

NORTH LEAMINGTON SCHOOL



COVID-19 HEALTH AND SAFETY RISK ASSESSMENT

COVID-19: Generic Health and safety risk assessment

Please note: this risk assessment should be undertaken in conjunction with the guidance on school reopening issued by the Department for Education.

School name:	North Leamington School	Assessment conducted by – name:	M Lowdell / M Hubbard		
Covered by this assessment:	Star staff, students, contractors, visitors, volunteers, vulnerable people	Assessment conducted by – job title:	Headteacher / Facilities Manager		
Assessment date:	01/09/2021	Review interval:	Fortnightly.	Date of next review:	14/09/2021

Note: Risk assessments must be retained for a period of 6 years.

Related documents	
Trust/Local Authority documents:	Government guidance: Schools COVID-19 operational guidance DfE Contingency Framework NLS Outbreak Management Plan

Risk matrix

Risk rating High (H), Medium (M), Low (L)		Likelihood of occurrence				
		Probable	Possible	Remote		
Likely impact	Major: Causes major physical injury, harm or ill-health.	H	H	H		
	Severe: Causes physical injury or illness requiring first aid.	H	M	L		
	Minor: Causes physical or emotional discomfort.	M	L	L		
Area for concern	Risk rating prior to action (H/M/L)	Control measures	In place? (Yes/No)	Further measures required/ comments (including by whom and by when)	In place? (Yes/No)	Residual risk rating (H/M/L)
Infection control						
Spread of COVID-19 due to poor hand hygiene control, i.e. inadequate cleaning, lack of handwashing facilities, non-compliance with standard hygiene procedures	H	<ul style="list-style-type: none"> Current government guidance is being applied. Expectations of hand sanitising are established for all adults on site. Signage is installed to promote handwashing, hand sanitising and respiratory hygiene. Regular checking of soap dispensers and hand towels within toilets is scheduled to ensure supply is maintained throughout the day. Stocks of soap and hand towels are monitored on a daily basis and timely orders placed for replenishment. Hand sanitiser dispensers are provided around school in key areas (e.g. reception, entrances/exits). Regular cleaning scheduled each the day paying particular attention to frequently touched areas and surfaces, such as toilets, grab-rails in corridors and stairwells and door handles Sufficient bins are located throughout the school and are emptied daily. Members of staff should report any full bins and place outside the classroom door for emptying. All staff, students and parents have been thoroughly briefed on hygiene procedures. Hand sanitiser (minimum 60% alcohol based) located where hand washing facilities are not immediately available In all cases, all staff are responsible for reporting where sanitiser or tissues need replenishing. 	Yes	Potential for asymptomatic transmission is unknown		M

Commented [GK(DSM1): Restructure to latest control measures as stated in the DFE guidance: [Schools COVID-19 operational guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/schools-covid-19-operational-guidance)

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Spread of COVID-19 due to poor respiratory hygiene		<ul style="list-style-type: none"> • Current government guidance being applied. • Maintain good ventilation in enclosed spaces with the use of doors and windows, reducing the impact on thermal comfort • Staff should ensure that all fire doors are closed at the end of the day or when expected to be left unattended for longer than 30 minutes • Promote 'catch it, bin it, kill it' campaign • Use of face coverings is no longer mandatory but government guidance expects and recommends they are worn in enclosed/crowded spaces, such as public and school transport (incl. minibus) However this may be reviewed in the event of an outbreak – refer to the Outbreak Management Plan 	Yes			L
Spread of COVID-19 due to lack of social distancing	H	<ul style="list-style-type: none"> • Current government guidance being applied. • In the event of an outbreak, refer to Outbreak Management Plan 	Yes			L

<p>Risk of infected persons contaminating others - general</p>	<p>H</p>	<p>Adherence to PHE guidance on testing, self-isolation and managing confirmed cases.</p> <ul style="list-style-type: none"> • NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. • Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply: <ul style="list-style-type: none"> • they are fully vaccinated • they are below the age of 18 years and 6 months • they have taken part in or are currently part of an approved COVID-19 vaccine trial • they are not able to get vaccinated for medical reasons <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p> <p>Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal</p> <ul style="list-style-type: none"> • 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. • Lateral Flow Tests are provided to all staff and students (whom have consent) to complete at home. the test centre operates in accordance with the Department of Health and Social Care National Testing Programme Clinical Standard Operating Procedure (SOP) for Mass testing with Lateral Flow Antigen Testing Devices in Schools and Colleges. A 	<p>Yes</p>	<p><i>Potential for asymptomatic transmission is unknown</i></p>		<p>M</p>
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		<p>specific risk assessment has been produced for testing and the test centre.</p> <ul style="list-style-type: none"> • If a member of staff or a student develops a high temperature or a persistent cough while at school, they should: <ul style="list-style-type: none"> ○ Ensure a member of senior management/leadership is informed. ○ Return home immediately or parents be contacted to collect and arrange a PCR test informing school of positive result at the earliest opportunity. ○ Avoid touching anything ○ Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. They must then follow the guidance on self-isolation and not return to work/school until their period of self-isolation has been completed. • Parents reminded that students must not be sent into school if they, another member of their household or someone they have been in contact with have symptoms or a diagnosis of COVID-19. • The school will promote the vaccination programme to minimise the transmission of COVID-19 				

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Confirmed individual case identified at the school				Potential for asymptomatic transmission is unknown		
		<ul style="list-style-type: none"> • NHS Test & Trace or the local health protection team will contact the school directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace. The health protection team will: <ul style="list-style-type: none"> ○ carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate ○ work with the school to guide them through the actions they need to take. ○ provide definitive advice on who must be sent home. • Based on the advice from either the dedicated NHS advice team, the local health protection team or NHS Test & Trace, the school will send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 10 days since they were last in close contact with that person when they were infectious. • Parents of students and/or staff must inform the school immediately of the results of a test: <ul style="list-style-type: none"> ○ if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating. ○ if someone tests positive, they should follow the guidance provided by NHS Test and Trace and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 10 days. • Household members of those contacts who are sent home do not need to self-isolate themselves unless 	Y			M

Commented [GK(DSM2)]: Update control measures with the latest guidance: [Schools COVID-19 operational guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/schools-covid-19-operational-guidance). E.g. "Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing." You may want to gain clarification/guidance from Warwickshire Public Health team of they expect.

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		<p>the student, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10 day isolation period they should follow current government guidance. They should get a test, and:</p> <ul style="list-style-type: none"> ○ if the test delivers a negative result, they must remain in isolation for the remainder of the 10 day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. ○ if the test result is positive, they should inform the school immediately, and must isolate for at least 7 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 10 day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic person first had symptoms, following government guidance. <ul style="list-style-type: none"> • The school will not request evidence of negative test results or other medical evidence before admitting students or welcoming them back after a period of self-isolation, unless government guidance requires this. 				
Multiple suspected cases or increased absence identified within the school and/or local community/area	H	Refer to the Outbreak Management Plan	Yes	Potential for asymptomatic transmission is unknown		M
Lack of / incorrect use of PPE or inappropriate disposal leading to increased risk of infection	H	<ul style="list-style-type: none"> • Monitor and replenish PPE stock regularly • PPE (Face mask/visor/apron and gloves) only required when managing an individual with suspected COVID symptoms 	Yes	Potential for asymptomatic transmission is unknown		M

Commented [GK(DSM3)]: Update with the latest DFE contingency planning guidance [Contingency framework: education and childcare settings \(publishing.service.gov.uk\)](https://www.gov.uk/government/publications/contingency-framework-education-and-childcare-settings) or as directed from Warwickshire Public Health Team.

Commented [EN(DSM4R3)]:

Commented [MH5R3]:

Commented [GK(DSM6)]: Reference in Contingency plan and move to your Outbreak Management Plan. The only expectation is the PPE required to manage an individual with suspected Covid-19 symptoms