



Risk assessment – full opening of schools, January 2022

Introduction

It is the Government's plan that all pupils, in all year groups, will return to school full-time from January 2022 with heightened Covid restrictions in place.

As part of planning for a full return in the autumn term, it is a legal requirement that schools and federations should revisit and update their risk assessments, in line with DfE guidance, to consider additional risks and control measures to enable a return to full capacity. Forest Skies will ensure that appropriate measures are in place to reduce risks to the lowest reasonably practicable level.

This risk assessment template will set out guidance and measures to support schools in the following areas:

1. Ensure good hygiene for everyone.
2. Maintain appropriate cleaning regimes.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

School life will resume as it did before the introduction of Covid-related safety measures, with the exception of the required mitigation set out in this document.

Declaration

Upon completion of this risk assessment, the Headteacher must sign and date it, confirming that all measures have been discussed and will be in place from the Autumn term, as per the content of this document.

Name: Miss N Haughton

Signature: *N Haughton*

Date: Updated: 03.01.2022

This document will be periodically reviewed and updated. Forest Skies (Governing Body) will arrange an initial review shortly after the start of term; additional reviews may also be required as and when Government advice changes.

Take off and Fly!



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Federation Level (Clarifications, required mitigations and actions for schools)	School Level (Mitigation, responses and confirmation that actions have been completed)
School life will resume as it did before the introduction of the Covid-related measures, with the exception of the following areas:	
<p>Ensure good hygiene for everyone</p> <p>Hand hygiene - frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</p> <p>Respiratory hygiene – ‘the catch it, bin it, kill it’ approach continues to be very important and must continue to be promoted throughout the school premises.</p> <p>Posters and signage should continue to be used to promote both hand and respiratory hygiene.</p>	<p>Cleaning: Extra cleaning hours in place to ensure the school is deep cleaned. Kickstart apprentices to be used to support with cleaning of staff room and offices.</p> <p>Respiratory Hygiene: Children will be taught explicitly how to maintain essential respiratory hygiene. Parentmail e-bug posters will be sent out to parents to ensure this continues outside of school. Constant communication with parents regarding COVID 19</p>
<p>Maintain appropriate cleaning regimes</p> <p>This remains an important part of managing the risks and you must ensure that a regular cleaning schedule is in place. At the very least, frequently used rooms and equipment should be cleaned twice a day (where possible) and if timetabling allows this, to also spot clean other areas as and when required.</p>	<p>Cleaning Regimes: Communal rooms, toilets, classrooms will be deep cleaned daily. Staff in school will be provided with cleaning solution for constant cleaning/wipe down of equipment within lessons.</p> <p>Hand sanitiser to be used after handling a group of children’s books. IWB to be cleaned after daily use.</p>



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<p>It is no longer required to quarantine or clean coursework, books and other teaching materials prior to being handled, although the use of hand sanitiser should be considered.</p>	
<p>Keep occupied spaces well ventilated</p> <p>It is essential to ensure that occupied space remains well ventilated throughout the school day. This can be achieved by the following measures;</p> <p>Windows: where possible, windows should be opened to increase ventilation around all rooms used by staff and pupils.</p> <p>Doors: bearing in mind fire safety and safeguarding requirements, consider propping doors open to aid with ventilation and to limit handle use.</p> <p>Air-conditioning: the risk of air-conditioning spreading the virus is extremely low, therefore certain types of air-conditioning systems can be used, if required. If a system introduces fresh air into a room, then they can be used in all locations. An air-con system which only recirculates air within the same area (i.e. no fresh air is introduced), they can be used but only if they serve one room only; any air-con system of this type serving multiple rooms must not be used unless the recirculation mode can be deactivated.</p> <p>Ventilation systems: where mechanical ventilation is present, recirculatory systems should be adjusted to full fresh air. If this is not possible, systems should be operated as normal. Where possible, occupied room windows should be open. Ventilation to chemical stores should remain operational.</p>	<p>Ventilation:</p> <p>Classrooms, toilet areas, offices, communal areas are all to be always ventilated during school operating hours.</p> <p>The school has the use of a staff room downstairs and a smaller room upstairs which should be used to limit overcrowded. Staff should clean down the tables once they have finished.</p> <p>Children can enter their class via fire doors to support with bottlenecks and ventilation.</p> <p>C02 Monitors:</p> <p>The school has been given 10 C02 monitors which are strategically placed around school and hard to ventilate areas. Staff have been trained on how to use them.</p> <p>If C02 measurement goes into the amber/red zone, staff to take children outside and complete a session of the Daily Mile to allow the area to ventilate.</p> <p>Support staff member to ensure that all windows/doors are open to allow adequate ventilation.</p>



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<p>If you are unsure what type of systems are in use, please consider seeking guidance from a mechanical engineer.</p>	
<p>Follow public health advice on testing, self-isolation and managing confirmed cases of Covid-19</p> <p>When an individual develops Covid-19 symptoms: pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive LFD or PCR test result or have been instructed to self-isolate.</p> <p>If anyone in your school develops COVID-19 symptoms, however mild, you should send them home, request that a PCR test is taken and that they follow any public health advice provided.</p> <p>For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household.</p> <p>If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary. The following PPE should be provided, as and when required;</p> <ul style="list-style-type: none"> • a fluid-resistant surgical face-mask • a visor (to further protect from bodily fluids) 	<p>Child displaying COVID symptoms at school:</p> <ul style="list-style-type: none"> • Child to move to self-isolation room (Upstairs classroom) • Child's parents called and asked to collect child • Child's parents advised to take their child for a PCR test. • School to log possibility of positive COVID case. • Child not to return until fully fit and well. <p>Self-Isolation Room:</p> <ul style="list-style-type: none"> • Windows to be open • Self-Isolation room to be deep cleaned after the child has gone home. • If child becomes hospitalised due to COVID, school to contact LPHE. <p>Cleaning:</p> <ul style="list-style-type: none"> • Cleaners to be provided with PPE equipment • Cleaners to follow deep clean procedures of that room and the areas in which the child has been present in. • Child's equipment to be sanitised. • Cleaning equipment such as: cloths etc to be washed at minimum 60 degrees in a washing machine with detergent. • All other equipment to be placed in a black bag and binned appropriately. <p>Staff Member displaying COVID symptoms:</p>



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- disposable gloves
- disposable aprons

Staff, parents and pupils should be encouraged to arrange a PCR test if they believe they have been in close contact with a person who tested positive for Covid-19. Unless they develop symptoms or have received a positive LFD test, individuals do not need to isolate whilst waiting for their PCR test result.

Unless advised to do so by PHE, your local health protection team or any other public health representative, you will **not** be required to send close contacts home (who are not symptomatic) or to undertake contact tracing.

However, adults who are not fully vaccinated will still need to isolate if they are close contacts.

Asymptomatic testing: as pupils will potentially mix with lots of other people during the summer holidays, all secondary school pupils should receive 2 on-site lateral flow device tests, 3 to 5 days apart, on their return in the autumn term. Students must have had both tests before they enter the classroom. For any new staff member or students joining the school, consent must be obtained prior to the tests being taken. Staff or students who did not provide consent during the 2020/21 academic year should again be asked if consent can be granted.

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

- Staff member to inform line manager and leave school.
- Staff member to book a PCR test.
- Staff member to alert line manager of test result
- If a staff member becomes hospitalised with COVID, school will inform LHPE.
- Staff member can return to school on day 8 pending they have tested negative via LFT on day 6 & 7.

LFD Tests:

Staff to test twice a week from and record their results via Test Register website: Testing days are Sunday and Wednesday
<https://testregister.co.uk/login>

If a staff member has a positive LFD test, staff member is required to get a PCR test and self-isolate depending on the outcome of the result.

Staff are to collect LFD testing kits from COVID coordinators. Emily Booth.

CEV:

CEV children are to attend their educational setting and a risk assessment to be completed to ensure that all measures are taken. Miss C Page will conduct the risk assessment for all CEV in line with their medical requirements.

Vaccination:

CEV children are advised to get their vaccination as per new government guidance.

All staff are to have the opportunity to book their booster vaccination at any point. Where possible staff are advised to make this appointment outside of school working hours.



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twice weekly at home until the end of September, when this will be reviewed.

Staff should be issued with testing kits and should undertake twice weekly home tests whenever they are on site until further notice.

There is no need for primary age pupils (those in year 6 and below) to test on a regular basis.

Year 6 pupils transitioning into Year 7 will be offered the 2 tests at an ATS at the beginning of the autumn term when they start at their secondary school. Schools may choose, however, to start testing year 6 pupils earlier, including in summer schools, depending on their local circumstances.

Confirmatory PCR tests: staff and pupils with a positive LFD test result should self-isolate in line with stay-at-home guidance. 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.

If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms.

Clinically extremely vulnerable children (CEV): all CEV children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist

CEV staff will complete the proforma guidance to ensure that reasonable adjustments have been put in place.

CEV staff will be notified of any changes in specific to community transmission.



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care who have been advised by their GP or clinician not to attend.	
<p>Visitors and contractors: to help with managing the risks on-site, schools should consider retaining any virtual and pre-booking arrangements in place for visitors and contractors, and to also request that a LFD test is completed up-to 24hrs before their scheduled visit to the school.</p> <p>Visitors and contractors should be asked to wear a face covering when moving around the site (consider having a stock of face masks available at main reception).</p>	<p>Visitors & Parents:</p> <p>In relation to new restrictions currently in place. No parental functions will take place in face to face fashion.</p> <p>In extreme circumstances when parents are coming into school They are to sanitise hands before entering school. The room will be well ventilated (Windows open etc)</p> <p>Visitors are allowed in school and Visitors to wear face coverings whilst moving around the premises.</p>
<p>Lettings: lettings can resume but should follow any national or local guidance in place. You should ensure that any area used is cleaned prior to being used by the school again.</p>	<p>The school is not current let by outside agencies.</p>
<p>If you have several confirmed cases within 14 days, you may have an outbreak. You should contact Lincolnshire Public Health for advice. You should also call the dedicated advice service who will escalate the issue to your local health protection team where necessary and advise if any additional action is required, such as implementing elements of your outbreak management plan. You can reach them by calling the PHE Lincolnshire helpline on</p> <p>01522 552993</p> <p>and selecting option 1 for advice on the action to take in response to a positive case.</p> <p>If an outbreak is confirmed, please refer to your Outbreak Management Plan for information on next steps.</p>	<p>Cleaning:</p> <p>Business manager to source cleaning company to fog bomb the affected areas of the school.</p> <p>COVID Contingency plan to be implemented.</p> <p>PHE Lincolnshire to be notified and further advice to be followed following their guidance.</p> <p>Staff Shortages:</p> <p>Merging of classes has been advised by the DFE. Non-teaching staff to support with covering the classes affected.</p> <p>Last resort: Remote Learning to take place.</p> <p><u>Remote Learning:</u></p> <p>Remote Learning Contingency can be found by clicking the following link.</p>



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	<p>https://www.lancaster.lincs.sch.uk/covid-19-information/</p> <p>All children to have access to a device and internet service (Dongle).</p> <p>Live session screening to take place and has been researched and best practice.</p> <p>Vulnerable children as defined by the DFE's category of Vulnerable Children (Jan 22) to be offered a school place in the extreme circumstances where a lockdown should occur.</p>
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