating – this is the same for all cases of coronavirus, not just the Omicron variant</p> <p>Fully vaccinated adults – people who have had at least two doses of an approved vaccine over 14 days ago.</p> <p>All children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status</p> <p>People who are not able to get vaccinated for medical reasons</p>	2	4	8	Yes	Monitor						

		<p>People taking part, or have taken part, in an approved clinical trial for a coronavirus vaccine</p> <p>Staff and pupils are informed that if they have been identified as a close contact will report the results of their daily testing through the Online Reporting System and to the school. If they test negative they should continue to attend school. If they test positive they must self-isolate and do not need to arrange a PCR test to confirm the result unless they develop symptoms.</p> <p>The school follows any further advice from its local Incident Management Team following a suspected or confirmed case of the Omicron variant in the school community.</p> <p>Pupils are informed that they will only need to self-isolate if they produce a positive test or develop symptoms.</p> <p>The school works with pupils and their families to support pupils with SEND who may struggle to or are unable to self-test daily for 7 days, in order to agree on an appropriate testing route such as assisted swabbing.</p> <p>Staff are made aware that fully vaccinated adults, or adults who are not able to get vaccinated for medical reasons, who are identified as a close contact of a positive case do not need to self-isolate unless they develop symptoms or produce a positive test.</p> <p>Staff who have only had one dose of the vaccine are made aware that they still need to self-isolate if identified as a close contact until two weeks after receiving their second dose.</p> <p>Anyone over the age of 18 years and 6 months who is not fully vaccinated is made aware that they must self-isolate in line with government guidelines if they are identified as a close contact of a positive case.</p> <p>Instances of staff, pupils, visitors and volunteers displaying symptoms of coronavirus are managed in line with local and national guidance and the Infection control protocols that are in place.</p> <p>Pupils and parents are made aware that staff and students over the age of 18 should follow the same self-isolation rules as those under 18 until six months after their 18th birthday, at which point they will begin to follow the same rules as adults.</p> <p>If anyone in the school develops coronavirus symptoms while at school, they are:</p> <ul style="list-style-type: none"> - Sent home to begin isolation – the isolation period includes the day the symptoms started and the next 10 full days if unvaccinated or (Fully vaccinated, they have a negative LFD test on day 5 and 6 of 												
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their self-isolation period which means they can end their self-isolation on the 6th morning and proving that the two tests are 24hrs apart)

- Advised to follow the guidance for households with possible or confirmed coronavirus.
- Advised to arrange a PCR test as soon as possible.

Pupils being sent home after displaying symptoms who are awaiting collection by a parent are moved to a room where they can be isolated behind a closed door, with an open window for ventilation where possible. If it is not possible to isolate the pupil, they are moved to an area which is at least two metres away from others. If required, a member of staff supervises the pupil.

Where contact with a pupil's parents cannot be made, appropriate procedures are followed in accordance with those outlined in government guidance and the Infection control protocols.

In exceptional circumstances, where a pupil's parents cannot arrange to have their child collected, if it is age-appropriate and safe to do so, the child is directed to walk, cycle or scoot home. If this is not possible, the school makes alternative arrangements.

Symptomatic individuals who are sent home are directed to not use public transport to get home.

If the pupil needs to use the toilet while awaiting collection, they use a separate bathroom if possible. The bathroom is cleaned and disinfected using standard cleaning products before being used by anyone else.

Emergency assistance is called immediately if the pupil's symptoms worsen and they require further medical care.

PPE is worn by supervising staff if direct personal care is needed and they cannot maintain a distance of two metres.

Anyone who comes into contact with a symptomatic individual washes their hands thoroughly for 20 seconds with soap and running warm water or hand sanitiser. The area around the symptomatic individual is cleaned with normal household bleach after they have left the premises.

Staff members who have helped someone with symptoms and any pupils who have been in close contact with them are informed that they do not need to self-isolate unless they develop symptoms themselves.

The school does not routinely take the temperature of pupils.

		The school refuses to admit a pupil who is displaying symptoms of coronavirus where their parents are insisting their child attends if, in its reasonable judgement, the pupil poses a risk of infection to other members of the school community											
Face coverings	Staff and pupils and school community are at risk of illness and or injury from inhalation of spores containing coronavirus	<p>Staff and visitors are required to wear face coverings when moving around the school premises outside of classrooms, and in communal areas, unless they are exempt.</p> <p>Staff, visitors and pupils in Year 7 and above are required to wear face coverings when moving around the school premises outside of classrooms, and in communal areas, unless they are exempt.</p> <p>Staff, visitors and pupils in Year 7 and above are required to wear face coverings in classrooms, unless they are exempt. Face coverings are not required to be worn where wearing one would impact on the ability to take part in exercise or strenuous activity, e.g. in PE lessons.</p> <p>Teachers are not expected to wear face coverings in the classroom if they are at the front of the class, to support education delivery; teachers who wish to wear a face covering at the front of the class can speak to the headteacher to discuss suitable arrangements.</p> <p>In the event of a school or local outbreak, the school adheres to advice from a director of health that may include requiring face coverings temporarily in classrooms for staff, pupils and visitors.</p> <p>Pupils are made aware that they should wear face coverings on dedicated school transport.</p> <p>Staff are made aware that, from 30 November, they must wear face coverings on public transport, unless exempt.</p> <p>Pupils and staff are made aware that they must wear face coverings on public transport, unless exempt.</p> <p>The school remains sensitive to the fact that some people are less able to wear face coverings and that the reasons for this may not be visible to others.</p> <p>Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expressions to communicate, are worn where appropriate.</p> <p>Face coverings are not worn by a person who is speaking to or providing assistance to someone who relies on lip reading, clear sound or facial expressions to communicate.</p> <p>Face visors or shields are not worn as an equivalent alternative to face coverings; however, they can be worn by those exempt from wearing face coverings</p>	2	4	8	Yes	Monitor						

		<p>Where face coverings are required, individuals are not prevented from entering or attending school on the grounds that they are not wearing a face covering.</p> <p>The school has a contingency supply of face coverings.</p> <p>Anyone struggling to access a face covering, or unable to use their face covering because it has been forgotten or soiled, is provided with one from the school's contingency supply.</p> <p>Face coverings should be worn in enclosed and crowded places – this includes on school transport</p>										
PPE	<p>Staff and pupils and school community are at risk of illness and or injury from not wearing appropriate PPE if they are exposed to a symptomatic pupil and or staff member</p>	<ul style="list-style-type: none"> PPE is distributed to staff who provide intimate care for pupils and for cases where a pupil becomes unwell with symptoms of coronavirus whilst in school and a distance of two metres cannot be maintained. Additional risk assessments are conducted on a case-by-case basis to determine whether staff require PPE to carry out other tasks and duties. When working with pupils who cough, spit or vomit but do not have coronavirus symptoms, staff only wear PPE that would routinely be worn. Used PPE is disposed of properly using bins provided around the school. Staff and pupils are told not to use recycling bins for the disposing of PPE. <p>All PPE waste is put in a plastic rubbish bag which, once full, is tied and placed in a second tied bag and stored in a suitable and secure place for storage for 72 hours. Following this period, it is put in the communal waste area.</p>	2	4	8	Yes	Monitor					
Hand cleaning and respiratory hygiene	<p>Staff and pupils and school community are at risk of illness and or injury from poor hand hygiene and or poor respiratory practice</p>	<p>Staff, pupils, visitors and contractors are informed that enhanced hygiene practises are still in place during step 4.</p> <ul style="list-style-type: none"> Suitable handwashing facilities are provided for individuals to wash their hands regularly and at the following intervals: <ul style="list-style-type: none"> Arrival at school Return from breaks A change in rooms Before and after eating The school considers how often pupils and staff need to wash their hands and time for this is incorporated into timetables and lesson plans, allowing for additional opportunities for some staff and pupils to wash their hands more frequently, e.g. pupils who use saliva as a sensory stimulant. There is an adequate amount of handwashing stations, which are kept well-supplied with soap and running water or hand sanitiser. Adequate amounts of tissues and bins are available in the relevant areas. 	3	4	12	Yes	Monitor					

		<ul style="list-style-type: none"> • Skin-friendly sanitising wipes are used as an alternative for pupils who are at risk of ingesting hand sanitiser, where appropriate. • Visual aids are displayed throughout the school reminding pupils to wash their hands regularly and follow the 'catch it, bin it, kill it' approach. • A plan is created to assimilate the hand-washing routine and 'catch it, bin it, kill it' approach into school culture, supplemented by behaviour expectations and communication around the importance of the measures. Pupils are supervised, where appropriate, when using hand sanitiser to ensure they do not ingest any. • Pupils are instructed to cough or sneeze into their inner elbow and use a tissue to cover their mouths and noses where possible, disposing of the tissue in lidded bins. Pupils wash their hands after they have coughed or sneezed. Younger pupils and those with complex needs are supported to ensure they adopt good hand cleaning and respiratory hygiene practises. 												
Cleaning	Staff and pupils and school community are at risk of illness and or injury from contact with touch surfaces that could have coronavirus on it	<p>The school maintains an appropriate cleaning schedule which includes the regular cleaning of areas and equipment e.g. twice per day. There is a particular focus on frequently touched surfaces.</p> <p>The HSPM implements a cleaning schedule that ensures cleaning is generally enhanced and includes:</p> <p>More frequent cleaning of rooms and shared areas (including classrooms, playgrounds and eating areas) that are used by different groups.</p> <p>Frequently touched surfaces being cleaned more often than normal.</p> <p>Provision for ensuring toilets are cleaned regularly.</p> <p>The necessary areas of the school are deep cleaned with suitable cleaning agents and in line with the COSHH Policy.</p> <p>All areas that have been cleaned are checked to ensure they are safe to occupy, e.g. there are no slip hazards and any harmful substances have been removed.</p> <p>All areas that remain temporarily closed, or partially closed for cleaning or infection control purposes, are clearly signposted.</p> <p>Adequate amounts of suitable cleaning agents are available.</p>	3	4	12	Yes	Monitor							

		<p>PPE is available to members of staff who require it to carry out cleaning safely.</p> <ul style="list-style-type: none"> Signs are placed in relevant areas to instruct staff and pupils to always flush toilets with the lids down. 											
Social distancing	Staff and pupils and school community are at risk of illness and or injury	<ul style="list-style-type: none"> Staff and pupils are informed they no longer need to adhere to social distancing measures in school unless directed. Pupils are informed they no longer need to be separated into bubbles in school. In the event of a school or local outbreak, the school adheres to the advice of a director of public health, which may include returning to social distancing measures, including pupil bubbles, temporarily. 	3	4	12	Yes	Monitor						
Resources	Staff and pupils and school community are at risk of illness and or injury from shared resources	<ul style="list-style-type: none"> Staff and pupils have their own individual and frequently used items, e.g. pencils and pens. Classroom resources, e.g. books and games are cleaned regularly. Pupils only bring essential items to school each day, e.g. lunch boxes, hats, coats, books, stationary and mobile phones. Pupils are permitted to bring bags to school. Any shared resources that need to be taken home by pupils and staff are appropriately cleaned 	3	4	12	Yes	Monitor						
Ventilation and heating	Staff and pupils and school community are at risk of illness and or injury from poorly ventilated areas around the school	<p>The school has a clear approach to increasing ventilation and minimising risk of aerosol transmission</p> <p>The site team checks that all ventilation systems, including fume extraction systems, are in working order in accordance with manufacturer's recommendations, and that there are no blockages present in external or internal vents.</p> <p>All ventilation systems remain energised in normal operating mode.</p> <p>Where mechanical ventilation is used, recirculatory systems are adjusted to full fresh air where possible.</p> <p>Ventilation to chemical stores remains operational.</p> <p>Where possible, the windows of occupied rooms are open. In cold weather, where this causes issues with thermal comfort, the following mitigations are put in place where possible:</p> <p>We have identified a first-floor corridor that has no natural ventilation</p>	2	4	8	Yes	Monitor						

		<p>Ventilation is increased while the space is unoccupied, e.g. before and after school and the adjoining stairwells have their windows open to allow air to circulate as traffic passes through.</p> <p>The relevant staff adjust any thermostats to heat internal spaces and water, ensuring a suitable stable temperature is maintained.</p> <p>The school uses CO₂ monitors provided by the DfE to help assess how well-ventilated spaces in the school are, and find a good balance of ventilation and thermal comfort.</p> <p>To avoid inaccurate readings, CO₂ monitors are placed:</p> <ul style="list-style-type: none"> - At head height when seated. - Away from ventilation outlets, such as grilles or windows. - At least 0.5 metres away from occupants of the space being monitored. <p>The school carries out dynamic risk assessments of all CO₂ monitor readings, when the light changes to amber staff open additional windows to keep the reading as low as is reasonably practicable.</p> <p>A separate risk assessment is carried out to cover the use of any poorly ventilated spaces.</p> <p>The school considers making use of the DfE's air cleaning marketplace to purchase air cleaning units directly from suppliers where necessary.</p>													
Fire Safety	Staff and pupils and school community are at risk of illness and or injury	<p>A suitably trained individual ensures that all fire detection, alarm system, fire extinguisher and sprinkler checks are up-to-date.</p> <p>The fire safety officer and headteacher ensure that the fire management plan and fire safety risk assessment are up-to-date and applicable to any changes in people movement or access, e.g. if parts of the school remain temporarily closed.</p> <p>The school has completed documented fire drills during COVID</p>	2	4	8	Yes	Monitor								
Testing	Staff and pupils and school community are at risk of illness and	<ul style="list-style-type: none"> · It is made clear that testing is voluntary. Individuals not undergoing testing attend school in line with normal school arrangements. · Pupils are encouraged to test twice weekly at home in Year 7 and above. · Staff in all education settings are encouraged to test twice weekly at home. 	3	4	12	Yes	Monitor								

	<p>or injury from staff and pupils in year 7 and above not following voluntary testing guidance and protocols and therefore could bring the virus into school</p>	<ul style="list-style-type: none"> · The school makes staff, parents and pupils aware that all adults who are fully vaccinated and pupils aged 5 to 18 years and 6 months will take an LFD test every day for 7 days if they are identified as a close contact of someone with a coronavirus case. This also applies to Omicron cases. · Individuals with negative test results continue to attend school unless they have been advised by NHS Test and Trace or another health professional to stay at home. · Staff and pupils undergoing testing are supplied with lateral flow device (LFD) test kits to self-swab and test themselves twice a week at home. · Staff, pupils and parents are fully informed of the testing programme. · Parents and other visitors are asked to take an LFD test before entering the school. · Individuals report their results to NHS Test and Trace as soon as the test is completed, either online or by telephone.. · The school retains a small on-site asymptomatic testing site (ATS) so testing can be offered to pupils who are unable or unwilling to test themselves at home. · If an individual tests positive via an LFD test, they must self-isolate immediately. They do not need to take a confirmatory PCR test if they do not have symptoms – the self-isolation period begins from the date of the positive LFD test. · Individuals who test positive via an LFD test should get a confirmatory PCR test where one or more of the following criteria apply: <ul style="list-style-type: none"> · They have coronavirus symptoms · They are eligible for the Test and Trace Support Payment · They have been advised to book a confirmatory PCR test as part of a research or surveillance programme · They have been advised to take a PCR test because they are in a clinically vulnerable group · Anyone in school who displays symptoms must self-isolate and is encouraged to arrange a PCR test. · If the school believes a symptomatic individual may face barriers to accessing a PCR test elsewhere, the school provides them with a PCR test. · PCR tests stored on the school site are stored securely at ambient room temperature (5 to 22°C). 														
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		<ul style="list-style-type: none"> · The school considers offering a symptomatic staff member a PCR test if they cannot otherwise access testing quickly and if the individual is vital to the running of the school. · PCR tests are delivered safely and with due regard for transmission risk. · PCR tests are only offered to individuals who are showing symptoms. · Individuals are asked to inform the school immediately of test results. · If an individual tests negative, they feel well and no longer have coronavirus symptoms, they, and the members of their household, can stop self-isolating as long as: <ul style="list-style-type: none"> · They were not told to self-isolate for 10 days from the day after contact with the individual who tested positive by NHS Test and Trace. · They feel well. · If an individual tests positive, they are required to self-isolate for 10 days (unless they have a negative LFD test on day 6 and 7, 24 hrs apart) from the onset of symptoms and then return to school only if they do not have symptoms other than a cough, or loss of or change in their sense of smell or taste. Other members of their household are required to continue self-isolating for the full 10-day period unless they are fully vaccinated adults or under the age of 18. · Testing kits are stored indoors between a temperature of 2 to 30°C. · Individuals are instructed to collect test kits from the designated collection point. 											
NHS Test and Trace	staff and pupils could be at risk from individuals and families not actively taking part in the NHS test and trace app	<ul style="list-style-type: none"> · The school makes staff aware that it is not responsible for Test and Trace contacting. This will be conducted by the NHS Test and Trace service. · The school makes staff aware that the NHS Test and Trace service will inform staff and pupils if they have been in close contact with a positive case of coronavirus and will advise them to take a PCR test if they are showing symptoms, and an LFD test if they are asymptomatic. · The school makes staff and pupils aware that, where NHS Test and Trace or the local HPT will contact them directly to inform them if they have been in contact with a suspected or confirmed case of coronavirus, including Omicron cases, and that they should follow any further advice given on what to do next. 	3	3	9	Yes	Monitor						

		<ul style="list-style-type: none"> · The school continues to work with local HPTs in the event of a school or local outbreak. · Staff members and parents are informed that they will need to engage with the NHS Test and Trace programme if they are contacted, meaning they need to be ready and willing to: <ul style="list-style-type: none"> - Book a PCR test if they (or their child) display symptoms. - Provide details of anyone they (or their child) have been in close contact with if they were to test positive for coronavirus or are asked by NHS Test and Trace. - Take a test if they have been in close contact with someone who develops coronavirus symptoms or someone who tests positive. - Self-isolate if they display symptoms or produce a positive test. · Staff and pupils aged 16 and over are encouraged to download the NHS Test and Trace app – rules on mobile phones in school are relaxed to accommodate this. · Individuals are informed that, if they receive notification via the NHS Test and Trace app that they have been in close contact with a positive case, they must inform the school immediately. · Individuals who test positive are encouraged to report the result on the NHS Test and Trace app. · If a pupil receives notification to self-isolate, the school ensures appropriate arrangements are in place for the pupil to self-isolate when they are directed to, and begin remote learning. · If a member of staff receives notification that they need to self-isolate, the school will consider the action that needs to be taken to ensure continuity of education 													
Confirmed cases of coronavirus	Staff and pupils could be at risk from contact with a confirmed case of coronavirus	<ul style="list-style-type: none"> ● Where an individual in the school community tests positive for coronavirus, the school follows public health advice and the headteacher contacts the DfE's dedicated advice service immediately. ● The school works with the DfE's dedicated coronavirus advice service (or local HPT if the case is escalated) to carry out a rapid risk assessment and identify appropriate next steps. <p>Where required, all parents and staff are informed of the confirmed case; however, the name of the individual is not shared.</p>	3	4	12	Yes	Monitor								

		<p>The individual who tested positive can stop self-isolating after they have finished their isolation period and their symptoms have gone or if they continue to only have a residual cough or anosmia.</p> <p>Individuals who have tested positive for coronavirus are aware that they can end their self-isolation after 7 days rather than 10 if they have negative LFD tests on day 6 and 7 (These need to be taken 24hrs apart and registered with the NHS platform) and no longer have a high temperature. These individuals may return to school in the morning after the day 7 test is negative, the school requests that these results are logged and shared with the school prior to the individual returning.</p> <p>The school follows any further actions advised by its local HPT when it is investigating a suspected or confirmed case of the Omicron variant</p>													
Attendance	<p>Pupil may be at risk of negative mental health and, wellbeing from non-attendance to school</p>	<ul style="list-style-type: none"> The school informs parents and pupils that attendance is mandatory for all pupils, unless they are self-isolating Parents are informed that the usual rules on school attendance apply – this means parents have a duty to ensure that their child attends regularly. The attendance register is taken as normal and absences are followed up, in line with school policy. <p>Where a pupil is unable to attend the site because they are complying with clinical and/or public health advice, they are offered access to remote education immediately.</p> <ul style="list-style-type: none"> Any concerns from staff, parents and pupils about being on the school site are discussed between appropriate individuals. Pupils who are reluctant or anxious to attend school are identified and relevant staff members develop plans to re-engage these pupils. The school uses the additional catch-up funding, as well as existing pastoral and support services, resources and funding, to put in place measures for those families who need additional support to secure pupils' regular attendance. Staff and pupils who have returned to the UK from foreign countries within the last month complete the necessary quarantine period, as outlined in the government's <u>guidance</u>, before attending school. 	2	3	6	Yes	Monitor								
Protecting clinically vulnerable individuals	<p>CV and CEV staff and or pupils are at a higher risk of infection</p>	<ul style="list-style-type: none"> In line with the latest guidance, pupils under the age of 18 who were previously considered to be clinically extremely vulnerable (CEV) are no longer considered CEV. 	3	4	12	Yes	Monitor								

	<p>due to underlying conditions</p>	<ul style="list-style-type: none"> · Pupils previously considered CEV attend on-site school provision as normal unless they have been advised by their medical specialist to isolate due to their medical condition. · Pupils who live with someone who is CEV continue to attend school as normal. · The relevant staff liaise with the parents of pupils whose medical specialist has recommended they isolate to discuss their concerns and the infection control measures in place at the school. · Clinically vulnerable staff continue to attend school provided they follow the school's control measures to minimise the risks of transmission. · CEV staff follow the same guidance as their colleagues, but may follow additional precautions outlined by their medical specialist. · Staff who live with those who are CEV attend the workplace but ensure they maintain good prevention practice in the workplace and at home. · Line managers hold discussions with staff who are deemed more vulnerable to infection and discuss their concerns and the infection control measures in place at the school. · Leaders consider requests made by staff who wish to make changes to their working environment or working hours in the interest of health and safety. · Leaders ensure that the school can be adequately and safely staffed. · A separate risk assessment is carried out for pregnant staff. The school follows the relevant specific guidance for pregnant employees. · Pregnant staff of any gestation are not required to continue working on site if this is not supported by the separate risk assessment. · Staff who are 28 weeks pregnant and beyond, or are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from coronavirus at any gestation, are supported to take a more precautionary approach. · The school ensures pregnant staff are able to adhere to any active guidance on social distancing (where directed) and/or advice for pregnant women considered to be CEV. · The above principles on protecting pregnant staff also apply to pregnant pupils. 											
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		The school encourages staff to get vaccinated if possible, and enables these staff members to attend booked vaccination appointments, even during term time												
Workforce	Staff and or pupils could be at higher risk of transmission of coronavirus	<p>Appropriate support for pupils with SEND remains in place.</p> <p>Line managers discuss and agree any proposed changes in role or responsibility with members of staff.</p> <p>The headteacher ensures safe staffing ratios are met and that all staff have the relevant training to undertake their roles. If there are concerns about staffing capacity, the headteacher talks to the LA.</p> <p>Arrangements are made to enable specialists, therapists, clinicians and other support staff for pupils with SEND to continue to provide interventions as usual.</p> <p>The school continues its recruitment processes as normal</p>	2	4	8	Yes	Monitor							
Unvaccinated members of staff	Staff and or pupils could be at higher risk of transmission of coronavirus from unvaccinated staff	<ul style="list-style-type: none"> The school encourages all eligible staff to take up the vaccine offer and publicises the benefits using impartial, factual information in line with NHS guidance. The school enables staff who are eligible for vaccination to attend booked appointments, including during term time where possible. The school consults with its recognised trade unions when implementing its approach to vaccinations. The headteacher ensures all line managers are aware of the school's approach to vaccinations and implement it accordingly. The school asks for the vaccination status of members of staff on the basis that schools are a place of high contact and its need to protect other staff and pupils. The school ensures that all staff are aware that anyone who is unvaccinated must follow government guidelines if they are a close contact of a positive coronavirus case, develop symptoms, or produce a positive LFD or PCR test result. 	3	4	12	Yes	Monitor							

		<ul style="list-style-type: none"> Where a member of staff raises concerns about the vaccine, their line manager or a trusted member of staff discusses the matter with them openly and honestly, listening to any concerns without pressuring the staff member to make a decision. Copies of any communications produced by the school regarding vaccination are retained, in line with the Data Protection Policy, in case of complaints from a member of staff. <p>Unvaccinated members of staff are reminded by their line manager to pay particular attention to the school's existing system of controls, e.g. regular handwashing</p> <ul style="list-style-type: none"> The school adheres to the Data Protection Act 2018 and the UK GDPR when asking staff members if they have been vaccinated and when handling information relating to the vaccination status of a member of staff. In all cases, the school does not discriminate against any member of staff who has not been vaccinated for any reason, and adheres to its duties under the Equality Act 2010. <p>The school consults legal advice in all cases where there is the possibility of a dispute regarding the vaccination status of a member of staff or its organisational approach to vaccines.</p>											
Catering	Pupils and or staff could be at risk of infection from food prepared on-site that has become contaminated	<p>The school's kitchen is fully open and operates within usual legal requirements. The HSPM liaises with catering providers to ensure the kitchens can remain fully open and food is prepared and delivered in line with the government's 'Guidance for food businesses on coronavirus (COVID-19)'.</p> <p>FSM or food vouchers are provided for eligible pupils who are not attending school during term time where they:</p> <ul style="list-style-type: none"> Are self-isolating. Have symptoms or a positive test result. 	2	3	6	Yes	Monitor						

Transport	Pupils and or staff could be at risk from a local outbreak and or shared transport	<ul style="list-style-type: none"> In the event of a school or local outbreak, the headteacher speaks to the school's LA or transport provider to assess the approach to dedicated school transport they are adopting. Pupils do not board home to school transport if they, or a member of their household, has a positive test result or symptoms of coronavirus. The school liaises with the LA and other transport providers to ensure they are adopting COVID-secure protocols, and requests a copy of their risk assessment, where relevant. Pupils are advised to clean their hands before boarding transport and again on disembarking. Additional cleaning of vehicles is carried out regularly. Fresh air through ventilation is maximised, particularly through opening windows and ceiling vents. Unless directed, face coverings and social distancing measures are not implemented on dedicated or public transport 	3	3	9	Yes	Monitor							
Remote Learning	Pupils could be at risk of isolation and mental health due to non attendance at school and remote learning.	<ul style="list-style-type: none"> While attendance is mandatory, remote learning is provided for pupils who are following clinical or government guidance to stay at home, e.g. where they are self-isolating. All such pupils not physically unwell are given access to remote education as soon as reasonably practicable. Special schools, The setting ensures robust remote education is provided to those who are not attending in person. Teaching staff deliver all remote education in line with national guidance. The headteacher ensures that all teaching staff understand these expectations and know how to seek help if they feel unable to meet them. The school informs parents that they should raise any concerns about the quality of the school's remote education offer with the headteacher in the first instance, and that parent may contact Ofsted directly if they feel their concerns have not been satisfactorily addressed. 	3	3	9	Yes	Monitor							
Uniform	Pupils and or staff could be at risk of thermal discomfort	<p>The usual rules on school uniform apply; however, the school takes a mindful and considerate approach to non-compliance.</p> <p>Expectations of uniform are communicated to pupils and parents.</p>	2	2	4	Yes	Monitor							

		To mitigate thermal discomfort caused by increased ventilation, pupils are able to wear additional, suitable indoor items of clothing in addition to their usual uniform – where this occurs, no additional financial pressure is placed on parents.											
Education al visits	Pupils and or staff will be at a higher risk of infection from trips into the wider community	<p>Educational visits will be conducted in line with the government's guidance This includes a system of controls and the COVID-secure measures in place at the destination.</p> <p>A full and thorough risk assessment is made in relation to all educational visits to ensure they can be undertaken safely.</p> <p>The school ensures it is prepared to carry out domestic day trips and residential trips.</p> <p>The schools makes staff, pupils and parents aware that international travel can resume from the start of the Autumn term 2021; this includes trips that were postponed and organising new trips for the future.</p> <p>Pupils are allowed on trips to outdoor public places and do not need to be restricted to limits on gatherings, provided:</p> <ul style="list-style-type: none"> • It is for the purpose of childcare. • The EYFS staff:child ratios are maintained. • A risk assessment is conducted in advance. • Good hygiene is maintained throughout. • Thorough hand washing happens before and after the trip. • The trip is carried out in line with relevant local or national coronavirus guidance. • Appropriate insurance arrangements are in place. <p>The school ensures that it has adequate travel insurance and discusses any questions about cover with its insurance provider.</p> <p>The school follows the guidelines relevant to trips to indoor spaces. Once inside:</p> <p>Staff are to remain with the pupils in the group.</p> <p>Pupils and staff should wash hands thoroughly on arrival and before leaving.</p>	3	4	12	Yes	Monitor						

Extracurricular activities and wraparound provision	Pupils may be at risk from using other provision	<p>Parents are advised of the provision available and that they should limit the use of multiple out-of-school settings providers where appropriate.</p> <p>The headteacher makes sure external providers of wraparound care who use the school premises have considered the relevant government guidance for their sector and have put in place the appropriate protective measures.</p> <ul style="list-style-type: none"> Wraparound provisions are run in line with the current government guidance, i.e. are COVID-secure. <p>Parents are able to access wraparound and extracurricular provision for their children, without any restrictions on the reasons for which they may attend</p>	3	3	9	Yes	Monitor									
Wellbeing	Pupils and or staff are at risk of negative mental health and wellbeing due to outside factors	<p>Staff are vigilant in discerning pupil mental health and report any concerns to their pathway lead.</p> <p>The school provides opportunities for pupils to talk about their mental health and experiences during the pandemic.</p> <p>Pupils have access to pastoral support and activities, e.g. opportunities to renew and develop friendships.</p> <p>The headteacher and DSL ensure provision is in place to help protect wellbeing and mental health, and ensure all staff, volunteers and pupils have access to psychological support.</p> <p>The DSL ensures that adequate pastoral care is in place to support pupils and staff who require it.</p> <p>The school engages with local immunisation providers to ensure immunisations programmes can be provided on site in line with the relevant protective control measures.</p> <p>Safeguarding issues are managed in line with the Child Protection and Safeguarding Policy.</p>	3	3	9	Yes	Monitor									
Safeguarding	Pupils may be at risk during the pandemic	The school's Child Protection and Safeguarding Policy is reviewed as necessary to reflect the current operations of the school.	3	3	9	Yes	Monitor									

		<p>The DSL liaises with the necessary personnel and parents to manage and address any new and ongoing safeguarding concerns, e.g. ongoing bullying.</p> <p>The DSL ensures that adequate pastoral care is in place to support pupils and staff who require it.</p> <p>The DSL ensures the relevant staff have the appropriate training to support pupils and staff who require pastoral care.</p> <p>The DSL and their deputies are provided with time to help them support staff and pupils in relation to any new safeguarding and welfare concerns and the handling of referrals to children's social care and other agencies.</p> <p>If a parent elects to educate their child at home, the school considers whether this decision gives greater cause for concern compared to the pupil remaining in school. If there is cause for concern, the DSL considers making a referral to the LA</p>												
Contingency planning	Pupils and or staff may be at risk from a localised outbreak of coronavirus	<p>Remote education plans are in place for pupils who are self-isolating or shielding.</p> <p>The school has a Coronavirus (COVID-19): Contingency Plan – also known as an outbreak management plan – that can be implemented if restrictions need to be implemented due to coronavirus.</p>	3	4	12	Yes	Monitor							
Communication	Pupils and or staff could be at risk from poor communication of procedures , policy and protocols	<p>The school's website is kept up to date with any important information regarding the running of the school Parents are informed about the relevant information regarding the running of the school, including any pick-up and drop-off arrangements and the removal of restrictions such as social distancing.</p> <p>An updated letter will be sent out and communicated by e format.</p> <p>Staff and volunteers are informed via email and Chiltern Chat about the relevant information regarding the running of the school.</p> <ul style="list-style-type: none"> Staff are informed of who they can turn to for support and there are several avenues they can follow, e.g. Pathway leads, other senior staff or colleagues. 	2	4	8	Yes	Monitor							

		<ul style="list-style-type: none"> All staff, pupils, parents, visitors and volunteers are made aware of the symptoms of coronavirus, what to do if they display symptoms, and if others display symptoms. <p>The headteacher liaises with the governing board about possible arrangements for running the school, where necessary.</p> <p>Pupils are informed via letter about the relevant information regarding the running of the school, e.g. the removal of restrictions such as social distancing.</p> <p>The SLT is actively present around the school to provide additional support, advice and reassurance.</p> <p>The headteacher informs staff, volunteers and the governing board about the arrangements for how meetings will be carried out.</p> <p>A record is kept of all visitors and contractors that come to the school site.</p>											
Protective measures in early years settings	Pupils and or staff could be at risk by not following additional protective measures	<p>The setting is not required to arrange children and staff in small, consistent groups.</p> <p>Children are supervised when washing their hands or using hand sanitiser and are taught how to do so effectively.</p> <p>A good supply of disposable tissues is available throughout the premises and 'catch it, bin it, kill it' is encouraged through signage and prompting.</p> <p>An enhanced cleaning schedule is put in place.</p> <p>Surfaces, toys, books, doors, sinks, toilets and light switches are cleaned more regularly, using disinfectant.</p> <p>Activities that involve malleable materials for messy play, e.g. sand, mud and water, are dynamic risk assessed.</p> <p>Frequently touched surfaces, equipment, tools and resources for messy play are thoroughly cleaned and dried before they are used by a different group.</p> <p>Clear procedures are put in place to ensure stringent cleaning processes are followed for food preparation areas, dining areas and table coverings.</p> <p>In line with PHE advice, supervised toothbrushing programmes are re-established using the dry brushing method.</p>	3	4	12	Yes	Monitor						

		If a child attends more than one setting, the settings work together with parents to address any risks identified, allowing them to jointly deliver appropriate care.																		
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Assessment review date; As and when guidance changes or unless an incident occurs then review immediately	Who reviewed it?	
Actual review date;	Actions require;	Lead RA Sign;