

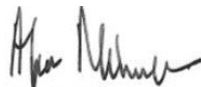
Parmiter's School

School Re-Opening Risk Assessment (COVID-19)

Updated: 24th August 2020

The following risk assessment has been undertaken to minimise the risk posed to members of the school community by the transmission of coronavirus. This document has been developed in addition to our whole school risk assessment which can be found [HERE](#). It also provides the basis for our return to school protocol which is available [HERE](#).

Approved by the Academy Governance:



(A Mehmet, Chairman)

Date: 24 August 2020

This risk assessment has been devised with reference to the following government guidance.

[Guidance for full opening: schools](#)

[Actions for education settings to prepare for wider opening](#)

[Implementing preventative measures in education settings](#)

[Guidance for secondary school provision](#)

[Safe working in education settings.](#)

[Statement from the Chief Medical Officer 23 August](#)

Concern	Who could be affected	Control measures in place	Person responsible
Contact with someone suffering from coronavirus	Staff Students Contractors Visitors	Everyone will be asked not to come into school if they need to self-isolate under current guidance . Regular reminders will be given about this. Anyone self-isolating with symptoms will be encouraged to access testing and engage with the NHS Test and Trace process. If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up. Appropriate rooms have been allocated for the isolation of symptomatic individuals. 999 will be called if they are seriously ill or injured or their life is at risk.	

		<p>In the case of a symptomatic student who needs to be supervised before being picked up:</p> <ul style="list-style-type: none"> • If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask • If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron • If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection • Supervising staff will wash their hands thoroughly for 20 seconds after the student has been picked up. <p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance.</p> <p>If the school becomes aware that a student or a staff member has tested positive for coronavirus, the school will contact the local health protection team. The team will carry out a rapid risk assessment to confirm who's been in close contact with the person, and these people will be asked to self-isolate. Attendance registers, school timetables and classroom seating plans will enable the identification of those affected.</p> <p>Close contact is defined as the followings:</p> <p>Direct close contact – face-to-face contact with an infected person for any length of time, within 1 metre, including:</p> <ul style="list-style-type: none"> • Being coughed on, • A face-to-face conversation, or • Unprotected physical contact (skin-to-skin) <p>Proximity contacts – extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected person</p> <ul style="list-style-type: none"> • Travelling in a small car with an infected person 	
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Contact with coronavirus when getting to and from school	Staff Students	<p>Everyone will be encouraged to walk or cycle into school, and asked to avoid taking public transport during peak times if possible. School transport will continue as usual to transport nearly half the school population of students to and from school in set bubbles with allocated seating.</p> <p>Anyone who needs to take public transport will be referred to government guidance.</p> <p>Discussion have been held with our school bus service provider, Mullany's to ensure that their employees:</p> <ul style="list-style-type: none"> • Follow hygiene rules • Keep their distance from passengers where possible • Do not work if they or a member of their household are displaying coronavirus symptoms <p>In addition, the school will work with Mullany's and students to ensure that, wherever possible:</p> <ul style="list-style-type: none"> • Students are grouped together on transport to reflect the groups that are adopted within school • Hand sanitiser is available upon boarding and/or disembarking • There is additional cleaning of vehicles • Queuing and boarding is well organised • All students use face coverings while using school transport <p>Parents and carers who need to pick up or drop off students will be informed of protocols for students entering and exiting the school site:</p> <p>Anyone wearing non-disposable face coverings when arriving at school will be</p>	

		expected to bring a plastic bag to keep these in during the school day. If they're using disposable face coverings, these will be put in a covered bin. Students will be made aware that they mustn't touch the front of the covering during use or removal.	
Spreading infection due to touch, sneezing and coughing	Staff Students Contractors Visitors	<p>Handwashing facilities will be provided. Staff and students will have designated toilets. Hand sanitiser will be located at the main entrance of the school and in every classroom, at the entrance of the school canteen and Café 6.</p> <p>Everyone in school will:</p> <ul style="list-style-type: none"> • Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands • Clean their hands on arrival, after breaks, if they change rooms, before and after eating, and after sneezing or coughing • Be encouraged not to touch their mouth, eyes and nose • Use a tissue or elbow to cough or sneeze, and use bins for tissue waste <p>Students will be encouraged to learn and practise these habits in lessons and by posters put up across the school.</p> <p>Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored to make sure they're not close to running out.</p> <p>Bins will be emptied throughout the day.</p>	
Spreading infection through contact with coronavirus on surfaces	Staff Students Contractors Visitors	<p>Cleaning staff will regularly clean frequently touched surfaces using standard cleaning products (e.g. bleach, detergent), including:</p> <ul style="list-style-type: none"> • Banisters • Classroom desks and tables • Bathroom facilities (including taps and flush buttons) • Door and window handles • Furniture 	

		<ul style="list-style-type: none"> • Light switches • Reception desks • Computer equipment (including keyboards and mouse) • Telephones <p>Items that need laundering will be washed regularly in accordance with the manufacturer's instructions, on the warmest water setting.</p> <p>Areas of the school that are used by students will be cleaned thoroughly at the end of the day.</p> <p>Areas of the school not in use will be shut off to make cleaning more manageable.</p> <p>Any resources shared between groups, such as sports, art and science equipment, will be either:</p> <ul style="list-style-type: none"> • Cleaned frequently and meticulously, and always between groups using them; or • Rotated so they can be unused and out of reach for 48 hours (72 hours for plastics) between use by different groups <p>The same rules will be followed for books and other shared resources that students or staff take home. However, as far as possible, unnecessary sharing will be avoided, especially where it doesn't contribute to student education and development.</p> <p>Individual and very frequently used equipment, like pens and pencils, will not be shared.</p> <p>Shared rooms, such as halls and dining areas, will be cleaned between different groups using them.</p> <p>If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following decontamination guidance.</p> <p>Cleaning supplies will be topped up regularly and monitored to make sure they're not close to running out.</p>	
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		Teachers will wash their hands and surfaces before and after handling students' books.	
Spreading infection due to excessive contact and mixing between students and staff in lessons	Staff Students	<p>Where possible students will be confined to their Year Group and contact between Year Groups will be kept to a minimised as much as possible.</p> <p>Students will be taught and reminded to maintain their distance and not touch staff or peers.</p> <p>Students will be seated side-by-side and facing forwards, where reasonably practicable, and unnecessary furniture will be moved out of classrooms to allow for this.</p> <p>Lessons that involve singing, chanting, shouting or playing instruments (particularly wind or brass instruments) will be limited, and will take place outside wherever possible (if taking place inside, the space will be well ventilated). Students will be positioned either back-to-back or side-to-side at an appropriate distance. Instruments won't be shared. Singing or instrument playing won't take place in any larger groups such as choirs or assemblies.</p> <p>For physical activity, contact sports will be avoided. Outdoor sports will be prioritised where possible, or large indoor spaces used where it is not. Distance between students will be maximised as much as possible.</p> <p>Staff can work across different groups in order to deliver the school timetable, but they will keep their distance from students and other staff as much as they can (ideally 2 metres apart). This won't always be possible, but close face-to-face contact will be avoided, and time spent within 1 metre will be minimised.</p> <p>Staff will be rigorous about hand washing and respiratory hygiene.</p> <p>Supply teachers, peripatetic teachers and other temporary staff will be told to minimise contact and maintain as much distance as possible from other staff. The number of temporary staff entering the school premises will be kept to a minimum.</p>	
Spreading infection	Staff	Where possible students will be confined to their Year Group and contact between	

due to excessive contact and mixing between students and staff around and outside of the school	Students	<p>Year Groups will be kept to a minimised as much as possible.</p> <p>It is likely that some mixing may occur within Year Groups during break and lunch time, whilst students are outside, this will be minimised by designating recreational space for each Year Group.</p> <p>For students who routinely attend other settings on a part-time basis, such as an alternative provision setting, the school will work with these other settings to work out a system to keep these students safe.</p> <p>Student groups will have staggered lunch times, to avoid too many students being in one place at the same time.</p> <p>Movement around the school site will be kept to a minimum.</p> <p>Students will be supervised at all times, and they will be reminded about the rules throughout the day.</p> <p>Rooms will be accessed directly from outside where possible. Where the layout allows, buildings will have clearly marked one-way systems in place.</p> <p>All shared rooms, such as dining areas, will be used at reduced capacity to allow groups to keep apart when using them. They will be cleaned between each use.</p> <p>Toilet use will be managed to maintain Year Group distancing. Each Year Group will be assigned specific toilet facilities.</p> <p>Staff are to be aware of social distancing while using staff rooms and offices.</p> <p>Visitors to the site, such as contractors, will have guidance on physical distancing and hygiene explained to them on or before arrival. Visits will happen outside of school hours wherever possible. A record will be kept of all visitors.</p> <p>Breakfast will be supervised in the canteen from 8am, but students are to remain within their Year Groups.</p> <p>After school students should not be on site after 3:45pm unless they are involved in a</p>	
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		staff supervised activity or in the LRC / Library / Sixth form areas.	
Spreading infection due to the school environment	Staff Students Contractors Visitors	Where possible, all meetings will be conducted by telephone or using video conferencing. This includes meetings with staff, parents/carers, visitors and governors. Where this isn't possible, essential meetings will be conducted outside, or in a room large enough to allow for social distancing.	
Individuals vulnerable to serious infection coming into school	Staff Students	The school will continue to follow any shielding guidance in place to decide who should come into school. If the guidance is paused, all staff and students are expected to come into school, apart from staff who can continue to work from home (e.g. some admin staff). Staff who are clinically vulnerable or clinically extremely vulnerable and coming into school will be placed in the safest possible on-site roles where it's possible to maintain social distancing. Individual risk assessments will be conducted where required.	
Management of individuals displaying coronavirus symptoms	Staff Students	All staff and students will be informed not to attend school if displaying coronavirus symptoms and to take a coronavirus test. Should a member of staff start to experience coronavirus symptoms during the school day they will be sent home immediately, rooms that they have used during that day will be deep cleaned. In the event that a student starts to experience coronavirus symptoms during the school day they will be isolated immediately in a designated room until they can be collected. Any staff member who comes into contact with the student whilst in isolation will wear appropriate PPE. Rooms used by the student during that day will be deep cleaned.	
Management of	Staff	Individuals who have come have been in prolonged close contact or live with someone	

individuals who may have come into contact with coronavirus	Students	<p>displaying coronavirus symptoms should not attend school and should self-isolate for 14 days unless the person with symptoms tests negative.</p> <p>Individuals who have come have been in prolonged close contact or live with someone who has tested positive for coronavirus should not attend school and must self-isolate for 14 days even if they themselves test negative for coronavirus.</p>	
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