



Blewbury Endowed C of E Primary School

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Covid Risk Assessment and Contingency Plan – December 2021

Potential risk	Details of risk	Risk mitigations	*Contingency planning
Lack of effective infection protection and control Risk of virus transmission	Overarching	<p>Follow DfE guidance as minimum safety measures</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. <p>These measures are outlined within the sections below</p>	Adapt operational arrangements in a proportionate and appropriate manner depending on the risk.
Risk that staffing numbers may be insufficient to operate	1.Good hygiene	<ul style="list-style-type: none"> ● Adults and children wash or sanitise hands on entry and exit to the building, and before and after eating. ● Hand hygiene taught in assembly for shared messaging ● Coughing / sneezing into elbow or tissue which is binned ● Adequate bins for waste disposal ● Facility cleanliness and hand sanitiser stock monitored 	Increased hand washing
	2.Cleaning	<ul style="list-style-type: none"> ● Daily cleaning schedule means spaces are deep cleaned every day ● Classroom staff clean at break and lunchtime ● Tables cleaned before and after eating ● Inform Caroline E / Emma B if refills are needed ● Cleaning tools and equipment available in every class - no sharing. ● Door entry and touchpads at entrance to school cleaned by admin staff at lunchtime each day ● Shared spaces (desks / chairs) cleaned before and after use by user ● Additional deep cleaning carried out by contract cleaning company 	Additional cleaning Close spaces for a deep clean. Use stronger products (COSHH managed)



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3.Ventilation	<ul style="list-style-type: none">• Doors and windows open• Children can wear additional layers when weather is colder• CO2 monitors installed to learn where air quality needs improving	Remove use of rooms where necessary Relocate classes to outdoor area / hall if problems with ventilation
4. Follow public health advice	<ul style="list-style-type: none">• Staff conduct 2 x weekly lateral flow tests and report to school and DfE• Parents encouraged to conduct 2 x weekly lateral flow tests• Children showing symptoms isolated (in Cedar Room) and sent home for a PCR test• Children not to attend with symptoms• Encourage parents to keep school informed of positive close contacts	Follow additional public health advice in case of outbreak Report to Education Covid team plus DfE

B. School-wide mitigations



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<p>Lack of effective infection protection and control</p> <p>Risk of virus transmission</p> <p>Risk that staffing numbers may be insufficient to operate</p>	<p>Ingress and Egress</p> <p>School transport</p> <p>Drop off and pick up</p> <p>Parent support</p>	<ul style="list-style-type: none"> • Work with transport team Risk Assessment for school dedicated transport • All children to wash / sanitise hands immediately on entry to classroom • Parents to drop off at external classroom doors • Community advised to remain distanced outside the gate • One way system remains in place • Encourage parents to communicate with the school electronically or by phone if there are day to day issues. • School to organise hygiene arrangements for all persons coming to the premises to use before entering. • Communicate with parents who may be compromising the arrangements and seek their support in upholding the school's actions. • Parents encouraged to conduct 2 x weekly lateral flow tests • Careful, regular communication with parents to maintain support and vigilance. 	<p>Contingency: Transport suspended temporarily</p> <p>Encourage mask wearing at the gate and on school grounds when picking up and dropping off.</p> <p>Update newsletter regularly with adaptations to measures</p>
	<p>Visitors and contractors</p>	<ul style="list-style-type: none"> • Visitors to building restricted to essential • Visitors require approval of Head of School in order to ensure risk assessed fully alongside operations. Contractors to attend out-of-hours where possible. • Visitors and contractors will be supervised unless communication by email to all staff that a DBS-checked visitor will be alone onsite. • All visitors to building, including parents, to be reminded of covid-safe arrangements and must wear a mask on site (unless exempt). • Visitors asked to conduct a lateral flow test before attending site where a meeting is arranged in advance. • Additional Visitors risk assessment in place. 	<p>Visitors restricted further. Contractors to work out of hours. Section off spaces where contractors working.</p>



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	School Meals	<ul style="list-style-type: none"> • Meals served in the hall – tables cleaned between groups. • Food hygiene and safety standards followed at all times 	Additional rooms used to keep groups separate.
	Staff and pupil personal safety	<ul style="list-style-type: none"> • Staff have received vaccinations, and Executive Headteacher / Head of School aware of those who are less protected / vulnerable • Any staff or pupil vulnerabilities are communicated to the EHT / HoS to consider if extra measures are appropriate • Individual risk assessments where appropriate, for staff, children with EHCPs, children requiring close handling, children with vulnerabilities • Staff permitted to use additional measures to those within this risk assessment if this helps them to feel safe to work. • Staff to wear mask in confined spaces / poorly ventilated spaces / communal areas/ crowded spaces in line with Government's public guidance 	
C Classroom operations			



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<p>Lack of effective infection protection and control</p> <p>Risk of virus transmission</p> <p>Risk that staffing numbers may be insufficient to operate</p>	<p>Classroom activities</p>	<ol style="list-style-type: none"> 1. Children sanitise hands on classroom entry and exit, and before and after eating, and before and after sharing equipment 2. Classroom high-contact points are cleaned at break and lunchtime Desks cleaned before and after eating Cleaners full clean after school Surfaces to be kept clear and tidy to allow for cleaning Children have own everyday equipment 3. Doors and windows open. Warm additional layers where necessary. Adjust heating to compensate when weather cooler. Air quality monitored by CO2 monitor and class moved outside where appropriate. 4. If a child displays covid symptoms, they are removed from the classroom to be monitored and parents called where necessary. Temperature check used. Appropriate PPE worn by staff supervising where appropriate Cleaning of child's space. Class taken outdoors while space is deeper cleaned and ventilated. 5. Children not to attend school with covid symptoms. Where child is a close contact of a confirmed covid case, they are advised to take a PCR. Entry refused on the grounds of health and safety of the school community. 6. Pupils to only bring to school items they need for the school day – e.g. water bottle. 	<p>Contingency plan:</p> <p>Increased cleaning</p> <p>Masks worn by adults Increased use of outdoor learning</p> <p>Implement social distancing routines in classrooms (mark distancing reminders)</p> <p>Work with Teaching Assistant to split class into smaller groups for in class / outdoor working</p> <p>Reduce equipment / type of equipment used</p>
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	<p>Shared spaces</p> <p>Office Staff desks distanced Door and windows open Frequent cleaning of touch points and shared equipment</p> <p>Entrance area 1 person in lobby at a time, wearing a mask Area cleaned each day by cleaners Frequent cleaning of touch points</p> <p>Staffroom Windows open at all times when school is open to ensure ventilation Staff responsible for clearing up after themselves after eating/drinking and cleaning the space they have used. Staff to be aware of social distancing and to wear a mask when not eating</p> <p>Library Door open 2 groups of children (max 4 plus adult) can use the space Groups must be distanced Adults to clean workspace before and after use</p> <p>HT office / SEN room Windows open 4 people in the space max at any time Masks worn due to confined space with less ventilation Clean facilities once used</p>	<p>Contingency plan:</p> <p>Additional cleaning</p> <p>Limit room to use by one bubble</p> <p>Limit numbers in the room</p> <p>Remove room from use</p>
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	Playground activities and breaktimes	<ul style="list-style-type: none"> • Children can continue to play outdoors – zoning to ensure spacing. • Children sanitise hands when leaving and entering classroom at breaks and lunch • point) 	Contingency: Revert to bubble spaces on the field
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	Toilet facilities	<ul style="list-style-type: none"> - Arrangements for toilets to remain the same as last term. Classes allocated toilets for use. Visitors to use allocated staff toilet. 	Contingency: Increased cleaning
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D - Learning operations

Risk to learning from continued disruption to education Increased risk for those with SEN or for disadventa	Staffing difficulties	<ul style="list-style-type: none"> • Use existing cover procedures to cover absent staff 	Closure of classes may be necessary where this is a proportionate response to an operational difficulty, and all other possibilities have been exhausted. If this were the case remote learning would be used
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aged children	Disruption to education	<ul style="list-style-type: none"> • Ensure that where provision is affected that decisions are made in line with Public Health advice, or are a proportionate response to an identified risk. • Careful Risk Assessment of events – including adaptations to not allow mass gatherings (e.g. virtual instead of face-to-face) • Provision of home learning for children isolating. • Monitor impact of covid catch up support spent in the year 2020-21 • Ensure robust SEN and Pupil Premium routines and procedures, alongside quality-first teaching and additional strategies, in line with usual school business • PP strategy considers covid implications • Continue to identify those in need where these arise, and support as appropriate • Continue to work with OCC / ODST / DfE and other external agencies to ensure the best support for all • Ensure robust School Development Plan to continue to improve provision for all 	
Safeguarding risk due to strains from Covid pandemic at home Safeguarding risk to pupils' mental health	Safeguarding procedures	<ul style="list-style-type: none"> • Updated safeguarding policy in line with KCSIE • Staff trained in safeguarding updates • Use of CPOMS to effectively track all concerns about children • Teachers aware to be extra vigilant • Whole school mental health work as part of school vision • ELSA provision to continue where concerns identified • Continued liaison with LCSS / LADO / MASH etc 	

***Contingency planning will occur if:**

- 10%+ pupils with positive PCR across school within a 10 day period
- 5 or more pupils in 1 class have positive PCR tests
- 10%+ of staff test positive
- A positive case of staff or pupil leads to hospitalisation or death.