

## GENERAL SCHOOL RISK ASSESSMENT



### PART A. ASSESMENT DETAILS:

**Area/task/activity:** Covid 19/ Winter viruses      Replacement of some restrictions

**Location of activity:** Bleasdale School

<b>School name:</b> <b>Address &amp; Contact details:</b>	Bleasdale School 27 Emesgate lane Silverdale Lancs	<b>Name of Person(s) undertaking Assessment:</b>	Kirsty Ashton Sefton Booth
		<b>Signature(s):</b>	KAshton SBooth
<b>Headteacher (Name):</b>	Sefton Booth	<b>Date:</b>	19 <sup>th</sup> September 2023
<b>Signature:</b>	<i>SBooth</i>	<b>Review date</b>	Ongoing
<b>How communicated to staff:</b>	Via email and on school website	<b>Date communicated to staff:</b>	20.9.23

This risk assessment was written using PHE, Government and Union guidance issued for Covid 19 and will be consistently reviewed and updated as new advice is given to schools.

**PART B. HAZARD IDENTIFICATION AND CONTROL MESURES:**

List of significant hazards (something with the potential to cause harm)	Who might be harmed?	Type of harm	Existing controls (Actions already taken to control the risk)
Staff or pupils unwell due to winter virus/flu/ norovirus/ covid	Pupils and staff	<p>Contracting winter virus/ Covid 19- Illness in pupils and staff</p> <p>Pupil/ Staff wellbeing is compromised</p>	<p>NHS guidance for <u>covid 19</u></p> <p>Try to stay at home and avoid contact with other people if adults or children either:</p> <ul style="list-style-type: none"> <li>• have a high temperature</li> <li>• do not feel well enough to go to work, school, childcare, or do your normal activities</li> </ul> <p><b><u>You can go back to your normal activities when you feel better or do not have a high temperature.</u></b></p> <p>If a pupil has mild symptoms such as a runny nose, sore throat or mild cough, and they feel well enough, they can go to school or childcare. <b><u>You are no longer required to do a COVID-19 rapid lateral flow test if you have symptoms.</u></b></p> <p>But if staff or pupils have tested positive for COVID-19:</p> <ul style="list-style-type: none"> <li>• Pupils: try to stay at home and avoid contact with other people for 3 days after the day the test was taken children and young people (Under 18) tend to be infectious to other people for less time than adults</li> <li>• Staff: try to stay at home and avoid contact with other people for 5 days after the day you took your test</li> </ul> <p><u>Norovirus:</u></p> <p>Stay off school/ work until you have not been sick or had diarrhoea for at least 2 days. This is when you're most infectious.</p> <p><b><u>It is advisable but not mandatory for staff to have a flu and covid vaccination to protect themselves and vulnerable pupils.</u></b></p>

List of significant hazards (something with the potential to cause harm)	Who might be harmed?	Type of harm	Existing controls (Actions already taken to control the risk)
<p>– Inadequate preparation of the site</p> <ul style="list-style-type: none"> <li>- Lack of communication, Staff don't know what procedures are in place and can't adhere to them</li> <li>- PPE not available</li> <li>- Poor hygiene</li> </ul>	Pupils and staff	<p>Contracting Covid 19- Illness in pupils and staff</p> <p>Staff wellbeing is compromised</p>	<p>Windows to be open as much as possible.</p> <ul style="list-style-type: none"> <li>• All teachers and other staff are permitted to operate across different classes and year groups to facilitate the delivery of the timetable and specialist provision. Where staff are required to move between groups, they will try and keep their distance from other staff as much as they can, ideally 2 metres from other adults. The number of interactions or changes will be kept to a minimum wherever possible.</li> <li>• All classrooms are to have windows slightly open to promote good ventilation.</li> <li>• Shared equipment to be wiped with antibac spray /wipes after each child has used it.</li> <li>• Continue with anti-bac wiping of all door handles and touch points across school</li> <li>• Cleaning protocol in place for all equipment after pupil use and routine cleaning of surfaces and furniture.</li> <li>• PPE to be worn for <b>all</b> Personal care routines. Masks, gloves and aprons for changing/toileting, Gloves and aprons for feeding.</li> <li>• Hand sanitizers positioned at all entrance doors for staff and pupils to use prior to entering /leaving site.</li> </ul>

<p>Spread of Winter viruses/Covid when arriving at school</p> <p>Excessive items being brought into school that may be contaminated.</p>	<p>Pupils Staff</p>	<p>Contraction of the virus through touch contact</p>	<ul style="list-style-type: none"> <li>• <b>NO personal mobile phones/handbags etc to be brought into the class areas. They are to be left in school lockers in the residential building or cars.</b> Staff to leave personal phones etc in their car and NOT to bring them into school. Lunches that need to be kept cold can be brought in and placed directly in the fridge in the staffroom, otherwise they remain in staff lockers <b>(Staff who have not arrived in a car will leave their bags and phones in the school lockers on arrival and leave them there until the end of the day).</b></li> <li>• Hand gel to be used before entering/leaving the building.</li> <li>• Pupils bring in bags, equipment. This should only be essential items (change of clothes, medication,) and sanitised where possible on arrival. Access to soap, warm water, paper towels, hand gels for each class</li> </ul>
<p>Visitors to school</p>	<p>Parents/staff/pupil</p>	<p>Transmission risk</p>	<ul style="list-style-type: none"> <li>• Headteacher to review all in- person events and the number of current winter virus/covid cases at any time within the school population.</li> <li>• The Headteacher may take the decision to cancel events and move meetings to a virtual platform via Teams/zoom. Attendants will be notified prior to planned event.</li> </ul>
<p>Use of staffroom</p>		<p>Potential spread of infectious disease</p>	<ul style="list-style-type: none"> <li>• Staff are to distance themselves in the staffroom and ensure that windows are open</li> <li>• Windows to remain slightly open at all times.</li> <li>• Staff are advised to use their own cup and utensils and take them home with them at the end of each day.</li> <li>• Staffroom will be thoroughly cleaned and sanitised each day.</li> <li>• Staff will be advised to gel hands on entering and leaving the staffroom.</li> <li>• Staff continue to adhere to strict hand washing regime</li> </ul>

Multiple pupils using shared facilities- contamination of equipment	Pupils, staff	Contraction of the virus through touch contact	<ul style="list-style-type: none"> <li>• Hand gel available when there is no running water and soap available. Staff to wash their hands thoroughly at the nearest available opportunity.</li> <li>• Pupils to only use their own designated cup and utensils that must be washed in the dishwasher after each use.</li> <li>• Domestic staff to fully clean areas used by pupils at the end of each day.</li> <li>• Once a week every learning space is to be fogged. SBM to arrange schedule with domestic team.</li> <li>• Pupils toys are to be wiped after each use and plastic toys are to be put through the dishwasher. Class teacher to organise with team.</li> </ul>
<p>Increase in the number of cases of winter virus/Covid</p> <p>Transmission of winter flu/Covid through airborne particles due to face-face meetings</p>	Staff, pupils, visitors, contractors, household members	Potential spread of infectious disease	<ul style="list-style-type: none"> <li>• HT to notify public health for additional guidance</li> <li>• Re-introduction of virtual meetings, including Annual reviews and governors (to be reviewed regularly by HT)</li> <li>• Hand sanitiser is provided in designated meeting rooms where handwashing facilities are not immediately available;</li> <li>• Disinfectant wipes are available in designated meeting rooms to enable staff to wipe down shared equipment before and after use.</li> </ul> <p>Reintroduction of mask wearing in communal areas , Reintroduction of class bubbles. Staff to bring own cups and utensils to eat their dinner and to use designated spaces on staggered lunch breaks utilising unused rooms within the residential building.</p>
Use of shared equipment- contamination of equipment	Pupils, staff	Contraction of the virus through touch contact	<ul style="list-style-type: none"> <li>• Pupils to only use their own designated cup and utensils that must be washed in the dishwasher after each use.</li> <li>• Cleaning wipes are available next to the photocopier and phones and MUST be used after each member of staff uses these pieces of equipment.</li> <li>• Each pupil changing room and learning area has a supply of tissues, PPE and cleaning materials.</li> <li>• Any shared equipment to be wiped clean after every child's use.</li> <li>• Continue with essential hand washing before eating meals</li> </ul>

Pupils safety and wellbeing compromised due to staff shortages.	Pupils and staff		<ul style="list-style-type: none"> <li>• See separate risk assessment for safe staffing numbers and mitigating factors</li> <li>• Pupils to be moved into 3 groups- Complex medical, Complex behaviour, remaining cohort as this will allow staff to ensure safety of pupils.</li> <li>• Part school closure if staffing levels are unsafe.</li> </ul>
<p>Staff not following procedures identified in the risk assessment</p> <p>Safety of staff and pupils compromised as a result of a breach of the risk assessment</p>	Pupils, staff	<p>Contraction of the virus</p> <p>Staff wellbeing</p>	<ul style="list-style-type: none"> <li>• Risk assessment communicated to staff via staff email.</li> <li>• At least 1 member of SMT visible and available during the school day for staff to raise any concerns or clarify any procedures.</li> <li>• SLT to review the risk assessment to ensure that it meets government and DfE legislation and advice</li> <li>• Copies of the risk assessment are to be made available in all classrooms as a point of reference</li> </ul> <p>If staff choose not to follow or adhere to the risk assessment, this may lead to disciplinary actions.</p>