

OAKWOOD PARK GRAMMAR SCHOOL COVID 19 RISK ASSESSMENT

Updated: January 2022

The risk factors identified below are in relation to members of the school community contracting COVID 19 virus within the school environment.

All actions are designed to mitigate the risk of contraction.

In the absence of scientific certainty, all risks have to be treated as having high status, based on the fact that the contraction of COVID 19 in the worst-case scenario, could result in loss of life.

NHS and GOV.UK guidance are to be followed at all times regarding isolation, distancing and hygiene

Factors to consider with regard to potential contamination risks to students and staff	Specific hazards/risks	Who is at risk of harm?	Actions to minimise risk
1. Adults on the premises	Adults bringing virus into school	All staff and students	<ul style="list-style-type: none">-No parents permitted to enter school building, beyond the reception area, unless an appointment has been made. -All visitors should take a lateral flow test the night before coming into school and report the result to the member of staff who arranged the visit. -Regular visitors to the school eg sports coaches, music teachers should undertake a lateral flow test twice-weekly and report the result to the school. -Staff should respect social distancing with regards to their interaction with colleagues.

2. Close contacts	Spread of virus	<p>- The school no longer needs to identify close contacts</p> <p>- Close contacts will be identified via NHS Test and Trace and advised to take a PCR test.</p> <p>-Students and staff are NOT required to self-isolate if they live in same household as someone with COVID or are a close contact of someone with COVID, if the following apply:</p> <ul style="list-style-type: none"> • They are fully vaccinated - this means 14 days have passed since their final dose of a COVID-19 vaccine given by the NHS • They are below age of 18 and 6 months • They are taking part or have taken part in a COVID 19 vaccine trial • They are not able to get vaccinated for medical reasons <p>-If the PCR test is taken within 2 days of the positive lateral flow test and is negative, it over-rides the self-test lateral flow test and the member of staff / student can return to school, as long as the individual does not have COVID symptoms.</p> <p>-Adults who are fully vaccinated and all children and young people aged between 5 to 18 years and 6 months identified as a close contact of someone with COVID-19, are strongly advised to take a lateral flow device (LFD) test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.</p> <p>-18 year olds will be treated in the same way as students until 6 months after their 18th birthday to allow them the opportunity to get</p>
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			fully vaccinated. At which point they will be subject to the same rules as adults and so, if they do not get vaccinated, they will need to self-isolate, if identified as a close contact.
3. Positive test results – students and staff	Students and staff who have potentially contracted COVID 19 spreading the virus in school	Students All staff	<p>-Parents should not send their child to school if their child is unwell; their child has developed COVID symptoms; their child is symptomatic and awaiting the result of a COVID 19 test.</p> <p>-If their child is isolating, due to any of the above, parents should inform the school when reporting his/her absence.</p> <p>- If a student or staff member has a positive Lateral Flow test result but does not have symptoms, they must stay at home and self-isolate until they receive the PCR test results. They must do this even if they have received one or more doses of COVID-19 vaccine.</p> <p>-<u>Arrange to have a PCR test by ordering it online</u> or by calling 119. Stay at home while waiting for a home test kit, a test site appointment or a test result.</p> <p>-If notified by NHS Test and Trace of a positive PCR test result, students and staff members must complete a period of self-isolation.</p> <p>-The isolation period starts immediately from when symptoms started, or, if they do not have any symptoms, from when their positive LFD or PCR test was taken, whichever test was taken first.</p> <p>-The isolation period includes the day their symptoms started (or the day their test was taken if they do not have symptoms), and the next 10 full days.</p>

		<p>-This means that if, for example, symptoms started at any time on the 15th of the month (or if they did not have symptoms but their first positive COVID-19 test was taken on the 15th), their isolation period ends at 23:59hrs on the 25th of the month.</p> <p>-They can return to their normal routine and stop self-isolating after 10 full days if their symptoms have gone, or if the only symptoms they have are a cough or anosmia, which can last for several weeks.</p> <p>-If they still have a high temperature after 10 days or are otherwise unwell, stay at home and seek medical advice.</p> <p>-They may be able to end their self-isolation period before the end of the 10 full days. They can take an LFD test from 6 days after the day their symptoms started (or the day their test was taken if they did not have symptoms), and another LFD test on the following day. The second LFD test should be taken at least 24 hours later. If both these test results are negative, and they do not have a high temperature, they may end their self-isolation after the second negative test result.</p> <p>-Report the test results to the NHS and school, after taking each test</p> <p>-They should not take an LFD test before the sixth day of their isolation period, and you should only end their self-isolation after they have had 2 consecutive negative LFD tests which should be taken at least 24 hours apart. They should stop testing after they have had 2 consecutive negative test results.</p> <p>-If a parent insists on a student attending school even though they have symptoms or are awaiting the result of a PCR test, the school can</p>
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			<p>take the decision to refuse the student, if it is deemed necessary to protect other students and staff from possible infection with COVID</p> <p>-Where a student is required to self-isolate because of COVID they should be recorded as code X (not attending in circumstances related to coronavirus)</p> <p>-Where a student cannot attend because they have a confirmed case of COVID, they should be recorded as I (illness)</p> <p>-If any parent is unsure about sending their child to school, they should seek clarification with a member of the Senior Team.</p> <p>-Detailed records are kept regarding date symptoms started, date of test, period of isolation, date of return.</p>
4. Clinically vulnerable students and staff	Individuals at risk of serious illness	Vulnerable students and staff	<p>-Staff and students who are identified as clinically extremely vulnerable should follow guidance on shielding and protecting people who are clinically extremely vulnerable from coronavirus (COVID-19). https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</p> <p>-Pregnant women are in the 'clinically vulnerable' category and should follow the advice in:</p>

			<p>https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees</p> <p>- All pregnant women should take particular care to practise frequent thorough hand washing, and cleaning of frequently touched areas in their home or workspace, and follow the measures set out in the system of controls section of the guidance to minimise the risks of transmission.</p>
5. Asymptomatic testing in school	Reducing risk of transmission on return to school after the summer break	All staff Students	<p>- All students will receive an on-site lateral flow test on their return to school in the Spring Term</p> <p>-There will be a staggered return to school at the start of the Spring term to mitigate the spread of the virus</p>
6. Home testing – students and staff	Chain of COVID transmission	All staff Students	<p>-Home testing kits will be distributed to all students for whom consent to undertake testing has been given.</p> <p>-Consent does not need to be sought for those who have already given consent in the 2020-2021 academic year.</p> <p>-Student test kits will be distributed every 3 weeks.</p> <p>-Staff should obtain a top up of kits from the main office, when they are required.</p> <p>-Students and staff should undertake twice-weekly lateral flow testing at home.</p>

			<ul style="list-style-type: none"> - Staff and students must report their result to NHS Test and Trace as soon as the test is completed either online or by telephone, as per the instructions in the home test kit. -Staff and students should share their result, whether void, positive or negative, with their school, to help with contact tracing. - Staff should continue to undertake regular testing after having received the vaccine. - If a student has a positive lateral flow test result in school, they will be isolated, parents will be called to collect them and they should go straight home. They and their household should follow PHE guidance. -If a student or member of staff has a positive lateral flow test result from a home test, they should not come to school and should arrange for a confirmatory PCR test. -If a student or member of staff has a positive PCR COVID-19 test, they should recommence lateral flow testing 90 days after their positive test was taken. - Staff and students should inform school of a positive lateral flow home test result in the normal way. A confirmatory PCR test should then be arranged. They and their household should follow
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			<p>government guidance: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</p> <p>- In response to a positive test, close contacts will be identified by NHS Test and Trace.</p>
7. Face coverings	Chain of COVID transmission	All staff Students	-It is recommended that face coverings are worn in classrooms, corridors and communal areas by students and teachers, unless exempt. This advice on face coverings in classrooms will be in place until Wednesday, 26 January, when Plan B regulations are currently scheduled to expire, at which point it will be reviewed.
8. Travel to school	Spread of the virus	Students Teachers Site staff	- Students must wear a face covering when travelling on public transport
9. Classroom environment and ventilation	-Teacher working in close proximity to individuals - Poor air quality/ventilation	Students Teachers	-Students will be seated side by side and facing forwards. -Teachers' laptops can be connected wirelessly to the IWB in all rooms. - Signage on doors and in corridors – symptom reminders, hygiene reminders. -Windows and doors must remain open to maximise ventilation.

			<ul style="list-style-type: none"> -Carbon dioxide monitors are in every classroom to monitor air quality -Thermometers have been put in all classrooms to monitor room temperature; coats may be worn, at the discretion of the teacher, if the classroom is cold. - Seating plans produced for every class.
10. Toilet facilities	<ul style="list-style-type: none"> -Students not observing social distancing -Contamination in toilets 	<p>Students Teachers Site staff</p>	<ul style="list-style-type: none"> -Students and staff must clean hands thoroughly after using the toilet. -Signage in toilets – handwashing. -Regular cleaning by Site Team throughout the day. -Soap dispensers in toilets regularly cleaned and maintained.
11. Hand and respiratory hygiene	<ul style="list-style-type: none"> -Contamination spread from the hands 	<p>Students Teachers Site Staff</p>	<ul style="list-style-type: none"> - Frequent and thorough hand cleaning should be regular practice -Hand sanitising facilities to be provided outside every classroom and time to observe regular washing/sanitising built into structure of the day. -Promote the ‘catch it, bin it, kill it’ approach by ensuring that they are enough tissues and bins available around the school to support students and staff to follow this routine. - Every room to be stocked with a box of tissues. -Hot water in sinks.

12. Levels of cleanliness	Surfaces contaminated	Teachers Students Site Team	<ul style="list-style-type: none"> -Students to use sanitiser before entry to classroom. - Antibacterial spray and cloths in classrooms for teacher use, if they wish to clean down the desk, remote control etc - Contract cleaners to undertake a thorough, deep clean of all areas on a daily basis. -Additional day time cleaner appointed to increase cleaning capacity, throughout the day. -Staff should report to the Site Team any issues or additional requests, with regards to cleaning, on a day-to-day basis. - Pedal bins to be put in classrooms. - Bins to be emptied regularly
13. First Aid – general	Spreading the virus	First Aiders	<ul style="list-style-type: none"> -Student presenting with an injury/ nosebleed etc to be accompanied (observing social distancing) to the hatch at the school office. - First aiders to wear PPE – mask, gloves, apron should be used for ALL personal care. - PPE must be put on before any child/adult requiring first aid is approached, whether this be a collapse in the classroom or minor injury.

			<ul style="list-style-type: none"> - Masks, gloves and apron must be disposed of in the yellow medical bin, once a student/member of staff has been treated and wash hands thoroughly. - Student to be treated sitting on a chair outside the office, where possible. -If an unwell student needs to lie down, they will be directed to the First aid room and will be supervised until they are collected by parents.
14. First Aid – COVID related – students	Spreading the virus	Teachers First-Aiders	<ul style="list-style-type: none"> -Students should be sent to main office if presenting with COVID symptoms: persistent cough, high temperature etc. -A first aider and a supporting member of staff should administer care as a pair. -Full PPE should be used if a student presents with COVID symptoms. -Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use sanitiser after contact with anyone who is unwell. -Student to be moved to the small Hall behind a closed door with a window open for ventilation, given water and reassurance. If multiple students present with COVID symptoms, they should be kept 2 metres from other people. - The student’s temperature will be taken, as part of the overall assessment of symptoms.

			<p>-If a student presenting with COVID symptoms needs to go to the toilet while waiting to be collected, they should use the designated first aid toilet (girls' toilet in Hall corridor). The toilet must be cleaned and disinfected before being used by anyone else.</p> <p>-Parents to be phoned to request that their child is collected immediately – they should give an estimated time of arrival and wait in the reception area.</p> <p>-The use of public transport should be avoided.</p> <p>-The student must take a confirmatory PCR test.</p> <p>- The household should follow the PHE stay at home guidance with possible or confirmed COVID infection https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</p> <p>-The area around the person with symptoms must be cleaned with normal household bleach after they have left, to reduce the risk of passing on infection to others.</p>
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