

Risk Assessment under Pinewood's Health and Safety Policy

Area of Responsibility: Whole School

Assessor: Iain Adamson

Date: 17 September 2021

Risk Assessment for the management of COVID-19 following removal of restrictions by the government in 2019

Control measures and precautions contained in this risk assessment apply to the whole of Pinewood School and are designed to minimise the ongoing risks of transmission of the virus following removal of Government restrictions in July 2021.

Prevention:

1. Minimise contact with individuals who are required to self-isolate by ensuring that they do not attend school.
2. Year 7 and 8 to have undergone return-to-school asymptomatic testing - 2 tests 3-5 days apart. Complete similar testing as and when directed.
3. Staff and years 7 and 8 pupils are encouraged to self-test at home or in boarding twice a week and to notify the school of the results. The School will maintain a record of all test results.
4. Advise to continue to thoroughly clean hands more often than usual.
5. Continue to promote 'catch it, bin it, kill it'.
6. Continue enhanced cleaning.
7. Keep occupied spaces well ventilated.

Response to one or more infections:

8. Comply with the NHS Test and Trace process.
9. Request that parents of known close contacts arrange for a PCR test as soon as possible and to follow NHS Test and Trace guidelines.
10. Staff are to isolate at home if waiting for PCR test results.
11. Adopt the Outbreak Management Plan if the instances of infection warrant it.

Hazard	Potential Risk	Grading (1 (low) -3)		Precautions in place
		Probability	Severity	
Catching or spreading coronavirus by coming into contact with someone at School who is displaying symptoms	Increased likelihood transmission of coronavirus amongst staff and pupils	3	2	<ul style="list-style-type: none">• Staff or pupils who start to display symptoms during the school day to be isolated and a nurse contacted. Parents will be asked to collect their child should it be felt that they may have coronavirus. They are to be encouraged to book a PCR test for their child and

				<p>inform the School of the results.</p> <ul style="list-style-type: none"> ● Staff and year 7 and 8 pupils to maintain twice weekly self-testing. ● Parents of pupils who may have come into close contact with an infected pupil are to be contacted and encouraged to arrange for their child to take a PCR test. ● Staff to follow government self-isolation guidelines. In addition, to remain at home if waiting for the results of a PCR test. ● Regular reinforcement of the importance for pupils and staff to follow hygiene methods, including covering a cough or sneeze with tissue and throwing it away. Supply tissues and alcohol gel/ hand washing facilities on site. ● Enhanced cleaning of the School ● Regular washing of hands with soap and water during the school day encouraged. ● Hand sanitiser stations to be positioned around the School. ● Bins to be emptied daily.
Risk of visitors infecting staff and pupils	Transmission of coronavirus by visitors to the School	2	2	<ul style="list-style-type: none"> ● All contractors making deliveries are to be asked to maintain social distancing from staff and pupils. ● Parents are requested to be aware of the risks to others and to maintain social distancing. Arrangement for events and hospitality to be held outside as much as practically possible

				<ul style="list-style-type: none"> • Where events are to be held inside, the use of large rooms with good ventilation will be used. • Visitors are to be encouraged to wear masks should it become unavoidable that groups will be in a room that does not allow for 2m distancing. • Perspex shields will be in place in the School Office and regular reviews will be conducted by the H&S Officer to identify other areas that may require additional measures. • Regular visitors will be encouraged to carry out self-testing twice a week and instructed not to attend School and undertake a PCR test if recording a positive LFD test result.
Teaching and activities taking place in classrooms leads to closer contact between pupils and staff	Being in closer contact with other pupils and staff leads to increased risk of transmission	2	2	<ul style="list-style-type: none"> • Lunch will be conducted in separate sittings. • Maximum use of windows and doors to increase ventilation. • Seating plans recommended • Increased cleaning staff to ensure that all rooms are cleaned daily. • Regularly review the need for CO2 monitoring when the weather impacts the ability to ventilate rooms
Vulnerable people becoming infected with coronavirus	Increased risk of infection and complications for vulnerable people	2	3	<ul style="list-style-type: none"> • Maintain records of staff and students who may be deemed more vulnerable. • The H&S Officer will complete more regular assessments of workplaces of vulnerable staff and children. • Introduce additional safety measures should the risk to any individual deemed to be vulnerable be significant. • Monitor Government guidance and swiftly introduce restrictions should Government guidance change.
External visits and activities	Increased risk of being infected on external visits and activities that bring staff and children into	2	2	<ul style="list-style-type: none"> • Risk assessments for external visits and activities to include an assessment of the risk of contact with new people and ways to reduce the risk.

	contact with non-School and family people			
School clubs and activities	Increased risk of being infected during School clubs and activities	2	2	<ul style="list-style-type: none"> • Risk assessments for clubs and internal activities to include an assessment of COVID-19 risks.

Recommendations and Advice (further resources, training etc.)

Outbreak Management Plan

In the event of a localised outbreak or following updated guidance from the Government, the School will consider introducing some or all of the following measures.

Face coverings	Face coverings (masks) for staff, visitors and potentially certain age groups of pupils, may be re-introduced should the risk of transmission increase. This may be across the whole School or in certain areas where it is more difficult to socially distance. Face masks will be made available by the School should this measure have to be introduced at short notice.
Re-introduction of certain restrictions	<p>One or more of the following restrictions may be introduced across the whole School or parts of it:</p> <ul style="list-style-type: none"> • Strict 2m rule • One way circuits reintroduced • Cleaning of dining area between sittings • Packed-lunches for staff • Staff Common Room restrictions to meeting in groups • Classrooms rearranged to increase distancing and to face forward • Cleaning down classrooms and surfaces following each class • Postponement of assemblies and gathering in groups • Postponement of visits and certain indoor activities

	<ul style="list-style-type: none">● Restricting access to School to parents and visitors● Requesting visitors undertake a lateral flow test before coming on site for prolonged indoor meetings● Reintroduction of strict morning drop-off and afternoon pick-up
Pupil bubbles	It may be necessary to create and maintain year group bubbles
Lockdown	Should the Government impose a national or local lockdown, teaching may switch to being online. It is expected that the School will remain open to key worker children and vulnerable children