

Risk Assessment – COVID-19 (v3.4)		February 2022	Dukesgate Academy
Responsible Person	Jane Garner		
Other Persons Involved	Miss Melanie Slater – School Business Manager		
Guidance Material Considered	<ul style="list-style-type: none"> • DfE – Schools coronavirus (COVID-19) operational guidance (from Step 4) (24 February 2022) • DfE - Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak (24 February 2022) • DfE - Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak (24 February 2022) • DfE - Safe working in education, childcare and children’s social care (20 July 2021) • PHE - COVID-19: cleaning in non-healthcare settings outside the home (19 July 2021) • DfE Asymptomatic Testing Procedures and Guidance – available through the DfE portal (secondary) and DfE portal (primary) 		

Details	DFE Coronavirus Helpline 0800 046 8687
<p>A risk assessment covering school/setting operation from February 2022</p> <p>A revised system of control measures is in effect</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>The symptoms of COVID-19 are a new and continuous cough, or a high temperature, or a loss of or change in a person’s normal sense of taste or smell</p>	

Hazard	Who is at Risk	How Can the Hazards Cause Harm	Control Measures Currently in Place
Infection Control (people)	Staff, Pupils, Visitors	Staff contracting COVID-19	<ul style="list-style-type: none"> • All staff travelling to England must adhere to government travel advice in travel to England from another country during coronavirus (COVID-19). • Any staff member with symptoms of COVID-19 is advised to self-isolate and to follow guidance People with COVID-19 and their contacts • Anyone going home will be encouraged to not use public transport where this is applicable. <ul style="list-style-type: none"> ○ The staff member is advised to self-isolate in line with self-isolation guidance. ○ The school will review the case against the Group guidance on COVID-19 and ARMS. ○ Regardless of vaccination status, the isolation period can be reduced to 5 days, if LFD tests administered on days 5 and 6 return a negative result. If still showing positive, continue to complete LFD tests until 2 negative results are received on consecutive days and/or 10 days isolation has been completed • Previously CEV staff are no longer classified as such and should therefore follow current guidance. Guidance for people previously considered clinically extremely vulnerable from Covid-19 or COVID-19: guidance for people whose immune system means they are at higher risk • Staff are not expected to continue taking part in regular asymptomatic testing and should follow asymptomatic testing advice for the general population.
		Pupils contracting COVID-19	<ul style="list-style-type: none"> • Any pupil with symptoms of COVID-19 is advised to self-isolate and should follow guidance on People with COVID-19 and their contacts • A positive result means that the pupil is advised to self-isolate. The isolation period can be reduced to 5 days, if LFD tests administered on days 5 and 6 return a negative result. • Anyone having to go home will be encouraged to not use public transport where this is applicable • Previously CEV pupils are no longer classified as such and should therefore follow current guidance Guidance for people previously considered clinically extremely vulnerable from Covid-19 or COVID-19: guidance for people whose immune system means they are at higher risk • All children travelling to England must adhere to government travel advice in travel to England from another country during coronavirus (COVID-19).
Suspected / confirmed case in school	Staff/ pupils	Potential contamination of surfaces and for person to person spread	<ul style="list-style-type: none"> • Pupil/staff member sent home and instructed to arrange a COVID-19 PCR test. The pupil/staff member does not need to take a PCR test if they have already taken an LFD test and the result was positive. • Pupils with symptoms are isolated in a dedicated area with an open window if possible. Any areas used will be cleaned once they have left. • Cleaning and disinfection of the area is carried out in accordance with DfE guidance COVID-19: cleaning of non-healthcare settings

			<ul style="list-style-type: none"> Any pupil with symptoms is escorted to the allocated area and not sent alone. Headteacher immediately informed of child being unwell with suspect Covid-19. Parents/Carers contacted and asked to collect immediately (3 emergency contact numbers held by school for most pupils). In the event of an outbreak, school will implement the Outbreak Management Plan and follow any additional guidance as directed by Salford Public Health Team. Updated guidance received from Salford LA detailing local arrangements. Copy given to JG, YD, MS and VH.
Infection Control (practices)	Staff, Pupils, Visitors	Operational practices in place to minimise the risk of the spread of infection	<p><u>Good Hand and Respiratory Hygiene</u></p> <ul style="list-style-type: none"> Hands are cleaned regularly by all pupils, staff members and visitors and soap and running water or hand sanitiser is readily available for this purpose. 'Catch-it, bin-it, kill-it', promoted throughout school. The school provides tissues and sufficient bins to support disposal of waste. Teachers revisit infection control practises with children at the start of term and at least weekly. Individual children with skin conditions are identified and use prescribed handwashing lotions brought in from home Frequent reminders throughout the day to promote good hand and respiratory hygiene. Regular robust handwashing to be carried out. Signage advocating more frequent handwashing is displayed in various locations around the premises.
			<p><u>Cleaning</u></p> <ul style="list-style-type: none"> A cleaning schedule is in place with an emphasis on frequently touched surfaces Cleaning following confirmed/suspected case carried out in accordance with PHE guidance COVID-19: cleaning of non-healthcare settings Where cleaning is contracted out the school maintains a record of what enhanced processes have been implemented. All staff provide an element of day to day cleaning, wiping of surfaces and resources during the day. This is in addition to the thorough cleaning provided by contracted cleaners. Staff are trained in the use of appropriate PPE for such tasks and the use of COSHH approved substances and the safe disposal of waste. Frequent reminders to staff that all surfaces to be clear at the end of each day to ensure robust cleaning can take place.

			<p><u>Outbreak Management Plans</u></p> <ul style="list-style-type: none"> Mechanisms are in place for the rapid deployment of enhanced control measures, e.g. face coverings, bubbles, should the school be advised to do so by a relevant body (central government, Local Director of Public Health, UKHSA)
		Changes to or introduction of physical control measure to minimise the risk of the spread of infection	<ul style="list-style-type: none"> The whole school is kept well ventilated insofar as the ventilation systems allow and whilst maintaining a suitable teaching and working environment. Mechanical ventilation systems are set to ‘fresh air’ mode where possible. Single room ventilation systems continue to operate as normal Windows are opened where possible, where temperature allows it, and where doing so does not create undue risks. Where no mechanical ventilation is provided, windows are fully opened at least at every break time to vent the room Non-fire doors are propped open to support ventilation and to remove need for hand contact Occupied spaces are kept well ventilated insofar as ventilation systems allow and whilst maintaining a suitable teaching and working environment (Staff & pupils may wear a fleece if windows are open). Windows and doors open where possible and weather permitting. Fire Doors should NOT be blocked or propped open. HVAC system unable to be switched to fresh air mode however rooms which have been identified with poorer ventilation will now utilise the air conditioning unit and will open nearby doors and windows to create a fresh air supply. CO2 monitors have been received and are in place to help identify poorly ventilated areas/rooms – may require use of air cleaning units. All surfaces are clear at the end of each day to ensure robust cleaning can take place. Site Manager to conduct daily quality assurance checks of cleaning standards by the cleaning contractor and to rectify any areas immediately, before school opens for the day. In Site Manager’s absence, SBM and HT will conduct quality assurance checks.
Infection Control (premises)	Staff, Pupils, Visitors		
Anxiety, stress and worry	Staff, pupils (parents indirectly)	Those coming to work or school may be anxious, worried or stressed	<ul style="list-style-type: none"> The workforce and any Union reps have been consulted in the development of this risk assessment and associated control measures This risk assessment and its findings have been shared with staff and published on the school website. Staff have access to Group’s occupational health and counselling service Staff encouraged to proactively address and maintain their own and pupils’ Health & Wellbeing, through implementing group wide and whole school systems and/or approaches.

			<ul style="list-style-type: none"> • Headteacher and SBM briefings and shared updates with all staff. • Timetable has explicit well-being lessons daily, including Emotional Literacy, PHSE, Online Safety and the Daily Mile.
Failure to follow local rules	Staff, Pupil, Visitors	Persons fail to follow local rules due to lack of awareness or persons who violate local rules	<ul style="list-style-type: none"> • All staff reminded of their duty to follow these control measures and to support staff or pupils who may fail to follow these in a constructive manner • Transgressions will be escalated through existing behaviour/disciplinary arrangements • Behaviour Policy updated to reflect any new procedures and uploaded to the website
The school lapses in following national/ group guidelines and advice	Staff, Pupil, Visitors	Lack of awareness leads to failure to follow required controls	<ul style="list-style-type: none"> • Important updates/changes included in CEO's Heads Bulletins. • Regular key guidance updates issued by Group H&S Manager. • Headteacher to ensure that all relevant guidance is followed and communicated to staff. • Senior Leaders keep themselves up-to-date with advice issued by, but not limited to, DfE, NHS, Department of Health and Social Care and PHE, and review this risk assessment accordingly. • The LGB is kept informed of changes in guidance and school approach. • Risk Assessment available on school website for visitors and parents to view.

Details of any additional control measures for consideration	Target for completion	Date of completion	Completed By
United Kingdom Health Security Agency (UKHSA) replaces any references to PHE			

Assessment completed by:	J Garner & M Slater	Date:	28/02/2022	Date of next review:	Wk comm 28/03/2022
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