COVID-19 NGJS – September 2021

Risk Assessment and Contingency Plan

COVID-19 NGJS Risk Assessment

AREA OF CONCERN	AT RISK	HAZARD	CONTROL MEASURES	EVALUATING AND REDUCING RISK				
Consider: premises work, equipment, specific tasks	**People at risk**	**How might harm be caused**	**Control By:** guards, training, supervision, safety equipment, safe working procedures, hygiene monitoring etc.	**Possible Outcome/ Severity**	**Likelihood**	**Risk rating: High Medium Low**	**Further preventative measures to control the risk**	**Proposed Timescale/ date Completed**
Social Distancing	Staff, Pupils, Parents, visitors, contractors	Transmission of virus staff, pupil, and parent Anxiety about relaxed control measures	• From the end of summer term 2021, in line with government guidance, the school will no longer be maintaining consistent class groups/bubbles during summer schools and when the new school term begins in September 2021. • Assemblies potentially to resume as normal from September 2021. • Specific arrangements to avoid mixing at breaktimes and lunchtime will be stepped down.	3	4	Moderate	• Double-bubble will operate initially in Autumn 1 with 2 adults • Assemblies to be held virtually in Autumn 1. • Double - bubble play and lunch arrangements in place for Autumn 1.	
Contact Tracing	Staff, Pupils, Parents, visitors, contractors	Transmission of virus	• From 19th of July, it is DfE guidance that the school will no longer be expected to routinely undertake contact tracing, and this will instead be performed by NHS Test and Trace, who will work directly with the positive case. • Children. pupils, students, and staff members who record a positive LFD or PCR test should let their setting know. • Staff, pupils, or students (or the parent) are required to report the test result via the NHS Online reporting system for both negative, void, and positive test results. They should also report positive, negative, and void results to the setting.	2	3	Moderate		

			• It is likely that NHS Test and Trace will be much stricter in their criteria for what constitutes a close contact to keep these numbers as low as possible. Children in close contact and adults double-vaccintaed will not be required to isolate. • Contacts in school will be traced by NHS only if the positive case specifically identifies an individual as having close, prolonged contact, which will normally have occurred in a social setting rather than in normal day-to-day school activities e.g. sleepovers. Therefore, numbers are expected to be low. • Children. Pupils/students and staff members who record a positive LFD or PCR test must let the school know. • Staff, pupils/students (or the parent) are required to report all test results, whether negative, void, or positive, via the NHS Online reporting system. • The positive outcomes of NHS Test and Trace taking over the tracing process, will be reduced burden on schools and it will also ensure a consistent approach to identification of contacts across all locations, i.e. Prevention of under and over-reporting. • The school will keep a simple record of pupils and staff known to be symptomatic or to have tested positive, so that they can provide the best possible assistance if contacted by NHS Track and Trace. • If the school does not agree with the close contacts that have been identified by one of their pupils/students or their legal guardian, they will escalate to the DfE helpline for advice. • The school may be contacted, by local health protection teams in response to a local outbreak, which is currently what happens in managing any other infectious diseases. • If the school knows that it has had several positive cases within a 10-day period, but has not been contacted by Track and Trace, the					

			school will contact the dedicated DfE advice service on 0800 046 8687 (Option 1), who will escalate to our local health protection team if necessary and may advise the school to implement its outbreak management plan.					
Isolation of Positive Cases and close contacts.	Staff, Pupils, Parents, visitors, contractors	Transmission of virus	• From 16th August the school will help to communicate and implement the following isolation rules amongst its staff, pupils, contractors, and wider community: • **Any person** that develops Covid symptoms must self-isolate and the positive person must immediately arrange a confirmatory PCR test. o If the confirmatory test is negative, they can end their isolation (unless they have developed symptoms or been instructed to self-isolate by Test and Trace for other reasons). o If the confirmatory PCR test is positive, they must self-isolate until 10 days after the date their symptoms began. • **Any person** that has a positive lateral flow device (LFD) test, must self-isolate and the positive person must arrange a confirmatory PCR test within 48 hrs. o If the confirmatory PCR test is taken within two days and the result is negative, they can end their isolation *(unless they have developed symptoms or been instructed to self-isolate by Test and Trace for other reasons).* o If the confirmatory PCR test is positive (or is taken more than two days after the LFD), they must self-isolate until 10 days after the date of the LFD test • **Any person**, irrespective of their age or vaccination status will be required to self-isolate for 10 days following a positive PCR test. • **Children and young people under the age of 18** that are close contacts of positive cases will no longer be required to isolate, unless they receive a positive PCR test.	4	3	Moderate		

			• **Adults that have been double vaccinated** and are identified as close contacts of positive cases will no longer be required to isolate, unless they receive a positive PCR test. • **Children and Double vaccinated adults that are identified as close contacts** of positive cases are not be required to isolate, whilst awaiting their PCR test result, though in Autumn 1 the school may require this. It will be judged on a case by case basis, depending on individual risk assessment. • **Adults that have not been vaccinated yet, have chosen not to be vaccinated, cannot be vaccinated on medical grounds, or who have only received 1 dose of the vaccine so far**, will be required to self-isolate immediately if identified as close contacts.					
Asymptomatic Testing	Staff, Pupils, visitors,	Transmission of virus after returning from mixing widely during summer break	• Staff will need to continue taking twice weekly rapid flow tests • Staff will undertake twice weekly home tests until the end of September.	3	3	Moderate		

Staff, pupils, or visitors attending site with COVID symptoms	Staff, Pupils, Parents, visitors, contractors	Transmission of virus	• Anyone with coronavirus (COVID-19) symptoms or who has tested positive in the previous 10 days will not be permitted into school. • Anyone coming onto the site displaying COVID-19 symptoms, will be sent home, and asked to arrange a PCR test. • Anyone who becomes unwell in school with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia) will be sent home and advised to follow self-isolation guidance • Individuals must self-isolate for 10 days from the date when their symptoms were first displayed or a positive test was obtained (if no symptoms were apparent) and will not be permitted to return to school within that period unless their PCR test result is negative. o If they still have a high temperature after 10 days, they will be asked to keep self-isolating until their temperature returns to normal. o If they no longer have a temperature, but still have a cough or loss of sense of smell/taste, they will be permitted to return to school (this is because a cough or anosmia can last for several weeks once the infection has gone) • In the event that a parent or guardian insists on a child with symptoms attending school, or refuses to arrange a PCR test, the school will ask the parent to isolate the child for 10 days and contact Public Health for possible intervention. The school can refuse to allow the pupil to attend. Any such decision will be carefully considered in light of all the circumstances and the current public health advice. • The school will keep a small supply of home PCR testing kits. The use of these kits will be for a child or adult who: o has developed symptoms whilst at school, and o the school believes may have barriers to accessing a test elsewhere, and that by giving them a test kit directly, will significantly increase the likelihood of them getting tested, and	4	3	Moderate		

			○ where it is felt that if the individual were to be sent home without a kit, they would not receive a test at all. • If a child is awaiting collection after displaying symptoms, they will be moved to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate ventilation, and adult supervision if required. The room will have a vision panel and a clear line of site to ensure child safeguarding. ○ If it is not possible to isolate them, they will be moved to an area which is at least 2 metres away from other people or temporary screens erected. ○ If they need to go to the bathroom while waiting to be collected, they will use a separate bathroom if possible. Before being used by anyone else, the bathroom will be cleaned and disinfected following the cleaning procedures already outlined in this risk assessment. (Office, SH or SLT) ○ If two metres cannot be maintained, the member of staff caring for the child while they await collection, must wear appropriate PPE. ○ Once they have vacated the premises, the area around the person with symptoms must be cleaned with normal household bleach following the COVID-19: cleaning of non-healthcare settings guidance to reduce the risk of passing the infection on to other people. (Office, SH or SLT) ○ In an emergency, the school will call 999 if they are seriously ill or injured or their life is at risk. • Staff have been advised to wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. However, they will not need to self-isolate, unless they develop COVID-19 symptoms themselves or they have been requested to do so by NHS Test and Trace					
Wearing of Face Coverings and PPE	Staff, Pupils, Parents,	Transmission of virus	• From the 19h July the government is removing the legal requirement to wear face coverings. • From the end of Summer term 2021 the wearing of face coverings will no longer be required in	3	3	Moderate	• Staff will be given the option to wear face coverings in communal areas	

	visitors, contractors		classrooms or communal areas, but the school will encourage staff, pupils over 11, and visitors to continue wearing them in enclosed and crowded spaces and when in contact with people they do not normally meet, including: o Whilst on public transport • If staff wish to continue wearing face masks in certain situations, they will be allowed to do so. • In the event of a Covid outbreak, the school may be directed to reintroduce the mandatory wearing of face coverings. Please refer to the outbreak section at the end of the risk assessment. • Changing habits, cleaning and hygiene are still the most effective measures in controlling the spread of the virus. (Masks and face coverings can lead to a false sense of security; they can be used and fitted incorrectly: they can easily be contaminated through touch and increase the potential for transmission of the virus; they have a lifespan that is quickly exceeded. • if a child, young person, or other learner becomes unwell with symptoms of coronavirus and needs direct personal care until they can return home, a fluid-resistant surgical face mask should be worn by the supervising adult, if 2 metres cannot be maintained. • If contact with the child or young person is necessary, then disposable gloves and a disposable apron should be worn by the supervising adult. • If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection (e.g. goggles or a face shield) will also be worn • When PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance on how to put PPE on and take it off safely in order to reduce self-contamination. • When using face masks, staff will be required to adhere to the following practice: o cover both your nose and mouth o do not allow to dangle around the neck when not in use o do not touch once put on, except when carefully removed before disposal					

			○ change when they become moist or damaged ○ wear once and then discard - hands must be cleaned after disposal					
Maintaining good personal hygiene	Staff, Pupils, Parents, visitors, contractors	Transmission of virus	• Frequent and thorough hand cleaning with soap and water or hand sanitiser is now regular practice in school, and this will continue regardless of any future easing of COVID measures, because of the broader health benefits gained since it was introduced. • Staff and pupils will be encouraged and prompted to clean hands more often than usual and to wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly using disposable hand towels. • Alcohol hand rub or sanitiser will be used at regular intervals in between washing with soap and water, or where running water and soap is not available or impractical to access. • automatic hand sanitiser dispensers are installed in classrooms, communal areas, canteen, entrances and exits. • Sanitiser has been sourced that contains at least 60-95% alcohol to be effective. • As a minimum, pupils and adults will be expected to clean their hands when they arrive at school, when returning from breaks, when changing rooms, before and after eating, after toileting and after sneezing or coughing. • Help is provided to children and young people who have trouble cleaning their hands independently, e.g. very young children or those with complex needs, especially where hand sanitiser is used, to prevent hazards such as ingestion. • Those who can't use sanitiser, e.g. because they have contact dermatitis or for religious reasons (i.e. because of the alcohol content) will be able to use a sink to use soap and water. • Enough hand washing facilities are available in the school to allow safe controlled use, without overcrowding. • The school will ensure there are sufficient supplies of soap, anti-bacterial gel, disposable towels, and cleaning products if needed.	3	4	Moderate		

			• Staff, parents, and pupils have been advised that there is no need for anything other than normal personal hygiene and washing of clothes following a day in an educational or childcare setting.					
Maintaining good respiratory hygiene	Staff, Pupils, Parents, visitors, contractors	Transmission of virus	• Children and adults are encouraged not to touch their mouth, eyes, and nose • Children and adults are encouraged to cough or sneeze into a tissue or elbow to and use bins for tissue waste promoting the 'catch it, bin it, kill it' approach • Bins are emptied and appropriately cleaned at regular intervals throughout the day. • Waste bins are lined with a plastic bag so that they can be emptied without contacting the contents or the inside of the bin. • Staff are instructed that the emptying of bins and wastepaper baskets should be followed by hand washing.	2	2	Low		
Maintaining appropriate cleaning regimes	Staff, Pupils, Parents, visitors, contractors	**Transmission of virus day to day operations**	• As part of an enhanced cleaning regime, surfaces that children/young people are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, are being cleaned more regularly than normal. • As well as having an enhanced cleaning schedule delivered by the school's cleaning staff, the school will adopt a 'clean as you go' policy, in which surfaces such as table tops and resources are cleaned immediately after use. This is the most effective way of controlling the risk and all staff will be required to be part of this process. • Appropriate cleaning products are provided, so that staff can frequently clean their workstations during the day. • To enable the 'clean as you go approach' disinfectant spray and disposable cloths or disinfectant wipes will be made available in teaching spaces, offices, and resource centres. • Spray bottles of disinfectant will be clearly labelled for adult use only and kept out of the reach of children. Full details on the safe use of cleaning products can be found in the school's COSHH (Control of substances Hazardous to Health) assessment.	2	2	Low		

			• For individual and very frequently used equipment, such as pencils and pens, pupils and adults will have their own items and they will not be shared outside of their double-bubble, and limited sharing across the two classes will also undertaken. • The school will regularly reduce clutter and difficult to clean items.					
Maintaining appropriate cleaning regimes cont.	Staff, Pupils, Parents, visitors, contractors	**Transmission of virus of normal professional cleaning regime**	For general cleaning where there has been no suspected or confirmed cases of COVID-19, the following cleaning principles will be applied: **Cleaning and Disinfection** • Appropriately competent cleaning staff will be employed for the end of day cleaning • An increased frequency of cleaning will be carried out using the school's standard detergent and disinfectant products by staff throughout the day. • Specific attention to all surfaces but especially those that are frequently touched, such as door handles, light switches, stair rails, work surfaces, remote controls, and electronic devices. • When cleaning, specific attention will be paid to bathrooms and kitchens. • Cleaning staff will only be required to wear the PPE that they would normally use for cleaning.	2	2	Low		

			Kitchens and communal canteens • It is considered unlikely that COVID-19 is transmitted by food, but catering staff will be expected to follow the same good hygiene practice and wash their hands regularly with soap and water for at least 20 seconds before handling food. • Crockery and eating utensils are not shared and are cleaned in between use in a dishwasher or sterilising sink, using the highest temperature setting. • The school's catering contractors will continue to follow the Food Standard Agency's (FSA) guidance on good hygiene practices in food preparation, Hazard Analysis and Critical Control Point (HACCP) processes, and preventative practices (Pre-requisite Programs (PRPs)) and the school will regularly monitor their performance. **Bathrooms/Toilets** • Frequently touched surfaces, such as door handles and push plates, latches, toilet seats and taps, will be regularly cleaned. • Suitable hand washing facilities will be made available including running water, liquid soap and paper towels or hand driers and will be regularly monitored and re-stocked. **Waste** • Routine waste does not need to be segregated or stored for a period of time unless an individual in the setting shows symptoms of or tests positive for COVID-19 and will be disposed straight away and in the normal way.					

Maintaining appropriate cleaning regimes cont.	Staff, Pupils, Parents, visitors, contractors	**Transmission of virus after development of symptoms by staff, pupils, or visitors on site**	If someone with symptoms of, or confirmed (COVID-19) has been in the school, the following cleaning principles will be applied, as soon as they have vacated the area: **Personal Protective Equipment (PPE)** • As a minimum standard, cleaners will wear disposable gloves and an apron. • If a higher level of virus is likely to be present (e.g. where surfaces have been visibly contaminated with body fluids) then additional PPE to protect the cleaner's eyes, mouth and nose may be necessary. **Cleaning and disinfection** • Areas where a symptomatic person has only passed through and spent minimal time and which are not visibly contaminated with body fluid, such as corridors, will be cleaned thoroughly as normal. • All surfaces that the person has made contact with, will be cleaned and disinfected, including all potentially contaminated and frequently touched areas, such as bathrooms, door handles, telephones, grab rails and stairwells will be cleaned. • Disposable cloths or paper roll and disposable mop heads will be used to clean all hard surfaces, floors, chairs, door handles and sanitary fittings, following the principle of 'one site, one wipe, in one direction' where an area may have been infected with COVID. • The manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants with be strictly adhered to • When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning will be used.	3	3	Moderate		

			• Cleaners will wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning. • After cleaning, disposable gloves and any cloths and single use mop heads used will be disposed of and put into waste bags as outlined below. **Waste** • Personal waste from individuals with symptoms of COVID-19 and waste from cleaning of areas where they have been (including PPE, disposable cloths and used tissues) will be: double-bagged and put into interim green metal bin until outcome of COVID test is known. PPE should be worn through this process. • Waste will be stored safely and kept away from children. • It will not be put in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours. • If the individual tests negative, waste will be put in with the normal waste • If the individual tests positive for COVID-19, the waste will be stored for at least 72 hours and then put in with the normal waste • If an emergency occurs, in which waste needs to be removed before 72 hours has elapsed, it will be treated as Category B infectious waste and will be kept separate from other waste and collection will be arranged by a specialist hazardous waste contractor					
Keeping paces well ventilated	Staff, Pupils, Parents, visitors, contractors	Transmission of virus	• Adequate ventilation can reduce how much virus is in the air and can therefore help reduce the risk from aerosol transmission. However, it has minimal impact on droplet transmission between individuals in close contact or surface contamination, which are still the main transmission vectors for the virus. • Efficient ventilation should be treated as one control measure among many and is not solution on its own. The school will ensure that mechanical ventilation systems are maintained and running effectively, with fresh air only	2	2	Low		

			supplied or a combination of fresh air and recirculated air. • Where mechanical ventilation systems are not working or not fitted, natural ventilation will be used (e.g. opening windows and propping open doors to classrooms from corridors and directly to the outside where possible in ground floor classrooms, weather permitting. • Site security protocols will be amended as necessary to allow external doors to be kept open if necessary and fire procedures will be amended to make it the responsibility of staff to close doors behind them and prevent the spread of fire in the event of an emergency evacuation.					
Staff and Pupils that are clinically extremely vulnerable (CEV)	Staff, Pupils, Parents, visitors, contractors	**Increased vulnerability to virus**	• All CEV children and young people are to attend school unless they have been advised not to by their GP or clinical specialist, or because they have tested positive for Coronavirus. • Staff who are CEV will be required to attend work as normal if it is not possible or practical for them to work from home. • Those staff that are CEV may wish to take extra precautions within their own control to protect themselves, both in and out of work. The school will work with those staff to help minimise their risk. • The school will support the DHSC in encouraging vaccine take up, because this is ultimately the primary solution for protecting all staff.	3	3	Moderate		
Those who are anxious about returning to school			• The school will ensure that support is in place to address the concerns of anyone that is anxious about returning. • The school will discuss their concerns and provide reassurance of the measures they are putting in place to reduce the risk in school and the requirement under national guidance. • The school will be clear with parents that pupils of compulsory school age must be in school unless a statutory reason applies (for example, the pupil has been granted a leave of absence, is unable to attend because of sickness, is absent for a necessary religious observance etc).	2	2	Low		

			• The school will utilise sources of support to help those experiencing emotions such as anxiety or stress, such as Promoting and supporting mental health and wellbeing in schools and colleges - GOV.UK (www.gov.uk)					
Communication and consultation	Staff, Pupils, Parents, visitors, contractors	Lack of awareness of national and local COVID measures leading to increased transmission of virus	• This risk assessment has been shared with staff and staff representatives to ensure it is practicable and will be posted on the school's website for transparency. • It has been explicitly communicated to staff, children/young people, parents, carers or any visitors, such as suppliers, not to come on site if they are displaying any symptoms of coronavirus (following the COVID-19: guidance for households with possible coronavirus infection) • Staff have been informed about the plans (for example, safety measures, timetable changes and staggered arrival and departure times), including discussing whether training would be helpful • Contractors and suppliers will be informed of the school's requirements from themselves to minimise COVID risks to the school. • Children/young people will be encouraged to learn and practise good hygiene habits through repetition of hygiene reminders and PPT input.	2	2	Low		
Foreign travel during summer break	Staff, Pupils, Parents, visitors, contractors	**Increased transmission of virus**	• It has been made explicit to staff, parents and pupils that if they are travelling abroad for the summer holidays, that they will be required to adhere to the current testing and quarantine rules of the country being visited and the UK when returning. The latest guidance on quarantine coronavirus (COVID-19): how to self-isolate when you travel to the UK has been share with all parties. • If families are returning from foreign travel towards the end of the summer break and they are required to quarantine, that hey inform the school and they must not return to school until the 10-day quarantine period has finished. • Staff will need to be available to work in school from the start of the autumn term. Therefore, the school has discussed leave arrangements	2	3	Moderate		

			with staff before the end of the summer term to avoid this occurrence as far as is practicable. • There is also a risk that even where a member of staff's official return date provides sufficient time for quarantine, that their 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. • If it is not possible to avoid a member of staff having to quarantine during term time, the school will consider if it is possible to temporarily amend working arrangements to enable them to work from home.					
Educational Visits	Staff, Pupils, Parents, visitors, contractors	**Increased risk of transmission** **Risk of trip cancellation and significant financial loss**	• Domestic residential visits and international visits will recommend from the beginning of September 2021. However, the school will not organise any such trips unless it can be guaranteed that financial protection against cancellation for COVID reasons is provided, or the ability to reschedule free of charge. • Non-residential domestic educational visits potentially can continue as normal, though, other than swimming which will go ahead, will be assessed by SLT prior to any bookings being made. • Specific protective measures in respect of COVID-19 will remain in place, e.g. enhanced handwashing and respiratory hygiene, and the COVID-secure measures in place at the destination. • The school will also make use of outdoor spaces in the local area to support delivery of the curriculum. • In the event of an outbreak at the school, it may be necessary to put a hold on any planned trips.	2	2	Low		
Extra-curricular provision	Staff, Pupils, Parents, visitors, contractors	**Transmission of virus**	• The school will resume before and after-school provision, from the start of the autumn term as this will aid the wider running of the school when returning to full capacity. • The school will consult the guidance produced for summer holiday childcare, available at Protective measures for out-of-school settings during the coronavirus (COVID-19) outbreak Protective measures for out-of-school settings	2	2	Low		

			during the coronavirus (COVID-19) outbreak for support in planning extra-curricular provision. • In school provision provided by outside providers must take account of the school's COVID Risk Assessment and follow the same approach. This is to be discussed with a member of SLT prior to any provision starting.					
Specific curriculum related hazards	Staff Pupils	**Increased risk of transmission**	**Music** • The music department risk assessment will be reviewed to explore preventative measures further and provide greater detail on the COVID-19 controls. • External music providers, e.g. peripatetic teachers and the music service will be asked to review their own risk assessments in respect of COVID-19 and consult on them with the school. **Physical Activity** • The P.E. department risk assessment will be reviewed to explore preventative measures further and provide greater detail on the COVID-19 controls. • The school will continue to work with external coaches, clubs, and organisations for curricular and extra-curricular activities where it is satisfied that this is safe to do so. Schools should consider carefully how such arrangements can operate within their wider protective measures. External providers will be asked to review their own risk assessments in respect of COVID-19 and consult on them with the school. • Risk assessments for physical activity will be reviewed and the school will refer to the following sources of advice: • Guidance on the phased return of sport and recreation • Guidance from Sport England on grassroot sport • Association for Physical Education. • Youth Sports Trust	2	2	Low		

Behaviour	Staff, Pupils, Parents, visitors, contractors	**Increased challenging behaviour caused by the emotional impact of coronavirus, leading to unsafe acts.**	• Behaviour and a breakdown of discipline can have a direct and adverse effect on safety and health and the school has therefore updated its Behaviour Policy with new rules, setting clear, reasonable, and proportionate expectations of pupil behaviour considering COVID-19. • The guidelines at Behaviour and discipline in schools has be referred to in preparation of the policy. • The school will communicate these new rules clearly to staff, pupils and parents prior to the beginning of the autumn term, setting out clearly the consequences for poor behaviour, deliberate breaking of the rules and how those rules will be enforced, what sanctions will be in place, and how good behaviour will be rewarded.	2	1	Low		
			COVID-19 NGJS Contingency Plan					
Outbreaks of COVID-19		**Increased transmission of the virus, and/or increased severity of health risks**	• The school will keep their Business Continuity and Emergency Response and Recovery plans up to date in preparation for outbreaks of COVID-19, including how every child, pupil or student will continue to receive quality education and care • The LA's outbreak management plan for schools will be closely followed • According to current guidance, if the school has several confirmed cases within 10 days, this may indicate an outbreak and the school will work closely with the LA's Public Health team and if necessary the North West London Health Protection Team who will advise if additional action is required. • Escalation may result if the school has: 5 children who are mixing closely, test positive or 10% of children who are mixing closely, test positive • COVID-19 is a virus that we will have to live with going forward, and therefore it is likely that outbreaks will be determined by the strain of coronavirus identified in the positive cases, i.e.	3	3	Moderate		

			VOCs, which are new/unknown, or for which there is evidence of greater health risks. • For outbreaks affecting a specific area, or the borough as a whole, ministers may offer the area enhanced response package, in which case the LA and school will follow any instructions given. • If an outbreak is confirmed, the LA's Director of Public Health might advise the school to temporarily revert to previous risk assessments (e.g. Step 3) and reintroduce some control measures. • For outbreaks at school level, this will be managed on a case by case basis in conjunction with the LA's Public Health Team. The actual measures necessary may vary from case to case, but the school's Business Continuity and Emergency Response and Recovery plans have been prepared for the following possibilities:					
Outbreaks - Testing			• Staff advised to increase the use of home testing	2	2	Low		
Outbreaks – Social Distancing			• It may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.	2	2	Low		
Outbreaks – Face Coverings			• The temporary wearing of face coverings by staff in communal areas •	2	2	Low		
Outbreaks - Sheilding			• In the event of a major outbreak or introduction of a Variance of Concern (VoC) that poses a significant risk to individuals on the shielded patient list (SPL) shielding may be reintroduced. This can only be done by national government and a major outbreak will is likely to be one that is area or borough-wide, rather than an individual school.	4	2	Moderate		
Outbreaks - Attendance			• Attendance restrictions will only be considered in extreme circumstances and as a last resort. Any decision to do so will be based on scientific and public health advice.	3	4	Moderate		

			• If necessary, high quality remote education will be provided to those pupils/students not in attendance. • Priority will be given to vulnerable young people and the children of critical workers to attend school according to their normal timetables.					
Outbreaks – Educational Visits			• Residential visits will be limited or put on hold.	2	2	Low		
Outbreaks – Events			• Events such as open days, transition or taster days, performances and fairs may have to be postponed.	2	2	Low		
Outbreaks – Visitors to site			• Only essential visitors able to attend site, i.e. those required for the continued operation of the school, for reasons of education, safety, and welfare.	2	2	Low		

Signed: Name:	C. Norfolk. C. Norfolk	Devised date: 20th August 2021	Updated:

RISK MATRIX

LIKELIHOOD	SEVERITY				
	INSIGNIFICANT (e.g. a physical injury sustained but no treatment of injuries is required) 1	**MINOR** (e.g. injuries requiring first aid treatment) 2	**SERIOUS** (e.g. injuries resulting in lost time and/or referral to other health professionals for further treatment or observation) 3	**MAJOR** (Injuries meeting the statutory reporting criteria under RIDDOR e.g. fractures, dislocations, electrocution, unconsciousness, internal injuries, eye injuries, severe burns / scalds / lacerations, injuries requiring admission to hospital and/or surgery etc. 4	**FATALITY / DISABILITY** 5
REMOTE **1** (improbable but might happen only rarely)	LOW **(1)**	LOW **(2)**	LOW **(3)**	LOW **(4)**	LOW **(5)**
UNLIKELY **2** (but could happen at some time)	LOW **(2)**	LOW **(4)**	MODERATE **(6)**	MODERATE **(8)**	MODERATE **(10)**
LIKELY 3 (and will probably happen at some time)	LOW **(3)**	MODERATE **(6)**	MODERATE **(9)**	MODERATE **(12)**	HIGH **(15)**
VERY LIKELY **4** (and will definitely happen at some time)	LOW **(4)**	MODERATE **(8)**	MODERATE **(12)**	HIGH **(16)**	HIGH **(20)**
CERTAIN 5 (will happen imminently)	LOW **(5)**	MODERATE **(10)**	HIGH **(15)**	HIGH **(20)**	HIGH **(25)**