



## BIS and BJS Covid-19 Reopening Risk Assessment

<b>Activities Covered by this Assessment</b>	Full Reopening of schools during COVID 19 (v14-March 2022)		
<b>Site Address / Location</b>	Burbage C of E Infant and Junior School	<b>Department / Service / Team</b>	CFS and Traded Services

It is a legal requirement that **schools should review and update their risk assessments** (building on the learning to date and the practices they have already developed), to consider the removal of restrictions and control measures in line with the roadmap out of the pandemic. Settings should also review and update their wider risk assessments and consider the need for relevant revised controls in respect of their conventional risk profile considering the implications of coronavirus (COVID-19). Schools should ensure that they implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level.

Schools may wish to retain previous versions of risk assessments as the DfE have indicated that schools may be asked to reinstate controls in the event of a local outbreak. These reinstatements are envisaged to be of short duration but may mean that there are frequent changes required. All reinstatements should be on the advice of public health (PH) and schools should tailor any risk assessment reviews to PH advice.

Operational guidance. Please refer to: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

If due to staff absence it is necessary to merge classes, please ensure the fire occupancy of classrooms are not exceeded.

**Isolation and Contact Tracing:**

We follow the guidance here: <https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts>

**From 1 April:** The Government will remove the health and safety requirement for every employer to explicitly consider COVID-19 in their risk assessments. In alignment with current Government guidance this risk assessment template will be archived on April 1<sup>st</sup>, 2022. No further updates of this risk assessment will be issued After April 1<sup>st</sup> 2022. The guidance above can be found in paragraph 60 in the link below:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1056229/COVID-19\\_Response\\_-\\_Living\\_with\\_COVID-19.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1056229/COVID-19_Response_-_Living_with_COVID-19.pdf)

**Adequate ventilation, cleaning, hand washing, and respiratory hygiene will still be required after 1st April 2022.**

**KEY**

*Deletions to November 2021 Risk Assessment*

*Additions to previous November 2021 Risk Assessment*

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (---/---/---)	Done ?
Coming into contact with individuals who are unwell	Staff, pupils, visitors and contractors. Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>Staff, pupils, visitors and contractors do not come into the school if they have the main COVID19 symptoms.</li> <li>Anyone developing the main COVID19 symptoms is sent home.</li> <li>School will send home pupils who present Covid symptoms in school.</li> <li>Anyone who has the main symptoms or a positive test result will be advised to isolate for 5 days and can return to school following 2 negative lateral flow tests taken 24 hours apart. A LFT can be taken on day 5 and then another 24 hours later to end the isolation period if they are both negative.</li> </ul> <p><b>NOTE:</b> Self isolation should not end if the person has a high temperature see this link:</p> <p><a href="https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-">https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-</a></p>										

		<a href="#">contacts/covid-19-people-with-covid-19-and-their-contacts</a>													
<b>A pupil shows the main symptoms of COVID19 whilst in school</b>	Staff, pupils, visitors and contractors. Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>The area around the pupil with symptoms is cleaned and disinfected after they have left.</li> <li>Everyone washes their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell.</li> </ul>													
<b>Entry to site</b>	Staff, pupils, parents/guardian, visitors and contractors. Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>Parents/carers and pupils are to use the pedestrian gates only (Infant School). Junior School pupils are to use both the pedestrian and vehicle access gate at the start and ends of day. Close supervision by at least <b>one</b> member of staff to ensure pedestrian safety and traffic management (Junior School).</li> <li><b>Visitors to school to wear masks at all times unless told otherwise.</b></li> <li><b>All visitors must sign in and provide contact details.</b></li> <li><b>Guidance given on arrival to all visitors.</b></li> <li>Visitors are asked if they have any symptoms of COVID19 <b>or have had contact with anyone who has symptoms of COVID19</b>, before they arrive on site. Signage at door.</li> <li>Events that lead to large collections of visitors, such as</li> </ul>													

		<p>parents' evening, assemblies and productions, are not to take place until COVID-19 cases are deemed to be at a reasonable level in the community. Parents' evening appointments to continue to take place remotely. <b>This will be reviewed at Easter 2022.</b></p>											
<p><b>Poor hygiene practice</b></p>	<p>Staff, student and visitors may become infected.</p>	<ul style="list-style-type: none"> <li>• Posters are displayed throughout the school in handwash areas advising all pupils and staff to wash their hands after using the toilet, before and after handling food, after touching any animals and any other actions which may increase the risk of infectious disease, such as coughing or sneezing.</li> <li>• Sufficient amounts of soap and washing liquids, warm water and paper towels are supplied in toilets and kitchen areas.</li> <li>• Alcohol-based hand gel <b>and wipes</b> to be supplied around school.</li> <li>• Pupils and staff are to wipe their mouths and noses with tissues after sneezing or coughing, and to dispose of these using the lidded bins provided around the school.</li> <li>• Tissues available in all classrooms.</li> <li>• <b>Continue to remind children about the importance of handwashing and build this into daily routine.</b></li> <li>• <b>Young children or those with additional needs who struggle to wash hands effectively can use</b></li> </ul>											

		<p>skin friendly wipes.</p> <ul style="list-style-type: none"> <li>Cleaners are employed by the school to carry out regular, thorough cleaning that follows national guidance, is compliant with the control of substances hazardous to health (COSHH), and the school's Health and Safety Policy. Increased cleaning times throughout the day and a cleaning schedule in place.</li> </ul>										
<b>Sharing Classrooms and teaching spaces</b>	Staff, pupils. Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>Where rooms are shared, cleaning of desks, door handles, and other resources between groups.</li> <li>Additional hand sanitiser units now placed in all shared areas (toilets, etc). Staff to use on entering room.</li> </ul>										
<b>Sharing equipment</b>	Staff, pupils, visitors and contractors. Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>Pupils do not bring in their own equipment from home.</li> <li>Teaching resources kept within the class, and regularly cleaned. Any equipment used across class cleaned meticulously.</li> <li>Where reading books and records are sent home, parents and children are reminded to wash their hands before handling.</li> <li>Additional hand sanitiser units in Reception children's outdoor learning areas.</li> </ul>										
<b>Social distancing not being</b>	Staff, pupils, visitors and contractors	<ul style="list-style-type: none"> <li>Pupils to wash hands before eating/drinking. Hand sanitiser used regularly.</li> </ul>										

<p><b>carried out at break times</b></p>	<p>Reduced infection control which may result in spread of COVID19</p>	<ul style="list-style-type: none"> <li>• Gel used when children come back into classrooms.</li> <li>• Hand washing arrangements/use of sanitiser provision.</li> </ul>													
<p><b>Children’s mental well-being and recovery</b></p>		<ul style="list-style-type: none"> <li>• Flexibility on length of breaks</li> <li>• These periods are monitored for effectiveness and how issues are reported.</li> </ul>													
<p><b>Social distancing not being carried out at lunch time</b></p>	<p>Staff, pupils, visitors and contractors Reduced infection control which may result in spread of COVID19</p>	<ul style="list-style-type: none"> <li>• Pupils to wash their hands before eating and encouraged not to touch their mouth, eyes and nose.</li> <li>• Gel used when children come back into classrooms.</li> <li>• All food preparation and eating areas are thoroughly cleaned and disinfected before and after use.</li> <li>• Communication with Catering provider (External or LTS Catering). Cleaning regimes to be established for after eating packed lunches/grab bags.</li> </ul>													
<p><b>Carrying out 1<sup>st</sup> aid</b></p>	<p>First Aider Person being treated.  This activity requires the 2mtr social distancing rule to be broken. This could lead to either person involved in becoming</p>	<ul style="list-style-type: none"> <li>• Normal, pre-Covid first aid procedures to be followed.</li> <li>• Staff to wear gloves when completing head bump book or using communal resources.</li> <li>• Ensure parents know not to send children if they or anyone at home is presenting Covid symptoms.</li> <li>• Lunchtime Supervisors and supervising staff carry first aid bags (Juniors).</li> </ul>													

	<p>infected with COVID-19 through close contact with an asymptomatic carrier, transmitting the virus through bodily fluids or respiratory droplets entering the person's eyes, nose or mouth.</p> <p>The First aider may have an allergic reaction to latex gloves.</p>	<ul style="list-style-type: none"> <li>• A first aider will NOT be treating a person who has the symptoms of COVID-19 as specified by the NHS and Government unless life-threatening condition - use St John's ambulance guidance (link at end of document). If need for resuscitation, only use compressions, not rescue breaths.</li> <li>• If a child presents symptoms of COVID-19 they will be isolated 2m away from people, in a spacious room identified for this purpose and parents called to collect them.</li> <li>• Persons who have symptoms will isolate for 10 days and will not be in school.</li> <li>• The first aider will wash their hands for at least 20 seconds with soap and water.</li> <li>• Nitrile Gloves conforming to BSEN455 will be worn.</li> <li>• Latex gloves will be avoided to remove the risk of allergic reaction.</li> <li>• The first aider will cover any cuts on their hands with waterproof plasters.</li> <li>• The first aider will wear a fluid resistant surgical mask and avoid putting their fingers in their mouth and touching their face.</li> <li>• The first aider will avoid touching any part of a dressing that will come into contact with a wound.</li> </ul>												
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		<ul style="list-style-type: none"> <li>• The first aider will wear goggles or a visor to prevent bodily fluids being splashed into the eyes.</li> <li>• After each first aid treatment is given all equipment and surfaces, including goggles/visor used will be cleaned down using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the google and visor will be rinsed with clean water after being disinfected.</li> <li>• After using the face masks, aprons and gloves they will be correctly doffed and placed straight into a clinical waste bag and the bag tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin.</li> <li>• Face masks and gloves will only be used for 1 treatment of first aid they will not be used to treat a second person requiring first aid.</li> <li>• First aiders have been given information on how to correctly don and doff their PPE.</li> <li>• No food will be stored or eaten in the first aid room.</li> <li>• After first aid treatment is given and cleaning has been completed the first aider will wash their hands with</li> </ul>										
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		<p>soap and water for at least 20 seconds before commencing any further work.</p> <ul style="list-style-type: none"> <li>• There is a dedicated room for first aid that will be used solely for first aid treatment to help prevent bodily fluids contaminating other parts of the building.</li> </ul>										
<b>Intimate care</b>		<ul style="list-style-type: none"> <li>• The staff member providing the intimate care will wash hands thoroughly before and after providing intimate care, using soap and water for at least 20 seconds. Use alcohol-based hand sanitiser if soap and water is not available.</li> <li>• NHS hand washing posters have been installed above sinks to give information on good hand washing techniques.</li> <li>• Face coverings will not be worn during this activity by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission.</li> <li>• Children whose care routinely already involves the use of PPE due to their intimate care needs will continue to receive their care in the same way, using the same PPE as they have always done for this task.</li> </ul>										

		<ul style="list-style-type: none"> <li>• If a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home, a fluid-resistant surgical face mask should be worn by the supervising adult if 2 metre social distancing cannot be maintained. The surgical masks used conform to <b>BS EN 14683:2019 Type IIR</b>.</li> <li>• After using the face masks, aprons and gloves they will be correctly doffed and placed straight into a clinical waste bag and the bag tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin.</li> <li>• If contact with the unwell child is necessary, then nitrile/latex disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.</li> </ul>										
<b>Social distancing not being carried out during the use of Staff facilities</b>	Staff, pupils, visitors and contractors Reduced infection control which may result in	<ul style="list-style-type: none"> <li>• <b>At their own discretion staff may choose to</b> observe social distancing from each other.</li> <li>• Staff <b>may choose</b> to wear face masks when walking around the school.</li> </ul>										

	spread of COVID19	<ul style="list-style-type: none"> <li>• Consider the number of staff that can be accommodated in the area to achieve social distancing and remove the furniture where possible.</li> <li>• Consider the use of another room in addition to usual one.</li> <li>• Use of signs to inform of hand washing prior to entering/using facilities.</li> <li>• Use hand sanitiser when using shared equipment (eg. photocopier) and use sanitiser before entering staff toilets/staffroom.</li> </ul>												
Cleaning	Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>• A detailed cleaning schedule will be implemented throughout the site, ensuring that contact points, eg. work surfaces, door handles, taps, etc. are all thoroughly cleaned and disinfected regularly.</li> <li>• Hard surfaces to be cleaned with soap and water prior to disinfecting.</li> <li>• Disinfecting should be performed using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the goggles and visor will be rinsed with clean water after being disinfected.</li> </ul>												

		<ul style="list-style-type: none"> <li>• Extra attention is to be given to frequently touched areas and surfaces, eg. doors, toilets, door handles, phones, light switches and door fobs, etc.</li> <li>• Hand towels and hand wash are to be checked and replaced as needed by the Premises Officer and cleaning staff.</li> <li>• Enhance the cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush, etc.</li> <li>• Only cleaning products supplied by the school are to be used.</li> <li>• Please refer to the school’s COSHH risk assessments for further control measures in relation to cleaning chemicals used.</li> <li>• PPE required for cleaning will be noted in the outcome of the COSHH risk assessments conducted for cleaning chemicals used.</li> <li>• <b>Bin liners should be used in all bins and waste bins should be emptied into the external waste bin/skip.</b></li> </ul>																		
<b>Heating</b>	Staff and pupils. Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>• At least one window and internal door to be left open at all times.</li> <li>• Children can bring additional warm clothes if necessary.</li> <li>• <b>Adjustable heating to be switched on two hours before use and set to a lower consistent heat.</b></li> </ul>																		

<b>Contractors working on site</b>	Staff, pupils, parents/guardian, visitors and contractors. <b>Reduced infection control which may result in spread of COVID19</b>	<ul style="list-style-type: none"> <li>• <b>Wherever possible, contracted work is carried out when the school is closed to staff and pupils.</b></li> <li>• <b>If it needs to be carried out in the day, contractors must socially distance and wear masks at all times.</b></li> </ul>												
<b>Emergency procedures</b>		<ul style="list-style-type: none"> <li>• <b>Staff, pupils, visitors and contractors' social distance at assembly areas (2m separation) as far as is reasonably practicable.</b></li> </ul>												

- **Government Guidance on Full Reopening:** <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>
- **Hand wash video** <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>
- **Guidance for education and childcare settings on how to implement social distancing** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>
- **Guidance on infection prevention and control for COVID-19** <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>
- **Managing premises** <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak#other-points-to-consider>
- **Source NHS:** <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>
- **Coronavirus (COVID-19): implementing protective measures in education and childcare settings:** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

- **COVID-19: cleaning in non-healthcare settings:** <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- **St. John Ambulance Covid-19: advice for first aiders:** <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>
- **Conducting a SEND risk assessment during the coronavirus outbreak:** <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
- **HSE. Talking with your workers about preventing coronavirus:** <https://www.hse.gov.uk/news/assets/docs/talking-with-your-workers.pdf>
- **Contact for PPE orders if you have difficulties with your own suppliers:**  
 Leicester City : [icrs.service@leicester.gov.uk](mailto:icrs.service@leicester.gov.uk)  
 Leicester County: [enquirylinequality&contracts@leics.gov.uk](mailto:enquirylinequality&contracts@leics.gov.uk)  
 Rutland: [PPE@rutland.gov.uk](mailto:PPE@rutland.gov.uk)

During this activity, what could go wrong resulting in an emergency situation?	<ol style="list-style-type: none"> <li>1. Child displays symptoms of CV19</li> <li>2. Child from teaching group who has been sent home becomes confirmed case.</li> <li>3. Staff becoming ill and self-isolating.</li> </ol>
How could this emergency situation be prevented / controlled?	<ol style="list-style-type: none"> <li>1. Isolate child until collected.</li> <li>2. PHE contacted to carry out RA and advise on whether bubbles need to self-isolate.</li> <li>3. Follow self-isolating guidance, ensure that reporting of illness procedures well understood.</li> </ol>
Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?	<ol style="list-style-type: none"> <li>1. Staff to supervise child until collected where 2m rule cannot be implemented PPE to be worn.</li> <li>2. Make staff aware of guidance in link below, develop guidance on internal monitoring of staff and pupils on self-isolation and student attendance recording.</li> <li>3. Follow guidance: <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings">https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</a> Consider reallocating staff or capacity of school to remain open. Consult with LA and/or Trust on closure.</li> </ol>
Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done?	Additional pupil numbers on full reopening – review procedures and social distancing, refer to any new government guidance.

Risk Assessor (s) Name(s):	Karen Allen	Risk Assessor(s) Signature (S):	
Authorised By:		Authoriser Signature:	<b>Initial</b>
Date Conducted:	30.07.2020	Date of Next Review:	16.10.2020
		Date of Review:	01.03.2021
		Date of Review:	29.11.21
		Date of Review:	3.3.22
		Date of Review:	

Potential Severity of Harm	<b>High</b> Death, paralysis, long term serious ill health.	<b>Medium</b>	<b>High</b>	<b>High</b>
	<b>Medium</b> An injury requiring further medical assistance or is a RIDDOR incident.	<b>Low</b>	<b>Medium</b>	<b>High</b>
	<b>Low</b> Minor injuries not resulting in any first aid or absence from work.	<b>Low</b>	<b>Low</b>	<b>Medium</b>
	<b>Low</b> The event is unlikely to happen.	<b>Medium</b> It is fairly likely to happen.	<b>High</b> It is likely to happen.	
<b>Likelihood of Harm Occurring</b>				

### Risk Rating Definitions

<b>Low</b>	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
<b>Medium</b>	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
<b>High</b>	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a <b>High</b> , then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious considerations should be given to the validity of carrying out the activity at all. Regular monitoring of the activity should occur.