

Droitwich Spa high School Risk Assessment

Running of school / delivering education - COVID-19 Pandemic from the beginning of the Autumn term 2021

What are the hazards?

- Exposure to COVID-19
- The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking and breathing.
- Everyone on site might be harmed as the virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on surface type, moisture content & temperature).
- General transmission may occur through close contact between colleagues, students & visitors and touching contaminated surfaces.

Risk Rating

The risk rating is used to prioritise the action required.

Risk Rating	Description	Action Priority
High	Where harm is certain or near certain to occur and/or major injury or ill-health could result	Urgent action
Medium	Where harm is possible to occur and/or serious injury could result e.g. off work for over 3 days	Medium priority
Low	Where harm is unlikely or seldom to occur and/or minor injury could result e.g. cuts, bruises, strain	No action or low priority action

The school will continue to follow all national and local guidance.

NB - this risk assessment is always subject to change in light of updated national guidance.

Full DfE guidance can be found here:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

	Current Situation and Control Measures	What further action, if any, is necessary,	Lead MOS and Date	Risk Rating
Hygiene	<p>Social distancing</p> <ul style="list-style-type: none"> Distance between staff & students no longer need to be 2m but we advise non double-jabbed staff to maintain 2m due to the need for them to self-isolate if identified as a close contact. (This is an operational requirement.) Rooms will be ventilated and frequently touched surfaces in communal areas regularly cleaned 	All staff to be surveyed to establish who is zero, single or double jabbed	NJW Sept 2021	Medium

	<ul style="list-style-type: none"> Larger Gatherings - are allowed, e.g. assemblies, staff meetings. These will take place in the theatre with the fans on to ensure good ventilation. Non double-jabbed staff should remain 2m apart where possible to prevent having to isolate in the event of being identified as a close contact Cleaning - additional cleaning remains in place and wipes will continue to be available should staff choose to use them Ventilation - staff reminded that classrooms, communal areas & shared offices should still have (non-fire) doors and windows open to increase ventilation. Fire doors must remain closed. Frequent handwashing for at least 20 seconds or hand sanitising promoted Hand sanitiser available in classrooms, at reception and around the school Year group zones are no longer required - mixing is permitted, e.g. extra-curricular activities & use of dining rooms, house assemblies without the need for close contacts to isolate. Face coverings - are no longer recommended to be worn in school. However, staff & students who wish to continue to wear them can do so, including on the buses (school or public) where it is strongly recommended 		NJW & AS	Medium
Staff & Student Attendance	<ul style="list-style-type: none"> Any staff & students must self-isolate and not attend school if: <ul style="list-style-type: none"> as They have symptoms of coronavirus (a high temperature, a new, continuous cough or a loss or change to your sense of smell or taste) They have tested positive for coronavirus Staff who have not been double-jabbed are identified close contacts by NHS track & Trace <p>Students</p>		NJW/JDB	Low

	<ul style="list-style-type: none"> Parents/carers will be advised not to send their children in to school if they are displaying symptoms of coronavirus – see above. They are expected to be able to arrange collection of their child (immediately/asap) if they develop symptoms in school All parents to be advised to be mindful of travelling during school holiday periods and to bear in mind any quarantine arrangements that may be in place on their return to the UK <p>Staff</p> <ul style="list-style-type: none"> All staff advised to be mindful of travelling during school holiday periods and to bear in mind any quarantine arrangements that may be in place to ensure they allow sufficient time to return to work; all staff will need to be available for work as normal. Concerns listened to and addressed Support and pastoral care offer for staff Risk assessment shared with all staff 			
Safeguarding	<p>Mental Health and Well-Being of staff/students</p> <ul style="list-style-type: none"> JL/NJW contact for staff with concerns about their own well being Students reminded of support available and who to speak to if they were to have a concern Safeguarding – this remains a top priority and relevant training and support plans are in operation. 	PSHE/Tutor programme to reflect focus on mental health and well being (See separate plan)	JDB/FJL	Medium
Premises / Building	<ul style="list-style-type: none"> Signage used to promote hygiene (respiratory and hand) and social distancing will remain in place. Hand sanitiser, wipes and tissues will remain in all rooms. Lettings – recommencement of lettings allowed 		AS/ Reception Team	Low
	<p>Receptions</p> <ul style="list-style-type: none"> Protective perspex screens will remain in place Visitors are allowed but should sanitise hands and practise good respiratory hygiene. Non double- jabbed adults are asked to socially distance themselves where possible. 		AS/ Reception Team	Low

	<p>Ongoing Asymptomatic Testing</p> <ul style="list-style-type: none"> • Students & staff will continue to LFD test twice weekly until the end of September when it will be reviewed. • If they test positive, they must isolate & take a PCR test. • If this comes back positive, they must self-isolate before returning to school. • Students and double-jabbed staff who are close contacts will no longer need to self-isolate. They will be contacted by NHS Track & trace and advised to take a PCR test. • Staff who are not double jabbed but are a close contact will need to isolate for the full amount of time 		AS to oversee distribution of tests	
Medical	<ul style="list-style-type: none"> • Supervising students or staff taken ill with symptoms • Student / staff member to be taken to medical area at front of school & placed in separate room if possible, otherwise they must try to keep 2m apart • Increase ventilation in the room if possible. • All who have been in contact with the symptomatic person must wash their hands for a minimum of 20 seconds 	<ul style="list-style-type: none"> • School must be informed of test results immediately 	Reception Team	Medium
	<ul style="list-style-type: none"> • Outbreak/s • In the event of a positive case, <i>or an overall rise in absence due to coronavirus</i>, this will be referred to the Worcestershire LORT • The school may introduce greater control measures should cases rise 		NJW	Medium
	<ul style="list-style-type: none"> • First Aid • Wash/sanitise hands before and after treating a casualty. • Wear disposable gloves, disposable apron, fluid resistant surgical mask and eye protection where there is a risk of respiratory droplets splashing into the eyes due to repeated coughing or vomit. • First aiders instructed on the safe donning and doffing of PPE • Maintain stocks of PPE. • When performing CPR phone an ambulance and use compression only CPR until the ambulance arrives. • If a decision is made to perform mouth-to-mouth ventilation, use a resuscitation face shield where available. 		Reception Team	Low