

RCT COVID 19 Risk Assessment – 18 07 2021

Operation Description: COVID-19 RCT schools providing a service to children as part of their re-opening plan.

Operation Location: Robert Carre Trust schools – Carre’s Grammar School and Kesteven and Sleaford High School

Persons at Risk: RCT employees, students, parents/carers, contractors, visitors

Risk Assessment Matrix

Hazard: Something with the potential to cause **harm**.

To Assess Risk: Using the **tables below**, consider **Severity (S)** and **Likelihood (L) without** Control Measures. **Multiply (S x L)** If applicable, **add** the **Weighting** figure.

Control Measures: Control measure(s) **reduce** the likelihood, **and/or** severity of **harm**, reducing **risk**.

Re-assess Risk, considering Severity (S) and Likelihood (L) **with** Control Measures in place.

Multiply (S x L) and, if applicable, **add** the **Weighting** figure = **Risk Rating** (with controls).

Severity (S)	x	Likelihood (L)	+	Weighting (W)	=	Risk Ratings (R)	
Fatality = 5	x	Likely = 5	+	Apprentice/trainee/inexperienced staff member/young person (15-18yrs) = 5	=	20 - 25	Very High Risk
Injury (Specified injury / RIDDOR reportable) = 4	x	Probable = 4			=	15 - 19	High Risk
Injury (requiring treatment and/or 3 to 7 day absence) = 3	x	Possible = 3	+	Part-qualified/staff with less than 2yrs experience/persons aged 18-25yrs = 3	=	9 – 14	Medium Risk
Injury (requiring treatment and/ or absence less than 3 days) = 2	x	Unlikely = 2			=	4 – 8	Low Risk
Minor Injury = 1	x	Very Unlikely = 1	+	Fully qualified/professional/ management/ and/or persons above 25yrs = 0	=	1 - 3	Very Low risk

Section 1 STAFF	Section 2 STUDENTS	Section 3 VISITORS, CONTRACTORS, PARENTS
1. STAFF HAZARDS – PRE SCHOOL OPENING	1. STUDENT HAZARDS – PRE SCHOOL OPENING	1. One section reference all of the above
2. STAFF HAZARDS – DURING SCHOOL	2. STUDENT HAZARDS – DURING SCHOOL	
3. STAFF HAZARDS – POST SCHOOL DAY	3. STUDENT HAZARDS - POST SCHOOL DAY	

General information and overview

In readiness for all pupils to return to school, we have reviewed where necessary and updated our risk assessment.

The predominant new variant of COVID-19 is more transmissible and the PHE advice is to control this virus with a **system of controls**. Reference to MUST is based on PHE advice for public health reasons.

Prevention

1. Self-isolating individuals must not attend school
2. Ensure everyone is advised to clean their hands thoroughly and more often than usual
3. Ensure good respiratory hygiene for everyone by promoting 'catch it, bin it, kill it' approach.
4. Consider how to minimise contact across the sites
5. Keep occupied spaces well ventilated
6. Where necessary individuals wear appropriate PPE
7. Support the personal choice to wear face covering and support the expectation to wear them in crowded spaces such as public transport.
8. Promote and engage in asymptomatic testing with students and staff across the Trust

Response to any infection

9. Infection – A clear theme to have the ability to step up or step down control measures, as dictated by local conditions and in liaison with the local Health Protection Team.
10. Infection – Contain any outbreak by following local Health Protection Team advice

The majority of these **system of controls** have been in place for several months and where necessary, the new guidance has been incorporated.

HAZARD	Assessment of Risk without control measures				CONTROL MEASURES TO REDUCE THE RISK	Assessment of Risk with control measures				Lead Person(s)
	S	L	W	R		S	L	W	R	
STAFF HAZARDS - PRE SCHOOL OPENING										
Not enough sinks with hot water and soap for the number of staff in school	5	5	0	25	<ul style="list-style-type: none"> Site team have assessed number of toilet facilities available for staff and students to use. Ensured that there is sufficient provision of washing facilities and soap is available where there is re-organisation into smaller school units Further additional, external sinks have been provided at both schools. Hand sanitiser is available at entry point to teaching blocks. Students are advised to bring their own hand sanitiser for their use. Paper towel and hand dryers drying facilities are available Ensure signage is clear in washing areas Ensure that staff facilities are deep cleaned after use to agreed protocols – guidance link below <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p>	5	1	0	5	RCT Site Manager Site Teams
Lack of first aid provision to deal with any incidents.	5	4	0	20	<ul style="list-style-type: none"> First Aid trained staff are on duty Advisory notices are placed in MI Room. MI Room, Toilet and Isolation Room are all in close-proximity Relevant PPE equipment is available for staff who need to support students and cannot retain a safe social distance. Staff will, where possible be advised to let the student administer their own first aid under staff . 	5	1	0	5	First Aiders Site Teams

					<ul style="list-style-type: none"> Further advice in the link below <p>https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm</p>					
Appropriate signage alerting all staff, students to the need for high standards of hygiene is not in place	4	3	0	12	<ul style="list-style-type: none"> Signage is distributed throughout the school which is student friendly and makes clear the actions to take to include: E.g. Opening of fire doors with shoulder rather than hands Signs clearly marking location of hand sanitisers Posters giving advice on handwashing One-way system is clearly signed at CGS (except in Northgate Sports Hall) “Catch It, Bin It, Kill it” stickers displayed and promoted. <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p>	4	1	0	4	RCT Site Manager Site Teams
Transportation difficulties of staff attending school who usually use train, buses or taxis.	3	3	0	9	<ul style="list-style-type: none"> Staff reminded of the need for face coverings to be worn if using public transport Staff reminded of the need to adopt strict personal cleaning regime on arrival to school 	3	2	0	6	HR
Fire evacuation and Lockdown arrangements render the social distancing redundant	5	3	0	15	<ul style="list-style-type: none"> Routine protocols have been agreed for the movement of students during fire evacuation Procedures reviewed and displayed for all staff and students Fire drills will be conducted 3 times a year at both schools. 	5	1	0	5	Operations Manager Site Manager
School trips and visits	4	1	0	4	<ul style="list-style-type: none"> Day trips and Residential Trips in the UK can be planned with appropriate Covid restrictions and caution in mind. 	4	1	0	4	EVC

					https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf					
STAFF HAZARDS - DURING THE SCHOOL DAY										
School could lapse/fail to follow the newest national and/or LCC guidelines and advice on COVID-19.	4	3	0	12	<ul style="list-style-type: none"> Any changes in national/LCC advice and guidance to be shared with the Exec Head, Trustees, LGB's for appropriate action. Staff, Parents and students to be updated in a timely manner, using email, Bromcom/my child at school (MCAS),Text etc. The revised Behaviour Policy is shared with staff and students, following any revision. 	4	1	0	4	Exec Head Head of School Operations Manager
COVID-19 precautions are not followed within the school environment, leading to potential spread or outbreak.	5	3	0	15	<p>Guidance</p> https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf	5	2	0	10	Operations Manager Site Manager Site Teams
On entry to building cleaning stations are not used correctly	5	5	0	25	<ul style="list-style-type: none"> Duty staff encourage the correct use and importance of cleaning stations. This will be in place as students arrive. External sinks available and hand sanitiser on entry points to blocks. Clear signage in place around entry 	5	2	0	10	RCT Site Manager Site Teams
Relevant medical conditions of all staff attending the school during this time period changes	5	3	0	15	<ul style="list-style-type: none"> Staff to keep Exec Head and Head of School aware of any medical changes either physical or mental/well-being. 	5	2	0	10	Exec Head Head of School HR

<p>Staff member reports a family member confirmed positive for the virus</p>	5	2	0	10	<ul style="list-style-type: none"> Staff member does not need to self-isolate if a family member is positive (from 16 August 2021) if double vaccinated. They need to have a PCR test within 48 hours and can continue to attend school if they test negative. If the Staff member has or develops symptoms, then they self-isolate and arrange a PCR test. <p>Guidance:</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p>	5	1	0	5	<p>Exec Head</p> <p>Hd of School</p> <p>DoFAR</p> <p>Site Teams</p>
<p>Staff member tested positive for COVID-19 and was in school for any occasion over the previous 48 hours prior.</p>	5	3	0	15	<ul style="list-style-type: none"> Staff member has had a PCR test confirming positive test Staff member to isolate. Staff member self isolates from the day symptoms started and for the next 10 full days. <p>Guidance:</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p>	5	2	0	10	<p>DoFAR</p> <p>Site Teams</p>

Member of staff starts to show symptoms of COVID-19 whilst at school	4	4	0	16	<p>See links above</p> <ul style="list-style-type: none"> Staff member to be sent home immediately (travel home appropriately) and begin self-isolation and follow the school guidance regarding sickness reporting. Staff member must arrange to have a PCR COVID test. 	4	2	0	8	<p>Exec Head</p> <p>Head of School</p> <p>Trained First Aiders</p>
Supply and quality of PPE for specific staff e.g. first aiders availability is insufficient in school	5	4	0	20	<ul style="list-style-type: none"> Responsibility is given to a member of staff for the ordering and distribution of adequate PPE throughout the school 	5	2	0	10	<p>RCT Site Manager</p> <p>Site Teams</p>
Regime of cleaning within the school is not quality assured	5	3	0	15	<ul style="list-style-type: none"> All cleaning staff are specifically trained in methods and areas to focus on each day – eg. specific classrooms, surfaces and high-touch points. The areas of the school and the quality control of cleaning is documented and maintained through a clearly structured protocol. Spot checks are carried out by supervisors in each team of cleaners The quality control is monitored by QA protocols 	5	1	0	5	<p>RCT Site Manager</p> <p>Site Teams</p>
Staff: student interactions if restraint is required	5	2	0	10	<ul style="list-style-type: none"> Protocols have been revised in the light of COVID19 guidance. Staff team involved are named and known Incident is logged and contact register is updated PPE is agreed and cleaning takes place after incident 	5	1	0	5	<p>Pastoral teams</p>
Visitors to school	5	2	0	10	<p>Guidance:</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p>	5	1	0	5	<p>RCT Site Manager</p> <p>Site Teams</p> <p>First Aid/SLT</p>

					<p>The Trust will have contingency measures and stepping measures up and down accordingly</p> <ul style="list-style-type: none"> We will adopt outbreak management plans outlining how we will operate if there were an outbreak in school or local area. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible. Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission. The government will review its approach for enhanced response in local areas before Step 4. If you have several confirmed cases within 14 days, you may have an outbreak. We will call the dedicated advice service who will escalate the issue to our local health protection team where necessary and advise us of any additional action is required, such as implementing elements of your outbreak management plan. We will call the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case. The contingency framework describes the principles of managing local outbreaks of COVID-19 in education. 					
Students who are vulnerable in terms of personal hygiene standards	5	2	0	10	<ul style="list-style-type: none"> Protocols have been reviewed in light of COVID19 guidance and staff will support students who have personal hygiene issues Where students with SEND involved their support plans will be revised accordingly. 	5	1	0	5	Pastoral and LSA's

					<ul style="list-style-type: none"> • Staff ensure that these students are using the hygiene stations appropriately • Staff support the home environment in ensuring that personal hygiene habits are improved. 					
Staff injury requiring close physical support or emergency services	3	4	0	12	<ul style="list-style-type: none"> • Agree 1st aid team, supply with PPE and check the skills to intervene • Follow emergency service advice on movement or securing the area by removing other occupants • Agree route by emergency services to the patient • Team to clean themselves and remove/replace PPE • Deep clean areas after action taken 	3	2	0	6	First Aiders Emergency Services
Students potentially spreading virus by using written workbooks (or school-based textbooks) that require teacher marking and / or ICT and Music equipment not cleaned.	5	2	0	10	<p>Guidance: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p> <ol style="list-style-type: none"> 1. Maintain appropriate cleaning regimes, using standard products such as detergents 2. Put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces. 3. To follow PHE published guidance on the cleaning of non-healthcare settings in the link above P8 	5	1	0	5	Curriculum

Staff lending equipment for lessons	5	3	0	15	<ul style="list-style-type: none"> No equipment should be returned to staff or centrally after use Every student to be required to be self-contained in terms of writing equipment at all times Mobile phones are permitted. Students will need to bring their phone in fully charged and power packs, if required, as phone chargers will not have been PAT tested No sharing of equipment to take place. 	5	1	0	5	Curriculum / Pastoral
Staff needing to move student within class	3	2	0	6	<ul style="list-style-type: none"> On call staff follow social distancing rules when intervening and use the one-way system round school Where a support plan exists, it should be followed 	3	1	0	3	Curriculum / Pastoral
LSA's operating with students with SEND outside guidelines	4	2	0	8	<ul style="list-style-type: none"> Arrangements for vulnerable students must be in place. Support staff to take care to clean between different lessons or groups – if this approach has been agreed 	4	1	0	4	SENCO LSA's
Ventilation is not maintained in classrooms	3	4	0	12	<ul style="list-style-type: none"> Air conditioning, where available, is permitted Natural ventilation should be used where air conditioning is not present. <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p> <p>https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm</p>	3	2	0	6	Site Manager and classroom teacher / form tutors

					<ul style="list-style-type: none"> • Whole school temperature should be maintained slightly lower than normal • To balance the need for increased ventilation while maintaining a comfortable temperature we will: <ol style="list-style-type: none"> 1. Open high-level windows in preference to low level windows to prevent draughts 2. Increase ventilation while spaces are unoccupied 3. Provide flexibility to allow additional clothing – information shared with parents. 4. Rearrange furniture to avoid draughts 					
Cross contamination through mixing of student groups	5	4	0	20	<ul style="list-style-type: none"> • Maintain the ability to step up Covid safety measures if necessary ie in the event of a local outbreak. • CGS Signs and directions support the one-way system at CGS • CGS Students have designated year group zones for the 2 breaks. • KSHS - Students have key stage zones for outdoor breaks but inside form rooms are zoned. • Teachers produce seating plans for all lessons 	5	2	0	10	SLT Supervising staff
Interruption to learning for students self-isolating	4	4	0	16	<ul style="list-style-type: none"> • The continuation of learning for students forced to self isolate is via online learning using Microsoft Teams to set work and stream online lessons. 	4	2	0	8	
Staff meeting with parents and carers risk infection	5	1	0	5	<ul style="list-style-type: none"> • Maintain the ability to step up Covid safety measures if necessary ie in the event of a local outbreak. • Staff / Parents meetings, wherever possible will take place digitally • There should be an agreed electronic point of contact for all parents/carers of students 	5	1	0	5	Pastoral / Curriculum

					<ul style="list-style-type: none"> School phone manned during hours of opening 					
Potential for spreading virus during break / social times	5	4	0	20	<ul style="list-style-type: none"> Maintain the ability to step up Covid safety measures if necessary in the event of a local outbreak. Designated year group or key stage group for outdoor break times. Form rooms are zoned for indoor breaks. 	5	2	0	10	Curriculum / Duty Teams
STAFF HAZARDS - POST SCHOOL DAY										
Poor quality communication leads to an incident in school	5	2	0	10	<ul style="list-style-type: none"> The communication of control measures should be regularly tested by key staff Gaps in knowledge should lead to a training event for staff Any incident should be evaluated for learning and possible adaptation to systems Communication systems should be regularly reviewed 	5	1	0	5	Exec Head Hd of School
Cleaning staff absence	5	4	0	20	<ul style="list-style-type: none"> Decision must be taken that the cleaning can be completed with a revised rota or increased hours. Assess on a day to day basis. 	4	2	0	8	Site Teams
Curriculum coverage or delivery cannot be achieved in given arrangement	3	4	0	12	<ul style="list-style-type: none"> Pre-plan the areas of curriculum that can be delivered remotely or by independent learning Pre-plan phased approach to curriculum delivery based on proportions of students attending over a given time to ensure student coverage Facility arrangements take into account resource need such as Labs / workshops / ICT suites 	3	2	0	6	Curriculum SLT

Inadequate support for staff working in a School / Trust	3	1	0	3	<ul style="list-style-type: none"> Quality Assurance and Quality Control of all systems are well documented 	3	1	0	3	Exec Head / DoFAR
STUDENT HAZARDS - PRE-OPENING OF SCHOOL										
Students returning to school without being Lateral Flow tested for Covid	5	4	0	20	<ul style="list-style-type: none"> All students, who have had consent given, will be tested on their first day in school and also, for a second time, 3 days after. A team of volunteers will deliver this in a controlled setting in line with Government recommendations. 	5	2	0	10	Operations Manager Head of School Headteacher
Relevant medical conditions of all students attending the school during this time has changed	5	4	0	20	<ul style="list-style-type: none"> Students should not come into school if they have one or more COVID-19 symptoms or they have had a positive test. Covid symptoms require a PCT test and if positive they must immediately cease to attend and not attend for at least 10 days, from the day after the start of their symptoms or the test date if they did not have any symptoms but have had a positive test. 	5	2	0	10	HR First Aid Pastoral
Transportation difficulties of students attending school who usually use trains, buses or taxis.	4	3	0	12	<ul style="list-style-type: none"> Communication between schools and transport companies where drivers/students are tested positive in order for a) cleaning regime to take place b) close contacts to be determined. Face coverings should be worn on all public transport <p>Guidance: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p>	4	1	0	4	Safeguarding SENCO Operations Manager
Appropriate signage alerting all students to the need for high	4	1	0	4	<ul style="list-style-type: none"> Signage is distributed throughout the school which is student friendly and makes clear the actions to take. 	4	1	0	4	Site Teams

standards of hygiene is not in place					<ul style="list-style-type: none"> Posters promoting appropriate hand washing procedures will be displayed 					Operations Manager
Catering arrangements risk the spread of the virus	4	4	0	16	<ul style="list-style-type: none"> FSM will be provided Catering services re-introduced during the 2 school breaks Students can bring their own food and drink Queues will be managed as students line up to enter the dining areas. Water stations will be available at each school for students to re-fill drink containers. These points will be regularly cleaned. <p>Guidance: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p>	4	1	0	4	Catering Managers Support form Site Teams Operations Manager
Fire evacuation arrangements render the social distancing redundant.	5	3	0	15	<ul style="list-style-type: none"> Social distancing ends on 19 July 2021 Protocols agreed for the movement of students during fire evacuation. Routine procedures for evacuation drills are in place. These procedures are shared with all students (and staff) 	5	1	0	5	Operations Manager Site Teams All staff
STUDENT HAZARDS - DURING THE SCHOOL DAY										
Student starts to show symptoms of COVID-19 (suspected) whilst at school	4	4	0	16	<ul style="list-style-type: none"> See most recent links in Staff section Students to be moved to an 'isolation room', until a Parent/carer can arrange pick-up. Supervision of the student should take place at a minimum of 2 metres away. Isolation room to be clearly signed, to prevent accidental access by others. 	4	2	0	8	

					<ul style="list-style-type: none"> Once student has left the premises, access to the isolation room will be restricted until cleaning has taken place. Student must go for a PCR test asap and isolate and not return to school for a 10 day period or can return to school if the PCR test is negative. 					
Interruption to learning for students self-isolating	4	4	0	16	<ul style="list-style-type: none"> The continuation of learning for students forced to self isolate is via online learning using Microsoft Teams to set work and stream online lessons. 	4	2	0	8	
Spread of Covid-19 Coronavirus (Generic – more detailed information below)	5	5	0	25	<ul style="list-style-type: none"> Stringent hand washing taking place. External sinks available. Drying of hands with disposable paper towels and air dryers https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf Students do not need to wear face coverings in classrooms and communal areas where social distancing cannot be guaranteed, unless there was need to step up safety control measures. 	5	2	0	10	Students Site team Pastoral Support staff
Access to enough sinks with hot water and soap for the number of students in school?	5	5	0	25	<ul style="list-style-type: none"> Ensure that there is sufficient provision of washing and soap is available where there is re-organisation into smaller school units Additional, external sinks are provided at both schools. Ensure signage is clear in washing areas 	5	2	0	10	Site Teams

					<ul style="list-style-type: none"> • Ensure drying facilities are available • Ensure that student facilities are deep cleaned after use to agreed protocols • Ensure that student facilities are available in each part of the school in being used. 					
On entry to building cleaning stations are not used correctly	5	5	0	25	<ul style="list-style-type: none"> • Students briefed in the correct use of cleaning stations • Students understand the impact and sanctions relating to the incorrect or lack of use of stations • Clear signage in place around entry • Cleaning stations are checked regularly, and records maintained 	5	2	0	10	Site teams
Students refuse PPE, personal hygiene guidance and arrangements	5	2	0	10	<ul style="list-style-type: none"> • Behaviour Policy has been reviewed – staff and students will have been made aware and briefed • If required, student supervised during personal hand washing • Further training is provided for students • Hand washing facilities with soap and water in place • Gel sanitisers in any area where washing facilities not readily available 	5	1	0	5	Pastoral teams
Lack of temperature monitoring of students	4	4	0	16	<ul style="list-style-type: none"> • Digital thermometer available to First Aid staff • Protocols agreed for safe temperature monitoring of students if required 	4	2	0	8	First Aiders
Student develops Covid19 symptoms during the day	5	5	0	25	<ul style="list-style-type: none"> • Students to be moved to an 'isolation room', until a Parent/carer can arrange pick-up. Supervision of the student should take place at a minimum of 2 metres away. Isolation room to be clearly signed, to prevent accidental access by others. • Student must have a PCR test. • Cleaning takes place in the areas occupied by the student 	5	2	0	10	Site Teams First Aid

- Protocols for the cleaning of the areas visited by student are adhered to
- Isolation protocols are agreed for those students demonstrating high temperatures
- Protocols for the cleaning of temperature monitoring devices are agreed
- Contact networks are attempted to warn those who may have been working in proximity to student.

Guidance:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf

Reference

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>

- Referenced in document: From 16 August, if the close contact is under 18, they will not have to self-isolate (in line with the policy for fully vaccinated adults) but will be asked to take a PCR test immediately, other than for very young children identified as non-household contacts, and they will not need to self-isolate while awaiting the results of the test. If the PCR test is positive, they will be required to self-isolate for 10 days from the date of the test. NHS Test and Trace will then get in touch to identify close contacts (see points 5 and 6 above). Further guidance on these changes to self-isolation to follow.

Students who are vulnerable in terms of personal hygiene standards	5	2	0	10	<ul style="list-style-type: none"> Staff support the home environment in ensuring that personal hygiene habits are improved. 	5	1	0	5	Pastoral LSA's
Students moving from 1 SJSF site to another	4	2	0	8	<ul style="list-style-type: none"> SJSF Students to follow the systems of control at each of the 3 SJSF schools. 	4	1	0	4	Hds of 6 th form
Unwell students attend the school.	5	4	0	20	<ul style="list-style-type: none"> Isolate the student and contact family Decide how the student will return home safely If symptoms persist student must arrange for a PCR Covid 19 test <p>Guidance: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p> <p>Reference https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p>	5	2	0	10	First Aiders Site Teams Pastoral
Student injury requiring close physical support	3	4	0	12	<ul style="list-style-type: none"> Agree team with PPE and skills to intervene Follow emergency service advice on movement or securing the area by removing other occupants Agree route by emergency services to the patient Deep clean areas after action taken 	3	2	0	6	First Aiders Site Teams
Students potentially spreading virus by using written workbooks (or	5	2	0	10	<ul style="list-style-type: none"> https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf 	5	1	0	5	Curriculum

school-based textbooks) that require teacher marking					<ul style="list-style-type: none"> • Workbooks/textbooks can be handed from teacher to student on first meeting. Then these are the possession of the student. They can be taken home and be brought back into school but MUST NOT be handed back into the teacher. • Resources will, wherever possible, be digitally shared • Students do not leave personal items unaccompanied and carry them with them throughout the day. • Cleaning of classroom surfaces and handwashing takes place between lessons. 					
Staff needing to move student within class	3	2	0	6	<ul style="list-style-type: none"> • Where a support plan exists, it should be followed 	3	1	0	3	Curriculum / Pastoral
Isolation of students contaminates area while waiting to be collected from school owing to family illness or student becoming unwell	5	4	0	20	<ul style="list-style-type: none"> • Protocols for the cleaning of temperature monitoring devices are agreed • Contact networks are used to warn those who may have been in contact • Cleaning takes place in the areas occupied by the students • Protocols for the cleaning of the areas visited by students are adhered to. 	5	2	0	10	Pastoral First Aiders Site Teams
Relevant medical conditions of all students attending the school during this time has changed	5	4	0	20	<ul style="list-style-type: none"> • Students deemed vulnerable if there are recent concerns relating to the return to school • Raised awareness by school of the need to respond to well-being as well as physical medical conditions 	5	2	0	10	HR First Aid Pastoral
STUDENT HAZARDS - POST SCHOOL DAY										
Students do not display symptoms	5	4	0	20	Reference	5	2	0	10	Pastoral

but later found to have the virus					https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/ <ul style="list-style-type: none"> • Student to have PCR test asap • Deep clean all areas that were visited by the student 					First Aiders
HAZARDS TO VISITORS, CTRS & PARENTS										
Spread of Covid-19 Coronavirus (Generic – more detailed information below)	5	5	0	25	<ul style="list-style-type: none"> • Stringent hand washing taking place. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf • Drying of hands with disposable paper towels and air hand dryers. • External hand washing facilities with soap and water in place • Gel sanitisers in any area where washing facilities not readily available. 	5	1	0	5	Exec Head Hd of School SLT Teachers Support Staff
Control measures for potentially high risk visitors bringing the Covid19 virus into school inadvertently.	5	2	0	10	<ul style="list-style-type: none"> • Visitors requested to use of cleaning stations • Contractors to work outside of school hours wherever possible. • Delivery drivers to drop, where possible, outside of school hours • Parent meetings to be conducted wherever possible through a digital medium 	5	1	0	5	Site Teams First Aiders SLT

Students who are vulnerable in terms of personal hygiene standards	5	2	0	10	<ul style="list-style-type: none"> Staff support the home environment in ensuring that personal hygiene habits are improved. 	5	1	0	5	Pastoral
Isolation of students contaminates area while waiting to be collected from school owing to family illness or student becoming unwell	5	4	0	20	<p>Reference</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</p> <ul style="list-style-type: none"> Cleaning takes place in the areas occupied by the students 	5	2	0	10	Pastoral First Aid Site Teams
Transportation difficulties of students attending school who usually use buses or taxis.	3	3	0	9	<ul style="list-style-type: none"> Communication by transport companies where drivers report sickness - resulting in student isolation Face coverings must be work on all public transport <p>Guidance:</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf</p>	3	1	0	3	Safeguarding SENCo LCC
Staff meeting with parents and carers risk infection	5	1	0	5	<ul style="list-style-type: none"> Maintain the ability to step up Covid safety measures if necessary ie in the event of a local outbreak. Staff / Parents meetings, wherever possible will take place digitally There should be an agreed electronic point of contact for all parents/carers of students School phone manned during hours of opening 	5	1	0	5	Pastoral Curriculum

ROBERT CARRE TRUST

School:

Carre's Grammar School / Kesteven and Sleaford High School

HeadTeacher Name

Nick Law / Jo Smith

Signature:

Date:

18 July 2021

Persons detailed below have read and understood this Risk Assessment

Name	Signature	Date
LGB / Trustees		
SLT, Heads of Dept, Teachers		
DoFAR, Support Staff		