# Risk Assessment (COVID 19) – Moorside Primary School

# Updated 4th October 2022

The purpose of this risk assessment is to address the additional risk of the transmission of COVID-19 infection during school operating hours. It has been updated in line with guidance from the UK Government and advice from the UK Health Security Agency.

The information we have considered are recent updates from the UK Health Security Agency (Winter Illnesses in North East Schools, Message to North East Schools from the North East Health Protection Team) - DfE – Living with COVID – Information from our Local Authority – Local knowledge i.e. school based

THIS RISK ASSESSMENT WILL BE KEPT UNDER CONSTANT REVIEW

**Moorside Primary School have considered all available advice alongside procedures and routines previously implemented at our school. We believe that previous approaches and good practice mitigated infection spread for staff and children therefore we are going to continue to implement successful approaches. This will be alongside balancing the attendance, mental health and wellbeing of all our children, staff and families.**

**Dame Jenny Harris, Chief Executive of the UK Health Security Agency stated (July 2022) – As we learn to live with COVID, we are focusing our testing provision on those at higher risk of serious outcomes from the virus, while encouraging people to keep following simple steps to keep themselves and others safe. Following expert advice, we now know that COVID presents a low risk of serious illness to most children and young people.**

**This risk assessment focusses on:**

**Prevention:**

* Minimise contact with individuals who are unwell.
* Continue with handwashing regime – this is a highly effective way of preventing many infections from spreading.
* Use hand sanitiser gels however please be advised that these are not a substitute for handwashing they are an additional protection.
* Ensure good respiratory hygiene for everyone by promoting the ‘catch it, bin it, kill it’ approach.
* Continue enhanced cleaning, including cleaning frequently touched surfaces.
* Encourage social distancing wherever possible.
* Keep occupied spaces well ventilated.
* Where necessary, wear appropriate personal protective equipment (RRE-Risk Reducing Equipment) in specific circumstances as identified below.
* Circulate information and place on website: Winter Illnesses in North East Schools Information for children Parents/Carers and Staff.
* Encourage, enable and support all Staff, Parent/Carers to take up the offer of national vaccination programme including COVID-19 and flu.
* Limit the number of adults in one room or office

**Response to any infection: as per Outbreak Management Plan (Contingency Plan)**

**Outbreak Management Plan – see Appendix A**

* The Head Teacher will manage any outbreaks and will take advice from SPOC (Single point of contact) at the Local Authority. [https://publichealth.newcastle.gov.uk/COVID19notifications](https://publichealth.newcastle.gov.uk/covid19notifications)

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|  | | **Hazard/ Aspect** | **Controls in Place** | **Additional Controls** |
| 1. | | **Minimising Contact with individuals who are unwell – any child or staff member with COVID should stay off school until any fever has resolved and they are well enough to do their normal duties.** | **Child or adult with symptoms**   * + - It is best practice to ensure that children, staff and other adults do not come into the school if they are unwell in any way.     - Please refer to advice contained in the information dated September 2022 – Winter Illnesses in North East Schools – Information for Pupils, Parents and Staff.     - As with any respiratory illness, any child or staff member who develops symptoms of COVID-19 should stay off school until any fever has resolved and they are well enough to do their normal activities.     - Although the school cannot enforce someone to test, any child who happens to have a positive COVID-19 test should stay off school for at least three days from the date of the test, and any adult who happens to have a positive COVID -19 test should stay off school for a t least five days from the date of the test.     - Symptoms of COVID-19 include fever, a new continuous cough, a loss or change to your sense of taste or smell, shortness of breath, feeling unusually tired, an aching body, a headache, sore throat, blocked or runny nose, a loss of appetite, diarrhoea and feeling or being sick. Everyone can still take advice from NHS 111 or your local GP or nurse in the usual way. * From 1st April, the Government will no longer provide free   universal symptomatic and asymptomatic testing for the  general public in England. Moorside Primary  School have purchased some tests for staff. Please speak  to the Head Teacher Linda Hall.   * Cases of COVID-19 in school are to be expected to rise in   Winter especially with the removal of legal restrictions to  self-isolate. Staff and children should be encouraged to  isolate if they do have any symptoms to protect others and  prevent further transmission.   * Moorside Primary School will continue to communicate to all members of the school community that they should stay at home if they have one or more coronavirus (COVID-19) symptoms or symptoms that may relate to the new variant “Omicron” * With the publication of the [Living with COVID plan](https://www.gov.uk/government/publications/covid-19-response-living-with-covid-19), the government has ended legal restrictions in England and is instead asking the public to practice specific safe and responsible behaviours as the primary means of stopping the spread of the virus. * Staying at home and avoiding contact with others is still the most effective way to avoid passing on COVID-19 if you are infected. * Most children and young people with COVID-19 experience a mild illness or do not have any symptoms at all. Children who have symptoms of COVID-19 are more likely to pass the virus onto others than those who do not. * It is still possible to catch and spread COVID-19, even if you are fully vaccinated. For most people, especially if they have been vaccinated, COVID-19 will be a relatively mild illness. However, COVID-19 can still be a very serious infection and for [some people the risk of becoming severely unwell is higher](https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts#higherrisk). * In some cases, COVID-19 can cause symptoms that last for weeks or months after the infection has gone. People who have had a mild illness can still have long-term problems. | At Moorside Primary School, we do encourage staff to test on a regular basis and have purchased tests to help support this regime.  Continue to follow any updated travel and quarantine information  Children with temperatures cannot return until they have been fever free for 24 hours, without the need of medication to assist, in line with PHE/DfE guidelines. |
| 2. | **Transmission of virus due to insufficient hand hygiene** | | * Staff must ensure (as far is reasonably practical) that children clean their hands regularly (can be a combination of washing and/or sanitising) with frequency and rigour. * Children (and staff) are encouraged to wash hands for 20 seconds following PHE guidance. See NHS [hand washing guidance.](https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/) * Hand sanitisers are provided in corridors and classrooms (with 70% alcohol content). * Ensure use of hand sanitiser is supervised where necessary to avoid risk of ingestion. * Ensure bins emptied regularly. | * Posters to be displayed prominently around school to promote hand washing throughout the setting in order to build regular hand washing into the culture. * Staff to help small children and those with complex needs to wash their hands thoroughly; with small children skin, friendly cleaning wipes can be used as an alternative. * EYFS will quickly establish routines and expectations for all children to regularly wash their hands. |
| 3. | **Transmission of virus due to insufficient respiratory hygiene** | | **Face coverings**   * + - Staff working in Early Years or on a one to one basis have requested and are encouraged to wear a plastic visor.   **Ensuring good respiratory hygiene**   * + - Moorside Primary School promotes the [catch it, kill it, bin it](https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2017/09/catch-bin-kill.pdf) approach, posters are displayed prominently in classrooms and around school in order to embed this into the culture.     - Air purifiers have been fitted in all learning areas and the hall.     - Where possible windows and doors need to be left open to ensure that the rooms are well ventilated.     - Appropriate consideration given to ventilation when holding events e.g. Parents/Carers meetings.     - Staff to increase the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused).     - Sufficient stocks of tissues/ sanitiser in place for children and staff to use.     - Hand sanitisers are provided in corridors and classrooms (with 70% alcohol content).     - Ensure internal office spaces are well ventilated at all times. Keep doors open, where possible, to allow airflow. | The wearing of facemasks or visors will continue (as a personal choice) as long as it does not hinder the children’s learning.  Moorside Primary School have investigated and installed air purifiers to improve the air quality.  CO2 monitors are installed in the school, these will quickly identify where ventilation needs to be improved. |

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| 4. | **Transmission of virus through insufficient cleaning of surfaces** | * Enhanced cleaning will occur within the setting using the standard cleaning products. When there has been a confirmed case in school and a deep clean is required. * The cleaning routine is evidenced. * Bins used to dispose of cleaning materials such as sanitising wipes and paper towels are lidded and are emptied frequently to avoid overflow. * Hand-sanitising facilities are available in all classrooms and communal areas where appropriate. * Children are taught the correct way to use hand sanitiser. * Toilets are regularly cleaned. * Children are encouraged to wash their hands thoroughly after using the toilet. * Fogging machines to be used in all areas on a rota system. |  |
| 5. | **Close Contact Transmission of virus through contact between individuals** | **What to do if you are a close contact of someone who has had a**  **positive test result for COVID-19**    People who live in the same household as someone with COVID-19  are at the highest risk of becoming infected because they are most  likely to have prolonged close contact. People who stayed overnight  in the household of someone with COVID-19 while they were  infectious are also at high risk.    If you are a household or overnight contact of someone who has had  a positive COVID -19 test result it can take up to 10 days for your  infection to develop. It is possible to pass on COVID-19 to others,  even if you have no symptoms.    You can reduce the risk to other people by taking the following steps:     * avoid contact with anyone you know who is at [higher risk of becoming severely unwell](https://www.gov.uk/guidance/people-with-symptoms-of-a-respiratory-infection-including-covid-19#higher-risk) if they are infected with COVID-19, especially [those whose immune system means they are at higher risk of serious illness from COVID-19, despite vaccination](https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk) * limit close contact with other people outside your household, especially in crowded, enclosed or poorly ventilated spaces * wear a well-fitting face covering made with multiple layers or a surgical face mask if you do need to have close contact with other people, or you are in a crowded place * wash your hands frequently with soap and water or use hand sanitiser     If you develop symptoms of a respiratory infection try to stay at home  and avoid contact with other people and follow the guidance for  people with symptoms.    If you are a contact of someone with COVID-19 but do not live with  them or did not stay in their household overnight, you are at lower risk  of becoming infected.  There is [guidance on protecting yourself and others in living safely with respiratory infections, including COVID-19](https://www.gov.uk/guidance/living-safely-with-respiratory-infections-including-covid-19).    People with symptoms of a respiratory infection including COVID-19 - GOV.UK (www.gov.uk)    **In Classrooms/ lessons/offices**   * + - Ensure good ventilation at all times.     - Where children are old enough, they should be supported to maintain distance and not touch others where possible through reminders from staff and appropriate signage.     - Outdoor PE and play are timetabled and encouraged**.**     - Restricted access to be maintained in small areas, such as office store, photocopying area, offices etc.     - Staff working in close contact on an one to one or in Early Years should consider sitting side-to-side rather than face-to-face.     - Staff to avoid close contact face-to-face as much as     - Possible     - **It is acknowledged that social distancing is not possible with younger children, so good hand and respiratory hygiene and an enhanced cleaning schedule is important.** | Parents/Carers to be reminded of the benefits of social distancing and will continue to socially distance from each other whenever possible.  Restricted access in certain areas. |
|  |  | **Measures elsewhere**   * + - Staff meetings will be held in large rooms that allow for social distancing and staff will work in small groups and not in whole school meetings.     - The school will continue to use additional staffroom - access to cleaning products provided to allow staff to wipe surfaces etc. before and after use.   **Other considerations**   * + - Where face-to-face meetings with a Parent/Carer takes place, it will be ensured the room is well ventilated and large enough to allow for social distancing.     - Maintain and share established COVID-19 procedures for contractors, visitors, catering staff and deliveries, as well as cleaning staff on site who may be working throughout and across different groups.     - Swimming sessions will continue following the Swim England guidance alongside the school Risk Assessment.     - Staff to maintain good hygiene and social distancing when using defined staffroom areas during break time.     - Handbags, bag and personal resources to be maintained in individual boxes in staff rooms.     - Food and drinks not taken into learning areas.     - Food to share such as biscuits will need to be individually wrapped.     - Clean any equipment and books used regularly and continue to use individual trays for children in Y1 to Y6.     - School to continue to operate a one-way system as much as possible. |  |

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| 6. | **Manage confirmed cases of coronavirus (COVID-19)**  **amongst the school community** | * Children and staff members who record a positive LFT should let the school know immediately. * Children, staff and other adults should follow public health advice. They should not come into school if they have symptoms, have had a positive test result. * Schools must update the SPOC (Single Point of Contact) with all information in relation to outbreaks within the school.   ***NB - school should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back.*** | All staff and Parent/Carers have been informed the following to clarify information:  **Please do not send your child into school if THEY have COVID-19 symptoms**   * Please **contact school through the school reception to inform them of the absence/s** (just as you would for any absence) but please explain if your child/ren have symptoms, what they are and the onset date. | |
| 7. | **Testing** | **Staff:**  Asymptomatic testing of staff and children is no longer a requirement. However, staff may still choose to undertake regular LFD testing. If you do choose to test, from April 1st the government will no longer be providing free universal testing.  The school will provide some LFT tests for a limited period of time for those staff who have concerns about their own health.  **Children and young people aged 18 years and under who have a**  **positive test result**    It is not recommended that children and young people are tested for  COVID-19 unless directed to by a health professional.    If a child or young person has a positive COVID-19 test result they  should stay at home and avoid contact with other people for  three days after the day they took the test, if they can. After three  days, if they feel well and do not have a high temperature, the risk of  passing the infection on to others is much lower. This is because  children and young people tend to be infectious to other  people for less time than adults.    Children and young people who usually go to school,  college or childcare and who live with someone who has a  positive COVID-19 test result should continue to attend as normal. | Staff who have had confirmed COVID within 90 days should not continue to take the LFT as this may give a false reading. | |
| 8. | **Contain any outbreak by following local health protection team advice** | If e.g. an outbreak occurs (in line with government and PHE advice on numbers of cases considered to be an outbreak).  Should Moorside Primary School have an outbreak and we would implement measures in this plan in response to recommendations provided by our local authority (LA), the director of public health , Public Health England (PHE) our local health protection teams or by following government guidance.  These measures will be implemented to help prevent the spread of infection within our school settings, to manage a COVID-19 outbreak, to react to high COVID-19 infection rates in the community or when all measures in place are still failing to reduce risk and infection.  Should an outbreak at Moorside Primary be identified, the school will take further advice from PHE. Actions may be:   * A more intense deep clean. * Introduction and / or partial closure of Year group bubbles. * Isolation of identified children or staff members.   **Reaction to high infection rates**  Schools will ensure that they are up to date with infection records and the latest guidance in the local area. If contacted by PHE or the LA regarding a high level of infection in the local community the following actions may be recommended:   * Reintroduction of face coverings for staff and children in communal areas and classrooms. * Trips and outings in the area are limited or stopped completely for all children. * Events and mixed classes/year group activities are postponed. * Visitors are not permitted onto the School site unless essential to a child’s development or wellbeing or to manage an essential need (i.e. site maintenance). * Clinically extremely vulnerable (CEV) people are advised, to think particularly carefully about the additional precautions they can continue to take and if required, an individual risk assessment conducted.   **Following high levels of risk and infection**  Attendance restrictions will only be used as a last resort and Moorside Primary School would then move to our remote education immediately and/or support the families with resources learning packs. | Local authorities, directors of public health and PHE health protection teams can recommend implementing measures as part of their outbreak management responsibilities.  Where there is a need to address issues that are more widespread across an area, ministers will take decisions on an area-by-area basis.  The Health Protection Team does not frequently or routinely advise that schools close when there are increased levels of diarrhoea and vomiting, increased numbers of COVID cases, or increase numbers of cases of other winter illnesses. Closing schools does not usually provide substantial additional protection against catching illnesses, which are commonly circulated in the community. However , schools may need to close for other practical reasons, such as due to high levels of staff absence, or a need to facilitate additional cleaning. Any decision about school closures will be taken by the school’s management team, and any queries regarding these should be addressed to the Head Teacher Linda Hall. | |
| 9. | **Premise/Site considerations** | * Numerous hand sanitising stations are available * Staff/Children are reminded to wash their hands   thoroughly for 20 seconds following PHE guidance.   * Moorside Primary School will ensure all statutory safety checks are carried out. * Moorside will ensure that all classroom windows that can be opened are open as much as possible. * Fogging machines are used. * Moorside Primary School have installed air purifiers * Moorside Primary School have CO2 monitors. | Continue to review the air quality in all areas. | |
| 10. | **Educational Visits** | Moorside Primary School will follow [the Schools Operational Guidance](https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidance#educational-visits) for advice on trips, and indemnity. Moorside Primary School will start introducing visits for the Autumn 2022 term however this will be reviewed as required.  **Educational Day Visits**   * + - Educational day visits must be conducted in line with relevant coronavirus (COVID-19) secure guidelines and regulations in place at that time.     - Visits should be conducted using COVID secure measures, which mirror the ones in place in this risk assessment.     - Before the visit takes place, the school should request copies of COVID secure measures in operation at the venue to be visited, and these should be shared with the rest of the visit team and the children on the visit and Parents/Carers as appropriate. * All visits must have a contingency for dealing with a child or member of staff who starts to display symptoms of COVID-19 on a visit.   **Residential Visits**   * + - * Booked trip from summer 2023 | Moorside Primary School will continue to have a cautious view to educational trips throughout the autumn 2022 term.  For the future: Risk assessments for each trip to be included on paperwork to show COVID-19 risk has been minimized  Review – Residential visits were postponed in 2022 following discussions with staff, governors and families. However it is hoped that these will take place in 2023. | |
| 11. | **Children, Parents /Carers and staff not understanding and adhering to the ‘new normal’ of social distancing, risk assessments etc.** | * Risk Assessment will be discussed with all staff/governors and once a draft has been agreed submitted to unions. * Once the risk assessment has been agreed will be shared with Parent/Carers on the school website * Copies of the Risk Assessment will be sent to each family as requested. * Children will have the appropriate Induction/education (age appropriate) when re-entering the school, including continual behavioral expectations related to COVID. * Communication to Parents/Carers, children, staff to be sent/ given regularly, or when needed. | Staff given an opportunity to raise concerns and questions to ensure clarity of understanding.  Regularly remind Parents/Carers of key symptoms of COVID-19  Regularly remind Parents/Carers of public health guidance  Encourage Parents/Carers not to send children with symptoms to school.  Children/Parents/Carers given opportunities to ask questions to clarify understanding.  Risk Assessments will be updated as required. |
| 12 | **Information on vaccination and Immunisation**  **Update to the definition of vulnerable children**  **Current requirements on remote education**  **Ofsted**  **Union advice**  **Additional Actions** | * On Wednesday 22nd December, the government accepted advice from the Joint Committee on Vaccination and Immunisation (JCVI) that a primary course of vaccination should be offered to children aged 5 to 11 years old. All those over five years are eligible for vaccination. * Those children with a social worker * Those children with an Education, Health and Care Plan * Those children considered locally (settings and local authority) to be “otherwise” vulnerable * All schools must be prepared for remote learning. * High rates of COVID-19 may cause difficulties with staffing * Committed to keep education settings open, children, and young people continuing face-to face-education. * Ofsted inspection will continue. * The school has updated their risk assessment and will share the risk assessment with Unions. * Limit or postpone live performances if number of COVID-19 increase. | For information only  School has invested in additional staff for the Autumn 2022 term.    If required school may consider flexible learning  For information only  Curriculum and enrichment activities undergo individual risk assessments to identify which ones can be carried out safely. |

NB ALL STAFF TO TAKE RESPONSIBILITY FOR ALL RISK MANAGEMENT MEASURES AND TO INFORM MANAGEMENT IMMEDIATELY OF ANY CONCERNS

Appendix A

**Outbreak Management Plan (Contingency Plan)**

Schools will take ‘extra action’ to break the chain of COVID-19 and actions will be put in place when whichever of these thresholds is reached first:

* 10% of children or staff who are likely to have mixed closely test positive for COVID-19 within a 7-day period

or

* Five children or staff who are likely to have mixed closely, test positive for COVID-19 within a 7-day period

Guidance taken from the Government document on contingency planning:

At the point of reaching a threshold, education and childcare settings should review and reinforce the testing, hygiene and ventilation measures they already have in place. Schools will consider:

* whether any activities could take place outdoors, including exercise, assemblies, or classes
* ways to improve ventilation indoors, where this would not significantly impact thermal comfort
* one-off enhanced cleaning focusing on touch points and any shared equipment

This Outbreak Management Plan (OMP) below, however, outlines how the school will operate if additional measures are recommended for our setting or the local area. The Director of Public Health, Public Health England Health Protection Teams or the Local Authority could recommend certain measures are re-introduced. This may happen to help manage outbreaks in schools, or if there is an “extremely high prevalence” of COVID-19 in the community and other measures have failed to reduce transmission, or as part of a package of measures “responding to a variant of concern”.

When the above threshold is met, Moorside Primary School will review the testing, hygiene and ventilation measures already in place. In addition, the School will seek advice from the appropriate team.

Moorside Primary School will continue to keep monitoring Government Guidance as it is reviewed and updated regularly. If **further** control measures are to be introduced then children, parent/carers, staff and governors will be informed of such measures.

N.B- THE FOLLOWING CONTROL MEASURES DO NOT NEED TO BE PUT INTO PLACE UNLESS RECOMMENDED BY THE DIRECTOR OF PUBLIC HEALTH,

PHE HEALTH PROTECTION TEAMS OR THE LOCAL AUTHORITY.

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| **Control Measure** | **Possible Actions to be taken** |
| If there is significant concern that existing or recently introduced measures in an area have failed to mitigate community transmission, or that a more robust response is required to contain the outbreak of a variant of concern it may be necessary to limit the number of children and young people in education or childcare settings through attendance restrictions. | Attendance restrictions will only be considered as a last resort following the DfE’s ‘contingency framework’ and, in collaboration with public health and the local authority. In this case, school will:   * Ensure remote learning/learning packs are provided and accessible to all. * That provision is in place for vulnerable children and key worker children to attend (as per local or/and national lockdowns). * Consider flexible learning |
| When a variant of COVID-19 is classed as a variant of concern, | - Recommend increased use of home testing for staff although this is not mandatory. |
| Moorside Primary School may have to reintroduce “bubbles” if the school had a COVID-19 outbreak.  Moorside may have to restrict lunchtimes/playtimes with less bubbles mixing. | * Additional controls to be under review: * Staggered entrance/ exit times may need to be reintroduced * Staggered/ limited use of communal areas- hall/ dining room will remain in place. * Consider flexible learning |
| Temporary re-introduction of face coverings. | - The use of face coverings may be reintroduced by staff and visitors, in communal areas unless they are exempt. |
| Staff to be cautious with regard to car sharing. | * Staff are encouraged not to share cars if they have any symptoms that could be COVID-19 related to reduce risk of contamination. |
| Temporary re-introduction of shielding in the event of a major outbreak or variant of concern that poses a significant risk to individuals on the shielded patient list. | * Shielding can only be re-introduced by national government. * Individual risk assessments regularly reviewed and specifically in line with any updated government guidance regarding variant of concerns. * Remote learning platform/provision in place for children who are advised to shield. |
| Temporary limit to certain school activities. | * Residential educational visits * Open days * Transition and taster days * Visitor/ parental/carer attendance in settings * Re-evaluate swimming Risk Assessment * Performances in settings * These will all be risk assessed and control measures put in place as and when required. |