



Risk Management Plan – April 2022

COVID-19 RISK ASSESSMENT PROCESS

The risk assessment is based on DFE guidance which describes the Governments next steps for living with COVID-19 from Friday 1st April 2022. Guidance for living safely with respiratory infections, including coronavirus (COVID-19) can be found here:

<https://www.gov.uk/guidance/living-safely-with-respiratory-infections-including-covid-19?priority-taxonomy=774cee22-d896-44c1-a611-e3109cce8eae>

This replaces Most of the COVID-19 specific guidance for education and childcare settings which has now been withdrawn from GOV.UK.

Changed guidance from 1st April 2022 includes:

- Adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature
- Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend.
- Adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious. For children and young people aged 18 and under, the advice will be 3 days

COVID-19 Risk Assessment for Schools & Educational Settings

Risk Assessment for Kingsholm C of E Primary School and Nursery							
Hazards	Who is at risk?	What we are already doing.	Is enough to manage the risks?	What further action may be 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	• Sign posting to guidance (such as this risk assessment) that persons are not to come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19. • If anyone in school develops COVID-19 symptoms they will be sent home. • An unwell child awaiting collection will wait in covered area adjacent to reception. They must be supervised by the staff member bringing them there until they are collected. • Staff caring for a child awaiting collection to keep a distance of 2 metres. • Staff to wash their hands after caring for a child with symptoms. • If a parent/carer insists on a pupil attending the school with symptoms, the Headteacher may refuse the pupil if, it is his reasonable judgement that it is necessary to protect other pupils and staff from possible infection with COVID-19.	Y				
Poor Personal Hygiene	Employees Pupils Young People Families Contractors Visitors Members of the public	• Hand cleaning is regular practice particularly before eating and as needed (eg. after sneezing). • Sufficient handwashing facilities are available. • Where there is no sink, hand sanitiser will be provided. • Staff help is available for pupils who have trouble cleaning their hands independently (eg. small children and pupils with complex needs). • Use resources such as “e-bug” to teach effective hand hygiene etc. • Adults and pupils are encouraged not to touch their mouth, eyes and nose.	Y				

		- Adults and pupils encouraged to use a tissue to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it'). - Tissues to be provided. - Bins for tissues provided and are emptied throughout the day.					
Spreading coronavirus from contact with surfaces, equipment and workstations	Employees Pupils Young People Families Contractors Visitors Members of the public	- Reduced clutter and removing 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 as door handles, light switches, work surfaces, remote controls and electronic devices. - Surfaces that are frequently touched and by many people in common areas to be cleaned at least once a day. - Identify where you can reduce people touching surfaces, for example by leaving doors open (except fire doors), or providing contactless payment. - Keep surfaces clear to make it easier to clean and reduce the likelihood of contaminating objects. - Provide more bins and empty them more often. - Toilets and communal areas to be cleaned regularly. - Thorough cleaning of rooms at the end of the day.	Y				
Poorly ventilated spaces leading to risks of coronavirus spreading	Employees Pupils Young People Families Contractors Visitors Members of the public	- Ventilation system working optimally. - 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 longer periods to purge the air (e.g. lunch times and before and after school). - 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 (2 per class have been provided).	Y				

		• Ventilation system remains on at all times, even when the building is unoccupied. The system set to operate at lower ventilation rates during evenings and weekends. • Occupants encouraged to wear additional, suitable indoor clothing. (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 meeting areas are ventilated with open doors/windows and fans. • Staff meeting, including whole school INSET, briefings and staff meetings can take place providing the space is ventilated with open windows and fans.					
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Completed by:	Matt Ferris	Date	September '21
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Reviewed by	Date	Next Review Due
Matt Ferris	28.10.21	2.1.22
Matt Ferris	2.1.22	25.4.22
Matt Ferris	4.4.22	8.7.22