

RA 029A Omicron Variant
Full Opening of school v3 2nd January
2022

**RISK
ASSESSMENT
RECORDING
FORM**



Location or School Address: Bosley St. Mary's CE Primary School	Date assessment Undertaken: 2 nd January 2022	Assessment undertaken by: Jeanne Fairbrother Rebecca Hadfield
Activity or situation: RA 029A Omicron Variant Full Opening of school v2 8th Dec 2021	Review date: Weekly, or as appropriate (assessment date will be changed when there are changes to the risk assessment)	Signature: R.A.Hadfield

Background information

The Prime Minister announced on 27 November the temporary introduction of new measures as a result of the Omicron variant and on 8th December that **Plan B**, set out in the autumn and winter plan 2021, was being enacted. As a result, these measures are reflected in this updated **RA 029B Contingency Plan COVID 19- Plan B v5 8th Dec 2021**. This advice remains subject to change as the situation develops.

School Opening

DfE guidance for schools during the coronavirus COVID 19 pandemic has been that schools are required to have a full school opening risk assessment which is regularly reviewed and updated, treating them as 'living documents', as the circumstances in your school and the public health advice changes. This includes having active arrangements in place to monitor whether the controls are effective and working as planned.

Guidance

This risk assessment has regard to all relevant guidance and legislation including, but not limited to, the following:

- The Health Protection (Notification) Regulations 2010
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities'
- **NEW** DfE (2021) 'Schools COVID-19 operational guidance'
- **UPDATED** DfE (2021) 'Actions for early years and childcare settings during the coronavirus (COVID-19) outbreak'
- DfE (2021) 'Face coverings in education'
- **UPDATED** 'Actions for out of school settings'

Important

The DfE use the terms '**must**' and '**should**' throughout their guidance. The term '**must**' for when the person in question is legally required to do something and '**should**' when the advice set out should be followed unless there is a good reason not to.

Legislation and guidance

Health and Safety at Work Act etc. 1974

Management of H&S at Work Regulations 1999

Workplace (Health, Safety and Welfare) Regulations 1992

DfE Actions for schools plus associated COVID 19 Guidance

Public Health England Guidance

N.B. All risk assessments referred to within this document have been revised and are available on our website www.jeannefairbrotherassociates.com

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Failure to assess the risks of COVID 19 (including Omicron) transmission in school.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • School has assessed the reasonably foreseeable risks of transmission of COVID 19 • The risk assessment is regularly reviewed as circumstances in school and the public health advice changes. • School monitors whether the controls in place are effective. 	3X2=6	No additional actions to complete
Failing to have adequate outbreak management/contingency plans to allow for stepping measures up and down.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • School has a Coronavirus (COVID-19) Contingency Plan risk assessment. See RA 029B Contingency plan latest version (<i>also known as an outbreak management plan</i>) if restrictions need to be implemented due to COVID 19 variants outbreak. • Remote education plans are in place for pupils who are self-isolating or shielding. • School will call the DfE helpline on 0800 046 8687 selecting option 1 for advice on the action to take in response to a positive case who will escalate the issue to the local health protection team where necessary and advise if any additional action is required, such as implementing elements of the outbreak management plan. • School will follow measures recommended by the Local Authority, Director of Public Health and local protection teams (HPTs) as part of the outbreak management responsibilities. <ul style="list-style-type: none"> ○ Cheshire & Merseyside PHE contact 0344 225 0562 • Public Health and the Local Authority will be informed of any outbreaks via NHS T&T. 	3X2=6	No additional actions to complete
Communication	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • School follows latest DfE, PHE & Gov.uk, Merseyside & Cheshire PH Team and LA guidance 	3X2=6	Ensure that correct information is displayed on the school website

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		<ul style="list-style-type: none"> • Latest version RA 029A Omicron Variant Full Opening of school v1 published to website & shared with unions, LA & governors. • Clear communication sent to parents and pupils with a link on the school website covering all aspects of how school will function. • Regular staff briefings held to cover any changes to arrangements. • School has shared with all staff the measures in place and involved staff & the governing body in that process. • A record is kept of all visitors and contractors that come to the school site. 		
Wellbeing - staff & pupils	Staff & pupils exposed to mental health issues due to COVID 19	<ul style="list-style-type: none"> • Staff are vigilant in discerning pupil mental health and discuss concerns with Headteacher and / or SENDCO • The school provides opportunities for pupils to talk about their mental health and experiences during the pandemic. • Pupils have access to pastoral support and activities, (e.g. opportunities to renew and develop friendships) through our whole school emphasis on emotional health and wellbeing • Headteacher (VR) is undergoing training as senior mental health lead • Staff helpline displayed in communal areas • Formal therapeutic support available for pupils through partnerships with Cheshire Play Therapy and SWaNS CIC 	3X2=6	No additional actions to complete
Face coverings	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • All schools Staff and adult visitors should wear a face covering when moving around the premises, outside of classrooms, such as in corridors and communal areas. 	3X2=6	No additional actions to complete

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		<ul style="list-style-type: none"> • In order to be most effective, a face covering should fit securely around the face to cover the nose and mouth and be made of a breathable material capable of filtering airborne particles. • Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission. • They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately. • A face visor or shield may be worn in addition to a face covering but not instead of one. This is because face visors or shields do not adequately cover the nose and mouth, and do not filter airborne particles. • Transparent face coverings may be worn by those who communicate through lip-reading or facial expressions. • School outbreak management plans cover the possibility of face coverings being reintroduced: <ul style="list-style-type: none"> ○ transparent face coverings can also be worn. ○ face visors or shields can be worn only after carrying out a risk assessment for the specific situation and should always be cleaned appropriately. • School will not prevent individuals from entering or attending school if they are not wearing a face covering, if exempt. • School has a supply of face coverings available • Clear instructions are provided on how to put on, remove, store, and dispose of face coverings. • Face coverings can be disposed of in normal waste 		

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		<ul style="list-style-type: none"> Poster https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1039917/face-coverings-omicron-poster-v3.pdf 		
PPE	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> Most staff in education, childcare and children’s social care settings will not require PPE in response to COVID-19 beyond what they would normally need for their work. Additional PPE for COVID-19 is only required in a very limited number of scenarios: <ul style="list-style-type: none"> If a child, young person or student becomes ill with COVID 19 symptoms and only if close contact is necessary when performing aerosol generating procedures AGP’s When working with pupils who cough, spit, vomit or require intimate care but do not have coronavirus symptoms, staff only wear PPE that would routinely be worn. Staff are trained in correct use and disposal of PPE. 	3X2=6	Ensure stocks of PPE are replenished
School fails to ensure good hygiene & cleaning standards in school to reduce risk of transmission.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<p>Hand hygiene -</p> <ul style="list-style-type: none"> School will continue to ensure that staff & pupils maintain high standards of hand hygiene. Suitable facilities are provided for individuals to wash/sanitise their hands regularly Pupils are supervised, where appropriate, to use hand sanitizer safely. <p>Respiratory hygiene</p>	3X2=6	No additional actions to complete

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		<ul style="list-style-type: none"> School emphasises the ‘catch it, bin it, kill it’ approach with bins & tissues available. <p>Cleaning</p> <ul style="list-style-type: none"> School will maintain appropriate cleaning regimes, using standard products such as detergents with a focus on frequently touched areas. Appropriate cleaning schedules are in place and include regular cleaning of areas and equipment. Additional cleaning of the toilets before lunchtime Enhanced daily cleaning schedule by the site maintenance officer. 		
Social distancing	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> School has planned and risk assessed carefully following the latest DfE/PHE guidance School will consult Local Authority COVID helpline for specific advice if required <i>Assemblies will be held in the school hall, a large ventilated space</i> <i>Staggered starts, lunch and breaks to limit numbers do not need to take place.</i> <i>Staff meetings have 5 attendees at most. They will be held in Oak classroom which is a larger, well-ventilated space</i> <i>Staffrooms are well-ventilated, staff wear a face covering and there are few members of staff in school</i> <i>Meetings, including with governors, parents, teams, Zoom etc. may continue.</i> <i>Teaching or holding meetings in well-ventilated areas wherever possible, such as outdoors or indoors with windows open.</i> School has outbreak management plans in place to take further measures if it becomes necessary due to local 	3X2=6	No additional actions to complete

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		<p>outbreaks or increases in cases at the instruction of PHE Teams. See RA 029B Contingency Plan</p> <ul style="list-style-type: none"> Due to the size of the school, bubbles have not been necessary previously 		
Events in school	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> School has planned and completed a separate risk assessment for any events held in school and has carefully following the latest DfE/PHE guidance School will consult Local Authority COVID helpline for specific advice if required on holding events <i>Parents evenings have been risk assessed and will be held virtually</i> <i>Christmas performances and events have been risk assessed and will be held in the local church (St. Mary the Virgin, Bosley). This is a large, well ventilated space and attendees are limited to a maximum of 2 per family. There will be two separate performances – one for Blossom and Willow class, and another for Oak class. Attendees will be asked to follow covid procedures as issued by the local authority.</i> 	3X2=6	No additional actions to complete
Ventilation - failure to ensure all occupied spaces are well ventilated.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> When school is in operation, it is well ventilated with comfortable teaching environments. No poorly ventilated spaces have been identified When holding events where visitors are on site e.g. school plays, ventilation is increased. School opens external windows, doors & internal doors (if they are not fire doors and where safe to do so) to increase ventilation. During colder weather, the need for increased ventilation while maintaining a comfortable temperature is balanced, 	3X2=6	No additional actions to complete

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		<p>opening higher vents, arranging seating away from draughts. (See HSE Balancing ventilation with keeping people warm)</p> <ul style="list-style-type: none"> In cooler weather to reduce thermal discomfort caused by increased ventilation, pupils can wear additional, suitable indoor items of clothing in addition to their usual uniform Purging or airing rooms as frequently as possible to improve ventilation usually when the room is unoccupied. Outside space will be used, where practical. <p>See <i>The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak & CIBSE COVID advice provides more information.</i></p>		
<p>Positive case</p> <p>All settings unless indicated</p>	<p>Staff, pupils, visitors, contractors increased risk of transmission of COVID 19</p>	<p>All settings</p> <ul style="list-style-type: none"> Pupils, staff and other adults should follow public health stay at home advice Pupils, staff and other adults should not come into school if they have symptoms, have had a positive test result or are required to quarantine. If anyone develops COVID-19 symptoms, however mild, they will be sent home and advised to follow public health advice. Since Wednesday 22 December 2021 the 10-day self-isolation period for people who record a positive PCR test result for COVID-19 has been reduced to 7 days in most circumstances, unless the individual cannot test for any reason. Individuals may now take LFD tests on day 6 and day 7 of their self-isolation period. Those who receive two negative test results are no longer required to complete 10 full days of self-isolation. 	<p>3X2=6</p>	<p>No additional actions to complete</p>

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		<ul style="list-style-type: none"> See chart for full details https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/139357/Isolation_graphic_960_x_640.png 		
NHS Test & Trace - School failing to manage tracing close contacts	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<p>All settings</p> <ul style="list-style-type: none"> Close contacts in schools are now identified by NHS Test and Trace and education settings will no longer be expected to undertake contact tracing. NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case or their parent specifically identifies the individual as being a close contact. From 14 December 2021, <ul style="list-style-type: none"> Adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result. Daily testing of close contacts applies to all contacts who are: <ul style="list-style-type: none"> fully vaccinated adults – people who have had 2 doses of an approved vaccine 	3X2=6	No additional actions identified

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		<ul style="list-style-type: none"> ○ all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status ○ people who are not able to get vaccinated for medical reasons ○ people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine ● Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts. ● School will continue to have a role in working with health protection teams in the case of a local outbreak. ● Anyone in school who displays symptoms is encouraged to get a PCR test 		
<p>UPDATED Fully vaccinated Contacts who have not tested positive in school who refuse to take a daily LFD</p> <ul style="list-style-type: none"> ● Daily testing of close contacts applies to all contacts who are: <ul style="list-style-type: none"> ○ fully vaccinated adults – people who have had 2 doses of an approved vaccine 	<p>Staff, pupils, visitors, contractors increased risk of transmission of COVID 19</p>	<ul style="list-style-type: none"> ● School strongly advises those identified as contacts with a negative PCR test to take an LFD each day (7 days) and report the results to school or take the LFD test in school. ● School will contact our HR provider to seek advice about any employee who refuses to take an LFD daily in line with government guidelines ● School will carry out a personal risk assessment for any employee who refuses to take a daily LFD. <i>See attached.</i> <div style="text-align: center;">  <p>Close%20contact%20no%20%20LFD%2015</p> </div>	<p>3X2=6</p>	<p>No additional actions identified</p>

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<ul style="list-style-type: none"> ○ all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status ○ people who are not able to get vaccinated for medical reasons ○ people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine 				
Asymptomatic testing	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> ● School makes clear that testing is voluntary. ● Staff in all education settings are encouraged to test twice weekly at home ● Testing kits are stored securely in school at the correct temperature. ● A test kit log is in use and data held is stored in line with the school's Data Protection Policy. Confirmatory PCR tests	3X2=6	No additional actions to complete

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		<ul style="list-style-type: none"> Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19 & self-isolate until they get the result. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the individual can return to school if they do not have COVID-19 symptoms. 		
Asymptomatic testing Primary schools	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19.	<ul style="list-style-type: none"> Staff in primary schools should continue to test twice weekly at home, with lateral flow device (LFD) test kits, 3-4 days apart. Testing remains voluntary but is strongly encouraged. Primary age pupils (Y 6 and below) will not be expected to test over the summer period. 	3X2=6	No additional actions to complete
Asymptomatic testing Early years	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<p>Early years</p> <ul style="list-style-type: none"> Staff in early years settings should continue to test twice weekly at home, with lateral flow device (LFD) test kits, 3-4 days apart. Testing remains voluntary but is strongly encouraged. Early years children are not included in the rapid testing programme 	3X2=6	No additional actions to complete
School fails to follow public health advice on managing	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> Parents are informed via letter on School Spider of how the school responds to confirmed cases of coronavirus Positive cases are reported to Cheshire East using the online form: 	3X2=6	No additional actions to complete

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confirmed cases of COVID-19.		<p>https://form.cheshireeast.gov.uk/service/Test and Trace School or Settings Data Entry</p> <ul style="list-style-type: none"> School follows local public health advice and the headteacher contacts the Cheshire East helpline on 01270 371323 (this will operate between 8.30am-4pm Monday to Friday) immediately in the event of a positive test to carry out a rapid risk assessment and identify appropriate next steps. <p>Early years, primary and secondary schools Whichever of these thresholds is reached first:</p> <ul style="list-style-type: none"> 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period 		
Contact with potential or confirmed coronavirus cases in school	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> If anyone in the school develops coronavirus symptoms while at school, this is managed in line with local and national guidance. They are: <ul style="list-style-type: none"> sent home and advised to arrange a PCR test as soon as possible. advised to follow the guidance for households with possible or confirmed coronavirus infection. If a pupil is awaiting collection, they will be left in a well-ventilated room on their own if possible and, if safe to do so. Appropriate PPE will used if close contact is necessary. 	3X2=6	No additional actions to complete

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		<ul style="list-style-type: none"> • Anyone with symptoms is advised not to use public transport and, wherever possible, be collected by a member of their family or household. • Any rooms used are cleaned thoroughly after they have left. • Anyone who comes into contact with a symptomatic individual washes their hands thoroughly for 20 seconds with soap and warm running water or hand sanitiser. • Staff members or pupils who have been in close contact with someone with symptoms do not need to self-isolate unless they develop symptoms. • School can take the decision if a parent or carer insists on a pupil attending, to refuse the pupil, if in its reasonable judgement the pupil poses a risk of infection to the school community. 		
Pregnant staff inadequate measures in place	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • Vaccinated pregnant staff MUST still: <ul style="list-style-type: none"> ○ where advised wear a face mask ○ wash their hands carefully and frequently ○ open windows to let fresh air in • follow the current guidance • An individual risk assessment is carried out for pregnant staff with appropriate risk mitigation in line with the latest recommendations from DHSC, PHE & RCOG. See RA 026 New & Expectant member of staff. • Pregnant staff of any gestation are not required to continue working on site if this is not supported by the separate risk assessment. • Staff who are in the below categories should take a more precautionary approach: <ul style="list-style-type: none"> ○ partially vaccinated or unvaccinated 	3X2=6	No additional actions to complete

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		<ul style="list-style-type: none"> ○ >28 weeks pregnant and beyond, or ○ are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from coronavirus at any gestation ● School will undertake a workplace risk assessment for the above staff (See RA 026), and where appropriate consider both how to redeploy them and how to maximise the potential for homeworking, wherever possible. ● The above principles on protecting pregnant staff also apply to pregnant pupils. ● Pregnant staff are encouraged to get vaccinated if possible. 		
Previously shielding staff	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> ● The shielding programme has now come to an end and adults previously considered CEV should, as a minimum, continue to follow the same guidance as everyone else. ● Staff previously considered CEV may wish to consider taking extra precautions and school will explain the measures they have in place to keep staff safe at work. ● Individuals previously identified as CEV are advised to continue to follow the guidance for people previously considered CEV ● Employees who have received personal advice from their specialist or clinician on additional precautions to take should continue to follow that advice and advise school. 	3X2=6	No additional actions to complete
Previously shielding pupils	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> ● The UK Clinical Review Panel has recommended that no children and young people under the age of 18 should be considered CEV and under-18s should be removed from the Shielded Patient List 	3X2=6	No additional actions to complete

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Contractors	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<p>All settings</p> <ul style="list-style-type: none"> • School has made all key contractors aware of the school's control measures and ways of working as part of the signing in processes. • School to ask for contractor COVID 19 risk assessment prior to arrival at school. • Contractors to be asked if they require any additional COVID 19 measures while working in school. 	3X2=6	Contact external providers to ascertain status of their Covid RA
Educational visits	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • A full and thorough risk assessments in relation to all educational visits is carried out to ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. See Edsential Evolve for further assistance. lotc@edsential.co.uk or tel 0151 541 2170 Ex 4 	3X2=6	No additional actions to complete
Staff & pupils returning to the UK from abroad.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • Children aged 4 and under do not have to take any COVID-19 travel tests. • Children of all ages do not have to take a COVID-19 test before travel to England. • Children aged 5 to 17 have to follow the testing and quarantine rules for people who qualify as fully vaccinated on arrival in England. • This means that they have to quarantine on arrival and take a PCR test on or before day 2. • Any staff arriving into the UK will need to isolate and get a PCR test by 'day two' after arrival. 	3X2=6	No additional actions to complete

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		<ul style="list-style-type: none"> • They may end their isolation once they receive a negative result. If the result is positive, they should continue to isolate and follow rules on isolation following a positive test. • Unvaccinated arrivals aged over 18 will follow the existing, more onerous, testing and isolation regime. • Follow Red list countries list guidance. 		
Extracurricular activities & Out-of-school settings and wraparound provision - inadequate measures in place.	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<ul style="list-style-type: none"> • School works to provide all before and after-school educational activities and wraparound childcare for all pupils • Out-of-school settings and wraparound childcare providers can offer provision to all children • Out-of-school settings and wraparound childcare and other organised activities for children may take place in groups of any number. • Out-of-school settings and wraparound provisions are run in line with the current government guidance & system of controls. • Parents are advised of the provision available and that they should limit the use of multiple out-of-school settings providers where appropriate. • Schools that hire out their premises for use by third party wraparound care School ensures third parties who use the school premises have considered the relevant government guidance for their sector and have put in place the appropriate protective measures. • School requests a copy of their COVID 19 risk assessment 	3X2=6	No additional actions to complete
Curriculum - Music, drama, science & DT, and sporting activities	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<i>Some activities can increase the risk of catching or passing on COVID-19. This happens where people are doing activities which generate more droplets as they breathe heavily, such as singing,</i>	3X2=6	No additional actions to complete

1) Hazard / Activity	2) Who can be harmed and how?	3) What controls exist to reduce the risk? <i>Have you followed the hierarchy of controls (eliminate, substitute etc)?</i>	Risk Score Consequence X Likelihood	4) Any further action. <i>This should be included in the action plan (5), below</i>
		<p><i>dancing, exercising, or raising their voices. The risk is greatest where these factors overlap, for example in crowded indoor spaces where people are raising their voices. In situations where there is a higher risk of catching or passing on COVID-19, schools should be particularly careful to follow the general guidance on keeping safe.</i></p> <p>Music</p> <ul style="list-style-type: none"> • School & staff are aware that there is evidence to suggest that singing and playing wind and brass instruments increases the risk of coronavirus transmission due to the cumulative aerosol transmission. • School has completed RA 023 Music in schools COVID 19 and ensures the relevant protective measures are in place. <p>Dance & Drama</p> <ul style="list-style-type: none"> • School completes risk assessments for Drama & Dance and ensures the relevant protective measures are in place. <p>Sports</p> <ul style="list-style-type: none"> • The school only permits team sports on the list in the Department for Digital, Culture, Media & Sport's (DCMS) team sport guidance. • Sports equipment is thoroughly cleaned between each use. • School swimming and water safety lessons are conducted in line with Swim England's guidance. • Outdoor sports are prioritised where possible. • Large indoor spaces with maximised natural ventilation flows, e.g. through opening windows and doors, are used where outdoor sports are not possible. 		

1) Hazard / Activity	2) Who can be harmed and how?	3) What controls exist to reduce the risk? <i>Have you followed the hierarchy of controls (eliminate, substitute etc)?</i>	Risk Score Consequence X Likelihood	4) Any further action. <i>This should be included in the action plan (5), below</i>
		<ul style="list-style-type: none"> • Staff overseeing indoor sports follow the system of controls in this risk assessment e.g. cleaning and hygiene. • Staff are made aware that social distancing in sports is not required unless directed. • Measures are in place to minimise the risk of transmission in changing rooms, in line with DCMS guidance. • External facilities are used in line with government guidance, including travel to and from those facilities. • School works with external coaches, clubs and organisations for curricular and extracurricular activities and considers how such arrangements operate within the school’s wider protective measures. • Competitions between different schools, whether indoor or outdoor, can take place in line with government guidance. <p>Science</p> <ul style="list-style-type: none"> • Follows latest guidance from CLEAPSS in addition to system of controls in school. GL343 - Guide to doing practical work during the COVID-19 Pandemic – Science (New version) <p>DT</p> <ul style="list-style-type: none"> • Follows latest guidance from CLEAPSS in addition to system of controls in school. GL344 Guidance on practical work during the COVID-19 pandemic - D&T 		
Protective measures in early years settings	Staff, pupils, visitors, contractors increased risk of transmission of COVID 19	<p>Additional measures for early years settings only</p> <ul style="list-style-type: none"> • The setting is not required to arrange children and staff in small, consistent groups. 	3X2=6	No additional actions to complete

1) Hazard / Activity	2) Who can be harmed and how?	3) What controls exist to reduce the risk? <i>Have you followed the hierarchy of controls (eliminate, substitute etc)?</i>	Risk Score Consequence X Likelihood	4) Any further action. <i>This should be included in the action plan (5), below</i>
Additional measures for early years settings only		<ul style="list-style-type: none"> • Children are supervised when washing their hands or using hand sanitiser. • Disposable tissues are available and ‘catch it, bin it, kill it’ is encouraged through signage and prompting. • Enhanced cleaning schedule is in place to include food preparation areas, dining areas and table coverings. • Surfaces, toys, books, doors, sinks, toilets, and light switches are cleaned more regularly, using disinfectant. • Activities that involve malleable materials for messy play, e.g. sand, mud, and water, are risk assessed. See RA 053 Sand & messy play • Frequently touched surfaces, equipment, tools, and resources for messy play are thoroughly cleaned and dried before they are used by a different group. • All items that are laundered are washed in line with government guidance and are not shared by pupils between washes. • If a child attends more than one setting, the settings work together with parents to address any risks identified, allowing them to jointly deliver appropriate care. 		



Risk Rating	Action Required
20 - 25	Unacceptable – stop activity and make immediate improvements
10 - 16	Urgent action – take immediate action and stop activity, if necessary, maintain existing controls vigorously
5 - 9	Action – Improve within specific timescales
3 - 4	Monitor – but look to improve at review or if there is a significant change
1 - 2	Acceptable – no further action but ensure controls are maintained & reviewed

Likelihood:
 5 – Very likely
 4 – Likely
 3 – Fairly likely
 2 – Unlikely
 1 – Very unlikely

Consequence:
 5 – Catastrophic
 4 – Major
 3 – Moderate
 2 – Minor
 1 – Insignificant

(1) List hazards **something with the potential to cause harm** here
 (2) List groups of people who are especially at risk from the significant hazards which you have identified
 (3) List existing controls here or note where the information may be found. Then try to quantify the level of risk **the likelihood of harm arising** that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf.

(5) ACTION PLAN

	5. Action plan	Responsible	Completed
1	Circulate the final version to all staff & stakeholders	HT	Ongoing
2	<i>*The Government plans to introduce daily contact testing as soon as possible as an alternative to self-isolation for contacts who are fully vaccinated or under the age of 18 years and 6 months. School to monitor</i>	HT	To monitor
3	Update the school website with the latest version of the risk assessment	HT	Ongoing
4	Ensure stocks of PPE are replenished as and when needed	HT	Ongoing
5	Complete any additional RA as necessary	HT	Ongoing
6	Contact external providers to establish status of their Ras	HT	Ongoing
	Action plan agreed by (NAME & DATE) Rebecca Hadfield – December 2021		

Addendum – Guidance from Cook Lawyers re Daily Covid Testing

From: Cook Lawyers <John@cooklawyers.co.uk>

Sent: 15 December 2021 17:09

To: Jeanne FAIRBROTHER <jeanne@jeannefairbrotherassociates.com>

Subject: Covid-19 – Schools Update LFD testing – 15 December 2021



01625 725000 John@cooklawyers.co.uk

[View this email in your browser](#)

Covid-19 – Schools Update LFD testing – 15 December 2021

Following the DfE update to the [Actions for schools during the coronavirus outbreak](#) guidance (11:01am, 14 December 2021) we have considered the implications of 7 day testing and put together the following FAQ's:-

Can an employer compel an employee to take daily LFD tests?

If an employee has been notified that they are a contact of someone with COVID-19, we consider that it is likely to be reasonable to require that employee to take a COVID-19 test, where the purpose is to protect the health and safety of the workforce. In the light of the updated guidance, where the employee is identified as a contact of a COVID-19 case, we also consider that it is likely to be reasonable to require the employee to take daily LFD tests in accordance with that guidance (again, where the purpose is to protect the health and safety of the workforce).

However, the employer should consider any reasons provided by the employee for their refusal and also whether the risk posed by COVID-19 (and, in particular, the Omicron variant) can be managed through other means such as social distancing. Where an employee has to work in close proximity to others, it is likely to be more difficult to manage the risk other than by daily testing. As a result, any requirement to take daily LFD tests is more likely to be reasonable in these circumstances. Keep in mind, however, that the current guidance is for employees to work from home where possible.

Any requirement to take daily LFD tests should be applied consistently and in accordance with the guidance, to avoid discrimination claims.

What is the position with an employee who is unvaccinated or not fully vaccinated?

An unvaccinated or not fully vaccinated employee, who is a close contact of a person with Covid, must self-isolate. This period of self-isolation is deemed sickness absence as it is a requirement, therefore, likely to be paid in full.

Can an employer discipline employees who refuse to take daily LFD tests?

This will depend on whether any requirement to take daily LFD tests amounts to a reasonable management instruction and is necessary and proportionate in the circumstances. The fact that the current guidance "strongly advises" contacts to take daily LFD tests adds weight to the argument that an instruction to take daily LFD tests for seven days would be reasonable. However, if there are legitimate reasons for an employee's refusal, taking disciplinary action could be risky. An

employer should keep in mind that some individuals are finding it difficult to obtain LFD tests given the spike in demand.

Can an employee be sent home without pay for refusing to take daily LFD tests if they have been identified as a contact of a COVID-19 case?

The issue of pay is problematic. An employee is likely to argue that they are willing and able to work, meaning that they should be paid in full. The employer may argue that they are unable to work because, without undertaking daily tests, they pose a health and safety risk to the workforce and are acting contrary to current guidance.

We would favour this latter approach. However, we are unaware of any specific guidance or authority on this issue. As detailed above, an employer should consider whether it is reasonable to request daily testing in the circumstances. It should also consider any alternatives to suspending without pay. Suspending an employee without pay or failing to provide work could be a breach of the implied terms of the employment contract, unless there is express provision in the employment contract allowing it). If an employee has symptoms this will be sickness absence.

Can an employee continue to come to work if they refuse to test for 7 days?

We have spoken to Jeanne Fairbrother at Jeanne Fairbrother Associates, who provides specialist H&S advice to schools. We both take the view if an employee refuses to take lateral flow test they can continue to come to work if this is supported by the risk assessment. There should be an individual risk assessment and additional control measures put in place. For example:-

- Completion of a Covid questionnaire at the start of each day, to confirm the employee has no symptoms.
- Adhere to social distancing.
- Not to attend meetings.
- Move around school wearing a face covering and avoid staffrooms etc.
- Enhanced hand and respiratory hygiene.
- Ensure areas are well-ventilated.
- Temperature tests.

Jeanne has provided an up to date risk assessment, whole school and individual, together with a self-declaration that she is happy to share. Here are the links:-

[Whole School Risk Assessment update – Dec 2021](#)

[Close Contact no LFD Individual Risk Assessment – Dec 2021](#)

[Self-Declaration Covid – Dec 2021](#)

What is the latest Public Health England advice?

The emphasis from PHE appears to be slightly different. One of our clients asked PHE whether people who have been positive in the last 90 days need to do daily testing. The response was ‘if you are identified as a contact (but have had PCR in last 90 days) then, yes, they are to do LFD’s for 7 days *to avoid isolation.*’

The clear indication here is that a refusal to test could lead to self-isolation. There is nothing in any guidance we have seen that would support that position.

Comments

It may be this is a relatively minor problem and very few, if any, individuals will refuse to carry out LFD tests. The situation applies to individuals who have already been fully vaccinated, so it is unlikely that a person who has agreed to be fully vaccinated then refuses to participate in testing.

General

The general coronavirus guidance starts here:-

<https://www.gov.uk/coronavirus>

Guidance

here:-

