

The Cardinal Wiseman Catholic School – Cov-19 Risk Assessment September 2020

The government has announced that all children should be back in school in September. The prevalence of coronavirus (COVID-19) has decreased, the NHS Test and Trace system is up and running, and it is clearer what measures need to be in place to create safer environments within schools.

Returning to school is vital for children's education and for their wellbeing. Time out of school is detrimental for children's cognitive and academic development, particularly for disadvantaged children. This impact can affect both current levels of learning and children's future ability to learn, and therefore it is necessary to ensure all pupils can return to school sooner rather than later.

Most people who become infected with COVID-19 will experience mild symptoms, such as fever and cough and are unlikely to become severely unwell. The risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school. School is also a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children and families. Lower academic achievement also translates into long-term economic costs due to having a less well-qualified workforce. This affects the standard of living that today's pupils will have over the course of their entire life.

In relation to working in schools, whilst it is not possible to ensure a totally risk-free environment, the Office of National Statistics analysis on [coronavirus \(COVID-19\) related deaths linked to occupations](#) suggest that staff in educational settings tend not to be at any greater risk from the disease than many other occupations. There is no evidence that children transmit the disease any more than adults.

Given the improved position, the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from coronavirus (COVID-19).

While coronavirus (COVID-19) remains in the community, this means making judgments at a school level about how to balance and minimise any risks from coronavirus (COVID-19) with providing a full educational experience for children and young people. Schools will also need to plan for the possibility of school closure as a last resort and how they will ensure continuity of education should the situation change.


The following actions for staff and pupils contribute to reducing the likelihood of COVID-19 transmission:

- Ensuring that if staff, pupils (or anyone in their household) develop symptoms of COVID-19, they stay at home, get [tested](#) and follow guidance on [household isolation](#), and ensuring that if staff or pupils are identified as a close contact of someone who has tested positive for COVID-19 by NHS Test and Trace, they stay at home and follow guidance for [people of contacts with confirmed coronavirus](#).
- [Washing hands](#) frequently for at least 20 seconds, using soap and water, or hand sanitiser where soap and water are not immediately available;
- Coughing or sneezing into tissues before binning them;
- Avoiding touching the eyes, nose or face;
- [Cleaning](#) and disinfecting regularly touched objects and surfaces using regular cleaning products;
- Minimising contact between individuals and maintaining social distancing wherever possible;
- Following government advice and guidance [on actions for the full opening of schools](#)

If the above advice is followed carefully, any risk of transmission will be greatly reduced.

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Further government guidance can be found at: <https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19> and on coronavirus information on [Ealing Grid for Learning](#)

School: The Cardinal Wiseman Catholic School		School address: Greenford Road, Greenford, UB6 9AW		Review Date: : To be Monitored and Updated Daily by Head Teacher				
Assessment Date:		What/who is being assessed? Biological hazard- Covid-19 within educational settings (This is a generic risk assessment for schools with signposts to the relevant Government guidance. Schools will need to include any specific controls they have in place to this document).						
Name of Assessor:					Responsible Person for Actions:			
Task / Activity Area	Hazard	Who might be harmed and how?	What are your existing controls? <i>SLT's to write what is being done now and then refer to Recommended controls:</i> • Possible controls for consideration to be adapted or deleted as necessary	Recommended Control Measures <i>SLT's to move Recommended Controls into Existing Controls once they have been implemented:</i>	Action by who/when?	Likelihood of occurrence after recommended controls added (L) 1-Very Unlikely 2-Unlikely 3- Possible 4- Likely 5- Very Likely Likelihood = Probability of occurrence based on specific activity being assessed	Impact (I) 1-Negligible 2- Minor 3- Moderate 4- Major 5- Extreme Impact = Estimate of harm based on specific activity being assessed	Overall Risk (L X I) + I <10 = Low 10-19 = Medium 20-30 = High

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Task / Activity Area	Hazard	Who might be harmed and how?	What are your existing controls?	Recommended Control Measures	Action by who/when	Risk post controls	Impact (I)	Overall Risk (L X I) + I
Entering the school	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> • <i>Stagger drop-off and collection times</i> • <i>Parents not to enter school grounds</i> • <i>Entry into school should be direct into classrooms where possible</i> • <i>Pupil to be accompanied by only one parent</i> • <i>Visitors by appointment only</i> • <i>Government guidance to be followed. (see updated guidance opposite)</i> 	<ul style="list-style-type: none"> • Parents are aware to stay at home when a child or household member develops coronavirus symptoms and access testing. Schools communicates this regularly to parents and considers and posters put up around school to be aware of this. • On entry to school, staff and pupils to wash their hands with soap and water for at least 20 seconds and hands dried or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. Skin friendly cleaning wipes can be used as an alternative. <i>Year 11,12, and 13 students will be temperature checked each morning before entry.</i> • Each Year Group will arrive at a staggered time, through separate entrances. • Visitors to be kept to a minimum and should be managed so that social distancing and protective measures are explained on or before arrival. A record should be kept of all visitors. <p>Face coverings (masks) must be worn where it is difficult to maintain social distancing. Therefore, when in corridors, stairways, the cafeteria and travelling between lessons, face coverings must be worn. When not being worn the covering should be placed in a sealed bag. All face coverings must be plain coloured. Masks worn in school must be separate to the one that</p>	HT/SLT 01/09/20 Monitor daily	2	3	(2X3) +3 = 9 (Low)

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			<p><i>was worn travelling to school. Upon arrival to school, the travel mask should be placed into a sealable plastic bag or disposed into a covered bin. All single use masks should be disposed of in this way after use.</i></p> <p>The DfE published guidance is intended to simply confirm that PHE do not recommend the use of face covering in schools in general. However, DfE colleagues clarified that where following appropriate risk assessment(s) and supportive discussions with staff, it may be appropriate in individual circumstances or situations to allow/enable staff to use face covering. To be 100% clear - face coverings are not recommended but are not banned in any circumstances within schools and may be appropriate following risk assessment(s) and or careful consideration.</p> <ul style="list-style-type: none"> • Guidance for school offices can be found here <p>Before re-entering school, some staff may feel anxious. He/she should speak to his/her line manager/SLT. Additionally, the school will pay for independent support if required for therapy / counselling through Jacinta Bourke 01748 901263.</p> <p>The school would also acknowledge the over representation of BAME communities in infection rates. This group's health will be closely monitored and additional control measures may be introduced in the event of developing scientific evidence.</p>				
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Reducing exposure and transmission of Coronavirus	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> • <i>Avoiding contact with anyone with symptoms</i> • <i>Staggering start and finish times</i> • <i>Minimising contact and mixing of groups</i> • <i>Pupils and staff are in the same small groups each day, and different groups are not mixed during the day, or on subsequent days (staff members do not need to self-isolate as a precaution if they need to change 'bubbles')</i> 	<p>Government guidance to be followed.</p> <p>The early years foundation stage (EYFS) statutory framework still applies.</p> <p>Prevention:</p> <p>1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school</p> <ul style="list-style-type: none"> • Refer to dealing with suspected and confirmed cases below • Parents will be made fully aware of the symptoms through which their children should not attend school <p>2) Clean hands thoroughly more often than usual</p> <ul style="list-style-type: none"> • Hand washing when arriving at school, when returning from breaks, when changing rooms, before and after eating. Pupils with complex needs should be helped to clean their hands properly. Skin friendly cleaning wipes can be used as an alternative, using additional handwashing facilities installed prior to September • Embed this as part of the new school culture through staff briefings, student virtual assemblies, tutors and staff. 	HT/SLT 0109/20 Monitor daily	HT/SLT/All staff 01/09/20 Monitor daily	3	3	(2X3) +3 = 9 (Low)

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			<ul style="list-style-type: none"> • <u>Government guidance to be followed.</u> 	<p>3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach</p> <ul style="list-style-type: none"> • Ensure that sufficient number of tissues and bins are available • Ensure that those with complex needs are helped to get this right <p>4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach</p> <ul style="list-style-type: none"> • Put in place a cleaning schedule that includes: <ul style="list-style-type: none"> ○ More frequent cleaning of rooms/shared areas that are used by different groups ○ Frequently touched surfaces being cleaned more than normal ○ Different groups do not need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet <p>5) Minimise contact between individuals where possible</p> <ul style="list-style-type: none"> • Children and staff will no longer need to be arranged in small, consistent groups as of the 20th July 2020. • Where students can be organised into fixed groups e.g. banded, they will be, as will be the case with younger students. From Year 9 students will have to mix more to enable them to access the full range of subjects. Soft staggered end of lesson times and instillation of a one-way system around the school will 	<p>HT/Site Team</p> <p>01/09/20</p> <p>Monitor daily</p> <p>HT/SLT/All staff</p> <p>01/09/20</p> <p>Monitor daily</p>			
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				<p>mitigate the risk of transmission. Students will remain in Year Group zoned areas during break and lunchtime.</p> <ul style="list-style-type: none"> Where professionals such as social workers, speech and language therapists or counselors are required, virtual appointments will be considered in the first instance. If they do need to attend in person, they need to closely follow the protective measures of the setting. The number of attendees should be kept to a minimum and social distancing should be maintained where possible. <p>Response to any infection</p> <p>6) Engage with the NHS Test and Trace process:</p> <ul style="list-style-type: none"> Refer to the specific guidance available on EGfL Keep attendance records (staff, pupils and visitors) <p>7) Management of confirmed cases of coronavirus (COVID-19) amongst the school community- Will use the flow chart produced by Ealing Public Health</p> <p>8) Contain any outbreak by following local health protection team advice</p> <p>Numbers 6 to 8 must be followed in every case where they are relevant</p>				
Reducing exposure and	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19.	<ul style="list-style-type: none"> <i>Avoiding contact with</i> 	<p>Government guidance to be followed by schools.</p> <p>Prevention:</p>	HT/SLT/ Medical Officer 01/09/20	2	3	(2X3) +3 = 9

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<p>transmission of Coronavirus</p> <p>(KS1, KS2, KS3, KS4 and KS5 including Special Schools and AP's)</p>		<p>If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death</p>	<p><i>anyone with symptoms</i></p> <ul style="list-style-type: none"> • <i>Staggering start and finish times</i> • <i>Minimising contact and mixing of groups</i> • <i>Pupils and staff are in the same small groups each day, and different groups are not mixed during the day, or on subsequent days (staff members do not need to self-isolate as a precaution if they need to change 'bubbles')</i> • <i>Government guidance to be followed.</i> 	<p>1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school</p> <ul style="list-style-type: none"> • Refer to dealing with suspected and confirmed cases below <p>2) Clean hands thoroughly more often than usual</p> <ul style="list-style-type: none"> • Hand washing when arriving at school, when returning from breaks, when changing rooms, before and after eating <p>3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach</p> <ul style="list-style-type: none"> • Ensure that sufficient number of tissues and bins are available • Ensure that those with complex needs are helped to get this right • Embed this as part of the new school culture • Some pupils with complex needs will struggle to maintain as good respiratory hygiene as their peers, for example those who spit uncontrollably or those who use saliva as a sensory stimulant. This should be considered in pupil risk assessments. <p>4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach</p> <ul style="list-style-type: none"> • Put in place a cleaning schedule that includes: <ul style="list-style-type: none"> ○ More frequent cleaning of rooms/shared areas that are used by different groups 				<p>(Low)</p>
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				<ul style="list-style-type: none"> ○ Frequently touched surfaces being cleaned more than normal ○ Different groups do not need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet ○ Individual and frequently used equipment such as pens and pencils should not be shared. Classroom based resources such as books can be shared but these should be cleaned regularly. Subject areas will be given additional funding to allow them to provide bespoke text books for each student. ○ Pupils to limit the amount of equipment they bring in each day to essentials such as; lunch boxes, hats, coats, books, stationery and mobile phones – and not share them. Bags are allowed. ○ Books and other shared resources can be taken home, although unnecessary sharing should be avoided. Similar rules on hand cleaning, cleaning of the resources and rotation apply to these resources. ○ Resources that are shared between classes and ‘bubbles’ such as sports, arts and science equipment should be cleaned frequently and meticulously, and always ‘between bubbles’, or rotated to allow them to be left unused for a period of 48 hours (72 hours for plastics) between use by different bubbles. 					
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				<ul style="list-style-type: none"> ○ An assessment of the cleanability of equipment used in the delivery of therapies (for example, physiotherapy equipment and sensory equipment), to determine whether this equipment can withstand cleaning and disinfection between each use (and how easy or practical it would be to do so) before it is put back into general use. Where cleaning or disinfection is not possible or practical, resources will have to be restricted to one user, or be left unused for a period of 48 hours (72 hours for plastics) between use by different individuals. <p>5) Minimise contact between individuals and maintain social distancing wherever possible (this must be properly considered and measures put in place by schools that suit their particular circumstances)</p> <ul style="list-style-type: none"> ● Use of staff rooms should be minimised, although staff must still have breaks during the day – staff should maintain social distancing in Team Staffrooms. ● Maintaining consistent groups, where possible is important. <ul style="list-style-type: none"> ○ ‘Bubbles’ (year groups) should be kept apart from other groups where possible and older children should be encouraged to keep their distance within groups. ○ Limit interaction, sharing of rooms and social spaces between groups as much as possible 				
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				<ul style="list-style-type: none"> ○ All teachers and other staff can operate across different classes year groups, and schools whilst maintaining social distancing (ideally 2m) as much as they can where possible. In particular, staff should avoid close face to face contact and minimise time spent within 1 meter of anyone. ○ 2 meter zones will be installed between teacher's desk/whiteboards and 1 meter plus zones at classroom doors. ○ Small adaptations to classrooms to be made to support social distancing where possible. This includes seating pupils side by side and facing forwards. ○ For children old enough, they should be supported and encouraged to maintain distance and not to touch staff or their peers where possible ○ Large gatherings such as assemblies or collective worship will not take place during the autumn term. ○ Staggered end of lesson times will mitigate against the low risk associated with 'busy areas' such as corridors and stairs. ○ Staggering break and lunch times will provide further mitigation. ○ Where pupils are singing, chanting, playing wind/brass instruments or are shouting in music lessons, schools should consider how to reduce the risk, including physical distancing, playing outside where possible, limiting group sizes to no more than 15, positioning pupils back-to-back 				
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				<p>or side-to-side, avoiding sharing of instruments, and ensuring good ventilation. Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies</p> <ul style="list-style-type: none"> ○ Some pupils with SEND will need specific help and preparation for the changes to the old routine. This will involve planning and the use of social stories in some cases, for example. ○ Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual ○ Where a pupil routinely attends more than one setting on a part time basis, for example they are registered at a mainstream school and an alternative provision for example, schools should work through the systems of controls collaboratively ○ Visitors should be limited and managed so that social distancing and personal hygiene expectations are explained on or before arrival. A record should be kept of all visitors. <p>6) See use of PPE in the section below</p> <p>Numbers 1 to 4 must be in place in all schools, all the time</p> <p>Response to any infection</p> <p>7) Engage with the NHS Test and Trace process:</p>				
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				<ul style="list-style-type: none"> Refer to the specific guidance available on EGfL Keep attendance records (staff, pupils and visitors) <p>8) Manage confirmed cases of coronavirus (COVID-19) amongst the school community by using the flow chart produced by Ealing Public Health</p> <p>9) Contain any outbreak by following local health protection team advice</p> <p>Numbers 7 to 9 must be followed in every case where they are relevant</p>				
<p>Reducing exposure and transmission of Coronavirus</p> <p>Extra-Curricular provisions (after-school clubs)</p>	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> <i>Provision previously closed (can resume in July 2020)</i> 	<ul style="list-style-type: none"> Consideration to be given on how such provisions can work alongside schools' wider protective measures, including keeping children within their 'bubbles' where possible. If keeping pupils within their bubbles during the school day not possible, then small consistent groups should be formed. Schools to follow specific guidance on protective measures for out of school settings. This includes the consideration of group sizes. Keep attendance records (staff, pupils and visitors) 		2	3	<p>(2X3) +3 = 9 (Low)</p>

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Outdoor activities including use of playgrounds	Biological hazard-Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> • <i>Stagger breaks and lunches</i> • <i>Keep pupils in 'bubbles'</i> 	<ul style="list-style-type: none"> • Outdoor playground equipment should be more frequently cleaned. This would also apply to resources used inside and outside by wraparound care providers. • Outdoor activities to be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying special attention to cleaning and hygiene. • Schools are able to work with external coaches, clubs and organisations for curricular and extra-curricular activities where safe to do so. • Schools to follow specific Government advice on the phased return of sport and recreation. • Keep attendance records (staff, pupils and visitors) 		2	3	(2X3) +3 = 9 (Low)
Educational visits	Biological hazard-Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare	<i>Provision previously closed (can resume non-overnight domestic educational visits as of September 2020)</i>	<p>There are likely to be very few educational visits as the school seeks to ensure recovery of lost teaching time in 2020. Where a visit does take place:</p> <ul style="list-style-type: none"> • Keep pupils with consistent groups • Following the Covid-19 secure measures at the destination • Make use of the local outdoor spaces. Early years providers can take small groups of children to outdoor public spaces, provided that they can demonstrate that they can stay 2 meters away from other people at all times. • To carry out a risk assessment of all educational visits as per the Ealing Council ‘There and Back Again’ policy. • Keep attendance records (staff, pupils and any contacts) 		2	3	(2X3) +3 = 9 (Low)

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		cases, even death						
Lunch	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> • <i>Stagger lunch times, so that all children are not moving around the school at the same time.</i> • <i>Lunch in the groups pupils are already in, groups should be kept apart as much as possible and tables should be cleaned between each group</i> • <i>Before eating, Pupils to wash their hands with soap and water for at least 20 seconds and hands dried or</i> 	<ul style="list-style-type: none"> • School kitchens to continue to operate but must comply to the guidance for food businesses on Coronavirus • A limited lunch menu in the autumn term, and encouragement of packed lunches will mitigate the potential of transmission in this sensitive area. • Only Year 11 will be allowed to eat lunch in the cafeteria. • The school will reclaim scrubland and provide significantly increased seating for each Year Group zone to allow students to eat outside in comfort. • Students will use sanitizing gel or appropriate wipes before leaving lesson prior to lunch. • The dining hall is well ventilated through recently serviced ventilation units, including the fitting of new filters. • Doors of the dining hall will be open during periods of occupancy. 	HT/SLT/ Site Team 01/09/20 Monitored daily	2	3	(2X3) +3 = 9 (Low)

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			<p><i>use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.</i></p> <ul style="list-style-type: none"> <i>• Pupils are encouraged not to touch their mouth, eyes and nose</i> <i>• Consider one-way circulation or place a divider down the middle of the corridor to keep groups apart as they move through the setting where spaces are accessed by corridors.</i> <i>• Where possible, all spaces should be well ventilated using natural ventilation (opening</i> 	<ul style="list-style-type: none"> • a one-way system will operate for movement around the school. • The schools air conditioning system had new filters installed in June. These will be replaced in line with ensuring continued high quality ventilation. 					
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			<p>windows) or ventilation units.</p> <ul style="list-style-type: none"> • Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding-schools will need to make a decision on this and seek advice where needed), to limit use of door handles and aid ventilation. 	<ul style="list-style-type: none"> • Where possible doors will be opened to provide additional ventilation. • Doors and handles will be cleaned regularly in line with other frequently used areas. 	<p>HT/Site Team/All staff</p> <p>01/09/20</p> <p>Monitored daily</p>			
Transport Arrangements	Biological hazard-Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation,	<ul style="list-style-type: none"> • Staff parents and students are encouraged to walk or cycle to their education setting where possible, or use private vehicles 	<ul style="list-style-type: none"> • Schools, parents and students should follow the Coronavirus (COVID-19): safer travel guidance for passengers • Dedicated transport providers to consider: <ul style="list-style-type: none"> ○ How pupils are grouped together on transport (reflect bubbles that are adopted within schools) ○ use of hand sanitiser upon boarding and/or disembarking ○ additional cleaning of vehicles ○ organised queuing and boarding where possible 		2	3	<p>(2X3) +3 = 9 (Low)</p>

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		and, in rare cases, even death		<ul style="list-style-type: none"> ○ distancing within vehicles wherever possible ○ the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet ● Public transport: <ul style="list-style-type: none"> ○ Use by pupils to be kept to a minimum, especially during peak times ○ Face coverings to be used by children over the age of 11 ● 				
Dealing with suspected and confirmed cases of Covid-19	Biological hazard-Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> ● <i>Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.</i> 	<p>Suspected cases:</p> <p>If a child, young person or staff member develops symptoms compatible with coronavirus, they will be sent home and the stay at home guidance followed. They should also get a test as soon as possible. All schools will be provided with a small number of home testing kits that they can give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.</p> <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to</p>	HT/ SLT/ Medical Officer 01/09/20 Monitored daily	2	3	(2X3) +3 = 9 (Low)

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			<p>isolate them, move them to an area which is at least 2 metres away from other people. If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>Additional actions include:</p> <ul style="list-style-type: none"> • Follow guidance on cleaning • Inform Ealing Council (contact Steve Dunham: dunhams@ealing.gov.uk or 07940546263 and Raj Chowdhury; chowdhuryr@ealing.gov.uk or 07568130165 for advice) • Consider informing parents of students in the relevant 'bubble' that a student or staff member has developed symptoms of COVID-19 (if was at school during the 'infectious period' 48 hours before and whilst symptomatic), but they are not required to self-isolate. • Ensure stock of PPE in case further symptomatic cases on site • Await test results (48-72 hours) <p>Confirmed cases: If a child, young person or staff member tests positive the school should:</p> <ul style="list-style-type: none"> • Contact Public Health England London Coronavirus Response Cell (LCRC) on 0300 303 0450 • Inform Steve Dunham DunhamS@ealing.gov.uk or 07940 546 263) or Raj Chowdhury (ChowdhuryR@ealing.gov.uk or 07568 					
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				<p>130165) and the Council’s public health team (publichealth@ealing.gov.uk)</p> <p>Public Health England should work with the school to:</p> <ul style="list-style-type: none"> • Undertake a risk assessment • Identify and notify close contacts (e.g. students and staff within the relevant ‘bubble’) of the need to follow guidance for contacts of people with possible or confirmed coronavirus who do not live with the person including isolation for 14 days • Identify any further actions needed <p>Local outbreaks</p> <ul style="list-style-type: none"> • If a local area sees a spike in infection rates that is resulting in localised community spread, it will be decided which measures to implement to help contain the spread. The Department for Education will be involved in decisions at a local and national level affecting a geographical area, and will support appropriate authorities and individual settings to follow the health advice. • Public Health England may advise a school or a number of schools to close temporarily to help control transmission. Schools will also need a contingency plan for this eventuality. This may involve a return to remaining open only for vulnerable children and the children of critical workers, and providing remote education for all other pupils. In these circumstances the school would seek to deliver live lessons for all students through Microsoft Teams, with above groups supervised in school. 					
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HT/SLT/Govs

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Use of PPE	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> • <i>Individual pupil risk assessment and/or behavioural support plan to be reviewed and updated.</i> • <i>Staff related risk assessments to be updated for those that are vulnerable, such as those who are pregnant</i> 	<p>PPE will be available for all staff but should be removed when teaching students, using their '2 metre zone' for mitigation.</p> <p>For staff those looking after children with complex special educational needs and providing direct personal care (at a distance of less than 2 metres), the following PPE should be available for use by school staff:</p> <ul style="list-style-type: none"> • Disposable gloves; • Disposable apron; • Fluid resistant surgical mask; • Eye protection where there is a risk of splashing of bodily fluids. <p>PPE can be worn by students, although should be removed if it interferes with their learning.</p> <p>PPE should also be provided in the following cases:</p> <ul style="list-style-type: none"> • Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs. • If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home, and a distance of 2 metres cannot be maintained. • External providers of OT/ physiotherapy/ hydrotherapy sessions should provide their own PPE. School staff will be provided with PPE as required. <p>The Family Information Service can arrange for this PPE to be delivered to schools via the Family</p>	HT/SLT/ Medical Officer 01/09/20 Monitored daily	2	3	<p>(2X3) +3 = 9 (Low)</p>
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				<p>Information Service –children@ealing.gov.uk tel. 0208 825 5588</p> <p>The following Government video shows how PPE should be put on and taken off.</p> <p>PPE should be disposed of in line with Government guidance on cleaning in non-healthcare settings.</p> <p>Government guidance on PPE to be followed.</p>				
Administering First aid/ Medication	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> • <i>Schools have a suitable number of staff on duty</i> • <i>Schools have a first aid risk assessment and medication policy in place</i> 	<ul style="list-style-type: none"> • St John’s Ambulance advice followed by first aiders during the Covid-19 pandemic. • Guidance on the number of first aiders required provided here • <i>Administering first aid and medication risk assessments to be amended by schools</i> • Government PPE guidance followed. 	Headteacher/ SLT/ Medical Officer 01/09/20 Monitored daily.	2	3	(2X3) +3 = 9 (Low)

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Leaving the school	Biological hazard- Covid-19	Staff, parents and pupils could become infected with COVID-19. If so, they are likely to experience mild symptoms such as fever or cough. In severe cases, this could lead to severe illness and hospitalisation, and, in rare cases, even death	<ul style="list-style-type: none"> • <i>Stagger drop-off and collection times</i> • <i>Parents not to enter school grounds</i> 	<ul style="list-style-type: none"> • Staff and pupils to wash their hands with soap and water for at least 20 seconds and hands dried or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. Skin friendly cleaning wipes can be used as an alternative. • Students leave at different times to reduce risk of transmission and alleviate pressure on public transport. 		2	3	(2X3) +3 = 9 (Low)
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Likelihood:						
Very Likely	5	6	12	18	24	30
Likely	4	5	10	15	20	25
Possible	3	4	8	12	16	20
Unlikely	2	3	6	9	12	15
Very Unlikely	1	2	4	6	8	10
		1	2	3	4	5
Impact:	Negligible	Minor	Moderate	Major	Extreme	