



# COVID-19 Risk assessment

## 2021

<b>School:</b>	<b>Kings of Wessex Academy</b>
<b>Completed By:</b>	<b>Jenny Farrell – Business Manager</b>
<b>Date Completed:</b>	<b>2021</b>
<b>Date to be Reviewed:</b>	<b>Live document Termly</b>

## COVID-19 Risk Assessment – Full School Opening

The Wessex Learning Trust



### 1. Preamble:

Pupils should be safe in school and when undertaking out of school activities. The risk management to keep them safe should be proportionate to the nature of the activities.

Teachers should be able to take pupils on exciting school trips that broaden their horizons. Pupils should be able to play freely outside and be able to take part in sports.

As COVID-19 becomes a virus that the country learns to live with, the government is moving away from stringent restrictions on everyone's day-to-day lives towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk.

Therefore, while the government will continue to manage the risk of serious illness from the spread of the virus, schools should consider COVID-19 as one risk amongst others in relation to health and safety risk assessments and managing risk.

At the start of term 2, South West Directors of Public Health have jointly agreed that considering current school rates of infection schools should reopen with an Amber alert.

This risk assessment seeks to highlight the potential risks associated with full school opening whilst COVID-19 continues in the community, and to help implement steps to mitigate these risks.

### 2. Risk Assessment:

Question:	Response:	Additional Actions Required:
<b>1) Transport into school</b> Many students at Kings of Wessex travel into school using school transport. Pupils must be kept safe whilst on school transport.	Drivers and Students to wear face coverings when on school transport.	Business Manager to contact Somerset Transport and notify them that masks are to be worn by students and drivers for school journeys. (done 22.10.21)
<b>2) Good hand hygiene</b> Coronavirus (COVID-19) is an easy virus to kill when it is on skin. This can be done with soap and	The Academy has large stocks of hand sanitiser, soap and paper towels. Stocks are audited weekly. Wall mounted hand sanitiser units are available at the	Site Manager and Finance Officer continue with checks of stock and reorder when necessary – ongoing.

Question:	Response:	Additional Actions Required:
<p>running water or hand sanitiser. Schools must ensure that pupils clean their hands regularly.</p>	<p>entrance of each building, on the entrance to the canteen and in toilet areas. Bottles of hand sanitiser have been positioned in each classroom and office/workroom.</p>	<p>Tutors will be reminded to instruct students about the importance of hand hygiene during tutor briefing.</p>
<p><b>3) Cleaning Regimes</b> Put cleaning regimes in place which includes regular cleaning of areas and equipment with a particular focus on frequently touched surfaces</p>	<p>The academy will follow the PHE ‘Guidance on cleaning of non-healthcare settings outside the home.’ <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a></p>	<p>Site Manager to ensure that cleaning staff have been updated with regard to the requirements.</p>
<p><b>4) Movement about the academy</b></p>	<p>Students, staff and visitors, who are not exempt from wearing masks, will be advised to wear masks whilst moving around corridors.</p>	<p>Staff and students without masks should report to reception</p>
<p><b>5) Ventilation</b> Keep occupied spaces well ventilated. When school is in operation, it is important to ensure that it is well ventilated and that a comfortable teaching environment is maintained.</p>	<p>Opening external windows, even slightly, can improve natural ventilation and in addition opening internal doors can also assist with creating a throughput of air.  CO2 monitors to be distributed to classrooms throughout the school</p>	<p>Headteacher will remind staff about ventilation, and monitors during staff briefing.  Business Manager to email staff about CO2 monitors and distribute to HoF for sharing around classrooms.</p>
<p><b>6) Testing</b> Testing remains important in reducing the risk of transmission of infection in school.</p>	<p>Staff and pupils will be encouraged to undertake twice weekly Lateral Flow tests.  Staff and students with a positive LFT result should self-isolate in line with the government ‘Stay-at-Home Guidance for Households with Possible Coronavirus Infection’ <a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</a></p>	<p>During staff briefing, Headteacher to remind staff:</p> <ul style="list-style-type: none"> <li>• To encourage students to undertake regular LFTs which can be collected from the office</li> <li>• of the importance of self-testing</li> </ul>

Question:	Response:	Additional Actions Required:
	<p>On a positive LFT result, it is expected that staff and students book a PCR test to check if they have COVID-19</p> <p>Whilst waiting for the PCR result, individuals should self-isolate. If the PCR test is taken within 2 days of the positive LFT and is negative, staff and students can return to school if they don't have any symptoms.</p>	<p>The Office Manager will include a reminder of the importance of testing to parents in the Academy Newsletter.</p> <p>School will continue to issue LFT kits to staff and students upon request.</p> <p>Teachers to remind students of the importance and reason of testing during tutor time.</p>
<p><b>7) Self-Isolation</b> When an individual develops symptoms of COVID-19 or has a positive test result, self-isolation is important to reduce the spread of the virus.</p>	<p>Individuals should follow public health advice on when to isolate and what to do whilst isolating</p> <p><a href="https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/">https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</a></p> <p>If a pupil displaying symptoms is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be open for fresh air and ventilation if not possible to leave the student isolating, appropriate PPE should be used if close contact is necessary.</p>	<p>Class teachers should be notified to ensure that homework is set on Firefly</p> <p>Individuals should NOT come into school if they have symptoms, have had a positive test result or any other* reasons requiring them to stay at home due to the risk of them passing on COVID-19 (*i.e. foreign travel quarantine).</p> <p>Everyone with symptoms should avoid public transport and be collected by a member of their family or household.</p> <p>The Sanctuary has been identified as an isolation room.</p>
<p><b>8) Managing individuals showing symptoms and confirmed cases of COVID-19</b></p>	<p>If a parent or carer insists on a student who may be displaying COVID-19 symptoms attending school, the academy can take the decision to refuse the student if in their reasonable judgement, it is necessary to</p>	<p>If school sends a student home, they will be issued with an LFT kit.</p>

Question:	Response:	Additional Actions Required:
<p>In most cases, parents and carers will agree students with symptoms should not attend school given the potential risk to others.</p>	<p>protect other students and staff from possible infection from COVID-19</p> <p>This decision would be carefully considered and discussed with the Headteacher or their deputy.</p>	<p>The Attendance Officer will notify the finance office of any student who is eligible for free school meals so that food vouchers can be issued for the relevant period.</p> <p>The Attendance Officer will record all COVID related absences in sims as an 'X', and where COVID-19 has been confirmed, as 'I'.</p>
<p><b>9) Remote Education</b> Not all students with COVID-19 have symptoms, where possible, we should support those who need to self-isolate to learn from home if they are well enough to do so.</p>	<p>Any remote lesson set should be equivalent in length to the core teaching that students would receive in school.</p> <p>Full expectations for remote education can be read from 'Get help with Remote Education'. <a href="https://www.gov.uk/guidance/get-help-with-remote-education">https://www.gov.uk/guidance/get-help-with-remote-education</a></p>	<p>Teachers to set students work on Firefly.</p>
<p><b>10) Returning to School</b> Staff and students returning to school after having had COVID-19 may experience a variety of emotions such as anxiety, stress or low mood.</p>	<p>The academy will carry out a return-to-work interview with staff to ensure that any changes are communicated, or anxieties are allayed as far as possible.</p> <p>Tutors should welcome their students back to the classroom checking that they are confident to be back in the school environment. If necessary, Tutors can access the following link 'Promoting and Supporting Mental Health Wellbeing in Schools' <a href="https://www.gov.uk/guidance/mental-health-and-wellbeing-support-in-schools-and-colleges">https://www.gov.uk/guidance/mental-health-and-wellbeing-support-in-schools-and-colleges</a></p>	<p>If staff have any concerns, they should speak to their line manager in the first instance or R Hopwood or J Farrell.</p>

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Question:	Response:	Additional Actions Required:
<p><b>11) COVID-19 Outbreak</b> Settings should consider extra action when</p> <ul style="list-style-type: none"><li>• 5 or 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>	<p>Staff to refer to the <b>COVID-19 Outbreak Management Plan</b></p>	

**Latest Update V4 1.11.21**