

## TLT - COVID-19 Risk Assessment – WARLINGHAM SCHOOL – September 2021

*To be read in conjunction with the TLT protective measures risk assessment September 2021 and Testing Centre Risk Assessment 2021.. Please also use in conjunction with any associated documents and additional risk assessments referred to within the document.*

<b>School name</b>	Warlingham School		
<b>Assessment carried out by</b>	Operations & Facilities Manager		
<b>Date of assessment</b>	September 2021	<b>Date of next review</b>	October 2021
<p>This risk assessment is being updated in line with the latest Gov.uk Guidance for the reopening of all schools on September 1st 2021 and the re - introduction of rapid flow tests for all students and the twice weekly home testing for all staff and students going forward. A one way system is still operational around school and we have maintained our testing centre located in the Sports Hall with staff and volunteers fully trained to offer rapid testing to all on site. We are returning to face to face learning for all students and it is intended that all students and staff can return to site, with an appropriate risk assessment in place where necessary and attend school with the assumption that if implemented correctly, the control measures listed in this assessment will mean that we can provide an inherently safer environment which is managed and monitored going forward.</p> <p>Some measures have been dropped, however there are also additions to this assessment so please read carefully. Please also refer to the risk assessment for managing and administering testing on site. The school is implementing an 3 Step Outbreak Strategy which is attached to the end of this assessment.</p>			

<b>Hazard identified</b>	<b>The spread of Covid-19 coronavirus</b>
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<b>Who might be harmed and how?</b>	<b>Measures to control the risk</b>	<b>How are you already controlling this risk?</b>	<b>What further action (if any) do you need to take to control the risks?</b>	<b>Who needs to carry out the action?</b>	<b>When is the action needed by?</b>	<b>Done</b>
<ul style="list-style-type: none"> <li>• Staff, students, Parents</li> <li>• Volunteers / governors</li> <li>• Visitors &amp; Contractors</li> </ul> <p>Risk of contracting Covid-19 and risk of transmission to others</p> <p>Heightened risk for those in vulnerable groups (clinically</p>	Minimising contact with individuals who have coronavirus symptoms (or have someone in their household who does)	<ul style="list-style-type: none"> <li>• Staff given instruction on what to do if they or someone in their household experiences symptoms.</li> <li>• Staff given instruction on what to do if a student show symptoms at school;</li> <li>• Any staff / students displaying symptoms of coronavirus or identified as direct contacts of a positive Covid case in school should be isolated and sent home.</li> <li>• Parents/students and other potential visitors informed that they must not enter the school if they are displaying any symptoms.</li> <li>• Staff/students will be encouraged to get tested if they display symptoms of coronavirus and fully engage with the NHS track and trace services</li> </ul>	<p>Student services will retain using the medical room to manage “normal” day to day first aid and any suspected COVID cases will go to a designated office (Attendance managers Office) where they can isolate until individual is picked up by family member. Appropriate PPE will be provided, accident form completed where appropriated and testing recommended.</p> <p>These arrangements have been communicated to all staff</p>	<p>Headteacher / HR</p> <p>LRu / VSt</p> <p>HT / All Staff</p> <p>Headteacher / SLT / HR</p> <p>Headteacher / SLT / SS</p>	<p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
vulnerable or extremely clinically vulnerable) who are now expected to be in school from September 2020.		<ul style="list-style-type: none"> <li>Parents and staff will be asked to inform the school of the results as soon as possible</li> <li>If a member of staff or student tests positive, please refer to government guidance and the protective measures risk assessment for clear procedures</li> <li>Positive results must be reported by the Headteacher, to the local Health Protection Team and MAT CEO as soon as possible</li> </ul>		HT / All staff	01.09.21	Complete
				HT	01.09.21	Complete
				HT	01.09.21	Complete
	<p><i>Shielded &amp; Clinically vulnerable children and adults:</i></p> <p>It is currently felt that if guidance is followed and the control measures listed are implemented, we can provide an inherently safer environment for all. Therefore, the majority of all</p>	<ul style="list-style-type: none"> <li>Staff and parents given advice on who is not expected to attend school.</li> <li>Refer to HR for further information with regards to staff</li> <li>Individual risk assessment conducted on an "as required " basis which means any significant change to day to day planning which will affect staff and students</li> <li>Reasonable adjustments for disabled workers to be assessed on an 'as required' basis.</li> <li>Refer to HR for further information with regards to staff &amp; staffing</li> </ul>	<p>Staff to be signposted to a shared area containing all information, guidance, policies, and risk assessments relating to the management of Covid 19</p> <p>School may wish to ask for a copy of the formal shielding notification.</p> <p>Risk assessments for all "vulnerable" staff will be carried out before school is fully opened in September.</p>	Headteacher / SLT / SS	08.03.21	Complete
				HR	05.11.20	Complete
				HR /H&S / LM's	01.09.21	Ongoing
				HR /H&S / LM's	01.09.21	Complete
				Headteacher / HR /H&S / LM's	01.09.21	Complete

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	staff and students, with the exception of those issued a letter from their consultant are encouraged to continue to work.	<ul style="list-style-type: none"> <li>Those with letters should work from home and if they cannot should not attend work. All to be closely monitored</li> </ul>		HR / H&S	01.09.21	Ongoing
	<p><i>Children and adults living with a shielded person:</i></p> <p>The majority of children or adults living with someone who is shielding (i.e. extremely clinically vulnerable) will be expected to attend school unless unwell themselves, and follow the measures in place</p>	<ul style="list-style-type: none"> <li>Staff and parents given advice on who is not expected to attend school.</li> <li>Individual risk assessments conducted on an 'as required' basis but before school is fully back where possible.</li> </ul>		Headteacher / SLT / SS/ HR / H&S	01.09.21 01.09.21	Ongoing Ongoing

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	Staff who are pregnant	<ul style="list-style-type: none"> <li>Pregnant women are in the 'clinically vulnerable' category and are generally advised to follow the above advice which applies to all staff in schools. Employers should conduct a risk assessment for pregnant women in line with the Management of Health &amp; Safety at Work Regulations 1999 (MHSW)</li> <li>Risk assessments will be reviewed when there are any significant changes to the day to day routine of these members of staff or the risk level increases significantly locally or nationally</li> </ul>	The Royal College of Obstetrics and Gynaecology (RCOG) has published occupational health advice for employers and pregnant women. This document includes advice for women from 28 weeks gestation or with underlying health conditions who may be at greater risk.	H&S / HR  H&S / HR	01.09.21  01.09.21	Complete  Ongoing
	Local outbreak / contingency	<ul style="list-style-type: none"> <li>If a local outbreak is suspected the local public health team will advise the school as to what measures will be required</li> <li>School management will be continually monitoring the situation and adapting continuity strategies</li> </ul>	Outbreak in this sense is if there is 2 or more cases within 14 days or an overall rise in sickness absence where coronavirus is suspected  Please see Outbreak strategy at bottom of assessment	HT / H&S  HT / SLT	01.09.20  01.09.20	In place  Ongoing
	On site Testing	<ul style="list-style-type: none"> <li>All staff will be provided with home test kits when they return to school. They are required to take two tests per week and advise us of any positive results. Students be offered 2 rapid flow tests in school the week before and the week of reopening and then home tests will be provided going</li> </ul>	Please see separate risk assessment for the management and administration of asymptomatic testing available & student needing additional support for testing from H&S and displayed in the testing area	HT / SLT / FOM	01.09.21	Ongoing

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		<p>forward. This is meant for asymptomatic people only. Individuals with symptoms should not come to school and get tested via normal routes</p> <ul style="list-style-type: none"> <li>A positive case will be reported and that individual will be sent home immediately to self-isolate for 10 days</li> <li>Direct contacts of a positive case will also be identified and should follow the government's guidance relating to self-isolation.</li> </ul>		<p>HT / SLT / SS</p> <p>HT / SLT / SS</p>	<p>01.09.21</p> <p>01.09.21</p>	<p>Complete</p> <p>Complete</p>
	<p><i>Hygiene measures</i></p> <p>Increased frequency of hand washing for 20 seconds with soap and water (or alcohol hand rub / sanitiser where there is reduced access to handwashing facilities)</p> <p>Promoting good respiratory hygiene ('catch it,</p>	<ul style="list-style-type: none"> <li>Briefings for staff and information provided to parents on expectations with regard to hygiene measures at school (for staff and students on site), including, new systems, washing hands on arrival, before/after eating and after sneezing/coughing.</li> <li>"Hands Face Space" promoted within school to staff and students</li> <li>Provision of anti-bacterial liquid hand soap and disposable paper towels instead of hand dryers (where practical) in toilets and regular checking of supply;</li> <li>Regular reminders about hand washing: E-Bug (or similar) posters displayed in toilets,</li> </ul>	<p>"clean where you have been" will be retained in classrooms and offices for all staff</p> <p>Wiping down of desks/chairs / workstations &amp; hi touch areas to be carried out between all class changes. Staff may ask students to assist if closely supervised to ensure done effectively.</p> <p>Anti bac soap provided in all toilets and will remain so as standard, sanitiser available throughout the school, sanitiser dispensers provided for all classrooms, along with Blue roll,</p>	<p>SDa / LRu / Site</p> <p>SDa / LRu / TVi</p> <p>SM</p> <p>All Staff</p>	<p>07.12.20</p> <p>05.11.20</p> <p>01.09.21</p> <p>01.09.21</p>	<p>Complete</p> <p>Ongoing</p> <p>Complete</p> <p>Complete</p>

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	bin it, kill it' approach)	<p>at the main entrance/front office, in places visible from the school gate, in the staffroom and all toilets.</p> <ul style="list-style-type: none"> <li>• Staff are explicitly teaching and supervising health and hygiene arrangements, such as handwashing, tissue disposal and toilet flushing; “Hands, Face, Space”</li> <li>• Hand sanitiser and tissues available in classrooms and other key locations;</li> <li>• Although not being enforced, face coverings may be worn by all students and staff in when moving around the school.</li> <li>• Staff informed that only lunch items and milk can be stored in fridges preferably in sealed boxes and personal items must be removed daily.</li> </ul>	<p>disinfectant and tissues in all classrooms</p> <p>Students will be asked to wash their hands upon arrival to school and use the hand sanitiser provided</p>	<p>All staff</p> <p>All staff</p> <p>All staff</p> <p>All staff</p>	<p>05.11.20</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
	Enhanced cleaning	<ul style="list-style-type: none"> <li>• Enhanced cleaning protocols will remain in place. These include: <ul style="list-style-type: none"> <li>○ Thorough cleaning of all classrooms and communal areas at the end of the day;</li> <li>○ Additional cleaning of frequently touched, high use surfaces with disinfectant sprays.</li> </ul> </li> </ul>	<p>Cleaning to be monitored throughout the day and supported by the site team and our cleaning company Busy Bee Cleaning Services (BBCS)</p> <p>School has purchased a disinfectant fogger machine to clean any areas known to be affected</p>	FOM / BBCS / Site	01.09.21	Ongoing

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		<ul style="list-style-type: none"> <li>○ Bins provided for tissues; these are double bagged and emptied regularly during the day;</li> <li>○ Cleaning of equipment between groups;</li> <li>○ Cleaning of other equipment for practical lessons between groups;</li> <li>○ Tables and chairs cleaned between groups;</li> <li>○ Removal of unnecessary items from learning environments;</li> <li>● Additional protocols, including provision of PPE, will be followed for cleaning any area where a person with possible or confirmed coronavirus has spent time.</li> <li>● Regular checks on cleaning and on cleaning sheets are carried out by identified person on site each day.</li> </ul>	<p>Sharing of practical equipment may be shared following careful consideration, additional risk assessment and appropriate measures in place</p> <p>Where equipment is shared it must be thoroughly cleaned and where appropriate quarantined for 48 – 72 hrs</p> <p>A briefing session will be held, and PPE has been provided to frontline student services staff and all first aiders</p> <p>BBCs – cleaning contractor have own risk assessments for cleaning and a supervisor visiting site throughout the week to ensure standards are maintained</p>	<p>FOM / Site</p> <p>FOM / Site</p>	<p>08.09.21</p> <p>01.09.21</p>	<p>Complete</p> <p>Complete</p>
	Maximising ventilation	<ul style="list-style-type: none"> <li>● Windows opened and doors propped open where safe to do so to encourage natural ventilation (bearing in mind fire safety and safeguarding considerations – FRA updated and guidance followed).</li> </ul>	<p>Door wedges will be provided to all classrooms and main corridor areas</p> <p>Site staff will be asked to ensure doors all closed at night time in case of fire or security emergencies</p>	FOM / Site	01.09.21	Ongoing



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		<ul style="list-style-type: none"> <li>• Areas which are poorly ventilated will be identified and measures put in place and documented. RAG grid available</li> <li>• Where appropriate mechanical ventilation will be implemented but only for “fresh” air not for recycling “old” air – refer to DfE / HSE guidance</li> </ul>	Teachers encouraged to keep doors and windows open	FOM / SM & H&S	01.09.21	Ongoing
	Minimising contact and mixing between groups of staff and students	<p>The following practices have been put in place and information communicated to staff, students and parents as relevant:</p> <ul style="list-style-type: none"> <li>• Once tested all students and staff are expected in school unless they have a letter from their consultant</li> <li>• The school will be managed via a one way system which allows student to go straight to classes, minimises queuing in corridors and provides better staff supervision in corridors and communal areas. This also allows staff more time and some consistency which we believe will translate to the students as a better learning environment. Consideration has been given to measures to discourage of the need to congregate in any areas including entrances and exits, toilets and lunch &amp; break areas and keep move</li> </ul>		Headteacher / SLT / FOM	01.09.21	Ongoing
				HT / SLT / FOM / SM	01.09.20	Complete

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		<ul style="list-style-type: none"> <li>• To allow for additional and effective cleaning (although not essential in the DfE guidance) each year group will still retain their own toilet block</li> <li>• Start/finish, /break/lunch times will return to normal and impact monitored and reviewed over the next month.</li> <li>• Arrangement of classrooms will return to being at the discretion of the teacher to best accommodate their style of teaching</li> <li>• Maintain the use of seating plans on Edulink as may be required to assist with identifying direct contacts.</li> <li>• Barriers will be retained in areas busy to the public i.e. reception, or if staff feel necessary to carry out their role in face to face work with students</li> <li>• Sharing of resources and other equipment to be allowed under careful management of the HOD and following any departmental specific guidance e.g. CLEAPPS</li> <li>• Social distancing (2 metres apart), &amp; consistent groupings of staff/students only retained only if and when necessary.</li> </ul>	<p>Risk assessments will be carried out for any event involving external attendees</p>	<p>HT / SLT / SM</p> <p>HT / SLT</p> <p>HT / HOD's</p> <p>Teachers</p> <p>HT / FOM / SM</p> <p>HT / SLT / HOD</p> <p>All staff</p>	<p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Ongoing</p> <p>Ongoing</p>

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		<ul style="list-style-type: none"> <li>Where staffing levels are disrupted or infection rates within the school increase a return to remote learning will be in place for all appropriate year groups</li> <li>Group meetings and assemblies will remain at a minimum and held remotely where possible</li> <li>Well managed travel is reinstated but with adherence to the most up to date guidance from PHE, DfE &amp; SSC .</li> <li>Emergency evacuation procedures to return to normal</li> <li>Behaviour / safeguarding policies updated to reflect new rules and routines and policy regularly reinforced throughout each day.</li> </ul>	<p>Any changes to procedures communicated to all staff</p> <p>FRA updated accordingly</p>	<p>HY / SLT</p> <p>HT/ SLT / HOH</p> <p>HT / SLT</p> <p>FOM / SM &amp; H&amp;S</p> <p>HT / SLT / DSL</p>	<p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p> <p>01.09.21</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
	<p>PPE</p> <p>Normal supply of (non-coronavirus related) PPE will be maintained.</p> <p>In line with government guidance, face coverings are not</p>	<ul style="list-style-type: none"> <li>A supply of PPE will be maintained for use as necessary in personal care situations where contact is required, e.g. intimate care needs, provision of first aid or if a child becomes unwell with symptoms of coronavirus at school and requires personal care until they return home; where PPE is recommended, government guidance will be adhered to, as follows:</li> </ul>	<p>Staff and students have been advised that masks are no longer essential in communal areas or corridors but down to personal choice</p>	<p>All staff</p>	<p>01.09.21</p>	<p>Complete</p>

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	required at school.	<ul style="list-style-type: none"> <li>A fluid-resistant surgical facemask will be worn if a distance of 2 metres cannot be maintained from someone with symptoms of coronavirus; If contact is necessary, then gloves, an apron and a facemask will be worn.</li> <li>If a risk assessment determines that there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection will also be worn.</li> </ul>		HT / SLT / SS & all first aiders	01.09.21	Complete
	Reducing face-to-face contact between staff and between staff and visitors	<ul style="list-style-type: none"> <li>Face -to-face meetings between staff and between staff and visitors are reinstated but must still be considered and managed</li> <li>Visitors are allowed on site with the prior permission of the Headteacher or by appointment. Drop in visitors should be kept to a minimum due to risk of infection but also child protection measures</li> <li>Visitor protocol to be observed at all times, including signing in and out, hand washing or provision of sanitiser on arrival.</li> <li>Contractor visits are scheduled outside school hours where possible.</li> </ul>	Contractors manage their own strict COVID management procedures and any major works will not take place in areas due for use	Headteacher / SLT / FOM	01.09.20	Complete
				FOM / SM / Reception staff	01.09.21	Complete
				FOM / SM / Reception staff	01.09.21	Complete
				FOM / SM / Reception staff	01.09.21	Complete

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	Social distancing in school office and communal spaces	<ul style="list-style-type: none"> <li data-bbox="591 268 1151 440">• Office spaces will return to normal but will however consider social distancing and minimising footfall where possible and in a way that does not impact the normal working day.</li> <li data-bbox="591 512 1151 647">• Where possible Staff are reminded to try not to share workstations, telephones, radios or other equipment unless properly sanitised between users;</li> </ul>	<p data-bbox="1180 268 1541 295">See separate risk assessments</p> <p data-bbox="1180 320 1541 456">Barriers have been retained in reception, offices and spaces where social distancing is less easy to achieve</p> <p data-bbox="1180 481 1541 544">Signage is clearly displayed throughout the school</p>	<p data-bbox="1626 268 1785 330">LM's / FOM / Site</p> <p data-bbox="1626 512 1785 574">HOD / LM / FOM</p>	<p data-bbox="1814 268 1973 295">01.09.21</p> <p data-bbox="1814 512 1973 555">01.09.21</p>	<p data-bbox="2002 268 2116 295">Complete</p> <p data-bbox="2002 512 2116 555">Complete</p>
	Routine school events / Open evenings / Immunisation programs etc.	<ul style="list-style-type: none"> <li data-bbox="591 697 1151 759">• All events should be planned to take into account the risks and measures listed</li> </ul>	<p data-bbox="1180 697 1583 823">Risk assessments will be carried out for these events taking into account the current situation and advice available</p>	<p data-bbox="1626 697 1785 759">SLT /FOM / H&amp;S</p>	<p data-bbox="1814 697 1973 724">01.09.21</p>	<p data-bbox="2002 697 2116 724">Ongoing</p>
	Reduction in use of public transport to get to and from school	<ul style="list-style-type: none"> <li data-bbox="591 911 1151 1110">• Parents / students encouraged to walk or cycle to school where this is practical, otherwise asked to follow government guidance on travelling safely (ALL students have been surveyed regarding their proposed travel arrangements)</li> <li data-bbox="591 1136 1151 1310">• If transport providers are used Transport providers working for the school are expected to follow government guidance on transport, including adherence to hygiene and social distancing rules;</li> </ul>	<p data-bbox="1180 911 1583 1005">Bus companies to be contacted re Warlingham schools' arrangements</p>	<p data-bbox="1626 911 1785 973">Headteacher / SLT</p> <p data-bbox="1626 1094 1785 1121">HT / SLT</p>	<p data-bbox="1814 911 1973 938">01.09.21</p> <p data-bbox="1814 1110 1973 1137">01.09.21</p>	<p data-bbox="2002 911 2116 938">Complete</p> <p data-bbox="2002 1110 2116 1137">Ongoing</p>

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	Monitoring	<ul style="list-style-type: none"> <li>• Management checks to be undertaken each day on the control measures in place and reported back to Headteacher or SLT</li> <li>• All policies affected are regularly reviewed and monitored.</li> <li>• Risk assessments are being put in place where appropriate also monitored and reviewed on a regular basis</li> <li>• Staff encouraged to report any breaches of health and safety protocol they have witnessed.</li> </ul>	Site team to check general school areas with regards to opening doors, provision of anti bac , signage etc, Teaching staff to monitor classrooms, HOD's to monitor offices spaces and concerns to be raised with SLT or FOM	HT / SLT / FOM / SM  HT / SLT / FOM HR / H&S  HR / H&S	01.09.21  01.09.21 01.09.21  01.09.21	Ongoing  Ongoing Ongoing  Ongoing

Hazard identified	Stress and anxiety relating to coronavirus workload
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<ul style="list-style-type: none"> <li>• Staff</li> <li>• Volunteers / governors</li> <li>• Homeworking staff</li> </ul> Additional work pressures relating to operating under coronavirus restrictions resulting in stress reaction or anxiety	Ensure sufficient rest breaks	<ul style="list-style-type: none"> <li>• Response to changes within school to be monitored by Line Managers and survey</li> <li>• Any staff still working remotely encouraged to ensure that they are monitored closely and have regular contact with the school.</li> <li>• Staff encouraged to take breaks outdoors where practical, maintaining social distancing.</li> </ul>	This will / has been constantly monitored and revisited by SLT and Line Managers  Health and safety and wellbeing links sent to all staff working from home along with regular updates and communications  Open forum for staff to raise concerns and report issues which is also monitored daily	Headteacher / SLT / LM & HR  HR	01.09.21  01.09.21	Ongoing  Ongoing
	Daily communication with all staff	<ul style="list-style-type: none"> <li>• Provision of a daily update email from school leaders ensuring that all staff are well informed of key messages and reminded about wellbeing issues.</li> </ul>	As above	HT / SLT /HR	01.09.21	Ongoing
	Provision of Employee Assistance Programme / Signposting support	<ul style="list-style-type: none"> <li>• School has signposted suggested sources of support to all staff;</li> <li>• Staff encouraged to come forward confidentially with any concerns they have about workload or wellbeing.</li> </ul>	As above	HR	01.09.21	Ongoing

Hazard identified	Premises Safety and Services (Catering)
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<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Volunteers / governors</li> <li>• Visitors Contractors</li> <li>• Homeworking staff</li> </ul>	After a lengthy period of full or partial closure, schools premises must be inspected maintained and cleaned to ensure safe and compliant when open	<ul style="list-style-type: none"> <li>• Full deep clean planned for the end of summer in time for opening to all staff and students in September</li> <li>• Ensure all statutory site checks have been carried out following DfE guidance</li> <li>• Ensure facilities are well maintained and fit for use (e.g. swimming pools)</li> </ul>		HT / FOM / SM	01.09.21	Complete
				FOM / SM	01.09.21	Complete
				FOM / SM	01.09.21	Complete
<ul style="list-style-type: none"> <li>• Students &amp; Staff</li> </ul>	Plans reviewed to open kitchens	<ul style="list-style-type: none"> <li>• Reactivate catering service and suppliers</li> <li>• Ensure provision of free school meals</li> </ul>	Normal service to be resumed	Twelve 15	01.09.21	Ongoing



## OUTBREAK STRATEGY

Tier Level	Tier Description	Measures to be implemented
<b>Tier One</b>	No Lockdown, Restrictions Lifted, normal life with a few existing measures in place	<ul style="list-style-type: none"> <li>• Continual monitoring of cases in school</li> <li>• One way system in place</li> <li>• Largely face to face Assemblies (Virtual assemblies where appropriate)</li> <li>• Visits allowed but managed</li> <li>• Face to face learning &amp; meetings may take place</li> <li>• Although encouraged where possible, social distancing not enforced</li> <li>• Mask wearing optional</li> <li>• Continued increased hygiene measures</li> <li>• Improved ventilation</li> <li>• Normal canteen service</li> <li>• Classroom layout to be at the discretion of the teacher (but seating plans required)</li> </ul>
<b>Tier Two</b>	Rise in cases - unconfirmed outbreak Rise in cases seen in the community and a heightened awareness requiring further management required to	<ul style="list-style-type: none"> <li>• Minimise visitors to site</li> <li>• Limited public events (with controls)</li> <li>• Minimal face to face meetings</li> <li>• Virtual Assemblies (face to face where targeted)</li> <li>• Mask wearing in all communal areas to be reinstated</li> <li>• Social distancing where possible</li> </ul>

	support safe day to day provision of education	
<b>Tier Three</b>	Further rise in cases – confirmed outbreak. Rise in the local community which is considered to increase risk in school and the day to day running	<ul style="list-style-type: none"> <li>• All assemblies managed virtually</li> <li>• Canteen service limited to pick up and individual wrapping</li> <li>• Possible return to remote learning for some year groups if staffing capacity demands</li> <li>• Revert to Teams for all non-essential meetings</li> </ul>
<b>Tier Four</b>	Full implementation before possible Lockdown / Closure	<ul style="list-style-type: none"> <li>• Social distancing to be enforced</li> <li>• Return to staggered day / split lunches / breaks etc</li> <li>• Mask wearing in all communal areas in school and whilst moving around to school to be enforced and whilst teaching</li> <li>• No visitors to site except for safeguarding / essential external agency etc</li> <li>• Remote working in place where needed</li> <li>• Minimal Canteen service / Priority to FSM / PP</li> <li>• Prepare for lockdown and keyworker provision</li> </ul>