

GRACE ACADEMY DARLASTON RISK ASSESSMENT WHOLE SCHOOL RETURN FROM MARCH 2021 - COVID-19

Last Updated 07/03/2021 by JAN/ PMI.

The purpose of this risk assessment is to prepare for the reopening of the school to all students and staff, whilst reducing the risk of coronavirus transmission. The Academy will continue to provide on-site supervision for vulnerable students and children of critical workers from 1/3/2021-11/3/2021.

- For the purpose of this risk assessment, the term ‘coronavirus’ to refer to coronavirus disease 2019 (COVID-19).
- This should reflect relevant advice and guidance from the Department of Education and will be regularly updated to ensure any additional subsequent guidance issued to schools is considered.
- Phil Miles (Assistant Principal) and Julie Anstey (Associate Principal) will lead on updating when government advice changes or there is a change in circumstances resulting in the need to update the risk assessments.

Additional risk assessments for certain job roles such as cleaning and catering will explain in more detail measures outlined in this risk assessment (Kitchen/ Cleaning/ First Aid/ Contractors/Facilities Team etc).

HAZARD	RISK GROUP	RISK	CONTROL MEASURES (Describe the existing workplace precautions and risk control systems in place)	Residual Risk Rating HIGH MED LOW	Are Existing Controls Adequate?	
					Yes	No*
General guidance	Staff Students Visitors	Contracting and spreading of infection	<p>Basic infection controls should be followed as recommended by the government:</p> <ul style="list-style-type: none"> • Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. If no tissue is available, then sneeze or cough into the fold of your elbow instead of your hands. • Put used tissues in the bin straight away. • Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available. • Try to avoid close contact with people who are unwell. • Clean and disinfect frequently touched objects and surfaces. • Do not touch your eyes, nose or mouth if your hands are not clean (and reduce instances of touching these areas as far as is possible). <p>Persons worried about symptoms should use the NHS 111, only call if they cannot get help online, and NOT go to their GP or other healthcare centre.</p> <ul style="list-style-type: none"> • <i>Where eligible, employees are strongly recommended to take part in the government’s testing programme for COVID-19 and ensure that the results are communicated to senior management. If the test results reveal that the individual has contracted COVID-19, action will be taken with the local health protection team from Public Health England on further steps the academy needs to take.</i> 	MED	Y	

Whole site adjustments	All	Spread of Infection	<ul style="list-style-type: none"> • Students will mainly be in year group bubbles which will inform planning of cleaning schedules and how students arrive and leave the Academy. These bubbles will be in place at arrival/departure, break, lunchtimes and during lessons. • Visitors are to complete a track and trace form on arrival during each visit. • Year group bubbles will be used in the isolation room which will be divided into year group areas. • The site will be marked in key areas to enable the enforcement of the 2 metre social distancing from teachers/ staff rule as well as signage showing the 2 metre requirement (from teachers/staff) where possible and not to mingle with those outside of your year group bubble. • There is a one-way system in place in main routes which is clearly marked. • Face coverings will be worn inside the building in communal areas. They will also be worn in lessons where 2m social distancing cannot be maintained unless staff/students/visitors do not need to wear these due to medical conditions/government advice. • A daily contact surface and deep cleaning schedule has been put in place to support infection control. This is part of a detailed cleaning plan. • Office desks should not be shared (hot desked) where possible- if this needs to happen, surfaces need to be wiped thoroughly before the next use. • There is a work space in the staff room which will be cleaned according to the facilities team. cleaning schedule and can be requested to be cleaned after use throughout the day. • If there is not appropriate staff to fill key roles such as Safeguarding/ Facilities/ Leadership/Class teacher/Cleaners each day, the Principal will close the Academy and arrange communication with all stakeholders. • There is a supply of face coverings available and may be worn by staff/students/visitors where appropriate and PPE/higher grade face masks can be made available for tasks such as for First Aid, cleaning staff, SEND/Learning Support Team (or where agreed with the Principal). 	MED	Y	
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Awareness of policies / procedures / Guidance	Staff Pupils Visitors Others	Inadequate information	<ul style="list-style-type: none"> All staff, returning back to work must ensure they are aware of the current guidelines in regard to safe distancing and washing hands on a regular basis. Staff will confirm they understand the risk assessment. Visitors should follow guidelines on social distancing and regular hand washing. All staff are able to access the following information on-line for up to date information on COVID-19 <ul style="list-style-type: none"> ➤ Public Health England ➤ Gov.co.uk ➤ NHS ➤ DfE ➤ Department for Health and Social Care The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. (washing of hands, cleaning up bodily fluids) Staff are made aware of the school's infection control procedures in relation to coronavirus via email or staff meetings and contact the school as soon as possible if they believe they may have been exposed to coronavirus. Parents are made aware of the school's infection control procedures in relation to coronavirus via letter, information video and social media – they are informed that they must contact the school as soon as possible if they believe their child has been exposed to coronavirus. Pupils are made aware of the school's infection control procedures in relation to coronavirus via school staff and are informed that they must tell a member of staff if they feel unwell. 	LOW	Y	
Full return back to school from March 8 th 2021	Pupils Staff	Spread of Infection	<ul style="list-style-type: none"> All pupils will be expected to return back to school this will be a phased return during this week due to asymptomatic testing on site. Staff and Pupils will follow the same control measures as previously stated. 	LOW	Y	
Phased return Lateral Flow Tests Asymptomatic Testing	Pupils	Spread of Infection due to close contact	<ul style="list-style-type: none"> Pupils will have a phased return back to school on the week commencing the 8th March 2021. Priority will be given to vulnerable children, children of critical workers and year groups 10 to 13. A date and time slot will be sent out to Parents for pupils to attend testing (if consent given) Pupils will return to face – face education following their first negative test result. Two additional tests will be carried out 3 – 5 days apart (or as near to this as possible following guidance from NHS/Public Health). 	LOW	Y	
Phased return of pupils no consent given for Lateral Flow Tests Asymptomatic Testing	Pupils	Spread of Infection	<ul style="list-style-type: none"> Pupils who are not taking part in the testing programme will be expected to return back to school in line with the phased return arrangements. 	LOW	Y	

Pupils and Staff home testing	Pupils Staff	Spread of Infection	<ul style="list-style-type: none"> Pupils and Staff will be supplied with LFD test kits to self swab at home Pupils and Staff must report their results to NHS Test and Trace as soon as the test is completed either online or by telephone. Staff and pupils should also share their result whether void, positive or negative, with the school to help with contact tracing. 	LOW	Y	
Pupils self - testing at home	Pupils	Competencies of testing	<ul style="list-style-type: none"> Pupils aged 18 and over should self-test and report the result, with assistance if needed. Adolescents aged 12 to 17 should self-test and report with adult supervision. The adult may conduct the test if necessary. Children aged 11 attending a secondary school should be tested by an adult. 	LOW	Y	
Testing someone with a recent COVID 19 Diagnosis LFT	Staff Students	False Positives	<ul style="list-style-type: none"> If staff/student have recently (within 90 days) tested positive for COVID-19, they are likely to have developed some immunity. These people are exempt from testing by both PCR and LFT within 90 days of a positive test, unless they develop new symptoms. However, they may choose to take a LFT after the isolation period. If found positive on LFT, they will be required to self-isolate for 10 days or longer if symptomatic. This should only be done after completion of the required self-isolation period 	LOW	Y	
Testing with PCR following a positive result	Staff Students	False Positives	<ul style="list-style-type: none"> Further PCR tests, within 90 days of a positive test result, should only be obtained where the person develops a new incidence of symptoms 	LOW	Y	
Arriving to/leaving school on foot	Pupils Staff Visitors Parents Others	Spread of Infection due to close contact	<ul style="list-style-type: none"> Pedestrian path marked with arrows showing one way system and social distancing 2 metre rule to be enforced where possible between staff and students Any staff members outside enforcing the rules should maintain social distancing. 	LOW	Y	
Arriving to/leaving school by vehicle	Pupils Staff Parents Others	Spread of Infection due to close contact	<ul style="list-style-type: none"> One-way system in operation for cars picking up and dropping off Care to be taken of Pupils walking in car park Any staff members outside enforcing the rules should maintain social distancing and use face coverings where possible 	LOW	Y	
School Uniform	Pupils	Infection Control	<ul style="list-style-type: none"> Pupils are instructed to attend school in school uniform from 12th March as these are easily cleaned (washing machine) and do not require cleaning any more than usually. 	LOW	Y	
Dedicated School Transport (Route 700 bus and school minibus where appropriate)	Pupils Driver	Risk of Infection	<ul style="list-style-type: none"> ALT to liaise with Travel West Midlands regarding procedures. Only 1 double decker bus is available. Staggered pickups are already in operation. Organised queuing and boarding to be implemented by staff for afternoon pickup. Parents/students to be advised about the importance of social distancing/ sensible behaviour and queuing. 	LOW	Y	

			<ul style="list-style-type: none"> Students to be instructed to wear face coverings on the school bus as per government guidance regarding face coverings on public transport . Staff member(s) to supervise school bus queue at end of the day and ask students to wear face coverings in onsite bus queue. Seating plan in operation on school bus- Jo Cox to coordinate. 			
Wider Public Transport	Pupils Driver Public	Risk of Infection	<ul style="list-style-type: none"> Students are to be encouraged to walk to school or use alternative transport i.e. cycle, where possible. Staggered entrance times and designated entrance areas to be allocated to students to reduce congestion on arrival. Pupils encouraged to wash/sanitise hands as soon as arrive at school 	MED	Y	
Face coverings	Pupils Staff Visitors	Risk of Spread of Infection	<ul style="list-style-type: none"> Signs or posters in place on how pupils remove face masks correctly and information given in briefings prior to return Staff and Pupils to ensure they remove masks correctly and remove without touching the front of the mask (remove by loops on ears) If disposable masks these must be disposed of in a closed bin (available at both entrances). If material re-use masks these should be placed inside a disposable bag and taken home to re-wash before reusing. Spare bags are available on reception Face masks will be worn in busy areas such as corridors and communal areas and where social distancing can't be maintained (at least 2 metres) such as in classrooms and the 6th form area/Year 11 area Masks can be removed in canteen/sixth form area/year 11 for eating and drinking but then put back on if students are remaining in these areas after eating Staff/ students and visitors may not need to wear coverings in office spaces where social distancing can be maintained or additional measures are in place. Screens can be provided as needed as part of office space risk assessments. Line managers to ensure arrangements in office spaces are sufficient Staff training and advice given to staff before 12th March regarding when students are not wearing face coverings in classroom settings It is advised a face shield is not worn unless medical reasons prevent from wearing or a valid reason is given and a risk assessment is completed. (it is safer to use a mask) Where face coverings are not required to be worn by pupils in classrooms, school staff can be provided with appropriate higher-grade face masks, which protect the wearer, e.g. FFP2, or FFP3 and for higher risk settings, such as SEND/Learning Support Team. Staff/student/parents to speak to Principal if they have concerns regarding face coverings 	MED	Y	
All year groups returning to school	Pupils Staff Parents	Risk of Spread of Infection due to	<ul style="list-style-type: none"> Staggered start and finish times for various year groups (bubbles) to reduce the amount of pupil numbers. 	MED	Y	

	Others	large groups of pupils	<ul style="list-style-type: none"> Different various entrance gates for year groups (bubbles) at allocated times. Staff will have signing in areas away from the main entrance doors and reception desk and facilities to clean used pens. 			
Staff receiving child from Parent	Staff	Spread of Infection due to close contact	<ul style="list-style-type: none"> Staff receiving children to remember the 2-metre rule (or 1 metre with face coverings/other mitigation if not viable) Staff will direct children to either use the hand sanitiser and proceed to their classroom (another member of staff supervise pupils) or they will be directed to the wash rooms to wash their hands (member of staff will supervise) All pupils to be directed to wash/sanitise their hands on arrival to school. 	LOW	Y	
Children bringing equipment into school	Staff Pupils Others	Risk of spread of infection	<ul style="list-style-type: none"> Pupils and Parents informed to keep items brought into school as a minimum A labelled pencil case has been allocated per student. This contained pens (green/purple/black and a ruler). Replacement pens are available from Henry Holland. Only lunch boxes, stationery, P.E equipment, outdoor clothes, bags, medication/personal hygiene items and mobile phones permitted. This has been communicated in an information video and will be reiterated in student briefings. 	LOW	Y	
Class / Year Groups	Staff Pupils	Infection Control	<ul style="list-style-type: none"> Where possible children are to be kept in their year bubbles and not to mix with other bubbles. Designated times for students to use canteen as part of their year group bubble. Year 7 in tighter bubble groups which mean they are mainly in the same group for tutor time and lessons. Seating plans for Yr 7 to be the same across the majority lessons. 	MED	Y	
Classroom Lessons/ Grouping pupils	Staff Pupils Visiting staff	Spread of Infection due to close contact	<ul style="list-style-type: none"> Teaching staff must keep a safe distance of 2 metre where possible when teaching. Where children may require extra assistance a 2-metre rule must try to be enforced but if not viable the 1 metre rule with extra mitigation such as adequate face coverings may be considered. Pupils will be informed not to touch staff and their peers where possible. Staff should avoid close face to face contact and minimise time spent within 2 metre of anyone. Removal of an unnecessary furniture and clutter in classrooms. Pedal bins with double bagged bin bags will be available either in each classroom or near to each classroom for used tissues to be disposed of. These will be also available in key areas around the school. Each classroom will have hand sanitiser, gloves for teaching staff, and cleaning materials. A facilities staff member is on call throughout the school day if any specialist cleaning is needed. 	MED	Y	
Change over lessons	Staff Pupils Visitors	Infection Control	<ul style="list-style-type: none"> Extra time is given between lessons to provide time and space for students to move more safely between lessons. Lessons are now 55 mins long. One way system to be in operation around the Academy to reduce mixing of student bubbles. 	MED	Y	

			<ul style="list-style-type: none"> • Staff/students and visitors to wear face coverings whilst moving around the academy (unless permitted not to wear one by the Principal due to medical or other reasons in line with government guidance) • Students to be instructed to avoid mixing with other year groups. • Staff to avoid situations where students are queuing outside of classrooms. 			
Use of school resources in individual bubbles	Staff Pupils Visitors	Infection Control	<ul style="list-style-type: none"> • Where possible the use of resources will be kept to each allocated year group bubble. • Pupils should use their own pencils and pens and not share. A pencil case with pens and rulers is allocated to each student throughout the day. • Packs of resources for use only by individual bubbles can be created (glues/highlighters etc) • Where possible online textbooks can be used and projected on the screen and visualisers are available for each teacher to reduce need for books. • Classroom based resources i.e. shared textbooks and games should be cleaned regularly along with all frequently touched surfaces. 	LOW	Y	
Use of school resources shared between bubbles or classes	Staff Pupils Visitors	Infection Control	<ul style="list-style-type: none"> • Shared resources between bubbles or classes should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles. 	LOW	Y	
Taking items/resources home	Staff Pupils	Infection Control	<ul style="list-style-type: none"> • Unnecessary taking home of equipment / resources discouraged • Homework booklets allowed if not shared with other students • Cleaning as above if items are taken home. 	LOW	Y	
Ventilation	All	Infection control/ transmission	<ul style="list-style-type: none"> • Facilities manager to ensure each room/work space has appropriate ventilation in line with government guidance. • Windows and doors to be open in teaching areas where possible to aid ventilation • Concerns regarding ventilation can be raised with Facilities Manager (Jim Ashfield) • Leadership and facilities to look at additional measures needed by staff/students to ensure rooms are of appropriate temperature • Ventilation in exam halls which may need to include the opening of fire exits and fire doors will involve designated staff to ensure these are able to be used correctly in an emergency. Exam officers to ensure this is arranged for each appropriate session 	LOW	Y	
Assemblies Collective Worship Tutor Groups	Staff Pupils	Spread of Infection due to close contact	<ul style="list-style-type: none"> • Keep assemblies / worship separate to individual bubbles when needed. • Regular assemblies to be performed in year group tutor groups where possible. • Post 16 act as one bubble for assemblies and tutor groups. 	MED	Y	
Educational Visits	Staff Pupils	Infection Control	<ul style="list-style-type: none"> • Currently no offsite visits will take place. 	LOW	Y	

SEND Pupils	Staff Pupils	Spread of Infection due to close contact	<ul style="list-style-type: none"> • Arrangements for pupils who have complex needs or who need close contact care, will be arranged with the SENCO/Learning Support Team • Staff may wear clear masks if facial expressions are required but these may not give as much protection as the medical masks • A risk assessment will be required to ensure staff who care for these pupils do not have any medical conditions which may put them in an at risk category • SEND/Learning Support staff are advised to keep interactions with students to over 1m where possible and to utilise appropriate higher grade masks when working with individual students • SEND/Learning Support staff can be provided with appropriate higher grade face masks, which protect the wearer, eg FFP2, or FFP3 	LOW	Y	
Attendance in schools	Pupils	Education suffering	<ul style="list-style-type: none"> • From 12th March 2021 school attendance will be mandatory following the testing regime and critical worker vulnerable provision on the 8th-11th March • During the week commencing 8 March, pupils will be offered asymptomatic testing on site in secondary schools • Pupils who consent to testing should return to face-to face education following their first negative test result from 12th March • Pupils not undergoing testing should attend school in line with our phased return arrangements from 12th March. • Vulnerable children and children of critical workers in secondary schools should continue to attend school throughout, unless they receive a positive test result. • Testing is voluntary, but strongly encouraged. 	LOW	Y	
Use of Cover teachers/ Cover Supervisors and other staff	Staff Pupils Visiting staff	Risk of Infection	<ul style="list-style-type: none"> • On site cover supervisors will cover the majority of lessons • Supply staff to be informed of the arrangements in place including socially distancing from students and wearing face coverings where needed. • ALT will consider using longer assignments for supply teachers and/or other staff • Where possible we will look at minimising the movement of cover staff around school and keep them in the same bubbles 	LOW	Y	
Before and After school clubs	Pupils Staff Visiting staff	Infection Control	<ul style="list-style-type: none"> • Enrichment must keep pupils in their year groups' bubbles or have approved distancing and measures in place approved by ALT • All enrichment must be approved by a member of ALT 	LOW	Y	
Music Lessons	Pupils Staff Visiting staff	Singing Playing an instrument	<ul style="list-style-type: none"> • Look at reducing risk of using particular instruments and allowing large groups using instruments. • Equipment to be sanitised between usage by students from different bubbles • If able can lessons take place outside • No more than 15 pupils back to back or side to side 	LOW	Y	

			<ul style="list-style-type: none"> No sharing of woodwind instruments Good Ventilation required Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies 			
Physical Activity	Pupils Staff Visiting staff	Infection Control	<ul style="list-style-type: none"> Outdoor sports where possible and contact sports avoided. Maximise distance between pupils Equipment used must be scrupulously cleaned after each use Encourage activities such as active mile Indoor sports should be small groups only and social distancing carried out and all equipment cleaned after each group use. CHANGING ARRANGEMENTS: Students to line up in hall before P.E lessons where possible (or alternative designated venue). The changing rooms will be cleaned in between usage by different year group bubbles. 	LOW	Y	
Technology Lessons	Pupils Staff	Infection Control/ Health and Safety	<ul style="list-style-type: none"> Equipment to be wiped down between usage Technology technician available to assist with cleaning if needed Reduce sharing of groups by different student bubble (year groups) where possible Kitchen areas are spaced out and staff to ensure social distancing is maintained where possible 	LOW	Y	
Toilets including children requiring using the toilet in lesson times	Pupils Staff Visitors	Infection Control	<ul style="list-style-type: none"> Students should only be using toilets in lessons if they have an out of lesson pass. Students to follow the one way system Inform the child of the importance of washing their hands after using the toilet and where possible on their return to the classroom use the hand sanitiser on entering the classroom. Toilet areas cleaned on a regular and frequent basis Students to use allocated toilets for their year group 	LOW	Y	
Water Fountains	All	Infection Control	<ul style="list-style-type: none"> All student water fountains will be not be in use Parents/ students will be informed to bring sufficient water for the day with them. Sealed water bottles or sealed cans of water can be provided where appropriate for individual students 	LOW	Y	
Break times	Pupils	Spread of Infection due to close contact	<ul style="list-style-type: none"> Students informed again of the importance of social distancing whilst outside Staggered break times for year group bubbles with designated areas for each bubble Look at providing activities which can be done in bubbles and following Physical Education guidance Supervising staff must keep a 2-metre distance from each other and students where possible 	LOW	Y	
Break Times – Staff Room	Staff Visitors	Spread of Infection due to close contact	<ul style="list-style-type: none"> The number of tables in the staff room is reduced and staff are directed to ensure social distancing takes place in the staff room (or other areas when speaking to other staff) 	LOW	Y	

			<ul style="list-style-type: none"> • Staff can eat food in their work area/breakout spaces where appropriate and wipes are available when needed • Staff must sit at least 2 metres apart from each other • Staff are advised to make their own drinks/food and wash and dry their own cups and other crockery and utensils • Staff have facilities to heat food and make a warm drink. • Hand sanitiser, cleaning spray and wipes are available for staff to wash hands, clean tables before use when needed. Tissues are also available in the staff room. 			
Lunch breaks	Staff Pupils Visitors	Spread of Infection due to close contact	<ul style="list-style-type: none"> • Rota system in place for children to eat a hot meal / sandwiches • Main hall to be used as a designated area for cold food/ sandwiches to be eaten in. • The dining room/ other food areas will have marked A and B areas to show where different year groups should sit in their session. This will be communicated to students (only 2 year groups would sit in each area at one time and be segregated by area). • Tables and chairs to be cleaned between each session of using the dining hall. • Lunchtime staff and kitchen staff to maintain social distancing where possible from children. • Kitchen staff are in one bubble organised by catering providers. They will provide relief staff if this bubble is compromised. • Wet break and lunch plan to include year group bubbles being located in different inside areas 	LOW	Y	
First Aid – minor treatment	Staff Pupils	Spread of Infection due to close contact	<ul style="list-style-type: none"> • First aiders advised to assist at a safe distance from the casualty as much as you can and minimise prolonged face to face contact when dealing with injuries. • Where minor first aid treatment is required First Aiders must ensure they wear gloves and a face covering if prolonged face to face contact when dealing with injuries. • Where possible (age and maturity of child) ask them to wipe away any blood or hold cold compresses etc. • Ensure records of injury and treatment are recorded and who administered first aid treatment. • Always wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible after contact. • Ensure you safely discard disposable items and clean reusable ones thoroughly. 	LOW	Y	
First Aid – Life threatening	Staff Pupils	Spread of Infection due to close contact	<ul style="list-style-type: none"> • In the event of a serious injury or incident call 999 immediately. Tell the call handler if the patient has any COVID-19 symptoms • Wear face covering and gloves when in close contact or dealing with bodily fluids <p>ADULTS</p> <ul style="list-style-type: none"> • In the event of CPR being required it is advised only chest compressions are given if you believe the person may be infected or you choose not to want to give mouth to mouth cover their mouth with a cloth. • Use of a defib if available (defib available in main academy office). 	LOW	Y	

			<ul style="list-style-type: none"> Always wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible after contact. Ensure you safely discard disposable items and clean reusable ones thoroughly <p>PUPILS</p> <ul style="list-style-type: none"> In the event of CPR being required it is advised where possible to continue with the 5 rescue breaths and then chest compressions. Use of a defib if available. Always wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible after contact. Ensure you safely discard disposable items and clean reusable ones thoroughly 			
First Aid & Medication	Staff Pupils Others	First Aid Procedures	<ul style="list-style-type: none"> First Aiders must always wear gloves when administering first aid procedures. It is advisable a face covering is worn if having to deliver close contact first aid. (always refer to up to date information from Gov.UK) Ensure records of administration are kept up to date and who administered the medication. Any dressings used to be double bagged. Where any medications are administered try and encourage the pupils to self-administer or consider wearing a face covering (always refer to up to date information from Gov.UK) Always wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible after contact. Ensure you safely discard disposable items and clean reusable ones thoroughly 	LOW	Y	
Intimate Care	Staff	Lack of Infection Control	<p>PLEASE NOTE CURRENTLY NO STUDENTS CURRENTLY REQUIRE INTIMATE CARE. HOWEVER WE HAVE A DESIGNATED STAFF MEMBER TRAINED IF NEEDED.</p> <ul style="list-style-type: none"> When staff are carrying out any intimate care they must: (as per their usual requirements) Wear gloves Wear an apron Wear a mask Nappies, wipes etc. must be double bagged and placed into a bin (preferably a closed bin) Soiled clothes to be double bagged and given to Parents on collection of child. Staff must wash their hands once gloves and masks are removed A poster to be displayed of instructions which must be followed. Record all intimate care carried out. 	LOW	Y	
Children who are upset	Staff Students Visiting staff	Spread of Infection due to close contact	<ul style="list-style-type: none"> Where a child is upset it is advised still trying to maintain a safe distance whilst verbally offering comfort to child. Encourage child to use a tissue to wipe eyes/nose etc. 	LOW	Y	

Children with behavioural issues	Staff Students Visiting staff	Spread of Infection due to close contact	<ul style="list-style-type: none"> • Where possible allow the child to vent their frustrations • Where possible allow child to be in a designated room on their own or outside • If restraint techniques are required, it is advised face coverings and gloves are worn. • Leadership Team members are available throughout each day to assist where needed. • Year group bubbles will be used in the isolation room which will be divided into year group areas. • The Parking System has been adapted to ensure that children are kept in year group bubbles. 	LOW	Y	
Vulnerable pupils	Pupils	Risk of infection	<ul style="list-style-type: none"> • Where pupils who are self-isolating are within our definition of vulnerable, systems are in place to keep in contact with them. • When a vulnerable pupil is required to self-isolate, the academy will: • notify their social worker (if they have one) • agree with the social worker the best way to maintain contact and offer support You should have procedures in place to: • check if a vulnerable pupil is able to access remote education support • support them to access it (as far as possible) • regularly check if they are accessing remote education 	LOW	Y	
Pupils who are extremely clinically vulnerable.	Pupils	Concerns Worry Risk of Infection	<ul style="list-style-type: none"> • Pupils who are classed as CEV and have a letter confirming this will need to continue to shield until further guidance received. • Remote teaching and learning will resume for these Pupils. 	LOW	Y	
Staff who are extremely clinically vulnerable.	Staff	Concerns Worry	<ul style="list-style-type: none"> • Staff who are classed as CEV and have a letter confirming this will need to continue to shield and work from home until further guidance received. • The Principal can speak with any person who is CEV who would like to discuss specific arrangements and support including specific risk assessment(s) • Staff living with persons who are CEV can still attend the workplace 	LOW	Y	
Pregnant Staff and Pupils	Staff	Concerns Worry	<ul style="list-style-type: none"> • As a general principle, pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance available for clinically-vulnerable people. • As a general principle, pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance available for clinically-vulnerable people. • Staff and pregnant Pupils who are 28 weeks pregnant and beyond are at an increased risk and may fall in the CEV category. • If CEV then you should follow Government shielding advice. • Expectant mothers risk assessments must be carried out and risk control measures put in place. • https://www.rcog.org.uk/en/guidelines-research-services/guidelines/coronavirus-pregnancy/covid-19-virus-infection-and-pregnancy/ • Expectant mothers risk assessments must be carried out and risk control measures put in place. 	LOW	Y	

			<ul style="list-style-type: none"> The Principal can speak with any person who is pregnant who would like to discuss specific arrangements and support including specific risk assessment(s) 			
Staff who are clinically vulnerable	Staff	Concerns Worry	<ul style="list-style-type: none"> Advice for those who are clinically-vulnerable, including pregnant women, is available. The Principal can speak with any person who is clinically vulnerable who would like to discuss specific arrangements and support including specific risk assessment(s) People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace. 	LOW	Y	
Staff who may otherwise be at increased risk from COVID 19	Staff	Concerns Worry COVID 19	<ul style="list-style-type: none"> Some people with particular characteristics including BAME staff may be at comparatively increased risk from coronavirus (COVID-19), as set out in the COVID-19: review of disparities in risks and outcomes report. The reasons are complex and there is on - going research to understand and translate these findings for individuals in the future. If people with significant risk factors are concerned, we recommend schools discuss their concerns and explain the measures the school is putting in place to reduce risks. The Principal will try as far as practically possible to accommodate additional measures where appropriate. People who live with those who have comparatively increased risk from coronavirus (COVID-19) can attend the workplace. 	LOW	Y	
Families/Staff anxious returning pupils to school	Pupils/ Parents/ Staff/ Visitors	Concerns Worry	<ul style="list-style-type: none"> Schools should bear in mind the potential concerns of pupils, parents and households who may be reluctant or anxious about returning and put the right support in place to address this. Arrange telephone, Zoom/Team. Or face to face meetings with Parents School staff will aim to provide reassurance and positive solutions. The school will make it clear that compulsory school age children attend school unless a statutory reason applies. Designated Wellbeing Plan in place led by DSL and Assistant Principal for Ethos. Family support worker can work alongside anxious families and provide support and signposting where needed. Counselling available to staff and other support can be explored. 	LOW	Y	
Use of Outdoor Play Equipment including shared balls and use of Multi Use Games Area.	Pupils	Risk of Infection	<ul style="list-style-type: none"> Ensure all fixed outdoor play equipment and other equipment has been inspected and tested prior to pupils using. Social distancing to continue to be maintained where possible if this is not possible ensure separate bubbles use equipment one bubble at a time. Limit the number of users on the equipment at any one time. <p>Sanitise frequently touch point areas:</p> <ul style="list-style-type: none"> Shared sport equipment such as balls seating areas such as benches and picnic tables refuse areas/bins <p>Equipment to be sanitised between each bubble use where possible.</p>	LOW	Y	

			<p>Pupils to clean / sanitise hands prior to use and after use.</p> <ul style="list-style-type: none"> Remind pupils not to put hands near mouth or nose. <p>No food or drink to be consumed when using any outdoor equipment.</p> <p>Signs informing Parents</p> <ul style="list-style-type: none"> Signs to be displayed informing Parents to keep their children off the equipment and it is for supervised use only for pupils when in school. <p>Pupils with Additional Needs</p> <ul style="list-style-type: none"> May require frequent reminders about rules of behaviour, especially if having to wait for use of equipment. Children with physical and sensory disabilities may need assistance with moving from one place to the next <p>Keeping Staff Safe</p> <ul style="list-style-type: none"> Staff to keep social distancing from other staff and students where possible Staff to have a supply of sanitising equipment and if required PPE Walkie talkies can be used in main outside areas if more support is needed 			
Children leaving at the end of the school day. Walking home alone or not being collected by Parent	Staff Parents Others	Spread of Infection due to close contact	<ul style="list-style-type: none"> Pupils to be informed of the requirement to maintain social distancing when leaving school. Staff on duty outside to ensure pupils leave in a safe manner. Staff member to supervise school bus queue and ask students to wear face coverings in onsite bus queue. Staggered times will be given for students to leave site safely 	LOW	Y	
Parent wishing to talk to staff	Staff	Spread of Infection due to close contact	<ul style="list-style-type: none"> Parents will be informed that the majority of conversations with staff will be either over the phone or if this is not possible a meeting will be arranged, and social distancing rules observed Parents will be discouraged in congregating around the school site 	LOW	Y	
Poor hygiene practice	Staff Pupils Visitors Others	Ill Health	<ul style="list-style-type: none"> Posters are displayed throughout the school reminding pupils, staff and visitors to wash their hands, e.g. before entering and leaving the school. Pupils, staff and visitors are encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60% alcohol) and follow infection control procedures in accordance with the DfE and PHE's guidance. Sufficient amounts of soap (or hand sanitiser where applicable), clean water and paper towels/hand dryers are supplied in all toilets and kitchen areas Pupils may be supervised by staff when washing their hands to ensure it is carried out correctly, where necessary Pupils are forbidden from sharing cutlery, cups or food All cutlery and cups are thoroughly cleaned before and after use 	LOW	Y	

			<ul style="list-style-type: none"> Cleaners to carry out daily, comprehensive cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy Sally Barnes/Jim Ashfield arranges enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the Health Protection Team /Public Health England 			
Track and Trace	Staff Pupils Others	Coronavirus Symptoms	<ul style="list-style-type: none"> If a pupil or member of staff or others are showing symptoms they must go home immediately to self-isolate. The school to inform staff and parents and they must be willing to take a PCR test if they are displaying symptoms. All pupils can be tested They should provide details of close contacts if they test positive or if asked by NHS track and Trace Self-isolate if they have been in close contact with someone who has tested positive for coronavirus. 	MED	Y	
Testing Negative	Staff Pupils Others	COVID 19	<ul style="list-style-type: none"> If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household and support bubble can stop self-isolating. Grace Academy will not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation. 	MED	Y	
Testing positive	Staff Pupils Others	COVID 19	<ul style="list-style-type: none"> If someone tests positive, they should follow the ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’ and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Their household should self-isolate starting from when the symptomatic person in their household first had symptoms and the next 10 full days, following guidance for households with possible or confirmed coronavirus (COVID-19) infection 	MED	Y	
Manage positive cases amongst the school community	School Head Teacher	COVID 19	<ul style="list-style-type: none"> The academy will take swift action when we become aware that someone who has attended has tested positive for coronavirus (COVID-19) having developed symptoms and taken a PCR test outside of school. The school can gain support on the action we should take to respond to a positive case, a member of ALT can contact the dedicated advice service introduced by Public Health England (PHE) and delivered by the NHS Business Services Authority. This can be reached by calling the 	MED	Y	

			<p>DfE Helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case.</p> <ul style="list-style-type: none"> Based on their advice, the academy must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate immediately and for the next 10 full days counting from the day after contact with the individual who tested positive. Close contact means: <ul style="list-style-type: none"> anyone who lives in the same household as someone with coronavirus (COVID-19) symptoms or who has tested positive for coronavirus (COVID-19) anyone who has had any of the following types of contact with someone who has tested positive for coronavirus (COVID-19) with a PCR or LFD test face-to-face contact including being coughed on or having a face-to face conversation within 1 metre been within 1 metre for 1 minute or longer without face-to-face contact sexual contacts been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day) travelled in the same vehicle or a plane The advice service (or PHE local health protection team if escalated) will provide advice on who must be sent home. 			
Contain an outbreak	School Head Teacher	Not following advice	<ul style="list-style-type: none"> If schools have two or more confirmed cases within 10 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required. In some cases, health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group. If schools are implementing controls from this list, addressing the risks they have identified and therefore reducing transmission risks, whole school closure based on cases within the school will not generally be necessary, and should not be considered except on the advice of health protection teams. 	MED	Y	
Ill health	Staff Pupils Others	Coronavirus Symptoms	<ul style="list-style-type: none"> Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, and are kept up to date with national guidance about the signs, symptoms and transmission of coronavirus. Any pupil or member of staff who displays signs of being unwell, such as having a cough, fever or difficulty in breathing, and believes they have been exposed to coronavirus, is immediately taken out of the class and placed in an area where they will not come into contact with others and are supervised at all times. 	LOW	Y	

			<ul style="list-style-type: none"> • The relevant member of staff calls for emergency assistance immediately if pupils' symptoms worsen. • The parents of unwell pupils are informed as soon as possible of the situation by a relevant member of staff. • Where contact with a pupil's parents cannot be made, appropriate procedures are followed in accordance with those outlined in governmental guidance. • Unwell pupils who are waiting to go home are kept in an area where they can be at least two metres away from others. • Areas used by unwell staff and pupils who need to go home are appropriately cleaned once vacated, using a disinfectant and care to be taken when cleaning all hard surfaces. • If unwell pupils and staff are waiting to go home, they are instructed to use different toilets to the rest of the school to minimise the spread of infection. • Any pupils who display signs of infection are taken home immediately, or as soon as practicable, by their parents – the parents are advised to contact NHS 111 immediately or call 999 if the pupil becomes seriously ill or their life is at risk. • Any members of staff who display signs of infection are sent home immediately and are advised to contact NHS 111 immediately or call 999 if they become seriously ill or their life is at risk. • Any medication given to ease the unwell individual's symptoms, e.g. Paracetamol, is administered in accordance with the Administering Medications Policy. 			
Spread of infection	Staff Pupils Others	Lack of infection control	<ul style="list-style-type: none"> • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with guidance, using PPE at all times. • Parents are informed not to bring their pupils to school or on the school premises if they show signs of being unwell and believe they have been exposed to coronavirus. • Staff and pupils do not return to school before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with national guidance. • Pupils who are unwell are not taken on school trips (currently not running) or permitted to enter public areas used for teaching • Parents notify the school if their child has an impaired immune system or a medical condition that means they are vulnerable to infections. • The school in liaison with individuals' medical professionals where necessary, reviews the needs of pupils who are vulnerable to infections. • Any additional provisions for pupils who are vulnerable to infections are put in place by the Headteacher, in liaison with the pupil's parents where necessary. 	LOW	Y	
Poor management of infectious diseases	Staff Pupils Others	Lack of infection control	<ul style="list-style-type: none"> • Everyone is instructed to monitor themselves and others and look out for similar symptoms if a pupil or staff member has been sent home with suspected coronavirus. • Staff are vigilant and report concerns about their own, a colleague's or a pupil's symptoms to Mrs Anstey/Mr Salt or ALT as soon as possible. 	LOW	Y	

			<ul style="list-style-type: none"> The school is consistent in its approach to the management of suspected and confirmed cases of coronavirus. The school is informed by pupils' parents when pupils return to school after having coronavirus – the school informs the relevant staff. Staff inform the Principal when they plan to return to work after having coronavirus. A nominated person (Jim Ashfield) monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. 			
Lack of communication	Pupils Staff Parents Others	Infection Control	<ul style="list-style-type: none"> The school staff reports immediately to the Headteacher about any cases of suspected coronavirus, even if they are unsure. The Principal (or member of ALT) contacts the local HPT or follows the advice given from and discusses if any further action needs to be taken. Schools put into place any actions or precautions advised by their local HPT. Schools keep staff, pupils and parents adequately updated about any changes to infection control procedures as necessary. 	LOW	Y	
Cleaning while school open	Staff	Infection Control	<ul style="list-style-type: none"> All hard surfaces to be cleaned on a regular basis, this will include <ul style="list-style-type: none"> ➢ All door handles ➢ All tables and chairs used by staff and pupils ➢ Toilet flushes and regular cleaning of toilets. <p>These should be carried out as a minimum of twice a day</p> <ul style="list-style-type: none"> All classrooms to have spray disinfectant and where possible disposable cloths. If disposable cloths are not available use once and then put in wash. Regular cleaning of surfaces will reduce the risk of spreading the virus. All used cloths thrown away to be double bagged and then placed in a secure area i.e. lockable bin. 	LOW	Y	
Estates	Staff Pupils	Health & Safety Infection Control	<ul style="list-style-type: none"> Sally Barnes/Jim Ashfield to lead on making sure site is compliant and fit to be open. All statutory testing and in-house testing carried out. Ensure there are plenty of wash areas for staff and pupils to wash hands Ensure Legionella risks have been managed and all appropriate testing carried out. 	LOW	Y	
Statutory Tests and Inspections	Staff Pupils	Health & Safety Infection Control	<ul style="list-style-type: none"> Statutory inspections to continue but with social distancing in place at all times. In-house inspections should continue to ensure the school remains as safe as possible. Contractors to be permitted into school following safe distancing measures and providing COVID 19 risk assessments. 	LOW	Y	
Contractors in school	Staff Visitors	Health & Safety Infection Control	<ul style="list-style-type: none"> Where contractors are coming into school they must have up to date Risk Assessments and Method Statements and must sign GAD track and trace documents. Control measures regarding the Coronavirus must be included within their RAMs. 	LOW	Y	

			<ul style="list-style-type: none"> • School to ensure no pupils or staff are in the area where contractors are working. • Contractors will be designated a toilet they can use whilst on site. • Contractors will be responsible for removing all rubbish they have created and to clean their area of work prior to leaving. • They must ensure no workers are displaying any signs or symptoms of Coronavirus prior to entering the school site. • If they become aware of a contractor coming down with symptoms within 14 days of being at the school they must inform the school immediately. 			
Emergencies	Staff Pupils Visitors	Infection Control	<ul style="list-style-type: none"> • The Academy will endeavour that all staff and pupils' emergency contact details are up-to-date, including alternative emergency contact details, where required. • Pupils' parents are contacted as soon as practicable in the event of an emergency. • Staff and pupils' alternative contacts are contacted where their primary emergency contact cannot be contacted. 	LOW	Y	
Mental Health and well being	Staff	Anxiousness	<ul style="list-style-type: none"> • Staff wellbeing team to be available if staff need to talk informally • Counselling line available to all staff. Helen Allport to regularly communicate details of this to staff. • ALT Have regular keep in touch meetings/calls with people working at home to talk about any work issues • Talk openly with workers about the possibility that they may be affected and tell them what to do to raise concerns or who to go to so they can talk things through • Involve workers in completing risk assessments so they can help identify potential problems and identify solutions • Keep workers updated on what is happening so they feel involved and reassured • Discuss the issue of fatigue with employees and make sure they take regular breaks, are encouraged to take leave, set working hours to ensure they aren't working long hours 	LOW	Y	
Staff taking leave	Staff	Short staffed Isolating	<ul style="list-style-type: none"> • School leaders discuss leave arrangements with staff before periods of holiday/leave. • There is a risk that where staff travel abroad, their return travel arrangements could be disrupted due to factors arising beyond their control in relation to coronavirus (COVID-19), such as the potential for reinstatement of lockdown measures in the place they are visiting. • Where it is not possible to avoid a member of staff having to quarantine during term time, school leaders should consider if it is possible to temporarily amend working arrangements to enable them to work from home. 	LOW	Y	
Volunteers in school	Visitors Pupils	No DBS checks	<ul style="list-style-type: none"> • Under no circumstances should a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity • Mixing of volunteers across groups should be kept to a minimum, and they should remain 2 metres from pupils and staff where possible 	LOW	Y	

			<ul style="list-style-type: none"> A covid instruction sheet will be made available for visitors and volunteers on site from 12th March 2021 			
Safeguarding	Pupils Staff Visitors	Incidents	<ul style="list-style-type: none"> Always follow the statutory safeguarding guidance Designated safeguarding leads and deputies to monitor regularly student concerns using CPOMS and ensure all staff aware that students may need more support on return to school. Communication with other agencies and school nurse for pupils not seen in school prior to return where appropriate. 	LOW	Y	
Contingency Plans for Outbreaks	Pupils Staff	School shutting	<ul style="list-style-type: none"> In the event of a local outbreak, the PHE health protection team or local authority may advise a school or number of schools to close temporarily to help control transmission. The Academy will follow the Business Continuity Plan of Grace Academy in consultation with all appropriate agencies. This may involve a return to remaining open only for vulnerable children and the children of critical workers and providing remote education for all other pupils. 	LOW	Y	
Hand driers	All users	Potential airborne spread of infection.	<ul style="list-style-type: none"> Disposable hand towels are made available in all open toilet areas and hand driers are turned off in open toilet areas. Individual toilet areas have signage to show whether they contain switched on hand driers or paper towels. 	MED	Y	
Daily Health and Safety Checks	Facilities staff	Reducing spread of infection.	<ul style="list-style-type: none"> Checks to the premises will be done before opening up each day by the duty member of facilities staff to ensure the academy is up to health and safety standards each day and cleaning has been completed. 	LOW	Y	
Mental Wellbeing	Staff/students/parents/visitors	Negative of impact to mental health and wellbeing as a result of the Covid-19.	<ul style="list-style-type: none"> Counselling is available to staff. Contacts detail to be sent out on w/b 1st March. Informal chats with Mental First Aid Trained Staff is available to staff if required. Mental wellbeing information regularly sent out to families using social media. Student concern system in using cpoms and usual referral procedures apply. Bereavement courses and referrals available where needed. A designated member of Pastoral Staff will be on site each day to assist with concerns. The Designated Safeguarding Lead (DSL) or a Deputy (DDSL)/ Advanced Safeguarding Trained member of the Leadership Team is available on site each day. 	LOW-MED	Y	
1:1 mentoring sessions	Staff Students Visitors	Spread of Infection due to close contact	<p>Teaching staff (or visiting staff) must aim to keep 2 metre distance from students at all times.</p> <p>There will no eating in these sessions.</p> <p>Mentoring to take place under usual safeguarding policy and procedures.</p>	MED	Y	
Fire Evacuation	All	Spread of infection/ Danger of fire.	The normal fire safety and lockdown procedures will be followed and communicated to students during on return in September. Senior members of the leadership team will act as the fire controller (if PMI is not onsite).	LOW	Y	

			<p>Fire safety evacuation will maintain social distancing but not follow the one way system as all staff and students will evacuate through the nearest exit. This will be communicated to staff and students.</p> <p>Staff and students will evacuate to the Muga (usual fire evacuation area) and line up in their allocated groups where registers will be taken.</p> <ul style="list-style-type: none"> • Students in the designated area for suspected Covid-19 will be evacuated but kept separate from others. • When facilities staff and the fire controller have deemed the site as safe, students and staff will re-enter following the protocols for entering the building during this time, including hand sanitiser. 			
Contact with packages (food, stationary, post deliveries) or items handled by persons who have been exposed to coronavirus	Staff	Spread of Infection	<p>All existing procedures will be maintained and followed.</p> <p>There is currently no perceived increase in risk for handling post or freight from specified areas.</p> <ul style="list-style-type: none"> • Posters promoting good hand hygiene are displayed around site. 	LOW	Y	
Planners	Staff/ students	Spread of infection	<p>Staff to minimise contact with student planners and to ensure staff are not getting close to students when looking at planners.</p> <p>Planners can be left on an adjacent desk for the staff/student to step back from whilst the other is at the desk looking at the planner. A student in the correct bubble can stamp other student' planners if needed but the stamp must be sanitised before and after use.</p> <p>Head sanitiser is available in rooms for staff to use after they have touched a student planner.</p>	LOW	Y	
Badges and Photocopier use	Staff	Spread of infection	<p>Staff asked to regularly clean identification badges.</p> <p>Staff reminded that badges can hover over photocopiers and door SALTO pads rather than need to be pressed against them.</p> <ul style="list-style-type: none"> • Staff advised to use sanitiser before and after using photocopiers. 	LOW	Y	
Use of Lift	Staff Students Visitors Others	Spread of Infection	<ul style="list-style-type: none"> • If a student has a specific need and they are unable to use the stairs, they will be issued with a lift pass • Only one student will be allowed in the lift at any one time if they have a specific need to use this • Only one staff member will be using the lift at one time. • Hand gel and wipes are available on the lift. • This will be treated as a touch point and will be cleaned regularly by duty cleaners. 	LOW	Y	
Practical Subjects	All	Spread of infection/ Correct procedure	<p>Meetings with Academy Leadership to look at ways of ensuring subjects not using traditional classrooms are risk assessed and student movement/ staff and student contact is minimised.</p>	LOW	Y	

Computer Rooms	All	Spread of infection	Computers need to be sanitised after use by students. Work with Head of I.T and Computer Science to space moveable desks where possible so students aren't directly facing each other under 2m as computer rooms cannot be put into rows.	LOW	Y	
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Date reviewed	Amendments made	Reviewed by	Next review
01/03/2021	Amended following government advice regarding reopening of schools. Send out for consultation.	PMI/JAN	08/03/2021 following consultation and feedback.
7/03/2021	Amendments in place following consultation.	PMI/JAN	15/03/2021