

## St Blasius Church of England Primary Academy

### Risk assessment for whole school re-opening from March 2021

<b>Location / Site</b>	St Blasius Shanklin Church of England Primary Academy, Isle of Wight
<b>Activity / Procedure</b>	Whole School re-opening March 2021
<b>Assessment date</b>	23.02.2021

<b>Identify people at risk</b>	Employees, children, visitors and contractors
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#### Government guidance to schools

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021/schools-and-childcare-settings-return-in-january-2021>

<https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings/contingency-framework-education-and-childcare-settings-excluding-universities>

Latest update February 2021 for re-opening March 2021

[Schools coronavirus \(COVID-19\) operational guidance \(publishing.service.gov.uk\)](#)

From 8 March, all pupils should attend school. To prepare for this we have:

- reviewed and where necessary, updated our risk assessment
- followed the published system of controls to minimise the risk of infection, including planning for asymptomatic testing (see section 16)
- a contingency plan in place for outbreaks in our school or changes in restrictions
- communicated any changes in your processes to parents

Much of the content in this guidance replicates what was in place for the autumn term. Specific changes include:

- use of face coverings in classrooms for staff
- mandatory attendance expectations in different school phases
- current expectations for clinically extremely vulnerable pupils and staff
- curriculum expectations
- elective home education
- testing of staff

<b>Identify hazard</b>	1. Lack of social distancing in the classroom / workplace potentially resulting in direct transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Staff will keep 2m away from children and each other where this possible. It is recognised this is challenging when working with younger children.</li> <li>2. Maintain consistent groups of children/adults in classrooms where possible to enable social distancing and limit the contact children and adults have with others. Staff providing PPA cover assigned to bubble groups rather than working across the school.</li> <li>3. Remove excess furniture to increase space, if able to do so, but maintain that which is valuable to curriculum delivery. No soft furnishings where possible.</li> <li>4. Children keep to their desks when in the room, other than children in EYFS and Y1, who will have continuous provision / work in flexible groups.</li> <li>5. Lessons planned for children to work individually (not pairings or group work) in Y3 - 6. Children will stay in their allocated places but can be brought to the carpet / other areas in the room for instruction/teaching but limit to &lt;15 minutes where possible and staff to maintain social distancing of 2m.</li> <li>6. Feedback using large whiteboard/interactive whiteboard, not close interaction, where possible. Limit close contact to &lt;15 minutes where necessary and not face to face (see PHE guidance re close contact).</li> <li>7. Children in Year 2 and above to use same desk daily (if they have one) and face forward.</li> <li>8. Teacher/s and LSA/s are assigned to classes/bubbles and stay with these children throughout the day.</li> <li>9. Sports coach may work across bubbles but will ensure they are always 2m away from children and lessons will be outside, where possible.</li> <li>10. Face coverings (masks) and other PPE may be worn by adults to minimize risks, this can be requested and this will be supplied as required. Visors/shields are not deemed suitable on their own as there is insufficient evidence to show they offer good enough protection.</li> <li>11. Children stay in their classroom / use outside areas for lessons, for majority of the day and will not mix with other groups. Bags, coats, water bottles and lunchboxes kept in cloakrooms/assigned areas, or under their desks. Children in KS2 to bring in their own pencil cases but must not share equipment.</li> <li>12. Adequate ventilation is maintained through keeping windows/doors open to supply a fresh air-flow, while managing draughts and maintaining appropriate temperature in classrooms (see ventilation guidance).</li> <li>13. Approaches for meetings and staff training in place to reduce / minimise contact – use of MS Teams where possible / appropriate.</li> <li>14. Minimise SLT visits to classrooms for monitoring purposes – if these are required, staff will maintain social distancing (2m). Videoing used where possible.</li> <li>15. Staff to regularly remind children to maintain social distancing where possible.</li> <li>16. Staff advised not to enter the main Office unless this is essential; if required ensure 2m distancing, use of face coverings, as appropriate.</li> <li>17. Staff to limit mixing with each other as much as possible; staggered lunch and breaktimes to ensure staff mixing is reduced as much as possible in the staffroom. Signage will be placed in areas (eg toilets and staffroom) to indicate maximum capacity and furniture will be moved / removed where required.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	2. Lack of social distancing using toilets and poor hygiene resulting in potential direct and indirect transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Toilet bands / signing board used to control the number of children going to the toilet at any one time in EYFS / KS1.</li> <li>2. Allocated toilets for different groups of children (EYFS/Y1, Y2, Y3/4 and Y5/6) continues including at lunchtime.</li> <li>3. Hand sanitizer used after toilet use as well as washing hands (for younger children especially).</li> <li>4. Remind children of extra signs in toilet re: washing hands.</li> <li>5. Adult/staff toilets will be single occupancy only – signage placed on doors to remind to knock and wait/check on entry.</li> <li>6. Toilets are cleaned regularly by staff throughout the day, ensuring all touch points including door handles, locks, taps and hand blower, are included.</li> <li>7. Wedges for the toilet external doors (if not fire doors). Additional hand sanitizer stations placed adjacent to fire doors if required to be kept closed.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	3. Lack of social distancing when children arrive/leave resulting in possible direct transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Parents to wait outside the building for the children and reminded to remain 2 metres apart from one another at all times. Face coverings advised for parents and may be worn by children aged 11+ but they must remove these when they arrive and be able to safely use/store these without adult support.</li> <li>2. Allocated gate for all parents to arrive and leave from, which has already been communicated to parents, will continue.</li> <li>3. Instructions shared re: social distancing between families in the morning with parents and children. Reminders regularly given through Newsletter/Dojo.</li> <li>4. Signage for parents and children displayed outside the classroom.</li> <li>5. Staff wear face coverings (masks) at arrival and drop-off, children welcomed and brought into class immediately.</li> <li>6. Staggered drop off and pick up times for different year groups using 3 different entrances and different times.</li> <li>7. Reminders given regarding not using public playground areas / children crossing bubbles before and after school.</li> <li>8. Parents reminded that only essential visitors are allowed in school – Office staff wear masks if required to speak face to face with parents. Parents will be required to make an appointment to meet with staff and where possible meetings should take place virtually.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	4. Lack of social distancing during playtimes and lunchtimes resulting in possible direct transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Staggered playtimes and allocated play area to continue for each bubble. At least 2 metre distance between bubble groups marked with cones.</li> <li>2. Children return to class maintaining a distance from each other / other groups at the end of each break or lunchtime. On way system in place.</li> <li>3. Reduced playtime equipment – hard surfaces and can be easily cleaned and equipment which is used must be very thoroughly cleaned.</li> <li>4. Games discussed and modelled which encourage social distancing – e.g. football passing with feet not hands.</li> <li>5. Staff supervision throughout – actively encouraging and insisting on social distancing.</li> <li>6. Social distancing modelled by staff, reminders given to children as required.</li> <li>7. Hand washing / sanitising before and after playtimes.</li> <li>8. Staff reminded that they must continue to maintain social distancing from each other even while outside.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	5. Lack of social distancing when eating lunch resulting in possible direct transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Hot meals are available for all children. Children eat in the Hall on a rota in their bubble groups. Children are in the Hall for 15 minutes or less.</li> <li>2. R/1/2 sit in groups as per classroom and can face each other. Key Stage 2 are sat on one side of the table not facing each other.</li> <li>3. At least 2-metre distance between bubbles if more than one group uses the Hall at a time and tables are cleaned thoroughly at the end of each bubble session.</li> <li>4. If children bring packed lunches from home, they will be kept in cloakrooms, in another designated place/area or under children's tables.</li> <li>5. Staff supervising children in the Hall remain 2m away for children / each other and take care to sanitise their hands if they need to support children cutting up food, opening lunch items etc.</li> <li>6. Staff are aware they must be 2m away from each other in the Staffroom when taking break/s lunches and should avoid remaining for more than 15 minutes. Face coverings (masks) should be worn if/when this is not possible. They are aware of how to use / remove these safely.</li> <li>7. Doors/windows should be opened to allow ventilation – see guidance for further details.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	6. Lack of social distancing in the corridors / building resulting in possible direct transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Classroom locations across the site and staggered breaks result in passing of groups in the corridor happening very rarely.</li> <li>2. Rooms can all be accessed by an external door.</li> <li>3. One child using the toilet at a time, all classes have their own toilet block (R/1, Y2, Y3/4, and Y5/6).</li> <li>4. One way system around the school, using corridors and outside areas.</li> <li>5. When moving a class of children around the school, staff will remind them to attempt to socially distance; although 2 metres is not possible at all times, groups will pass for very short periods of time.</li> <li>6. Staff must wear face coverings (masks) when they are unable to socially distance in corridors or moving around the site. They are aware of how to use / remove these safely.</li> <li>7. Office-based staff will wear masks as it is not possible for them to socially distance; if required, alternative work spaces can be made available to them.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	7. Shared resources resulting in possible indirect transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Lessons are planned so resources are individual and not shared as appropriate / possible – or are demonstrated/modelled on the whiteboard.</li> <li>2. Children are given their own equipment packs / items to use in bubbles / smaller groups / individually as needed or appropriate to activity or age group.</li> <li>3. Staff have their own resources and should not allow children to share them, nor should they be shared with colleagues.</li> <li>4. Shared resources washed thoroughly each night and left to dry. Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all shared surfaces which have been touched.</li> <li>5. Resources that are shared across bubbles such as sports, art and science equipment should be cleaned frequently and meticulously, or rotated to allow them to be unused and out of reach for a period of 48 hours, for example reading books, or 72 hours for plastic. Staff hearing children read / checking records should sanitise their hands each time / wear gloves.</li> <li>6. Children and staff may take books home if doing so directly contributes positively to a child's education and development. Staff will need to mark children's work but will need to sanitise their hands. Where possible, items will be 'quarantined' before handling.</li> <li>7. Tables, door handles and other frequently touched surfaces are cleaned every night. Cleaning of these areas during the day will take place where possible. Checklist completed by class-based staff daily and monitored/filed weekly by the Site Manager.</li> <li>8. Cleaning of areas are carried out throughout the day to include frequently touched areas, identified staff to carry out this task.</li> </ol>			

<p>9. Resources are placed on tables ready for lesson and not distributed within the lesson to support social distancing of adults, where possible/required.</p> <p>10. Office staff are to use their own equipment and not share the telephones. They must wipe their keyboards and mice frequently during the day. If the telephone in the main office is to be used by another member of staff, it is to be wiped with an alcohol wipe both before and after use.</p> <p>11. The photocopier, laminator and cutter should only be used by staff following the application of hand gel and wiped with an alcohol wipe beforehand. Social distancing (2m) must be maintained when using / waiting for this equipment.</p> <p>12. Pens placed by sign-in sheets at the main office have signage reminding staff to sanitise their hands first, staff are encouraged to use their own pens.</p> <p>13. Staff are encouraged to bring their own plates/bowls, cutlery, cups / flasks (with appropriate safety lids), etc for eating and drinking. Items in the staff kitchen must be placed in the dishwasher and not hand washed or left for others to wash / tidy away.</p>				
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	8. Emotional distress of the children.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>Small numbers of children have already been identified as possible school refusers and in need of emotional support; additional assistance provided through appropriate staff and referral to other agencies/professionals where appropriate, as well as whole school PHSE curriculum work (see below).</li> <li>Child centred and assessment based approach to the curriculum to support children's well-being and to aid catch up and areas of need in basic skills. Additional teaching will be provided through teachers/TAs/additional staff through Catch-Up Premium.</li> <li>Focus on wellbeing in PHSE lessons and signposting / referral to agencies for additional support e.g. Barnardo's See, Hear, Respond, and Play Therapy.</li> <li>The teacher / TA will also make daily (if possible) contact with any children learning at home.</li> <li>Parents who decide to electively home educate their children will be contact by a member of the SLT and offered advice and support, including signposting to the EWS and Inclusion Teams.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	9. Emotional distress of the staff – including anxiety.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>On-going inclusion in risk assessment process and regular reviews. Changes discussed and shared.</li> <li>Senior staff to offer staff a catch up weekly to discuss concerns and measures to enable reduced anxiety and further emotional wellbeing. At least one SLT member of staff on site every day for staff to share concerns.</li> </ol>			

3. Designated staff areas to be kept clean and organised/timetabled to enable social distancing.				
4. Timetabled planning, preparation and assessment (PPA) time within the week to go ahead as expected to alleviate staff concerns re: workload. Additional time will be made available, where possible, for those required to provide both face-to-face and blended learning as a result of partial closure.				
5. Clinically extremely vulnerable (CEV) staff should only return to school in-line with Government Guidance (this group has recently been expanded); at times, they will be directed to shield and will discuss with the SLT how they can work from home. Vulnerable staff are safe to work at school but can discuss their concerns with the Covid-Coordinator/Health & Safety Lead, or the Principal, and a risk assessment will be discussed and agreed.				
6. Access to Principal and CEO to share any concerns or suggestions. Signposting to other services available to provide emotional / wellbeing support e.g. Employee Assistance Programme <a href="https://www.hants.gov.uk/hampshire-services/occupational-health/schools/employee-support">https://www.hants.gov.uk/hampshire-services/occupational-health/schools/employee-support</a> .				
7. Reduce / remove any unnecessary workload where possible.				
8. Regular review and on-going support from the H&S Adviser / governor to provide advice and support to all staff – he can be contacted by email at <a href="mailto:barry@goodskillstraining.co.uk">barry@goodskillstraining.co.uk</a> or via telephone on 01983 640142 or 075197292311				
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	10. Risk of spreading virus due to close contact with children/staff – 1:1, First Aid and restraint resulting in possible direct transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>Individual risk assessments written and shared for children/staff who may need one.</li> <li>Face coverings (masks and visors), disposable aprons and gloves available in school.</li> <li>Staff may wear face masks when it is not possible for them to remain 2m away from children and/or colleagues.</li> <li>Additional sets of PPE provided by PHE/LA as required/requested.</li> <li>Behaviour policy revised and reduced timetable / exclusion / inclusion considered if necessary if children are acting in a way staff or other children are put at risk.</li> <li>First Aid processes are likely to take less than 15 minutes and be carried out outside, which helps to reduce risk. PPE is available.</li> <li>Review which staff are required to have close contact and consider if they are Clinically Extremely Vulnerable – redistribution of tasks / work load.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	11. Risk of spreading virus due to poor hygiene resulting in indirect transmission of the virus			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Hand gel dispenser in all classrooms for frequent use and in corridors adjacent to fire doors.</li> <li>2. Soap dispensers and re-fills in each classroom.</li> <li>3. Children hand wash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze.</li> <li>4. Washing hands posters replaced in all washing areas.</li> <li>5. Reminders how to wash hands properly – videos and posters.</li> <li>6. Procedure agreed for children to wash hands. Small children and those with complex needs can be helped to wash their hands and wipes may be used as an alternative.</li> <li>7. Staff regularly reminded of latest PHE (Public Health England) guidance.</li> <li>8. Staff should ensure they follow good hygiene practices at all times, particularly when entering the school building at the beginning of the day.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	12. Risk of infection due to lack of cleaning / reduced staffing resulting in indirect transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>1. Enhanced cleaning regime is in place in line with <a href="#">COVID19: Cleaning in non healthcare settings guidance</a>.</li> <li>2. Whole school to be deep cleaned before re-opening 04/01/21.</li> <li>3. All surfaces, handles, toilets and shared equipment will be cleaned each day.</li> <li>4. Appropriate PPE will be worn by all cleaning staff.</li> <li>5. Some resources will be rotated and left to de-contaminate for 3 or 4 days after cleaning to reduce the risk of indirect transmission.</li> <li>6. Soft furnishings and soft / cloth toys will be removed from use in classrooms unless they are essential to the delivery of the curriculum.</li> <li>7. Staffing levels will be monitored carefully and cover arrangements put in to place as required, including the use of agency staff as needed.</li> <li>8. Cleaning will be carried out throughout the day as required. Bubble staff will regularly clean surfaces throughout the day as required.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>



<b>Identify hazard</b>	13. Risk of illness of vulnerable staff and family members through direct and indirect transmission of the virus.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>Those who are clinically extremely vulnerable will follow government PHE guidance. Changes will be made in-line with updates as required.</li> <li>Government advice signposted – available at <a href="https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19">https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</a></li> <li>Review or roles / responsibilities / working pattern to support social distancing where required.</li> <li>Risk assessments in place for those staff who were previously working from home due to shielding, (clinically vulnerable and/or living with someone in these groups), and appropriate arrangements for mitigating risk are identified.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>	14. Risk of visitors to the academy spreading COVID 19.			
<b>Existing level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>	<ol style="list-style-type: none"> <li>A list of all visitors and the date they were on site, together with a contact telephone number, must be kept.</li> <li>A QR Code is available for scanning on entry.</li> <li>Only essential and pre-arranged visits are to take place. These will be authorised by the SLT.</li> <li>Visitors will be asked to wear a face covering and elements of the visit may be required to be done remotely / using technology rather than face to face.</li> <li>The number of visitors and timing of visits may be revised in the light of rising cases nationally / locally and cancelled / postponed as required.</li> <li>Visitors must confirm that they do not have any symptoms of COVID 19 including very mild ones – a self-declaration form will be completed.</li> <li>Parents should be advised that visits to the school in person must be kept to an absolute minimum e.g. for safeguarding reasons or for collecting an ill child. In any circumstances only one parent from each family may visit the building.</li> <li>Contracted works must be undertaken outside of school hours, except in an emergency. Face coverings must be worn and social distancing adhered to at all times.</li> </ol>			
<b>Remaining level of risk</b>	<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>


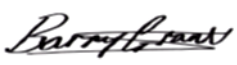


Identify hazard	15. An outbreak of the virus is linked to the academy.			
Existing level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	<p>All those associated with the school community may need to be ready to:</p> <ol style="list-style-type: none"> <li>Book a test if they display symptoms and engage in the Test and Trace NHS initiative. School, staff with symptoms must inform the Principal and, when possible, must work from home whilst awaiting test results.</li> <li>Enable children from the age of 5 to be tested if needed, they will need support from home to do so.</li> <li>Provide details of anyone they have had close contact with if they test positive if asked by NHS T&amp;T.</li> <li>Self-isolate if they have been in close contact (see below) with someone who is diagnosed with COVID 19 and advised to do so by Public Health England, ensuring the Principal / other staff are informed as required. This includes: <ul style="list-style-type: none"> <li>a person who has had <b>face-to-face contact (within 1 metre)</b> with someone who has tested positive for coronavirus (COVID-19), including: <ul style="list-style-type: none"> <li>being coughed on, or</li> <li>having a face-to-face conversation, or</li> <li>having skin-to-skin physical contact, or</li> <li>any contact within one metre for one minute or longer without face-to-face contact</li> </ul> </li> <li>a person who has been <b>within 2 metres</b> of someone who has tested positive for coronavirus (COVID-19) for <b>more than 15 minutes</b></li> <li>a person who has <b>travelled in a small vehicle</b> with someone who has tested positive for coronavirus (COVID-19) or <b>in a large vehicle near someone</b> who has tested positive for coronavirus (COVID-19)</li> <li>people who <b>spend significant time in the same household</b> as a person who has tested positive for coronavirus (COVID-19)</li> </ul> </li> <li>At all stages of symptom identification, or positive testing, the most up to date Government and PHE Guidance must be strictly followed.</li> </ol>			
Remaining level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE





Identify hazard	16. Management of confirmed cases of the virus amongst staff and/or pupils.			
Existing level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	<ol style="list-style-type: none"> <li>The Academy will contact the local Health Protection Team (HPT) and take its advice. Approach to confirmed cases in place: <ul style="list-style-type: none"> <li>Which staff member/s should be informed/ take action</li> <li>Area established to be used if an individual is displaying symptoms during the school day and needs to be isolated</li> <li>Cleaning procedure in place</li> <li>Arrangements for informing parent community in place</li> </ul> </li> </ol>			

2. The Academy will send home anyone (staff/children) advised by the HPT and provide advice and support to staff and families as advised.
3. If the academy has 2 or more confirmed cases of the virus within 14 days, or an overall rise in sickness absence where COVID 19 is suspected, we may have an outbreak. The academy must continue to work with the local HPT who will advise if additional action is needed.
4. The Academy will inform the Trust and the IOW LA School Improvement Manager, Natalie Smith [Natalie.Smith2@hants.gov.uk](mailto:Natalie.Smith2@hants.gov.uk) of any cases.
5. Staffing numbers required for entire eligible cohort have been determined including support staff such as teaching staff, facilities, IT, midday and office/admin staff. At least one Designated Safeguarding Lead (DSL/DDSL) on site and additional staff available for support remotely as required.
6. All academy staff trained wc 25/01/21 to administer home testing kits (socially distanced) and are expected to follow the correct procedures to inform both the school and test and trace of their results. Staff can choose not to be involved in testing as this is optional.
7. Poor uptake of testing will be reviewed and discussed to ascertain reasons behind this. Steps to provide support or solve this situation will be addressed. Testing will not be enforced.
8. Non-reporting of results will be handled as in point 7. Reasons causing failure need to be acknowledged, reviewed and addressed.
9. The distribution and collection of testing kits will be rolled out through a rota system. Staff will be given specific time/s to collect kits and deliver results to the Registration Assistant (Georgina Watson).


Remaining level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
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OVERALL level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
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Risk assessment reviews		
Name and role of assessor/s	Signature of assessor/s	Date
Mrs Nicki Mobley - Principal St Blasius Academy		15/09/2020
Mr Barry Grant - Health & Safety Governor		12/10/2020 – see report shared with LGB
Mrs Nicki Mobley - Principal St Blasius Academy		23/11/2020
Mrs Nicki Mobley - Principal St Blasius Academy		05/01/2021

Mr Barry Grant - Health & Safety Governor		07/01/2021
Ms Sarah Powell - Assistant Principal St Blasius Academy		21/01/2021
Mr Barry Grant - Health & Safety Governor		22/01/2021
Ms Sarah Powell - Assistant Principal St Blasius Academy		25/02/2021
Mr Barry Grant - Health & Safety Governor		04/03/2021

<b>Director's comments</b>	The risk assessment is comprehensive, well written and accessible. It was discussed and approved by Directors at their Board meeting of 3/3/21.
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Name of Director	Signature of Director	Date
Mrs F. Perkins CEO		04/03/21