



Establishment name:  
Northlew C of E Primary School



Initial Assessment

Review

Following Incident  Following DFE advice regarding new Omicron variant

Date of Initial Assessment: 01/09/2021

Assessor(s): JC and Devon County Council

Date of Review: 28.02.22

Assessor(s): JC

Activity/Task/Process/Equipment

**COVID-19 28th February 2022**

**(NB Other risk assessment findings and policy arrangements apply where unaffected by COVID-19)**

Updated guidance around Covid came into place on February 24<sup>th</sup> and whilst there is no longer a legal requirement for people with Covid-19, the updated published guidance outlines measures align with the previous legal requirement to manage risk. [COVID-19: people with COVID-19 and their contacts - GOV.UK \(www.gov.uk\)](#) Specific schools guidance is outlined in the updated [Contingency Framework](#) and [Operational Guidance](#)

Key messages:

- Control measures to remain in schools to reduce risk:
  - Ensure good hygiene for everyone.
  - Maintain appropriate cleaning regimes.
  - Keep occupied spaces well ventilated.
  - Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19
- Face coverings are no longer advised for pupils, staff and visitors in classrooms or communal areas. Staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school. (The legal requirement to wear a face covering no longer applies. However, the government suggests that you continue to wear a face covering in crowded and enclosed spaces where you may come into contact with people you do not normally meet). This will apply to parents/carers/visitors in our weekly celebration assembly and fortnightly book and biscuit mornings – parents will be asked to wear a face covering when on school site.

**Self-isolation:**

- If someone develops symptoms or has a positive test result the [guidance](#) still advises people to stay at home to avoid passing the infection on to others. Many people may no longer be infectious after 5 days and so as previously, if people have no temperature and negative LFD tests on day 5 and 6 the risk of them being infectious greatly reduces and so can safely return to normal routines.
- The school's operational guidance outlines that in most cases parents and carers agree that a pupil with the key symptoms should not attend the school given the potential risk to others. If a parent or carer insists on a pupil attending your school as a confirmed or suspected case of Covid-19, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with Covid-19. We advise schools to communicate this to parent and encourage parents to follow the latest guidance around isolation if symptomatic.
- Close contacts are no longer required to self-isolate or advised to take daily tests, and contact tracing has ended.

**Testing:**

- PCR testing is still currently available for anyone with Covid-19 symptoms.
- Staff to test twice weekly (Lateral flow) – Sunday and Wednesday (update school systems of results)
- Staff and pupils in specialist SEND settings, Alternative Provision, and SEND units in mainstream schools are advised to continue regular twice weekly testing. For further information, see [SEND and specialist settings: additional COVID-19 operational guidance \(publishing.service.gov.uk\)](#).
- In the event of an outbreak, a school may also be advised by their local health team or director of public health to undertake testing for staff and students of secondary age and above for a period of time. This would only be as an exceptional measure and any tests schools have currently should be kept in case they are needed for this. If schools do not have tests available, they will be able to be ordered from the DfE for use if in response to an outbreak.

**Thresholds:**

For most settings, it will make sense to think about taking extra action if they face severe operational disruption to face-to-face education, however thresholds for when to consider seeking further advice has been updated as below.

For most education and childcare settings may consider seeking advice when:

- a higher than previously experienced and/or rapidly increasing number of staff or student absences due to COVID-19 infection
- evidence of severe disease due to COVID-19, for example if a pupil, student, child or staff member is admitted to hospital due to COVID-19
- a cluster of cases where there are concerns about the health needs of vulnerable staff or students within the affected group

For special schools, alternative provision, SEND/AP units within schools and colleges, open and secure children's homes and settings that operate with 20 or fewer children, pupils, students and staff at any one time, may consider when:

- 2 children, pupils, students, and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period and/or there are concerns about the health needs of vulnerable individuals within the affected group

#### **DfE helpline and Smart Survey:**

- The public health advice via the DfE helpline will continue to the end of March 2022. However as prior to half term any mainstream schools will be directed to DCC public health to offer support.
- The Smart Survey reporting has an additional comments section, and this is viewed by the education team, Early years teams, schools transport and the DCC public health team and so if a specific request for support is noted in this it will get the same response as calling the DfE helpline.

#### **Summary of hierarchy of controls:**

- Ongoing twice weekly staff asymptomatic LFD testing
- Face coverings no longer required for staff; however, parents/carers/visitors will be asked to wear a face coverings whilst on school premises
- Monitor and isolate all who have symptoms – maintain quarantine arrangements
- Continue to protect the vulnerable/highly vulnerable in line with national guidance and by local risk assessment
- Regular and repeated hand washing/sanitising: on arrival, before food, after washroom visit, on entry/exit to room
- Good respiratory hygiene practice
- Limit sharing of equipment – personal equipment where possible/risk assessment for curriculum areas where equipment has to be shared to identify compensating hygiene controls. Continue to practice good hygiene and cleaning regimes for equipment.
- PPE for selected staff who work in close proximity identified in individual risk assessment for staff member or pupil

Significant hazard	Who/what is at Risk?	Risk			Control measures in place
		L	S	R	
<p><b>Essential premises services</b> Potential for contracting COVID-19 via direct or indirect contact with someone displaying symptoms</p>	Staff, students	>1	5	>5	Essential site maintenance should continue as normal Contractors entering site will do so by appointment and will abide by hygiene controls
<p><b>Staff or students with symptoms</b> Potential for contracting COVID-19 via direct or indirect contact with someone displaying symptoms</p>	Staff, students				<ul style="list-style-type: none"> <li>▪ No staff or students to attend if they are symptomatic. Those who display symptoms of one or more of the following: <ul style="list-style-type: none"> <li>○ New and continuous cough</li> <li>○ high temp &gt;37.8</li> <li>○ loss/change to sense of smell/taste</li> </ul> </li> <li>• In most cases, parents and carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others.</li> <li>• If a parent or carer insists on a pupil attending your school, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Your decision would need to be carefully considered in light of all the circumstances and current public health advice.</li> <li>▪ Contact-free thermometer available if needed.</li> <li>▪ Those displaying symptoms are to cover their mouth/nose with a tissue or paper towel until they can leave school site.</li> <li>▪ Stocks of tissue, hand-sanitiser and cleaner-sanitiser to be located in this room. PPE also to be on hand for use by staff assisting this person <i>if this is unavoidable</i> (see First Aid section).</li> <li>▪ If visual contamination is evident in the room e.g. saliva on table surfaces etc then PPE in the form of gloves, apron, and respirator to be worn for cleaning. Contaminated area to be pre-treated with Titan sanitiser.</li> <li>▪ Flow chart (v.23.0) from PHE SW to be followed in respect of any person who has tested positive.</li> <li>▪ Actions on flow chart followed depending on test result. If negative, staff or student can return to school</li> </ul>

<p><b>Increase in positive numbers in school</b></p> <p>For settings testing pupils, students and staff in asymptomatic test sites after the summer holidays, this section <b><u>only applies after the initial two tests are complete. Cases identified in the test-on-return period should not trigger extra measures or escalation to the DfE helpline.</u></b></p> <p>Whichever of these thresholds is reached first:</p> <ul style="list-style-type: none"> <li>• 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period;</li> <li>• 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</li> </ul>	Staff, students	2	3	6	<ul style="list-style-type: none"> <li>• Contingency Plan to be developed to respond to increase in number of cases in school which must detail <ul style="list-style-type: none"> <li>○ <b>roles and responsibilities</b></li> <li>○ <b>actions</b> you would take to put it in place quickly e.g additional testing measures, reintroduction of staff wearing face coverings, shielding or other measures, attendance restrictions <b>in extreme cases on advice of DfE</b></li> <li>○ <b>educational continuity:</b> how you would ensure every child receives quantity and quality of education and support to which they are normally entitled</li> <li>○ how you would communicate changes to all stakeholders</li> </ul> </li> <li>• Identifying a group that is likely to have mixed closely will be different for each setting. For schools, this could include: • a form group or subject class • a friendship group mixing at breaktimes • a sports team • a group in an after-school activity Refer to Annex in Contingency framework for guidance.</li> <li>• Ensure you have read the DfE guidance on Contingency framework <u>Contingency framework: education and childcare settings (publishing.service.gov.uk)</u></li> <li>• Review and reinforce the testing, hygiene and ventilation measures they already have in place.</li> <li>• Seek additional public health advice if concerned about transmission in the setting (DfE helpline (0800 046 8687, option 1)</li> <li>• Employers should call the Self-Isolation Service Hub on 020 3743 6715 as soon as they are made aware that any of their workers have tested positive</li> </ul>
<p><b>Asymptomatic transmission</b></p> <p>Potential for contracting COVID-19 via direct or indirect contact with someone NOT displaying symptoms</p>	Staff, students	1	4	4	<ul style="list-style-type: none"> <li>▪ Twice weekly testing for all staff by undertaking LFD test – Wednesday and Sunday – recorded on school systems</li> <li>▪ Separate risk assessment describes controls, consent process and training requirements for test operatives (various roles) for test venues.</li> <li>▪ Those testing positive will have to return home to isolate as soon as the notification has been received.</li> </ul>

<p><b>Shielding the vulnerable</b></p> <p>Potential for contracting COVID-19 via direct or indirect contact whilst attending school site with elevated consequence.</p>	<p>Staff, students, co-habitants of staff/students</p>	<p>1</p>	<p>4</p>	<p>4</p>	<ul style="list-style-type: none"> <li>• All clinically extremely vulnerable (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 care who have been advised by their clinician or other specialist not to attend.</li> <li>• Further information is available in the guidance on supporting pupils at school with medical conditions.</li> <li>• Risk assessments if in place for CEV/CV staff should be subject to ongoing review and updated if there are significant changes in individual circumstances or work patterns. <ul style="list-style-type: none"> <li>▪ Risk assessments should be in place for pupils with EHCP to identify additional control measures necessary to control the risks to the individual, their peers and the staff who work with them were determined necessary by the SENDCo. A format has been circulated for this purpose.</li> <li>▪ This process should be led by the SENCO</li> <li>▪ These risk assessments should be subject to ongoing review and updated if there are significant changes in individual circumstances.</li> <li>▪ IHCP to be reviewed to ensure all students with medical needs can attend with all protective elements of plan in place.</li> </ul> </li> </ul>
					<ul style="list-style-type: none"> <li>▪</li> </ul>
<p><b>Hygiene</b></p> <p>Potential for contracting COVID-19 via indirect contact whilst attending school site</p>	<p>Staff, adult co-habitants of students</p>	<p>1</p>	<p>4</p>	<p>4</p>	<p><b><u>Hand-hygiene:</u></b></p> <ul style="list-style-type: none"> <li>▪ Ongoing regular hand-hygiene is the principal control for indirect transmission.</li> <li>▪ Hand washing or hand sanitising with alcohol hand sanitiser must be undertaken at the following times: <ul style="list-style-type: none"> <li>○ Upon arrival at school</li> <li>○ After using the toilet</li> <li>○ Before and after food</li> <li>○ After coming in from outside play</li> <li>○ Upon final departure</li> <li>○ After removing PPE or a face covering</li> </ul> </li> <li>▪ <i>Therefore, hand- sanitiser must be available at the entrance/s to each teaching space and entrance/exit points.</i></li> <li>▪ Hand hygiene should also be undertaken after use of any shared resource.</li> </ul>

				<ul style="list-style-type: none"> <li>▪ Staff should supervise hand-sanitising in teaching spaces.</li> <li>▪ All visitors must wash/sanitise their hands upon arrival and departure.</li> </ul> <p><b><u>Respiratory hygiene:</u></b></p> <ul style="list-style-type: none"> <li>▪ Good respiratory hygiene – ‘Catch it, Bin it, Kill it’ to be followed and modelled as much as possible.</li> <li>▪ Tissues and covered bins to be provided in each room.</li> <li>▪ <i>Behaviours to be taught and modelled at all ages.</i></li> <li>▪ Regular checks of toilets must be undertaken to ensure that stocks of soap etc are available.</li> <li>▪ Pupil access to toilets to be controlled to limit numbers as well as to control behaviour. Year groups have been allocated a set of toilets to use throughout the day in their class groups. Toilets will be checked and cleaned throughout the day and pupils expected to hand sanitise before and after using the toilet.</li> <li>▪ Message to be reinforced by posters displayed around the site.</li> <li>▪ Some pupils with complex needs will struggle to maintain as good respiratory hygiene as their peers. This should be considered in student specific risk assessments to support these pupils and the staff working with them.</li> </ul> <p><b><u>Cleaning:</u></b></p> <ul style="list-style-type: none"> <li>▪ All rooms utilised in the timetable should be cleaned at least <b>daily</b>.</li> <li>▪ Clear desk policy: staff to clear hard surfaces to allow for cleaning.</li> <li>▪ A cleaner-disinfectant conforming to BSEN1276 is used.</li> <li>▪ Launder cloths daily or use disposable paper rolls.</li> <li>▪ Cleaning protocol circulated.</li> <li>▪ Regularly touched hard-surfaces to be sanitised: tables, desk tops, light switches, keyboards/mouse, phones, taps, and flush handles.</li> <li>▪ Cleaner-disinfectant and paper towel to be located in teaching spaces for staff to take ownership of cleaning in their own teaching space as the need arises i.e. to clean if a child coughs/sneezes on a desk top etc.</li> </ul>
--	--	--	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

					<ul style="list-style-type: none"> <li>▪ Cleansing wipes to be located by photocopiers to allow users to wipe buttons/touchscreen after each use.</li> <li>▪ Refer to Cleaning Guidance for full details of cleaning methodology plus COSHH risk assessment details.</li> </ul>
<p><b>First Aid</b></p> <p>Potential for contracting COVID-19 from direct and indirect contact with child due to administration of First Aid</p>	First Aid staff	1	4	4	<ul style="list-style-type: none"> <li>▪ No Covid specific measures for non Covid related First Aid other than normally practiced.</li> <li>▪ If people report to First Aid with COVID-19 symptoms, beyond testing temperature if needed, they should NOT be treated by First Aid but should be shown to a separate isolation room where they can be isolated until they return home. They should be required to cover their mouths with a tissue/paper towel until this happens.</li> <li>▪ A contactless thermometer is available to take a temperature. PPE will nevertheless be worn as described above.</li> <li>▪ Have a room set aside for this eventuality and have a supply of tissues/paper towels on hand</li> </ul> <p><b><u>PPE – please note:</u></b></p> <ul style="list-style-type: none"> <li>▪ PPE for the purposes of infection control in the form of gloves, face masks/respirators and face shields must be used with caution as cross contamination of the virus can occur with PPE.</li> <li>▪ If disposable gloves are worn, change them frequently by removing them from the wrist and continue to wash your hands.</li> <li>▪ PPE face masks/respirators must be removed by the ear pieces/ties. Face shields by the back of the securing band. In all cases avoid touching the front of the mask/shield which could be contaminated.</li> <li>▪ Always wash your hands after removing PPE</li> <li>▪ <i>PPE can be a flawed control measure if used incorrectly. It relies on good fit and correct usage. It can itself become contaminated. Do not let wearing PPE lull you into a false sense of security and avoid prolonged close, face to face contact as the control measure of first choice.</i></li> </ul>



					<ul style="list-style-type: none"> <li>▪ Briefing document for safe use of PPE circulated. <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul>
<p><b>Lack of ventilation</b></p> <p>Potential for contracting COVID-19 via direct contact due to poor ventilation</p>	Staff, adult co-habitants of students	1	4	4	<ul style="list-style-type: none"> <li>▪ Ensure rooms are well ventilated by opening windows and that a comfortable teaching environment is maintained. You should balance the need for increased ventilation while maintaining a comfortable temperature.</li> <li>▪ Identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas, giving consideration when holding events where visitors such as parents are on site.</li> <li>▪ Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so).</li> <li>▪ Air handling units and other mechanical ventilation systems should be used if the school has these. It should be ensured that these systems are <u>not</u> set to air re-circulation only.</li> <li>▪ Re-circulating only air-conditioning systems not to be used in place of open windows and fresh air ventilation but can be used where a source of fresh air is provided.</li> <li>▪ Source of fresh air to be maintained in winter months when weather is colder whilst maintaining statutory minimum temperatures by: <ul style="list-style-type: none"> <li>○ Open all windows by a small amount</li> <li>○ Opening doors to aid cross-ventilation (subject to controls for fire doors above)</li> <li>○ 'Flush' rooms at break times by opening all windows to fullest extent for 2 minutes.</li> <li>○ Allow pupils to wear jumpers/hoodies/coats.</li> </ul> </li> </ul>
<b>Cleaning tasks</b>	Cleaning staff	1	4	4	

<p>Potential for indirect contracting of COVID-19 whilst undertaking cleaning</p>					<ul style="list-style-type: none"> <li>▪ See separate cleaning guidance and associated risk assessments.</li> <li>▪ Cleaners' PPE to be disposable gloves and disposable or laundered aprons.</li> <li>▪ FFP2/FFP3/N95 respirators are for direct contact (within 2m for &gt;15minutes) with an individual who is displaying symptoms so should NOT normally be required for these tasks – refer to cleaning guidance. See exception below.</li> <li>▪ If not disposable, laundered aprons should be washed on the hottest wash possible for the clothing concerned</li> <li>▪ Removed PPE to be double-bagged for disposal.</li> <li>▪ A disinfectant/cleaner (either combined or separate) to be used. Ensure that this has a confirmed viricidal action.</li> <li>▪ Usual COSHH risk assessment findings to be followed in respect of chemical safety and use.</li> <li>▪ Please refer to Cleaning Guidance for full details of cleaning methodology plus a <i>suggested</i> example cleaner/disinfectant.</li> <li>▪ Launder cloths daily or use disposable paper rolls.</li> <li>▪ All staff to follow a 'clear-desk' policy to enable regular cleaning of all hard surfaces.</li> <li>▪ Unnecessary paperwork and displays to be removed to allow surfaces to be sanitised.</li> <li>▪ Cleaning of isolation room: if visual contamination is evident in the room e.g. saliva on table surfaces etc then PPE in the form of gloves, apron, and respirator to be worn for clean. Contaminated area to be pre-treated with Titan sanitiser.</li> </ul>
<p><b>Transport</b></p> <p>Potential for direct and/or indirect contracting of COVID-19 whilst undertaking cleaning</p>	<p>Students</p>	<p>2</p>	<p>3</p>	<p>6</p>	<ul style="list-style-type: none"> <li>▪ The Trust is not the principal duty holder in respect of transport, organised by others. The strategy will therefore be to cooperate with and communicate the risk assessment findings of other partner organisations as well as reinforcing and communicating government guidance for the safe use of general public transport.</li> <li>▪ DCC Transport Coordination Service risk control measures to apply.</li> <li>▪ In line with government guidance for public transport and dedicated school transport, students will be required to wear a face-covering (secondary school)</li> </ul>

					<ul style="list-style-type: none"> <li>▪ Any child, young person or other learner who starts displaying coronavirus symptoms while at their setting should wherever possible be collected by a member of their family or household.</li> <li>▪ Transport provider to clean regularly touched hard surfaces between uses.</li> <li>▪ All passengers alighting from a bus should sanitise hands as soon as possible. Similarly, transport users should sanitise hands before leaving the building to board the bus.</li> </ul>
<b>School Trips: risk of cancellation</b>		1	3	3	<ul style="list-style-type: none"> <li>▪ Ensure that any new bookings have adequate financial protection in place.</li> <li>▪ Be aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. Ensure contingency plans in place to account for changes.</li> <li>▪ Undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).</li> </ul>