

## Coronavirus control January 2022

Date: **28 February 2022** (V1.2)

Ref	Potential Risk	School to calculate			Detail of Risk	ODST suggested steps to mitigate risk	What you could do / What you are doing	School to recalculate			School to add details		
		X Severity of impact	Y Likelihood of occurrence	Impact score				Residual Risk X (Impact)	Residual Risk Y (Likelihood)	Impact score	Risk owner	PROGRESS UPDATE - [DATE]	Direction of travel: Has the level of risk increased or decreased since v.1?
		1 (least serious) to 5 (most serious)	1 (remote) to 5 (almost certain)	(x times y)				1 (least serious) to 5 (most serious)	1 (remote) to 5 (almost certain)	(x times y)			
<b>A - Hygiene</b>													
<b>(Risk Owner: School)</b>													
A.01	Lack of effective infection protection and control when children arrive or depart the school setting	5	5	25	Significant risk of virus transmission with full numbers of pupils and parents arriving and leaving the site at the beginning and end of the school day.	<ul style="list-style-type: none"> <li>School to fully consider the best way to maintain accessing/egressing the school site- this could include any physical features around the school perimeter which can be utilised to support the viability of staggered drop off/pick up times, additional controls at the front of the school such as signage and/or distance and directional markings.</li> <li>Anyone showing symptoms should not attend the school at all.</li> <li>Encourage parents to communicate with the school electronically or by phone if there are day to day issues.</li> <li>School to organise hygiene arrangements for all persons coming to the premises to use before entering.</li> <li>Schools to consider all aspects of hand and respiratory hygiene for children, staff and visitors ie teaching around sanitising and 'catch it, bin it, kill'.</li> </ul>	Parents allowed to come onto the playground at drop off and collection, maintaining appropriate distances. They are encouraged to come at the opening times and drop and leave, not lingering in playground any longer than necessary. Parents are still encouraged not to come into the buildings unless invited. If invited, they are to come to the front office by appointment, sign in and sanitize and then proceed through the building.	3	2	6	HT		

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<b>B - Infection Protection</b>													
					<b>(Risk Owner: School)</b>								
B.01	Lack of effective infection protection and control within the classroom and educational spaces will significantly increase the potential for virus transmission	5	5	25	Significant risk of virus transmission where community infections remain high and the likelihood of infection spread whilst staff and pupils occupy the site	<ul style="list-style-type: none"> <li>As per Govt guidance - effective ventilation to be applied to workplaces</li> <li>Consideration given to ambient temperatures whilst ventilation is in place, regular checks that temperatures do not fall below 16 degrees C and that all staff and pupils are aware to raise concerns and bring additional layers of clothing if necessary.</li> <li>Use gov't provided Air Quality CO Monitors in regularly used spaces, including classrooms, as appropriate to identify any areas of poorer air-flow.</li> <li>Follow and promote public health guidance on testing, self-isolation and managing confirmed cases of Covid infection managing confirmed cases of COVID-19.</li> </ul>	<p>School continues to follow Govt guidance to effective ventilation. Parents have been advised to equip children with additional layers of clothing as necessary. Govt provided Air Quality CO monitors have been placed in classrooms; these are being monitored to identify any areas of poorer air flow. School monitors closely daily bulletins from the D of E and PHE to ensure that guidance on testing, self-isolation and managing cases is up-to-date at all times.</p>	4	1	4	HT / SBM		

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<b>C - Virus control- Cleaning (premises)</b>					<b>(Risk Owner: School)</b>								
C.01	School is unable to maintain correct enhanced cleaning standards	5	5	25	Increased demands on school cleaning standards and frequency	<ul style="list-style-type: none"> <li>School to regularly monitor and review the adequacy of personal hygiene arrangements in relation to pupil numbers and staffing levels each day.</li> <li>School to consider the use of hand PPE for staff if cleaning product supply could become compromised.</li> </ul>	New cleaning company engaged in September 2021. School monitors their work constantly and raises any concerns with Supervisors immediately who have a rapid response rate. Other sources of cleaning supply products are known and identified.	2	2	4	SBM		

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<b>D - Virus control- Staffing</b>													
D.01	Schools are unable to sustain opening due to staffing matters	5	5	25	Availability of staff is compromised by self-isolation requirements, illness, domestic responsibilities and mental health impacts	<p>• School to ensure staff understand absence reporting procedures, and that these are robust enough to allow leaders to make timely decisions about staffing changes . An early identification of shortfalls needs to be carried out and ODST informed.</p> <p>• Strong communications to encourage pupils (or parents of primary/nursery/preschool children) and staff to undertake twice weekly LFD testing and reinforce advice on symptoms and case isolation. Schools to start to consider contingency plans for classes / year groups should staff become unwell</p>	Weekly staff meetings held to identify any potential concerns, with Headteacher constantly available throughout the week if situations change. Staff are subject to a robust schedule with contingency plans in place at all levels, and clear chains of communication in place which all staff understand, should any staff become unwell or need to be out of school. Staff are regularly reminded	4	1	4	HT		

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<b>E - Virus control- Premises matters</b>													
<b>(Risk Owner: School)</b>													
E.01	Greater areas of the school are to be used without necessary servicing and maintenance in place	5	5	25	Safe place of work systems are not maintained and staff and pupils are put at greater risk with particular attention to any temporary structures and any additional buildings being used away from the school site.	<ul style="list-style-type: none"> <li>•Review all fire arrangements to ensure they are appropriate</li> <li>•Maintain testing of fire systems and equipment</li> <li>•Ensure fire doors are serviceable</li> <li>•Drain down and refresh the entire water system-</li> <li>•Weekly flush of infrequently used outlets</li> <li>•Clean and descale shower heads</li> <li>•Monitor water temperatures</li> <li>•Gas appliance checks are resumed</li> <li>•Gas appliances are within annual inspection- rear</li> <li>•Reactivation of ventilation systems to ensure satisfactory function</li> <li>•Ensure access and control systems are fully functioning normally</li> <li>•Ensure internal and external lighting is functioning properly</li> <li>•CCTV- where fitted- is functioning properly</li> <li>•Drainage systems are functioning properly</li> <li>•Any lifting or pressure equipment is tested satisfactorily and within annual inspection cycle- rearrange if not</li> <li>•Particular attention to pest or insect infestation and, if present, suitably controlled</li> <li>•Risk assessments are in place for any unconventional or new situations present at the site</li> <li>•Staff training in all relevant areas is confirmed to be valid and addressed if not</li> </ul>			4	1	4	SBM	
<b>F - Curriculum matters</b>													
<b>(Risk Owner: School)</b>													
F.01	Schools are unable to provide suitable teaching provision for attending pupils and non-attending pupils  School is required to support home learning for those children having to isolate or quarantine.	5	5	25	Children are not learning within the school or as part of home learning. Lack of assessment opportunities means teachers are not aware of gaps in childrens knowledge and starting points for learning. Risk that online learning is either unavailable or ineffective for pupils and parents to access. Opportunities for consolidation of learning have been missed. Current curriculum planning does not take into account children's gaps and need to re-visiting of knowledge and skills. Progression and continuity has been lost within classrooms and within, across and beyond year groups.  Managing staff teaching in school and providing resources for home learning provides an additional strain and is hard to manage.	<ul style="list-style-type: none"> <li>•Check access and effectiveness of home learning in place.</li> <li>•Decide and plan on minimum amount and quality of activities and home learning – establish expectations for teachers to plan, deliver and feedback around learning.</li> <li>•Check and consider training opportunities and CPD need for teachers and support staff.</li> <li>•Consider at what point your curriculum might be able to resume once all other steps have been taken and learning shows this is possible.</li> </ul>	Staff upload work for children who are self isolating or in quarantine. Currently, the remote offer includes daily work in Maths and English and one other subject. Teaching staff also email parents on a daily basis to let them know the nature of the work set for that day. At the moment the school is not offering live online lessons as the current Covid status does not warrant us taking this approach. However if there are multiple cases across the school, we will transfer to remote online live lessons if necessary. Weekly staff meetings and clear communication and direction from the Headteacher and SLT ensure that staff know what is expected and needed. Monitoring of the effectiveness of our provision is constant. A new curriculum has been adopted, and staff are constantly being given training and support with this.	3	2	6	HT		

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<b>G - Virus control- Equality, legal and reputational matters (Risk Owner: School)</b>													
G.01	Equality, legal and reputational issues are impacted by return to school arrangements - <b>PRIOR to opening</b>	5	5	25	Perception of discrimination around the kind of pupils being readmitted and the equality issues related to staggering attendance of pupils particularly if sections of the community are over or under represented. Parental attitudes to school become soured and grievances voiced	<ul style="list-style-type: none"> <li>School to carefully consider the implications of their new arrangements and how they will impact upon the various sections of their community.</li> <li>Strong communication with parent group and wider sections of the community, if necessary, clearly outlining the school's strategy towards pupils attending and those remaining at home.</li> <li>Identify any actions or strategies which will minimise the risk of discrimination Reviewed/updated Child Protection Policy in place</li> </ul> Where appropriate, work with other agencies, such as social care, has been undertaken to support vulnerable CYP and families to complete risk assessments and planning. Where physical contact is required in the context of managing behaviour, ensure appropriate hygiene measures are in place to mitigate any risk of transmission.	Communication methods with parents are robust and communication is clear at all times through all our various channels, to ensure that all children are treated equally, appropriately and fairly.	4	1	4	HT		

Key to Changes in Risk Level

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**Risk Ranking**

- 1 to 6 **Manageable Risk:** Overall rating is 6 or less. Content to carry these risks. Monitor and track any change.
- 7 to 14 **Material Risk:** Overall rating is 7-14. Concerned about these risks. Need to be managed as a priority.
- 15 to 25 **Significant Risk:** Overall rating is 15 or above. Most concerned about these risks which are significant and should be referred to LGB for regular review.

Up
Same
Down

Document Created:	date	V1.1
	January 2022	
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