

## Academy Name – COVID-19 Secondary School Risk Assessment – Autumn Term 2021.

Activity being assessed:	School Re-opening – 24 <sup>th</sup> August 2021	Location(s) affected:	The Castle Rock School	
Person(s) completing assessment:	MB/ KB/ DB	Date original assessment completed:	July 2021	
Date of review:	24.08.21	Review completed by:	MBroad	

**This risk assessment has been developed on best available scientific guidance and industry best practice, information and should be read in conjunction with the government guidance document, this document cannot be considered to cover every risk and control possible and must be reviewed and made specific by the end user.**

[Schools COVID-19 operational guidance \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/92222/schools-covid-19-operational-guidance)

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Transmission of COVID 19 on school site.	<b>Students, staff, visitors, and the public becoming infected with COVID-19:</b>	<i>Staff, students, or visitors who have tested positive for COVID-19 via an LFD test a confirmatory PCR is required within 2 days. Where the PCR is positive persons are not allowed into the school premises until they have self-isolated for the recommended government period of 10 days; and until the person is free from COVID 19 symptoms. If a staff member or student has a positive COVID-19 test (PCR), NHS test and trace will work with the positive case to identify close contacts. Any person arriving at school exhibiting symptoms will be required to return home and obtain a COVID-19 test (PCR)</i>	<ul style="list-style-type: none"> <li>● If a student is showing symptoms they are placed in the medical room adjacent to the student Support Office (Runnymede) – in this instance only students with COVID symptoms to be placed in this room – the door to the outside will be open at all times and the internal door closed.</li> <li>● The room will be closed once the student has left,</li> </ul>	<i>All Staff as required</i>	<i>Ongoing</i>

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		<p><i>immediately.</i></p> <p><i>If an individual has symptoms, undertakes a COVID-19 PCR test and this is negative they can return to school as long as the individual does not have COVID 19 symptoms.</i></p> <p><a href="#"><u>Government self-isolation guidance</u></a></p> <p><i>All secondary school students should receive 2 on-site lateral flow device tests, 3 to 5 days apart, on their return in the autumn term. Settings may commence testing from 3 working days before the start of term and can stagger return of pupils across the first week to manage this. Pupils should then continue to test twice weekly at home until the end of September, when this will be reviewed. Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed. Secondary schools should also retain a small asymptomatic testing site (ATS) on-site until further notice so they can offer testing to pupils who are unable to test themselves at home.</i></p> <p><i>Students will be offered the 2 tests at an ATS at the beginning of the autumn term when they start at their secondary school as a new year 7. Schools may choose, however, to start testing year 6 pupils earlier, including in summer schools, depending on their local</i></p>	<p>and cleaned thoroughly using disinfectant and all bins emptied and placed in a secure area for 72 hours. Signage on the door used to inform others of usage and cleaning undertaken.</p> <ul style="list-style-type: none"> <li>● Should a toilet be required the toilets next to the Harley Theatre should be used and then be locked off and cleaned and disinfected before it is used by anyone - all surfaces to be cleaned. To access the toilets, students will use the route outside to avoid walking through the corridor.</li> <li>● Immediate communication with home to collect by SLT.</li> <li>● PPE available in medical rooms and to be worn (face shield &amp; gloves)</li> <li>● Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them</li> </ul>		

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		<i>circumstances.</i>	<p>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 &amp; Trace.</p> <ul style="list-style-type: none"> <li>● Follow link to get a PCR test: <a href="https://www.gov.uk/get-coronavirus-test">https://www.gov.uk/get-coronavirus-test</a></li> </ul>		
Vulnerable staff or students contracting COVID-19 from being in school	<b>Staff deemed vulnerable see government list are likely to experience worse symptoms and additional health issues if contract COVID-19</b>	<i>Staff and student survey undertaken to determine individuals that are clinically extremely vulnerable (CEV). Where CEV persons are identified an individual risk assessment will be put in place to provide adequate controls within school.</i>	<p><i>New staff and students will be checked in respect of status for Autumn 21 intake.</i></p> <p>Where pregnancy risk assessments have been completed, these are reviewed regularly in line with risks and guidance. See specific guidance for pregnant employees. <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-">https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-</a></p>	Premises Manager	Ongoing



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			<p>presence on corridors to facilitate movement and to stop congregating</p> <ul style="list-style-type: none"> <li>- Set seating plans to identify contacts</li> </ul> <p>(NHS video for handwashing)  <a href="#">NHS video</a></p>		
Possible contamination in school environment.	<b>Students, staff, visitors, and the public becoming infected with COVID-19:</b>	<p><i>Hand sanitiser to be available at reception for visitors to use on arrival before signing in. Ventilation is to be maintained either by mechanical ventilation adjusted to increase the ventilation rate where possible, and natural ventilation (fresh air) by opening windows. During occupied times windows should be opened enough to provide background ventilation, during unoccupied times (during the school day) windows should be fully opened.</i></p> <p><i>Internal and external doors can be kept open to assist as this will increased ventilation. A cleaning schedule is in place. This includes regular cleaning of areas and equipment with a particular focus on frequently touched surfaces.</i></p> <p><i>Cleaning regimes should be clearly documented to reflect times of day cleaning is taking place and who is responsible for the task.</i></p>	<p>If staff currently share desks, they must be sanitised between “shifts”</p> <p>Fire doors are to be kept open, only done when the room is occupied and classroom teacher will be responsible for closing them when leaving the area.</p> <p>This will be documented and checked by LG/ MB</p>	Premises team	

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Possible contamination by close contact when providing first aid to persons in isolation room awaiting collection.	<b>Students, staff, visitors, and the public becoming infected with COVID-19:</b>	When providing first aid to persons in isolation consider wearing appropriate PPE.	Goggles/visors/ masks will be available if supporting a child who is symptomatic.	First Aiders	
Possible contamination from a symptomatic person on site	<b>Students, staff, visitors, and the public becoming infected with COVID-19:</b>	Symptomatic person should not be on site – see first section. Should a staff member arrive at school or become symptomatic whilst at school they will be required to leave site immediately, if they need collecting, they will sit in a dedicated room, isolated. Should a student become symptomatic whilst at school they will be isolated in a room supervised by a staff member. Consider wearing a fluid resistant surgical face mask, disposable gloves, and apron for the duration of the supervision, parent/carer will be contacted and required to collect student asap. Staff member supervising will then remove all PPE and disposed of (see contaminated waste) and will wash hands.	<ul style="list-style-type: none"> <li>Follow link to get a PCR test: <a href="https://www.gov.uk/get-coronavirus-test">https://www.gov.uk/get-coronavirus-test</a></li> </ul>	All Staff	
Insufficient or inappropriate PPE available or misuse of PPE	<b>Students, staff, visitors, and the public becoming</b>	Disposable gloves, aprons, goggles/visors, and masks are available for use as identified required.	<ul style="list-style-type: none"> <li>See WHO video for mask wearing: <a href="#">WHO video</a></li> </ul>		Ongoing

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	<i>infected with COVID-19:</i>				
<i>Ineffective management of potentially contaminated waste</i>	<i>Students, staff, visitors, and the public becoming infected with COVID-19</i>	<i>Standard waste will continue to be managed in line with existing arrangements. Any waste that is considered to be potentially infected/contaminated will be double bagged before placing immediately in a secure area for 72 hours prior to placing in bins; this will include any used PPE and any used tissues by persons who are unwell and awaiting collection.</i>	<ul style="list-style-type: none"> <li>Waste to be stored in the bungalow for 72 hours before disposal</li> </ul>	<i>Premises team</i>	
<i>Use of third-party facilities</i>	<i>Students, staff, visitors, and the public becoming infected with COVID-19</i>	<i>Overseas visits will not take place.</i>			
Date review required: Ongoing as guidance changes	Date review required:	Date review required:	Date review required:	Date review required:	