

Infectious Diseases Risk Assessment – Emmaville Primary School

Service and location

CAF XXXXXXXXX

Name of Assessor and position

Heather Taylor (H&S Officer)

Work activity:

School operations

Approved by (Service Manager)

Director of Education
Gateshead/Avril Armstrong

Date of assessment

Updated January 14th 2022

Consultation

Caroline O'Neill//Procurement/Public
Health/HR/Unions (NEU, Unison, NASUWT, GMB,
NAHT, Unite, Voice the Union, ASCL).

Review Date

Ongoing – February
Half term 2022

Reference Number

This risk assessment must be regularly reviewed and updated as necessary. The reviewed risk assessment must be shared with all staff, including any relevant updated guidance to support the risk assessment.

- The risk assessment is specific to control measures in place relating to COVID-19 and must be used in conjunction with relevant risk assessments. For the purposes of this risk assessment children and young people are referred to as pupils, and employees include volunteers.

This version has been reviewed considering current national guidance and also the omicron variant.

In the event of an outbreak, Public health/HPT advice and the setting's outbreak control plan must be followed.

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What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
1. Contact between individuals	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.</p> <p>Mixing of children throughout the school day.</p>	<p>Working from home</p> <ul style="list-style-type: none"> Working from home arrangements are in accordance with the COVID-19 status document. <p>Visitors</p> <ul style="list-style-type: none"> Visitors to the setting are in accordance with the COVID-19 status document. <p>Social distancing</p> <ul style="list-style-type: none"> Social distancing arrangements are in accordance with the COVID-19 status document, or an individual's own risk assessment where one is in place (see section 1). <p>Face to face meetings/events and training</p> <ul style="list-style-type: none"> Face to face meetings/events and training are in accordance with the COVID-19 status document. Year groups have staggered start times and use different entrances. Playtimes are conducted in Year groups too. Lunches are eaten in the hall or the dance studios and Year groups are kept away from one another and do not mix. 	<p>The Covid-19 Status document can be found in Appendix 5 at the back of this risk assessment</p> <p>School procedures for drop off, pick up, lunches and playtimes can be found in Appendix 6.</p>	<p>All staff</p> <p>All staff implement procedures.</p>	<p>Ongoing</p> <p>ongoing</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>
2. Vulnerable employees and pupils	<p>Vulnerable employees</p> <p>Exposure to and spread of coronavirus.</p> <p>Increased risk of contracting COVID-19/ and/or increased risk of serious illness/ death</p>	<ul style="list-style-type: none"> Current HR/OH/Public Health advice is followed if guidance changes for those classed as/ living with someone who is clinically vulnerable/clinically extremely vulnerable. Employees asked to update head teacher if they develop any conditions which would put them in a clinically vulnerable/extremely vulnerable category or any medical or Occupational Health advice given to them in relation to COVID-19 and appropriate action is taken. <p>Vulnerable employees</p> <ul style="list-style-type: none"> Vulnerable employees have been identified following guidance in CSG-HS-15 'Vulnerable Employee Risk Assessment' 	<p>Clinically extremely vulnerable employee risk</p>	<p>HB/AA</p>	<p>9/21</p>	<p>✓</p>

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<p>than an hour, or 3 or more coughing episodes in 24 hours (or worse cough than usual where the person usually has a cough)</p> <p>– loss of, or change in taste or smell</p>		<ul style="list-style-type: none"> have been asked to self-isolate by NHS Test and Trace or the NHS COVID-19 app are required to self-isolate as a close contact/on return from travel/ for any other purpose. <p>Other notifications</p> <ul style="list-style-type: none"> School/setting informs Gateshead Council Public Health team of positive cases confirmed by PCR test via the online reporting tool www.gateshead.gov.uk/covid19schoolschildcare Head teacher completes an HSB11 COVID 19 Investigation Form if an employee confirms that they have a positive PCR test and have not worked solely at home for the previous 7 days. H&S team report cases to the HSE where applicable in line with HSE's RIDDOR reporting criteria. School/setting informs visiting workers if they believe they are/may be a close contact of a positive case confirmed by PCR test and advises them to get a PCR test if they have been a close contact (this is to ensure they are made aware in the event of not being picked up as a close contact by Test and Trace). <p>Asymptomatic testing (lateral flow device (LFD) testing)</p> <ul style="list-style-type: none"> LFD testing is carried out in accordance with the COVID-19 status document, 'Asymptomatic testing Using Lateral Flow Devices (LFD)' risk assessment hyperlink and for secondary school/ secondary specialist settings also in accordance with 'Asymptomatic Testing Sites Lateral Flow Devices (LFD)' risk assessment hyperlink. <p>Staff/pupils exhibiting symptoms</p> <ul style="list-style-type: none"> Staff are vigilant for signs of pupils exhibiting symptoms of COVID-19 and are extra vigilant with pupils with cognitive 	<p>Staff are provided with lateral flow tests and encouraged to take twice weekly.</p>	<p>Head teacher</p> <p>All staff</p> <p>All staff</p>	<p>When necessary</p> <p>Ongoing</p> <p>Ongoing</p>	<p></p> <p>✓</p> <p>✓</p>

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3. Suspected/ confirmed/ asymptomatic cases of COVID-19 (continued)		<p>impairments and look for signs such as delirium which may indicate infection</p> <ul style="list-style-type: none"> If a member of staff develops symptoms whilst at school, SLT are informed and they immediately take a LF. If positive they immediately leave school. Return to work is in accordance with HR guidance in https://intranet.gateshead.gov.uk/article/15052/HR-Coronavirus-advice. If a visitor develops symptoms whilst at school they inform a member of SLT/office staff and leave site immediately to self-isolate. If a pupil develops symptoms whilst at school, the pupil is isolated and leaves site as soon as possible to self-isolate. Parents/carers are advised that the pupil has a LFD/PCR test and if positive they follow self-isolation guidance at https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/ <p>Isolation on school premises.</p> <ul style="list-style-type: none"> Pupil is self-isolated in a designated room behind a closed door, with a window open (where possible), minimal furniture which is readily cleanable with supervision by a member of staff if required. If it is not possible to isolate the pupil, they are moved to an area at least 2m away from other people. Isolation room has minimal furniture which is readily cleanable. Symptomatic staff/pupils use a separate toilet if this is needed before leaving the premises. This room is cleaned and disinfected before being used by anyone else. <p>Supporting a symptomatic pupil:</p>				
				Visitors	Ongoing	✓
			<p>This is in small office (next to male toilets)</p> <p>Checked that it is kept clean and free of clutter.</p> <p>This would be the male toilet. (KS, BE and CL would be informed if this occurred)</p>	Staff	When needed	✓
				Staff		✓

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3 Suspected/ confirmed/ asymptomatic cases of COVID-19 (continued).		<ul style="list-style-type: none"> Social distancing is maintained wherever possible however if staff are required to be within 2m of the pupil they wear PPE in accordance with the table in Appendix 2. Any member(s) of staff that have been supporting a symptomatic pupil wash their hands thoroughly for 20 seconds after contact with them using the nearest facilities. Any surfaces that have been touched en- route are cleaned and disinfected. Staff are advised to ensure that wherever possible after providing close care to a pupil exhibiting symptoms of COVID-19 their work clothing is: - <ul style="list-style-type: none"> Changed after providing care and transported home in a tied plastic bag. Laundered in a load not more than half the machine capacity. Not shaken before washing. Washed at the maximum temperature the fabric can tolerate. <p>Home PCR testing kits</p> <ul style="list-style-type: none"> Home PCR testing kit is offered to employee or parent/carer of pupil who develops symptoms on site where it is believed that providing one will increase the likelihood of PCR testing. Supplies of home PCR testing kits are replenished if required. (Replacement test kits can be ordered at https://request-testing.test-for-coronavirus.service.gov.uk/) <p>Transporting a pupil with COVID-19 symptoms/ who has tested positive on site where onsite testing is taking place.</p> <ul style="list-style-type: none"> Pupils are collected by parents/carers wherever possible. Where parents/carers cannot collect and home to school transport arrangements are in place, staff liaise with the Travel Care team to arrange collection for the pupil. 			When needed	
				staff		✓

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3. Suspected/ confirmed/ asymptomatic cases of COVID-19 (continued).		<ul style="list-style-type: none"> – all potentially contaminated high-contact areas such as toilets, door handles, telephones, grab-rails in corridors and stairwells. • PPE for cleaning areas where there has been a suspected/confirmed case of COVID-19 is worn in accordance with the PPE table in Appendix 2. • Disposable cloths or paper roll and disposable mop heads are used to clean all hard surfaces, floors, chairs, door handles and sanitary fitting using either: - • a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine or • a household detergent followed by disinfection (1000 ppm av.cl.). or • A disinfectant that is effective against enveloped viruses. • Creating splashes and spray is avoided when cleaning. • Cloths and mop heads used are disposed of as single use items. • When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning should be used. • Any items that are heavily contaminated with body fluids and cannot be cleaned by washing are disposed of. <p>Waste from a symptomatic person/confirmed case:</p> <ul style="list-style-type: none"> • Waste from the person and from cleaning of areas where they have been (including disposable cloths and tissues) and used PPE is: - – Double bagged (placed in a plastic rubbish bag and tied then placed in a second bn bag and tied), 	<ul style="list-style-type: none"> • Manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants to be followed at all times • Ensure this is clearly displayed in the cleaning store and all relevant staff are made aware of this. 	Cleaning staff	On going	✓
				All staff	On going	✓

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		<ul style="list-style-type: none"> – Tagged with the date and time and stored in a secure area for at least 72 hours – Disposed of in the normal waste bin or clinical waste bin if there is a clinical waste contract in place. 	Contaminated waste to be held in the locked room next to the DHT office.			
4. COVID-19 outbreak	<p>Employees, pupils, visitors, contractors, family members</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death</p>	<ul style="list-style-type: none"> • In the event of an outbreak Public Health advice and the setting's outbreak management plan will be followed. 		Head teacher	When needed	✓
5. Inadequate ventilation	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death</p>	<ul style="list-style-type: none"> • School is kept well-ventilated whilst ensuring occupants are comfortable by following guidance in Appendix 3. • Checklist in Appendix 4 is completed for each occupied room and appropriate action taken where issues are identified. • Additional use is made of on site outdoor learning spaces and open air structures. • Internal fire doors which need to be held open for ventilation purposes are fitted with a suitable British Standard hold open device which closes the door on activation of the fire alarm. (HSB 09 specific fire risk assessment review- https://intranet.gateshead.gov.uk/media/19597/HSB09-COVID-19-Specific-Fire-Risk-Assessment-review/pdf/COVID19SpecificFRARReview.pdf?m=637268719043830000) 	<ul style="list-style-type: none"> • CO₂ monitor readings are taken 2x daily by teachers in accordance with guidance. Ventilation procedures can be changed if 	<p>Head teacher/ H&S team/ HEHC</p> <p>Teachers</p>	Ongoing	<p>✓</p> <p>✓</p>

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		<ul style="list-style-type: none"> CO₂ monitors have been received and installed. They are in all classrooms. 	necessary if high reading		Started 11/21 and now ongoing	
<p>6. Poor personal hygiene practices.</p> <p>(see section 3 for cleaning areas/equipment in contact with a symptomatic person).</p> <p>6. Poor personal hygiene practices.</p> <p>(see section 3 for cleaning areas/equipment in contact with a symptomatic person).</p>	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death, skin irritation, dermatitis.</p>	<p>General good hygiene practices: -</p> <ul style="list-style-type: none"> Public Health England hand hygiene and general good hygiene practices are followed by employees including: - Sneezing into tissues/elbow and binning them ('Catch it, bin it, kill it') Avoiding touching face, eyes, nose or mouth. Staff support/supervise pupils to follow the above guidance as much as possible. Games, repetition, class rules and posters are used as appropriate to encourage pupils to practise these habits. Individual risk assessment is carried out for pupils who are unable to maintain respiratory hygiene (e.g. who spit uncontrollably or use saliva as a stimulant (see section 8)). Pedal operated lidded waste bins are provided where possible. Visitors are asked to observe good hygiene practices including regular hand washing whilst in the building. <p>Hand washing</p> <p>Employees follow good hand washing practices: -</p> <ul style="list-style-type: none"> Washing/sanitising hands for at least 20 seconds on arrival in line with guidance on posters, before leaving, before and after eating after sneezing and coughing, after using the toilet and regularly throughout the day. Thoroughly drying hands after washing Where a sink is not nearby, hand sanitiser (at least 60% alcohol) is provided and used as necessary across the school and is closely supervised. 	<ul style="list-style-type: none"> Parents and carers to be reminded of PHE good hygiene practices and asked to reinforce these with children at home. 	<p>All staff</p> <p>All staff</p>	<p>On going</p> <p>On going</p>	<p>✓</p> <p>✓</p>

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
		<p>Hand sanitiser is not used as a substitute for thorough hand washing with soap and water where this can be safely and readily achieved. Guidance in Appendix 4 is followed in relation to the use of hand sanitiser.</p> <ul style="list-style-type: none"> Laminated hand washing technique posters are displayed adjacent to all wash basins and laminated hand sanitiser technique posters are displayed adjacent to all hand sanitiser dispensers. Cleaning supplies and hand sanitiser are available in each room as necessary including areas containing shared highly used equipment e.g., photocopiers, printers etc. <p>Skin irritation</p> <ul style="list-style-type: none"> Pump action moisturiser is provided for hands (no direct shared contact with cream) Employees and pupils have been asked to report any issues with hand irritation. Employees routinely check pupils' hands. Advice is sought from Occupational Health (for employees)/ School Nursing Team (for pupils) or from medical practitioner if required and advice followed. 	Please make sure that these are up in classrooms and toilets and if misplaced, replace.	All staff	ongoing	✓
7. Alcohol based hand sanitiser	<p>Employees, pupils, visitors, contractors.</p> <p>Ingestion, Exposure to fire, burns, scalds, smoke inhalation, etc.</p> <p>(see section 3 re: hand irritation)</p>	<ul style="list-style-type: none"> Hand sanitiser is not used as a substitute for hand washing where hand washing is practical and facilities are in a suitable location. Hand sanitiser is a minimum of 60% alcohol and is used in accordance with Appendix 4. Hand sanitiser is procured in suitable receptacles provided with their own hand sanitiser to be carried around with them where required. Use of hand sanitiser is supervised as necessary, and it is stored in a safe and secure location when not in use. 			Ongoing	✓

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
		<ul style="list-style-type: none"> Work areas are kept clean and bins for tissues are emptied regularly throughout the day. Areas are kept tidy and surfaces clear as much as possible to enable effective cleaning to be carried out. Each occupied room is thoroughly cleaned at the end of each day. Additional cleaning of nearby surfaces and equipment takes place where a pupil is known to spit and additional space allocated to that pupil wherever possible. Suitable arrangements are in place for cleaning of specialist equipment. 		Teachers Cleaning staff	ongoing ongoing	✓ ✓
9. Shared/personal equipment	Employees, pupils, visitors, contractors, family members.	Shared/personal equipment: - <ul style="list-style-type: none"> Sharing of personal items is avoided wherever possible. 	All children have their own stationary in their own pencil case.	Staff to organise	9.21	✓
9. Shared/personal equipment	Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death	<ul style="list-style-type: none"> Pupils provide their own water bottle/ their own labelled water bottle is provided for them. Drinking fountains are not in use Sharing of 'messy play' resources e.g. sand, water and use of playdough. <p>Pupils are closely supervised when using these resources and the following control measures are in place: -</p> <ul style="list-style-type: none"> Pupils wash hands before and after using these resources. Equipment used with these resources is regularly cleaned. Pupils are regularly reminded not to touch their face when using these resources. Water and playdough are changed at least on a daily/sessional basis when groups change. 	Can be refilled Covers to remain on water machines. EYFS staff and Year 1 teachers to follow this.	Staff Site manager EYFS and year 1 staff	Ongoing ongoing	✓ ✓ ✓
10. Extra-curricular activities/clubs/ wrap	Employees, pupils, visitors,	Additional measures				

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	(SARS-CoV-2), Transmission of COVID-19, illness death.	<ul style="list-style-type: none"> PWTAG guidance on hydrotherapy pool water treatment to be fully adhered to, to ensure that treatment is effective on coronavirus (SARS-COV-2) and testing is carried out in accordance with EDU-GU-01 'School Hydrotherapy Pool Guidance'. Competent advice is sought on swimming pool treatment/testing if required. 				
12. Unsafe/ violent/ aggressive behaviour (e.g. intentional spitting, refusing to adhere to social distancing etc.).	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.</p>	<ul style="list-style-type: none"> Behaviour policy includes COVID-19 expectations including no deliberate spitting/coughing. Where pupils wilfully fail to follow school rules regarding COVID-19, appropriate sanctions are taken in accordance with the school behaviour policy. Incidents involving violent/aggressive behaviour including intentional spitting are reported to the Health and Safety Team on an HS20 incident form. Risk assessments are in place for pupils with known challenging behaviour and are reviewed as necessary. Behaviour policy has been reviewed and amended as appropriate with any changes to expectations, rewards and sanctions in place re: COVID-19 including no spitting or deliberately coughing. 	<ul style="list-style-type: none"> COVID-19 behaviour policy is reviewed in line with current arrangements and communicated to pupils, parents/carers and employees 	Head teacher		✓
13. Incorrect use of/lack of PPE. (face coverings are not PPE – see section 12 for face coverings).	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.</p>	<ul style="list-style-type: none"> Stock of the following PPE: - <ul style="list-style-type: none"> Disposable aprons Disposable gloves Fluid repellent face mask (minimum Type IIR standard) Disposable or reusable eye protection (goggles or visor) is available for staff for use in accordance with the PPE table in Appendix 2. All staff have been made aware of what PPE is to be worn and when. For other situations, e.g., working in prolonged close contact with pupils whose behaviour support plan requires this or working closely with pupils who regularly cough, sneeze or 				

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
13. Incorrect use of/lack of PPE (continued).		<p>spit, without being able to practice good hygiene, the use of fluid resistant face masks, visors and/or eye protection should be risk assessed and provided if deemed necessary. All staff must be clearly informed of what is to be used and when.</p> <ul style="list-style-type: none"> All staff are visually trained in putting on (donning) and taking off (doffing) PPE and how to decontaminate eye protection using resources in HSB 16 'Guidance on the use of PPE.' Training records are kept. Posters showing how to put on and take off PPE are displayed. <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/911311/PHE_Putting_on_PPE_Standard_infection_control_procedures.pdf</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/911312/PHE_Taking_off_PPE_standard_infection_control_procedures.pdf</p> <ul style="list-style-type: none"> PPE is stored in a safe and accessible location. PPE is ordered through Corporate Procurement via www.gateshead.gov.uk/PPE to ensure it meets the relevant standards School informs Andrea Tickner on 0191 433 5995 or andreatickner@gateshead.gov.uk if additional PPE stock is required and cannot be procured/if there are issues with the fit/ concerns with PPE. In the event of disruption to supply of PPE/RPE prioritisation will be given to services based on clinical need. Guidance in HSB 16 'Guidance on the use of PPE' is followed regarding wearing, putting on/removing, storing and disposing of PPE, and when to replace visors. 	<p>All staff watched donning and doffing video as training.</p> <p>Posters in medical room and main office.</p> <p>In office next to locked cupboard.</p>	<p>All staff</p> <p>HB</p>	<p>9.21</p> <p>On going</p>	<p>✓</p> <p>✓</p>

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		<ul style="list-style-type: none"> Used PPE is disposed of as normal waste where it has not been used for cleaning after a symptomatic person or when supporting a symptomatic person A stock of PPE is readily available to staff at all times-provided in each room/carried by staff to ensure it is readily available if they need it. 				
14. Use of face coverings.	<p>Employees, pupils, family members.</p> <p>Risk of self-contamination when taking off/removing face coverings, emotional effect on pupils, greater risk of droplet transmission if not worn. Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.</p>	<ul style="list-style-type: none"> Face coverings are worn in accordance with the COVID-19 status document. All staff /parents/carers/where appropriate pupils have been made aware of the arrangements in place for face coverings in HSB 14 'Face coverings in educational settings' A contingency supply of face coverings is available for use by pupils/staff if they are required. Plastic bags are available if pupils/visitors need to remove and store reusable face coverings on site. Advice on how to put on, store and take off face coverings is displayed in the entrance/foyer where visitors sign in and is brought to the attention of all visitors as part of the visitor policy/procedures (see HSB14). Staff have been advised to bring a spare face covering(s) in case their face covering becomes damp during the day. 	Any adults in school will continue to wear face coverings in communal areas and also when picking the children up in mornings and dismissing them at the end of the day.	All staff	ongoing	✓
15. Practical classes and activities	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus</p>	<p>(The following are in addition to the relevant control measures in the above sections).</p> <p>Science and DT, music and singing</p> <ul style="list-style-type: none"> These activities are carried out in accordance with the COVID-19 status document <p>PE and sporting activities</p>		All staff	On going	✓

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	(SARS-CoV-2), Transmission of COVID-19, illness death	PE and sporting activities are held in accordance with the COVID-19 status document and PE/sporting activities risk assessment.		All staff	On going	✓
16. Use of transport	Employees, pupils, visitors, contractors, family members. Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.	<ul style="list-style-type: none"> Car sharing and use of public transport is in accordance with the COVID-19 status document Use of setting vehicles (including use of shared car where necessary) Vehicle is well ventilated - windows are opened to allow ventilation where possible and if safe to do so. Journeys are planned to take the shortest time so that time in the vehicle is reduced. Vehicle is well-ventilated with windows open where possible and if safe to do so. Use of face-to-face seating is avoided where possible Pupils and staff sanitise hands before boarding and disembarking the vehicle. Vehicle keys and areas of the vehicle that provide regular contact points are cleaned before and after use. A supply of hand sanitiser (at least 60% alcohol) is carried in all vehicles to enable employees/pupils to sanitise their hands regularly. If a symptomatic person has been in the minibus it is taken out of use until it can be cleaned and disinfected. Use of PPE and face coverings on setting vehicles Staff and pupils in Y7 or above wear a face covering when travelling in shared setting vehicles. Stock of PPE is stored in a suitable receptacle and location on the vehicle where it can be kept clean and dry 				
16. Use of transport				Staff carry this on buses	When needed	✓

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		External transport providers <ul style="list-style-type: none"> Travel Care Team have provided guidance to their external travel providers to ensure that suitable arrangements for managing COVID-19 are in place. Concerns re: external contracted travel providers to be raised with the Travel Team on x2498/7426) COVID-19 risk assessment is requested from all external transport providers (in addition to other documentation required). 	Have copies of the required paper work within the office	HB/AA	Annually reviewed All required documents are in school	✓
17. Home visits	<p>Employees, pupils, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.</p>	<ul style="list-style-type: none"> Only essential visits are made. Staff knock at the door and step back to maintain at least 1 m social distancing. Phone calls/virtual meetings are held instead of face to face visits wherever possible. Social distancing is maintained at all times and staff do not enter pupil's homes. 	<ul style="list-style-type: none"> H&S officer to be contacted if there is a need to carry out visits which may involve entering a pupil's home, before these are carried out. Risk assessment and additional control measures to be implemented if home visits are deemed to be essential. 	<p>Head teacher/ SLT</p> <p>Head teacher</p>	On going	✓
18. Educational visits	Employees, pupils, contractors, members of the public, family members.	<ul style="list-style-type: none"> Educational visits take place in accordance with the COVID-19 current status document and EDU-RA-26 'Off site activities risk assessment 		All staff when arranging visits	When needed	✓

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
	Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.					
19. Lack of communication/information.	<p>Employees, pupils, visitors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.</p>	<ul style="list-style-type: none"> All staff have received information on how to use CO2 monitors within class. Staff have been briefed on Public Health England hand hygiene and general good hygiene practices. Information, school COVID-19 procedures and roles/responsibilities are clearly communicated with all staff so they are aware of what they need to do and how they need to do it. Parents/carers of pupils attending school are kept informed of changes to school procedures and expectations during COVID-19. Gateshead Council Public Health team are contacted on 0191 433 3050 or www.gateshead.gov.uk/covid19schoolschildcare for any public health queries/concerns relating to COVID-19. Setting's H&S officer (Gateshead Council H&S team) is contacted for H&S queries/unresolved H&S concerns All staff (including new/temporary staff) receive any appropriate training as necessary. Risk assessments and method statements for non-Council contractors working on site are checked before work commences to ensure adequate COVID-19 working arrangements are in place. 	<p>New information and updates are shared with staff/ parents. Risk assessment and current status document are put on school website.</p>	<p>AA/HB/KS</p> <p>Site manager</p>	<p>On going</p> <p>On going</p>	<p>✓</p> <p>✓</p>

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
		<ul style="list-style-type: none"> School/setting communicates and co-ordinates with other building users regarding COVID-19. On site contractors e.g., catering/cleaning staff and external providers have been made aware of the COVID-19 arrangements to follow on site. Staff are kept informed when there are COVID-positive cases in the school where the school are made aware of these. Head teacher keeps up to date with weekly information bulletin from EducationGateshead and actions advice accordingly. 		Head teacher HT	On going On going	✓ ✓
20. Vaccinations	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2)/ influenza virus, Transmission of COVID-19/influenza virus, illness death.</p>	<ul style="list-style-type: none"> In line with Public health advice, head teacher has encouraged: - - all staff, volunteers, parents/carers and where applicable pupils, to have a full course of an approved COVID-19 vaccination - everyone who is eligible to have a COVID-19 booster vaccination and/or flu vaccination to have these once available to them 		HT	On going	✓

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
21. Complacency/ Employees not understanding the importance of following or maintaining COVID - 19 controls/ forgetting/ choosing not to follow controls.	<p>Employees, CYPs, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death, raising anxiety levels of other staff/pupils.</p>	<ul style="list-style-type: none"> Staff have been reminded that they must continue to follow COVID-19 risk assessments and arrangements to protect themselves and others, including when they have had 1 or both doses of a COVID-19 vaccine. This includes continuing to undertake lateral flow testing if they are happy to opt into this Any concerns with colleagues being complacent/ failing to follow COVID-19 controls to be raised with the colleague and/or manager if necessary and appropriate action taken. Staff have been reminded not to be complacent in relation to other control measures when wearing face coverings. 		<p>Staff</p> <p>Staff</p>	<p>ongoing</p> <p>On going</p>	<p>✓</p> <p>✓</p>
22. First aid arrangements	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death.</p>	<ul style="list-style-type: none"> Where possible clinically vulnerable or clinically extremely vulnerable are not included in first aid duties. First aiders wash their hands before and immediately after administering first aid and undertaking medical procedures. All first aiders have been made aware of HSE guidance on CPR at https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm PPE is worn when administering first aid in accordance with the PPE table in Appendix 2 Any waste generated including PPE from first aid provision is double bagged and binned. 		All first aiders	On going	✓
23. Lack of monitoring/ management.	<p>Employees, pupils, visitors, contractors, family members.</p> <p>Exposure to coronavirus (SARS-CoV-2),</p>	<ul style="list-style-type: none"> Head teacher regularly monitors and reviews the effectiveness of all COVID-19 arrangements in place with SLT/CoG, and if required they are amended as necessary and brought to the attention of all staff. Protocol/procedures in place detailing school specific COVID-19 arrangements are reviewed as necessary and shared with all staff. 		HT/HB/BP	On going	✓

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
			provided with a separate keyboard and mouse.			
25.Long COVID	<p>Employees, pupils</p> <p>Wide range of symptoms including fatigue, shortness of breath etc. unable to carry out role, anxiety, stress</p>	<ul style="list-style-type: none"> Medical advice is followed for staff/volunteers/pupils diagnosed with long COVID An individual risk assessment completed where required for those with long COVID and reasonable adjustments are implemented to support them. A referral is made to Occupational Health if required and Occupational Health advice followed. 				
26. Anxiety/ stress/ depression/ other mental health conditions.	<p>Employees, pupils, family members.</p> <p>Anxiety/ stress/ depression/ other mental health conditions.</p>	<p>All</p> <ul style="list-style-type: none"> All staff are aware of the mental health guidance for employees at:- https://intranet.gateshead.gov.uk/article/15303/How-to-look-after-your-mental-health-during-the-coronavirus-pandemic. HS-61 Employee specific work-related stress risk assessment' is carried out with members of staff where appropriate. Head teacher/ manager refers employees to Occupational Health for counselling required. Referrals are available by contacting 0191 433 3273. <p>Head teacher</p> <ul style="list-style-type: none"> Link Inspectors check on head teachers at regular intervals. 	<p>Bill Purvis monitors head teacher's workload</p>	Bill Purvis	ongoing	✓






















What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
		<ul style="list-style-type: none"> Head teacher discusses COVID-19 concerns/ anxiety/stress with Chair of Governors/nominated member of governing body and Link Inspectors. Link inspectors/Chair of Governors/key members of SLT liaise as necessary to ensure support is in place for the head teacher where required. <p>Other staff</p> <ul style="list-style-type: none"> Staff are encouraged to discuss anxiety or COVID-19 concerns with a member of SLT, or through their H&S representative. Head teacher discusses concerns/anxieties/updates/changes with employees and explains the COVID-19 control measures in place. Any actions required are addressed and implemented as soon as possible. Head teacher checks staff at regular intervals and provides additional support if required wherever possible. Head teacher liaises with the relevant team if there are unresolved COVID-19 concerns. Staff are vigilant for uncharacteristic behaviour of pupils and colleagues and provide additional support for pupils where there are anxiety or other mental health concerns. SLT discuss and agree changes to staff roles with individual staff members at the earliest opportunity. Staff workloads are monitored by SLT and appropriate action taken as necessary. All staff are fully consulted on the school's COVID-19 risk assessment and planning arrangements Head teacher/member of SLT discusses any concerns/anxieties about pupils returning to schools with parents/carers. 	and health and wellbeing at regular intervals and takes appropriate action / provides additional support as necessary.		When needed	✓

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
27. Aerosol generating procedures (AGPs)	<p>Employees, pupils, family members</p> <p>Exposure to coronavirus (SARS-CoV-2), Transmission of COVID-19, illness death</p>	<ul style="list-style-type: none"> H&S team are contacted if AGP's are being carried out at the setting All AGPs which are being undertaken are identified and the procedure is documented and risk assessed. The medical contact for the procedure is consulted if there are concerns around aerosol generating procedures. Staff wash their hands before and after carrying out AGPs. Suitable areas are provided near to where the AGPs take place to put on and take off PPE. A mirror is provided and these posters displayed in that area: - <p><i>(If wearing gowns use these posters): -</i></p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/911333/PHE_COVID-19_Donning_Airborne_Precautions_gown_version_003_.pdf</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/911334/PHE_COVID-19_Doffing_PPE_Airborne_Precautions_gown_version.pdf</p> <p><i>(If wearing coveralls use these posters): -</i></p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/911303/PHE_Putting_on_or_doffing_coveralls_guidance_instruction_sheet_airbourne_precautions.pdf</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/911307/PHE_Removal_or_doffing_coveralls_guidance_instruction_sheet_airbourne_precautions.pdf</p> <p>Vulnerable employees</p> <ul style="list-style-type: none"> Vulnerable employees do not carry out aerosol generating procedures. 	<ul style="list-style-type: none"> If AGPs are being carried out at the setting contact your H&S officer to discuss. If it is not clear whether a procedure is classed as an aerosol generating procedure confirm with the nominated medical contact for the procedure. 	<p>SLT</p> <p>SLT</p> <p>Staff</p>	ongoing	✓

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is needed?	Action by whom	Action by when	Done
		<ul style="list-style-type: none"> When aerosol generating procedures are taking place, vulnerable staff leave the area for at least 20 minutes after the AGP has been carried out. If vulnerable staff have to be in an area where AGPs are being carried out they should wear an FFP3 face mask for the duration of the procedure and at least 20 minutes after. <p>Training</p> <ul style="list-style-type: none"> All staff who carry out AGPs are: - <ul style="list-style-type: none"> fully trained in the procedures aware of what PPE to wear when carrying out these procedures have received a face mask fit test from a competent person have completed the following training https://www.youtube.com/watch?v=kKz_vNGsNhC A record is kept of training and face fit testing <p>PPE</p> <ul style="list-style-type: none"> PPE is worn in accordance with the PPE table in Appendix 1: All staff carrying out AGPs have received a face mask fit test from a competent person and records are kept. All PPE used for aerosol generating procedures is disposed of as clinical waste. A stock of PPE is available for use at all times. PPE can be ordered through www.gateshead.gov.uk/PPE or your own supplier. If there are concerns about supply contact Corporate Procurement. 				

N.B. Risk Assessment is Continuous Process – Significant Changes to the Work Activity Require a Review of the Assessment

Appendix 1: COVID-19 – PPE for educational settings staff

Task	Single use disposable gloves	Single use disposable plastic apron	Fluid repellent (Type IIR) surgical mask)	Eye protection (goggles or visor)
* Supporting a person who is symptomatic/ confirmed to have COVID-19.				
* Cleaning an area/equipment that has been in contact with a symptomatic person where there are no visible body fluids.				
* Cleaning an area/equipment that has been in contact with a symptomatic person where there is visible body fluid.				
* First aid duties				 If there is a risk of splashes or droplets of blood/body fluids
* When providing intimate care – contact with body fluids				
* If required in a pupil's individual risk assessment	Wear PPE as detailed in the risk assessment			
* Working in unavoidable prolonged close contact with another adult (e.g. during positive handling if safe and possible to do so)				
* Carrying out aerosol generating procedures (AGPs) (complex medical procedures – contact your H&S officer if doing these).		 Long sleeved apron or coveralls for AGPs	 FFP3 face fitted mask (not IIR surgical mask for AGPs).	

Corporate H&S Team, HR & Workforce Development

Issue 1 December 2020

Infectious Diseases Risk Assessment – Emmaville Primary School

Appendix 2: Ventilation guidance

1. Identify areas that are stuffy or smell badly which indicates there is poor ventilation and address these as a matter of priority. **Areas without an adequate means of ventilation (openable window or mechanical ventilation) must be avoided at this time.**
2. If it's windy, cold or raining then it may not be practical to fully open the windows/vents. Open them as far as possible to provide constant background ventilation, without causing discomfort (the temperature must always be above the minimum workplace temperature of 16°C). **Any local chilling effect should be offset by partially opening the windows nearest to and above the radiators.**
3. **Open high-level windows** in rooms where possible (and safe to do so). Incoming air will be warmed as it flows down into the room which will reduce cold draughts.
4. **Opening trickle vents and propping open doors** that are not fire doors/holding open fire doors on an appropriate device can also assist with ventilation if required.
5. **Achieving fresh air by having several windows partially opened as required rather than one window fully open can help to maximise the use of window driven natural ventilation distribution across the room without causing discomfort.**
6. Windows should be **opened more fully at break times and lunchtimes** to purge the air in the space.
7. **At the end of each school day windows should be opened (as wide as is practical and safe, also considering security issues to ventilate the room fully.** If possible, they should also be opened at least 15 minutes before a room is occupied.
8. Ensure all windows are appropriately restricted where there is a risk of falls from height (pay particular attention to windows that are not usually opened).
9. In the acknowledgement that the school still needs to be well ventilated, school and staff **uniform expectations should be relaxed** as necessary to ensure they are able to wear additional/ warmer indoor clothing. Also consider the seating plan and moving children who feel the cold more to a different position in the classroom.
10. Heating should be used/increased as necessary to maintain a comfortable learning/working environment.
11. Fans can be used to improve circulation in a particular area of the room but **only** if there is good ventilation in the room.
12. If you have a centralised ventilation system that removes and circulates air to different rooms (rather than having units which operate independently in each room) it is recommended that you turn off recirculation and use a fresh air supply.
13. If you have separate units in each room which operate separately and only recirculate the air in the rooms they're in, these do not need to be adjusted as they operate on 100% recirculation within that room. You still need to have an outdoor air supply into these rooms though e.g. from having a window open or the area is likely to be poorly ventilated. (recirculation units can mask poor ventilation).
14. If you're not sure which type of system you have, contact the company who service the units for further advice.

15. Ensure that all mechanical ventilation systems are being serviced and maintained in accordance with the manufacturer's instructions.

Appendix 3: Basic Ventilation checklist

Appendix 3: Basic Ventilation checklist

Notes for the form

- **Ventilation remains a key control measure** in reducing the risk of COVID-19 transmission.
- Whilst the checklist below does not provide a definitive measure of the adequacy of ventilation in the room, these are items which need to be checked and as necessary as a matter of priority.
- Where issues are identified, they should be addressed as necessary **if safe to do (considering for example asbestos or work at height)** to achieve effective ventilation/ ensure safety as much as possible.
- If you have any queries about the checks below please contact Liam Williams liamwilliams@gateshead.gov.uk for points 1- 9 or for other queries contact your setting's H&S officer (Heather Taylor 433 2236, Lorraine Dixon 433 2237 or Dasha Kormilkina 433 2270).

Room name/no		Location:	
Inspected by:		Date:	

Indicator	Yes/ No/ NA	Comment/details	Action required	Completed by and date
1. Do any areas feel stuffy or smell badly?				
Mechanical ventilation (air conditioning units etc)				
2. Are air conditioning units in the room stand-alone units? *If yes is there also an opening window?				
3. Are air conditioning units in the room part of a centralised ventilation system? If yes has recirculation been turned off? *				
4. Has the air condition unit(s) been serviced by a competent person within the last 14 months?				
Natural ventilation – (windows, doors, trickle vents, air bricks etc)				
5. Are enough windows able to be safely opened (particularly windows at high level in the room) and do they stay open?				
6. Are any airbricks blocked?				
7. Do ventilation grids appear to be dirty or blocked?				
8. Are trickle vents opened?				
9. Are any of the above blocked by furniture, curtains or other items?				
10. Is the room door(s) able to be held open? Where any doors are fire doors are these held on devices that will close the door when the fire alarm sounds?				

11. Are windows suitably restricted where there is a risk of falls from height from the window?				
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* See Appendix 2 of the COVID-19 risk assessment for further guidance

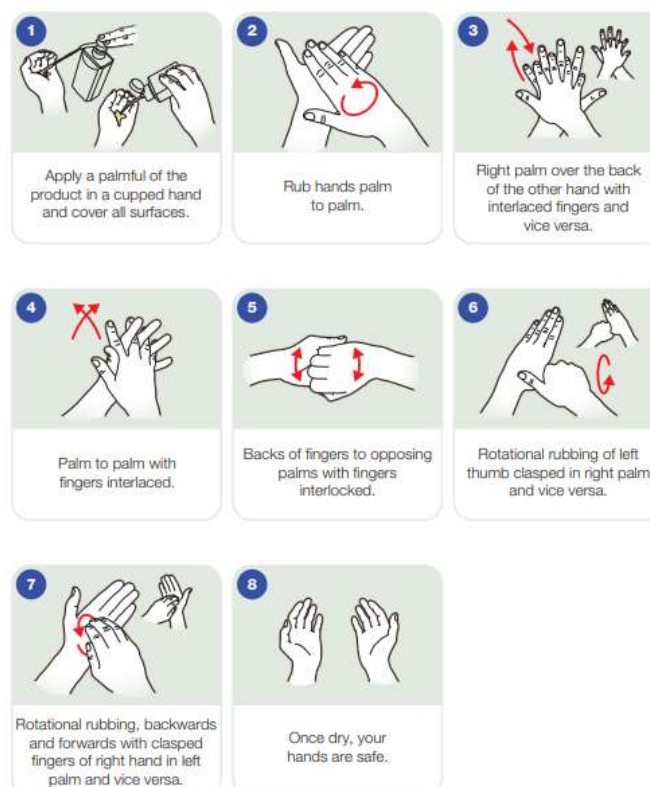
Infectious Diseases Risk Assessment – Emmaville Primary School

Appendix 4: Hand sanitiser and hand washing

- Hand washing is for at least 20 seconds and following good hand washing techniques (see attached poster)
- Alcohol based hand sanitiser is not to be used as a substitute for handwashing with soap and water where handwashing can be safely and effectively managed (steps should be taken to try and achieve this through staggered timings etc).
- Where hands are not visibly clean (e.g. after playing outdoors) hands are washed with soap and water.
- In other circumstances where hands are visibly clean and hand washing cannot be safely and effectively managed, hand sanitiser can be used as an alternative.
- Hand sanitiser must be at least 60% alcohol.
- Effective hand sanitising techniques must still be followed when using hand sanitiser (see attached poster).
- Hands should be thoroughly dried after hand washing, and alcohol-based hand sanitiser left to dry after use before carrying out any other activities.
- As a longer-term measure, consider the installation of additional handwashing facilities in classrooms or outside to enable handwashing to be safely and effectively achieved.



Best Practice: How to handrub step by step images



Appendix 5

The Covid-19 Status document

- This document **must** be used in conjunction with the school's COVID-19 risk assessment.
- It will be updated as and when necessary in line with **changes to national guidance** or **changes imposed at local level in response to high numbers of cases**.
- Where **specific advice from Gateshead Council Public Health team** over and above the below is given for an educational setting, their advice **must be followed**.
- In the event of an outbreak the setting's outbreak management plan and **any specific Public Health/HPT advice supersedes this document**.

1. Contact Tracing and Self-isolation:	<ul style="list-style-type: none"> Updated details in the Public Health Aide Memoire (September 2021) should be followed in relation to contact tracing and self-isolation. Positive cases confirmed by PCR test should continue to be reported to Gateshead Council Public Health team via the online reporting tool www.gateshead.gov.uk/covid19schoolschildcare Anyone who has COVID-19 symptoms, has tested positive for COVID-19 by lateral flow test or by PCR test, or is otherwise required to self-isolate must <u>not</u> attend school for the duration of revised documentation and government updates. Contact 0191 433 3050 for general COVID-19 queries for the Public Health team.
2. Pupil attendance	<ul style="list-style-type: none"> All pupils to attend except in exceptional circumstances on the advice of medical professionals or as point 1 above.
3. Working from home	<ul style="list-style-type: none"> Employees continue to work from home where possible, unless impracticable to do so due to job role/requirements.
4. Vulnerable employees/volunteers	<ul style="list-style-type: none"> Vulnerable employees/volunteers only attend the workplace with an individual risk assessment in place (CSG-RA-15) and with stringent control measures in place. Pregnant employees that are 28 weeks+ or those with underlying health conditions can continue with their normal work in line with medical condition if: <ul style="list-style-type: none"> – They can strictly undertake 2m social distancing at all times. – If they cannot undertake 2m social distancing at all times, then they can work from home or be redeployed. – If they cannot work from home or be redeployed, then they stay at home on special paid leave until maternity leave commences.
5. Mixing and bubbles	<ul style="list-style-type: none"> Bubbles are no longer required. Whole school gatherings are avoided at this time. Where staggered starts/finishes alleviate crowding of parents/carers due to lack of alternative entrance/exits, these should be maintained where possible.

<p>6. Visitors (see also Section 8 for face-to-face meetings/training)</p>	<ul style="list-style-type: none"> • Continue to control visitors to the site to essential visitors only (those with a justified reason for being on site e.g., for educational purposes, supporting pupils, maintenance etc.) and ensure the following: <ul style="list-style-type: none"> - Minimise time they spend on site to what is essential for the visit. - Infrequent visitors complete an HSB12 form. Admission is refused if necessary. - Visitor information is clearly displayed in appropriate areas. - Visitors are familiarised with and follow the setting's COVID-19 arrangements where they are able to do so. - Visits are arranged out of hours where possible/appropriate to do so. - Parents/carers/other visitors are not invited to attend indoor events such as assemblies and concerts at this time. - Face to face meetings with parents/carers only take place when it is essential to do so. - Shared lanyards and shared visitor badges are not used or are cleaned between use.
<p>7. Social distancing</p>	<ul style="list-style-type: none"> • Adults should maintain 2m social distancing from each other wherever possible and minimise close contact where this is not possible. • Adults should avoid unnecessary close contact with pupils. • Where screens have been introduced for COVID purposes these should continue to be used. • Communal areas (e.g. staff rooms, PPA rooms etc) are set up to enable adults to maintain 2m social distancing from each other and room maximum occupancies are displayed. • Classrooms/learning areas are set up to allow 2m social distancing from the teaching 'space' wherever possible. • Office spaces/other shared workspaces (except classrooms) <ul style="list-style-type: none"> - rota is in place for use if required to ensure 2m social distancing. - occupants work with the same person/people if the office is used on a rotational basis - occupants do not face each other wherever possible – they face away from each other, if this is not possible, they work side by side - where possible occupants have an allocated desk and equipment. Shared desks and equipment are cleaned between users where this is not possible.
<p>8. Meetings and training</p>	<ul style="list-style-type: none"> • Face to face meetings and training should be avoided unless virtual meetings/training are impracticable. • Where face to face meetings/training are held, they are set up to allow 2m social distancing.
<p>9. Ventilation</p> <p>(see guidance in Appendix 4 and checklist in Appendix 5 of the risk assessment)</p>	<ul style="list-style-type: none"> • All rooms in use must be ventilated in accordance with Appendix 4 of the risk assessment, • Rooms which are unventilated/are identified as being poorly ventilated following the checklist in Appendix 4 must not be used. • Appropriate advice is followed and action taken from the CO₂ monitor readings.

10. Hand and respiratory hygiene	<ul style="list-style-type: none"> • Frequent and thorough hand washing/ sanitising should continue in line with Section 4 of the risk assessment • Good respiratory hygiene practices should continue to be taught and followed in line with the risk assessment
11. Cleaning and use of shared equipment	<ul style="list-style-type: none"> • Regular cleaning of areas and equipment (e.g., twice per day), with a particular focus on frequently touched surfaces. • Provide frequently used equipment such as stationery to each pupil rather than using shared equipment. • Avoid sharing equipment that is worn around the head and face and clean/ quarantine between users where this is necessary. • Regular hand washing and good respiratory hygiene should be emphasised in line with Section 10.
12. Face coverings (full guidance in HSB 12)	<ul style="list-style-type: none"> • Adults should wear face coverings in indoor communal areas except classrooms (unless exempt) * see bottom of table • Adults and pupils over 11 should wear face coverings on dedicated transport, and on public transport (unless exempt). • Adults and pupils in Y7 or above should wear face coverings in school/setting vehicles e.g. minibus. • Staff/volunteers should wear a face covering when on pick up/ collection duty at the start and finish of the school day where they may be within 2m of parents/carers. • Adults and pupils should not be prevented from wearing a face covering in other areas if they wish to do so. • Continue to encourage parents/carers to wear face coverings on school grounds and encourage them to avoid unnecessary close contact with others not in their household.
13. Asymptomatic testing (Lateral Flow Tests)	<ul style="list-style-type: none"> • Twice weekly lateral flow testing in line with the below should be encouraged by SLT but cannot be enforced. • Staff, and volunteers should undertake twice weekly lateral flow tests. • Visitors should be encouraged to undertake a lateral flow test before visiting the premises. <p>Secondary schools/adult education only:</p> <ul style="list-style-type: none"> • Pupils/students should receive 2 on site lateral flow tests 3-5 days apart on their return back to school in September. • Pupils/students should continue taking lateral flow tests twice weekly at home after this • A small lateral flow testing site should be kept at the school for pupils/students who cannot test themselves at home.

<p>14. Extracurricular activities/wrap around care and sporting activities</p> <p>(see PE and sports risk assessment)</p>	<ul style="list-style-type: none"> • No current restrictions on attendance or group sizes • Changing rooms can be used • Competition can take place between settings indoors and outdoors with a risk assessment and suitable control measures in place. • No current restrictions on numbers taking part in sport and physical activity indoors (where there is adequate ventilation) and outdoors. • Contact combat sports and team activities can all take place
<p>15. Practical classes and activities</p>	<ul style="list-style-type: none"> • No current restriction on group sizes for singing and drama • Playing of wind and brass instruments is done in accordance with Gateshead School Music Service risk assessment. • Science and DT activities are carried out in accordance with CLEAPSS guidance at http://science.cleapss.org.uk/Resource/GL343-Guide-to-doing-practical-work-during-the-COVID-19-Pandemic-Science.pdf
<p>16. Transport</p> <p>(see COVID-19 risk assessment for control measures)</p>	<ul style="list-style-type: none"> • Public transport is avoided during school time wherever possible unless it is required for pupil education purposes. • Car sharing is avoided wherever possible. • Minibuses can be used for all visits (not essential travel only)
<p>17. Educational Visits</p> <p>(see EDU-RA- 26 – Off site activities risk assessment and COVID-19 Residential Activities checklist)</p>	<ul style="list-style-type: none"> • <u>Routine/Level 1 visits can take place</u> • <u>Level 2 visits:</u> - <ul style="list-style-type: none"> – Adventurous activities can take place – UK residential visits can take place – International (overseas) visits are currently not advised.
<p>18. Returning from abroad</p>	<ul style="list-style-type: none"> • Staff, volunteers and parents/carers have been asked to follow the travel guidance at https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england if returning from overseas travel.
<p>19. Vaccinations</p>	<ul style="list-style-type: none"> • Everyone who is eligible is encouraged to have a full course of an approved COVID-19 vaccination. • Everyone who is eligible for a COVID-19 booster vaccination and/or flu vaccination is encouraged to have these once available to them.

* If the head teacher/manager believes that the risks can be managed when moving around the premises by other control measures (such as staggered break times, no interaction in these areas, maintaining at least 2m social distancing at all times etc.), and does not believe wearing a face covering is practical for their circumstances, this must be clearly documented and justified. This must also be adequately monitored and if there is any indication that these control measures are not being met, face coverings must be worn when moving around the premise.

Appendix 6. Start and finish times 2021 - 2022 (starting from 27th September 2021).

Year 1 will be picked up in the front yard at 8.50am by their teachers and be dismissed at 3.10pm

Year 2 will be picked up in the front yard at 8.55am by their teachers and be dismissed at 3.15pm.

Year 3 will be picked up in the back yard at 8.50 am by their teachers. They will enter from the gate in the park. They will be dismissed into the park to parents (as is the present procedure) at 3.15pm.

Year 5 will be picked up in the back yard at 8.50 am by their teachers and be dismissed at 3.15pm. They will enter from the side gate.

Year 4 will be picked up in the back yard at 8.55 am by their teachers. They will enter from the gate in the park. They will be dismissed into the park to parents (as is the present procedure) at 3.20pm.

Year 6 will be picked up in the back yard at 8.55 am by their teachers and be dismissed at 3.20pm. They will enter from the side gate.

Nursery will be let in through the gate in the park at 9am.

There are 5-minute intervals between year groups to enable children to be safely picked up. Please arrive at school at your exact time.

No parents of KS2 children are to come in the playground. They can see their child safely into the school yard. The children should not bring any footballs or play equipment from home.

KS2 children with siblings in the front yard (that have the same finishing time) will be able to walk around the path that follows the school field to meet their parents in the front yard.

Year 5 and 6 pupils will be accompanied to the top of the path by one of the teachers from their year group to help the children leave school safely.

A member of Year 5 and 6 staff will be at the top path from 8.45am - 9am to watch the children safely down the path to the side gate.

Playtimes:

Year 1 front yard - Year 3 backyard 10 -10.15 am

Year 2 front yard - Year 4 back yard 10.15 - 10.30am

Year 5 front yard - Year 6 back yard - 10.30 - 10.45am