



## Covid-19 Risk Assessment

### Version 5 – 25.2.21



The technical name of the virus that causes COVID-19 is severe acute respiratory syndrome coronavirus 2, abbreviated as **SARS-CoV-2**

Whilst the Covid-19 virus can cause serious illness, especially for vulnerable adults with underlying health conditions evidence suggests that for the majority (particularly children and young people) they will experience a mild to moderate illness.

Whilst this is a complex and changing situation, there is enough known about the epidemiology of Covid-19 to provide a risk based approach to support staff in their roles.

DfE guidance in relation to the full opening of schools states that, 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). The guidance explains the steps schools need to take to reduce risks still further. This risk assessment is based on that guidance. (Guidance for full opening – schools Published 5<sup>th</sup> November 2020)

The assessment below has been developed based on the following principles:

- That we will act together to ensure the safety and reassurance of all staff, children & young people.
- PPE will be recommended according to evidence of **efficacy and assessment of clinical risk**.
- All efforts will be made to secure a reliable and adequate supply of suitable PPE.
- PPE does not negate the need for social distancing and hand and respiratory hygiene.
- Having entered a period of sustained, community transmission, all staff and pupils are approached as potentially carrying Covid-19.
- Increased transmissibility of the new strain of the virus.
- Application of the published system of controls to individual school circumstances.

The national guidance and response requires that where possible we should continue to: continue to: **Stay Home – Protect the NHS – Save lives**

The government is asking schools to prepare to welcome all children back from March 8<sup>th</sup> 2021. 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 should use their existing resources to make arrangements to welcome all children back.

Potential Hazard	Risk	Who might be harmed?	Minimum control measures to reduce risks to an acceptable level
Covid-19	Staff not having appropriate knowledge on virus, transmission and risk leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public	<ul style="list-style-type: none"> <li>• All staff to keep themselves updated and follow the latest <a href="https://www.gov.uk/government/guidance/schools">Government guidance for schools</a> and national Public Health England/NHS guidelines via <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a>  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a></li> <li>• In particular staff should be familiar with the Guidance for full opening - schools <a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</a> This was last updated on 26<sup>th</sup> February 2021</li> </ul>
Covid-19	Contagious people coming into school leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public, Pupils	<ul style="list-style-type: none"> <li>• To help ensure that the risk of virus spread is as low as possible, the school will inform staff and potential visitors, including customers and contractors, not to enter the school if they are displaying any symptoms of coronavirus (COVID-19) or if they should be self isolating.</li> <li>• Anyone showing the symptoms (new continuous cough and/or a high temperature) should not come to work and should follow the relevant government protocols at home and before coming back to work, this will last at least 10 days.</li> <li>• Anyone living in a household where someone is showing symptoms should stay at home for 14 days. If they then become ill then they must continue to isolate for 10 days from when they first showed their own symptoms.</li> <li>• Anyone displaying symptoms must get a test as soon as possible.</li> <li>• Process for collecting a child due to illness or an existing appointment during the school day is established and shared.</li> <li>• Work to be undertaken will be initially prioritised, based on its importance to the school and being able to assist with potential critical functions during the covid-19 outbreak. (Provision for the children of essential workers and vulnerable children).</li> <li>• Occasional work onsite may be required to enable for the continued proper administration for the school.</li> <li>• Schools should ensure that contact details of any visitors and contractors be maintained so that in the event of a positive case they can engage with Track and Trace.</li> <li>• Schools should display a copy of the NHS QR code. For a link in how to create one for your establishment follow the link below).</li> </ul>

			<p><a href="https://www.gov.uk/create-coronavirus-qr-poster">https://www.gov.uk/create-coronavirus-qr-poster</a></p> <ul style="list-style-type: none"> <li>• Provide guidance to staff and older pupils on the use of the NHS Covid-19 app.</li> </ul>
Injury during travel and whilst onsite.	Increased pressure on an already stretched NHS	Employee, visitors, agency staff	<ul style="list-style-type: none"> <li>• External visits and travel to be minimised. Day visits with appropriate Covid-19 controls are possible.</li> <li>• Where playground equipment is in use this should be 'more frequently cleaned', following the cleaning schedule. Records of cleaning are required.</li> </ul>
Transmission of Covid-19 via arrival at school	Increased transmission of virus on arrival at the school premises	Employee, visitors, agency staff, member of the public Pupils.	<ul style="list-style-type: none"> <li>• Staff and pupils will be encouraged to consider how they travel to school, Following government guidance) and reduce any unnecessary travel on coaches, buses or public transport. Walking, cycling and individual use of cars to be encouraged. From June the 15<sup>th</sup> it will be come compulsory to wear Face coverings on public transport (with exceptions for the very young and some disabled persons).</li> <li>• Signage will be made available to encourage people to remain in their vehicle on arrival and call reception rather than wander around the site.</li> <li>• Hand washing (sanitizer) on arrival will be available at the Reception desk. This forms part of the signing in protocol. Advice about washing hands with soap and water will also be given.</li> <li>• Handwashing on arrival by pupils and at other key points (as per class timetables) will be supervised by staff.</li> <li>• Processes and procedures are established and shared with Parents for pick up and drop off arrangements. These are staggered to avoid mixing between groups.</li> <li>• Masks for children at primary age is not recommended. The school will continue to follow local measures and guidance.</li> <li>• Inform parents and any visitors that they must wear masks entering the school property including external locations.</li> <li>• Distribution of LFT kits to all staff. Staff will complete tests every Monday and Thursday, and report results to the office.</li> </ul>
Inadequate implementation of social distancing at school	People being unable to adhere to social distancing therefore increasing the transmission	Employee, visitors, agency staff, member of the public, Pupils	<ul style="list-style-type: none"> <li>• Plan is in place to ensure that each class/group of children is staffed appropriately, minimising adults and children mixing with different groups</li> <li>• Adults to maintain a 2m distance from pupils and each other as far as possible, recognising the young age phase of the children.</li> </ul>

<p>and spread of Covid-19</p>			<ul style="list-style-type: none"> <li>• Face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas).</li> </ul> <p><i>There may be person specific exemptions where face coverings cannot be worn (e.g. for medical or communication reasons). They will be risk assessed on an individual basis. See identified risk 'Intimate care and minimising the risk of Covid-19' below.</i></p> <ul style="list-style-type: none"> <li>• Class sizes will conform to the legal requirement for infant classes (30).</li> <li>• Classes will be located in different classrooms with the same adults – ensuring that they have their own base.</li> <li>• 2 classes will be joined together to form a 'bubble' so that we can maximise opportunities for learning outdoors in the shared outdoor spaces.</li> <li>• Children will be forward facing as much as is possible, and guided to distance during independent work or 'free-flow' in EYFS.</li> <li>• All children will be provided with their own stationary and regularly used equipment. Children in EYFS will be given 'bum bags' so that they can have their own equipment accessible wherever they may be.</li> <li>• Adults can cross into other classrooms for teaching where necessary and for the purpose of cover.</li> <li>• Records to be kept of pupils and staff within groups and any close contact that takes place between children and staff in different groups.</li> <li>• Playground will be zoned providing a designated space for each 'bubble'.</li> <li>• Lunch times and break times will be staggered to reduce gatherings.</li> <li>• Whole school assemblies will not take place and singing as a group activity, subject to very strict social distancing controls. (See page 54 of Schools Coronavirus Operational Guidance).</li> <li>• Maximise opportunities for learning outdoors on the school site. See free guide on the link below: <a href="https://www.lotc.org.uk/get-outside-toolkit/">https://www.lotc.org.uk/get-outside-toolkit/</a></li> <li>• Extremely Critical Vulnerable staff should work from home and not come to school at the present time. Any member of staff with identified enhanced risks should be specifically risk assessed before working at school. Specific risk assessments are required for expectant mothers. It is strongly recommended that expectant mothers in the third trimester or those with underlying health conditions at any point of gestation should work from home because they may be at greater risk of severe illness if they catch coronavirus.</li> </ul>
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- Everyone will be either taught or asked to follow the [social distancing guidelines](#)
- Review behaviour policy and amend as appropriate.

Identify actions required to ensure sufficiency in meeting increased demand for support where pupils are:

- At risk of exclusion
  - In need of early help
  - Have additional needs such as behaviour, sensory impairment etc.
  - Exhibiting mental health and well-being issues
  - In need of bereavement counselling
  - Meeting the social care thresholds
- Unnecessary sharing of offices will be avoided and ideally staff will avoid using computers that have been used by others in the previous 72 hours. If this is not possible protocols and equipment will be established to allow sanitisation before and after use.
  - When indoor seating in the same space is necessary, seating to be arranged 2m apart. Good ventilation is required when sharing internal spaces. The HSE recommend that chairs in communal areas that are not in use, should be marked with a across (e.g. Reception area and staffroom). Chairs in the staff room have been turned around to demarcate those out of use.
  - Unnecessary staff gatherings will be avoided.
  - Separated toilets will be used where possible – Different groups to utilise different toilets where possible.
  - Masks for staff is mandatory in common and communal areas.
  - Schools should implement procedures for the safe disposal of face masks and other items of PPE.
  - Where staff and pupils are clinically vulnerable the employer has a duty to ‘make reasonable adjustments’ under the Equalities Act. This may result in departure to the general guidance as a response to individual needs

#### **Ventilation**

- Good ventilation is required when sharing internal spaces; doors open and windows open.
- Where possible, occupied room windows should be open. Under the Health Welfare and Safety Regulations room temperatures have to be comfortable. The accompanying

			<p>Approved Code of Practice defines this as a minimum room temperature of 16°C for non-manual occupations. (Advice on managing ventilation as temperatures fall with the onset of winter can be found in the latest government guidance for schools – see below.</p> <ul style="list-style-type: none"> <li>• Request that parents send their children dressed as if they were going to spend the day outside and the staff too, whilst ventilation is improved to the maximum.</li> <li>• Where mechanical ventilation is present, re-circulatory systems should be adjusted to full fresh air. If this is not possible, systems should be operated as normal.</li> <li>• Ventilation to chemical stores should remain operational.</li> </ul>
Consultation with staff	Staff made aware of implications for them	Staff	<ul style="list-style-type: none"> <li>• Staff meetings held prior to reopening (in person or virtually) to share expectations with all staff and to address concerns</li> <li>• Regular meetings timetabled to allow staff opportunities to express concerns.</li> <li>• Access to well-being and mental Health support communicated and shared with staff.</li> </ul> <p><a href="#">Staff and visiting group leaders to be aware of key national guidance for school/education settings.</a></p>
Staffing	Insufficient key staff available to allow school to reopen	Staff and Pupils	<p>Staffing numbers required for entire eligible cohort have been determined including support staff such as facilities, IT, midday and office/admin staff.</p> <p>Including at least one of the following:</p> <ul style="list-style-type: none"> <li>— Paediatric First aider (where children in Reception age group)</li> <li>— Designated Safeguarding Lead (DSL)</li> <li>— SENDCO</li> <li>— Caretaker/site member</li> <li>— Office staff member</li> </ul>
Poor hand & respiratory hygiene	Poor hand & respiratory hygiene leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public, Pupils	<ul style="list-style-type: none"> <li>• Follow Hand Washing protocol at appendix 1 below <a href="https://www.who.int/gpsc/clean_hands_protection/en/">https://www.who.int/gpsc/clean_hands_protection/en/</a> <ul style="list-style-type: none"> <li>➢ When they arrive at school</li> <li>➢ When they return from breaks</li> <li>➢ When they change rooms</li> <li>➢ Before and after eating</li> </ul> </li> </ul> <p>Soap and water, and regular hand washing for at least 20 seconds, is the best way of staying safe. Hand washing with soap employs mechanical action that loosens bacteria and viruses from the skin, rinsing them into the drain. Drying hands afterwards makes the skin less hospitable to the virus. Hand sanitiser can be effective if soap is not available, or the situation makes using soap less feasible (for example, when outside), but using hand sanitiser provides</p>

			<p>none of the virus-destroying friction that rubbing your hands together and rinsing with water provides.</p> <ul style="list-style-type: none"> <li>• Staff, visitors and pupils should be reminded to wash their hands for 20 seconds more frequently than normal, including on arrival at the setting, before and after eating, and after sneezing or coughing. (See selection of songs to be taught, so that children can judge the time correctly.)</li> <li>• Staff should supervise young children to ensure they wash their hands for 20 seconds with soap and water (or hand sanitiser if soap is not available or feasible in the particular situation)</li> <li>• Coughs and sneezes to be caught in tissues. Bins for tissues will have lids on and be double-bagged’.</li> <li>• Some children with special educational needs and disabilities may require additional support in following public health advice, or may find frequent hand washing distressing. Staff should know where this is likely to be the case, and how they can best support individual children.</li> <li>• Consider dangers related to ingestion and fire in relation to hand sanitiser = all adults to administer the sanitiser to the children so that the amount is controlled. Sanitiser will remain safely stored in the classroom.</li> </ul>
Surfaces contaminated with Covid-19	Increased transmission of covid-19 via surface – face contact	Employee, visitors, agency staff, member of the public	<ul style="list-style-type: none"> <li>• Regular points of contact such as door handles, push plates, code pads and WC levers should be cleaned regularly unless it is already known (with certainty) that the building has not been in use for 48hrs. (See copy of cleaning schedule).</li> <li>• It should be assumed this is not the case unless there is knowledge to the contrary.</li> <li>• Follow government guidelines as follows:</li> </ul> <p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a></p> <ul style="list-style-type: none"> <li>• Checklist of cleaning has been created and is used to ensure that all frequently used objects and items are cleaned to include those listed below. The cleaning is monitored by using checklists which are dated and signed by each cleaner. <ul style="list-style-type: none"> <li>➤ Door handles</li> <li>➤ Desks, table tops</li> <li>➤ Toys</li> <li>➤ Teaching equipment/resources</li> <li>➤ Bannisters</li> </ul> </li> </ul>

- Light switches
- Books
- Toilets
- Sinks
- Use of disposable cloths
- Additional cleaning capacity in place through use of teaching and support staff. HSE advice is that a formal system for monitoring and recording of cleaning should be maintained by teaching establishments – record sheets are placed in each area for recording purposes.
- Maximise opportunities for learning outdoors.
- Playground equipment will be cleaned at the end of lunchtime, before it is used by different ‘bubbles’
- Deep clean the kitchen prior to reopening before food preparation resumes. School kitchens should follow the guidance at <https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19>  
Clean and disinfect all areas and surfaces prior to reopening and if necessary, utilise pest control for insect infestations, particularly in the kitchen and/or food preparation areas.

- The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs, sneezes or speaks. These droplets are too heavy to hang in the air. They quickly fall on floors or surfaces. The advice for schools, colleges and childcare settings is to follow steps on [social distancing, hand washing and other hygiene measures](#), and [cleaning](#) of surfaces.
- If you are not providing intimate care to someone, PPE is **not** needed.
- Some children with special educational needs, may be unable to follow social distancing guidelines, or require personal care support. In these circumstances, staff need to increase their level of self-protection, such as minimising close contact (where appropriate), cleaning frequently touched surfaces, and carrying out more frequent handwashing. School staff should continue to use the PPE that they have always used (such as an apron and gloves) when undertaking more intimate care with pupils.
- Suggested protocol for the use of PPE (Based upon Public Health England Guidelines).

	Category	PPE Requirements	Educational Setting
1	Staff / Pupil interaction where distance of 2m can	Close adherence to hand (i) and respiratory hygiene protocols (ii).	The majority of school and childcare settings will fall into this category. For example Class Teacher and Classroom assistants working

Intimate care and minimising the risk of Covid-19

Intimate care procedures leading to increased transmission of covid-19

Employee, visitors, agency staff, member of the public, Pupils

	be maintained throughout	No additional PPE required beyond what would usually be worn for any given task	within a classroom environment where social distancing can be adhered to.
2	Staff / pupil interaction where momentary (iii) physical contact is required or cannot maintain 2m distance.	Close adherence to hand and respiratory hygiene protocols.  Surgical facemask to be worn by member of staff. Sessional (iv) use is adequate in these circumstances.	In some childcare and school settings where intimate care is required it may be necessary to wear a surgical facemask when undertaking certain tasks (e.g. administration of medication where it cannot be self medicated, or When administering first aid, self-administration is not possible e.g. child places their own plaster on a cut / laceration
3	Prolonged/intimate (v) physical contact is required between member of staff and Pupil.	Close adherence to hand and respiratory hygiene protocols.  PPE required - Disposable gloves, disposable apron, sessional surgical facemask, (include eye protection if client is coughing or sneezing). Donning and doffing according to standard protocols (vi) and disposing of clinical waste appropriately (vii).	Anyone who is symptomatic should not be in a childcare or school setting. However if required to undertake intimate care with a child or young person then category 3 PPE will apply e.g. If a child requires intimate care when administering first aid as a result of serious injury. If that child were coughing or spitting, this should include eye protection.

NB: This summary relates to PHE's COVID-19: infection prevention and control, last updated 6th April

Review above table alongside appendix 2

- In circumstances where staff feel PPE is appropriate following the principles above careful judgement should be used to consider likely risk and also any impact of behaviour the child/young person may demonstrate as a result of PPE being worn. The wearing of PPE unless carefully removed in itself can add increased risk therefore, it is expected that the wearing of PPE will be subject to training sessions. Separate guidance is available on the use of PPE in education and childcare at:  
<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

When essential travel in a vehicle is required	Sharing a vehicle where social distancing is not possible leading to increased transmission of covid-19	Drivers, Pupils and accompanying staff	<ul style="list-style-type: none"> <li>• When having to travel for business related please only travel when this is essential.</li> <li>• When using a private vehicle to make a journey that is essential, cars should only be shared by members of the same household. Those who normally share a car with people who are not members of their own household for a journey that is essential, e.g. getting to work, should consider alternatives such as walking, cycling and public transport where you maintain a distance of 2 metres from others.</li> <li>• Where using a car is essential involving two or more people, it is recommended that two or more cars are used rather than staff travelling together in the same vehicle.</li> <li>• Staff where possible should use their own vehicle</li> <li>• Staff should only share a vehicle with a pupil as an absolute last resort. (e.g. Emergency response).</li> <li>• If you have to share the vehicle with another staff member – remember to wipe down the car after the visit has taken place e/g steering wheel, handbrake, door handles etc with an antibacterial wipe (dispose of the wipes by double bagging) and open windows.</li> </ul>
Increased lone working	Becoming injured when help is not at hand	Employees and contractors	<ul style="list-style-type: none"> <li>• Many social distancing measures result in an increase in lone working, something that is usually minimised.</li> <li>• If you are lone working it is important to follow lone working guidance and ensure a buddy system is implemented and you are in regular contact re your whereabouts.</li> </ul>
Managing risk of an individual displays symptoms	Proximity to a person displaying covid-19 symptoms leading to increased transmission of covid-19	Employee, pupils, agency staff, member of the public	<p><a href="https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19">https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19</a></p> <p>Identified room has been located enabling the contagion be contained, if required. (First aid room)</p> <p>For pupils refer to;  <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/915553/Symptomatic_children_action_list_SCHOOLS.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/915553/Symptomatic children action list SCHOOLS.pdf</a></p> <ul style="list-style-type: none"> <li>• If someone becomes unwell and starts to display symptoms and starts to display with a new, continuous cough or a high temperature in an education setting they must be sent home ask for a test and are advised to follow the guidance related to the track and trace programme and <a href="#">staying at home guidance</a></li> <li>• Consider treating all pupils and staff who are unwell as possible Covid 19 cases and isolate as per procedures in school accordingly. (There are now a wide range of symptoms, including; headache and feeling sick.)</li> </ul>

			<ul style="list-style-type: none"> <li>• The DfE helpline should be informed and advice sought (0800 046 8687, opt 1), in cases of confirmed transmission. Where multiple cases are identified within school advice should be sought from PHE and local Health Protection teams.</li> <li>• Where transmission of Covid-19 is thought to have taken place as a result of work place contact this becomes a notifiable incident to the HSE under RIDDOR</li> <li>• <b>Important note;</b> diarrhoea and vomiting have been identified in recent research as additional symptoms of Covid 19 in children. As these symptoms would ordinarily require a child to be sent home the protocol for a possible coronavirus infection should be followed.</li> <li>• If an affected person is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door. (First-aid room) If they are a child, depending on the age of the child appropriate adult supervision may be required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area, which is at least 2 metres away from other people. Additional PPE will be supplied.</li> <li>• If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. (This will be labelled with a first-aid sign). The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</li> <li>• Public Health England together with NHS England and the Department of Health and Social Care (DHSC), now have wider testing available for anyone showing symptoms over the age of five years.</li> </ul>
Deliveries and Maintenance on school sites	Increased number of people onsite leading to increased transmission of covid-19		<ul style="list-style-type: none"> <li>• Only essential repairs and maintenance work should be carried out</li> <li>• Deliveries that need to be handled immediately should be sanitized with wipes before taking them inside the premises</li> <li>• Keep deliveries to a minimum with important items only.</li> </ul>
Catering	Catering facilities may not be available due to social distancing restrictions	Pupils	<ul style="list-style-type: none"> <li>• Arrangements in place to provide food to CYP on site, including the requirement of universal free school meals. The catering providers will make use of the school kitchen.</li> <li>• Arrangements for the continued provision of FSMs for children not attending school owing to isolation and remote learning requirements are in place.</li> <li>• Arrangements for when and where each group will take lunch (and snack time if necessary) are in place so that children do not mix with children from other groups.</li> <li>• Arrangements for food deliveries in place.</li> </ul>

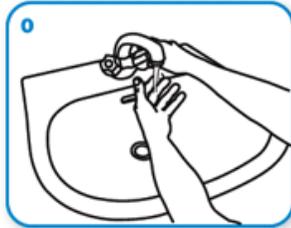
			<ul style="list-style-type: none"> <li>• Where possible pack lunches prepared at home should be sent to school in a disposable bag to allow disposal during the school day.</li> </ul>
<p>Pupil Re-orientation</p> <p>Back into school after a period of closure/ being at home</p>	<p>Pupil and parents not aware of the new requirements and routines</p>	<p>Pupils and staff</p>	<ul style="list-style-type: none"> <li>• Approach and expectations around school uniform determined and communicated with parents.</li> <li>• Changes to the school day/timetables and drop off arrangements shared with parents.</li> <li>• All parents will be instructed to ensure that their children bring a water bottle each day. Water dispenser will be used with strict social distancing and cleaning arrangements in place.</li> <li>• Approach to preparing pupils for a return to academic work and new social situations is developed and shared by all teaching staff.</li> <li>• Arrangements for the education of pupils who are isolating should be communicated in advance so that disruptions to education are kept to a minimum. It is now a legal requirement for schools to have in place procedures for remote learning.</li> <li>• Staff, parents and pupils informed of the need to self-isolate for 10 days when returning from a range of overseas locations.</li> </ul>
<p>Covid 19</p>	<p>Increased vulnerability to illness</p>	<p>BAME Children and staff</p>	<p>Identify all children and staff in school who may be considered as part of this community Ensure that staff supporting a bubble are aware of the elevated risk to health.</p> <ul style="list-style-type: none"> <li>• Discuss concerns with parents or staff and consider a personal risk assessment if appropriate.</li> <li>• Ensure all those identified have the opportunity to share concerns</li> <li>• Ensure adequate PPE is always available for staff use</li> <li>• Ensure that information shared and updated by the DfE and <a href="https://bameednetwork.com">https://bameednetwork.com</a> is reflected in revisions of this risk assessment.</li> <li>• Conduct specific risk assessments for Clinically vulnerable staff and young and expectant mothers. HSE guidance, expectant mothers should work from home if possible, if not strict social distancing should be observed.</li> <li>• Extremely critically vulnerable staff or those advised to shield should work from home.</li> </ul>

## **Appendix 1: Clean hands protect against infection (WHO protocol)**

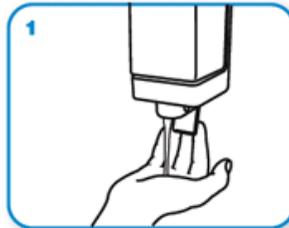
Protect yourself

- Clean your hands regularly.
- Wash your hands with soap and water, and dry them thoroughly.
- Use alcohol-based handrub if you don't have immediate access to soap and water.

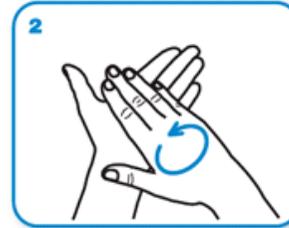
How do I wash my hands properly? Washing your hands properly takes about as long as singing "Happy Birthday" twice, using the images below:



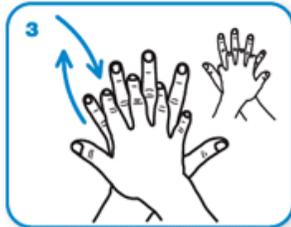
Wet hands with water



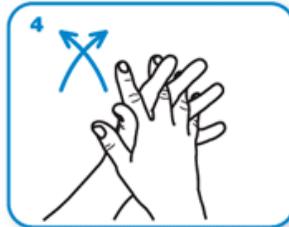
apply enough soap to cover all hand surfaces.



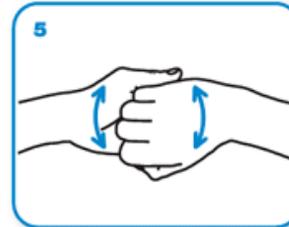
Rub hands palm to palm



right palm over left dorsum with interlaced fingers and vice versa



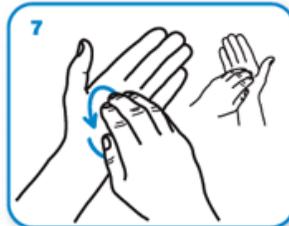
palm to palm with fingers interlaced



backs of fingers to opposing palms with fingers interlocked



rotational rubbing of left thumb clasped in right palm and vice versa



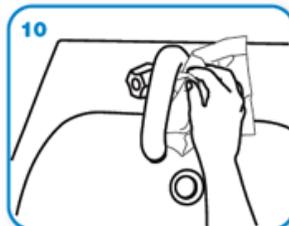
rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



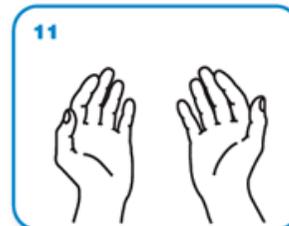
Rinse hands with water



dry thoroughly with a single use towel



use towel to turn off faucet



...and your hands are safe.

## **Appendix 2 – Clinically Extremely Vulnerable group**

People falling into this **extremely vulnerable group** include:

1. Solid organ transplant recipients.
2. People with specific cancers:
  - people with cancer who are undergoing active chemotherapy
  - people with lung cancer who are undergoing radical radiotherapy
  - people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
  - people having immunotherapy or other continuing antibody treatments for cancer □ people having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
  - people who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
3. People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe COPD.
4. People with rare diseases and inborn errors of metabolism that significantly increase the risk of infections (such as SCID, homozygous sickle cell).
5. People on immunosuppression therapies sufficient to significantly increase risk of infection.
6. Women who are pregnant with significant heart disease, congenital or acquired.

NB: Patients should have received notification directly from the government and or their GP practice about whether they fall into this group and how to reduce their risk.

### **Appendix 3**

i.	Handwashing Protocol	Attached at appendix 1 above <a href="https://www.who.int/gpsc/clean_hands_protection/en/">https://www.who.int/gpsc/clean_hands_protection/en/</a>
ii	Respiratory hygiene protocol	This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately. <a href="https://www.who.int/emergencies/diseases/novel-coronavirus2019/advice-for-public">https://www.who.int/emergencies/diseases/novel-coronavirus2019/advice-for-public</a>
iii	Momentary contact	Relates to ad hoc interventions that may create proximity to bodily fluid – e.g. a driver putting a seatbelt onto a client.
iv	Sessional use	Surgical facemask can be used multiple times and need not be disposed of until wet, damaged or uncomfortable. <a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control/covid-19-personal-protective-equipmentppe#section-6">https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control/covid-19-personal-protective-equipmentppe#section-6</a>
v	Intimate care	Is defined as a role which is personally supporting the client to bathe, wash, feed etc. where there may be close proximity to bodily fluids.
vi	Donning and doffing	Refers to the correct method by which PPE should be put on and taken off. <a href="https://www.gov.uk/government/publications/covid-19-personalprotective-equipment-use-for-non-aerosol-generating-procedures">https://www.gov.uk/government/publications/covid-19-personalprotective-equipment-use-for-non-aerosol-generating-procedures</a> <a href="https://www.youtube.com/watch?v=-GncQ_ed-9w">https://www.youtube.com/watch?v=-GncQ_ed-9w</a>
vii	Disposal of PPE	PPE should be bagged and disposed of in a lidded bin followed by close adherence to hand washing protocol.
viii	Shielded person	Definition at appendix 3.
ix	Single use	Refers to disposal of PPE after each client interaction.
x	PHE Covid-19 IPC	<a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control?utm_source=7c916e5e-b965-44d0-a304cf38d248abba&amp;utm_medium=email&amp;utm_campaign=govuknotifications&amp;utm_content=immediate">https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control?utm_source=7c916e5e-b965-44d0-a304cf38d248abba&amp;utm_medium=email&amp;utm_campaign=govuknotifications&amp;utm_content=immediate</a>