



SUPPLEMENTARY INFORMATION Coronavirus (Covid 19) – REVISION 2

ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (REVISION 4) – 15/12/2020 (Page 1 of 42)		DATE OF ASSESSMENT 24/09/2020	
ESTABLISHMENT/SCHOOL Hebburn Comprehensive School		SECTION/TEAM All	
WHO MIGHT BE HARMED? Employees, pupils, trainees, students and visitors		HOW MANY ARE AFFECTED? 800+	
<p>This document is designed to act simply as an aide memoire, recognising that all schools have their individual contexts, processes and procedures already established in relation to overall school effectiveness.</p> <p>The document is by no means intended to serve as a 'checklist', rather it is hoped that it will be a useful tool for school leaders to use with making decisions and reviewing and updating their risk assessments and the temporary modifications that are required as schools open to all pupils in September 2020</p>			
<pre> graph LR A[Determine Capacity of School Building] --> B[Determine Staff Availability to Work On-site] B --> C[Liaise with Parents Regarding Intention to Open Fully] C --> D[Undertake Risk Assessment and Action Plan] D --> E[Engage Governing Body, Staff and Union Reps in the Plans for Full Opening] E --> F[Make Necessary Small Adaptations to Site] F --> G[Complete Identified Actions] G --> H[Determine Remote Learning Offer/Contingency Plans] H --> I[Inform Parents of Re-opening Plans and Expectations and publish Risk Assessment] </pre>			
Based on information 07/08/2020 https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools			
Premises and equipment, water, etc. not maintained to statutory requirements:	Premises and utilities have been health and safety checked and building is compliant <ul style="list-style-type: none"> Water treatments Fire alarm testing Repairs PAT testing Fridges and freezers 	✓	<ul style="list-style-type: none"> Site Supervisor (SS) has continued with daily and weekly checks around school. All external inspections have taken place as arranged. All repairs have been undertaken via STC Asset Management Dept.
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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 2 of 42) (SRA R2)
Reassessed 13/11/2020

DATE OF ASSESSMENT
 18/08/2020

HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
	<ul style="list-style-type: none"> Boiler/ heating servicing Internet services Any other statutory inspections Insurance covers reopening arrangements Fire Risk Assessment and evacuation procedures reviewed and disseminated to all staff. <p>It is important that, prior to reopening for the autumn term, all the usual pre-term building checks are undertaken to make the school safe. If buildings have been closed or had reduced occupancy during the coronavirus (COVID-19) outbreak, water system stagnation can occur due to lack of use, increasing the risks of Legionnaires' disease. Advice on this can be found in the guidance on Legionella risks during the coronavirus outbreak.</p> <p>Additional advice on safely reoccupying buildings can be found in the Chartered Institute of Building Services Engineers' guidance on emerging from lockdown.</p> <p>Once the school is in operation, it is important to ensure good ventilation. Advice on this can be found in Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak. In classrooms, it will be important that schools improve ventilation (for example, by opening windows).</p> <p>Science and chemical stores Check the chemical store: There may have been a spill or leak so keep safe by reading GL246 before going in, and check GL247 and GL252 for further details and advice on what to look for.</p> <p>Be particularly careful if the weather has been hot or you are unsure that the store is ventilated well.</p>		<ul style="list-style-type: none"> PAT Testing of science labs conducted prior to Covid-19 lockdown. Remaining tests to take place during autumn half term Insurance arranged via STC. Fridges and microwave ovens currently available to staff will be available and staff will be responsible for cleaning items put and taken from the fridge. Items not to be stacked. Internet and computing facilities remain the responsibility of Hebburn Comprehensive with maintenance contracts in place. All current school RAs have been reviewed. Covid-19 protocols shared with staff in staff handbook. Annex to current Behaviour Policy to be implemented. There may be incidents in school where social distancing may not be deemed safe (e.g. in case of fire). Where possible, SD will always be maintained in school. Science staff to check before start of term for students and contact CLEAPSS helpline if/when necessary. 	

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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 3 of 42) (SRA R2)
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 18/08/2020

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	<p>If you need any help or advice contact the CLEAPSS Helpline https://science.cleapss.org.uk/helpline/</p>			
	<p>The 'BUILDING RA COVID' assessment has been revised and updated for the general running of the building.</p> <p>NB: TWFRS who has confirmed that wedging doors open is not best practice, however due to the COVID-19 crisis wedging classroom doors can be done, but cross corridor doors and doors leading on to a fire escape or stairway must remain in the closed position at all times</p> <p>Any door wedged open must have the wedge removed when the class is vacant even for the shortest period and the school must risk assess this.</p> <p>As for installing barriers in front of doors this is not acceptable under any circumstance, should an area need to be segregated then the use of signage and Fire Exit Door Security Seals should be used which would snap if the door is forced open allowing anyone emergency egress if necessary.</p> <p>Large quantities of high-alcohol-content hand sanitiser should be stored in a locked storage cupboard or metal cabinet and controlled like other combustibles.</p>	✓	<ul style="list-style-type: none"> Building RA Covid assessment has been completed New internal layouts and access points agreed. Staff entrance - reception Pupil entrance and exit – Atrium, West End Door, East End Door and Covered Space Door Classroom and office doors to be wedged open during use but left closed when vacated. All internal and external fire doors to remain closed as per current regulations All fire escapes routes to be always kept clear, as per normal building practice. <p>Fire procedure:</p> <ul style="list-style-type: none"> During this period, class teaching staff will follow normal school fire plan ensuring no cross over with other year groups. Class teacher will exit classroom, escort their class to the allocated assembly point. Reception staff to follow normal fire plan. Staff to assemble outside Yard observing social distancing rules. Nominated Fire Warden to coordinate relief/assistance from TWFS if necessary (no automatic response). Phone 999 asking for FIRE SERVICE. <p>Use of door wedge</p>	L
Child/Adult is unwell and it is believed that they have been	Ensure that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms , or have tested positive in the last 10 days, and ensuring anyone developing those symptoms during the school day is sent home, are essential actions	✓	<p>Symptom advice shared via Parent Guide, school website and social media. Do not attend if you have:</p> <ul style="list-style-type: none"> a high temperature a new, continuous cough 	L

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exposed to COVID-19.	<p>to reduce the risk in schools and further drive down transmission of coronavirus (COVID-19). All schools must follow this process and ensure all staff are aware of it.</p> <p>If anyone in the school becomes unwell 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), they must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 10 days and should <u>arrange to have a test</u> to see if they have coronavirus (COVID-19).</p> <p>If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms.</p> <p>This only applies to those who begin their isolation on or after 30 July.</p> <p>Other members of their household (including any siblings) should self-isolate for 10 days from when the symptomatic person first had symptoms.</p> <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance.</p>		<ul style="list-style-type: none"> • a loss or change to your sense of smell or taste • Two named first aiders on site at all times when pupils are present. If the named first aider is off due to sickness, HT will allocate staffing to cover this. No first aid to be administered unless this is by a trained first aider. • PPE available for use by all staff and pupils. Following the below guidance <p>https://www.youtube.com/watch?v=-GncQ_ed-9w&feature=youtu.be</p> <p>https://www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-non-aerosol-generating-procedures</p> <ul style="list-style-type: none"> • It is compulsory staff and pupils wear face covering/shields in communal areas within the school, when on transport and for staff giving first aid. • Staff and pupils wearing face covering are advised to: <ul style="list-style-type: none"> ○ wash hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting face covering on and after removing it. ○ Avoid touching face or face covering as you could contaminate them with germs from hands. ○ Change face covering if it becomes damp or it has been repeatedly touched. ○ Continue to wash hands regularly. 	

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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 5 of 42) (SRA R2)
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	<p>As is usual practice, in an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test and Trace.</p> <p>Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance.</p> <p>Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19).</p>		<ul style="list-style-type: none"> ○ Change and wash face covering daily. ○ If the material is washable, wash in line with manufacturers' instructions. If it is not washable - dispose of it carefully in the normal waste. ○ Practise SD whenever possible. <ul style="list-style-type: none"> ● Any child showing any symptoms will be taken to Meetings Room 1 and await their parents' collection. <p>Procedure for pupils with potential symptoms</p> <ul style="list-style-type: none"> ● Member of staff to contact main office by telephone to arrange for pupil to be escorted to first aid room. ● Main office staff to contact corridor support to escort pupil to the medical room, ensuring social distancing and wearing of face shield. ● First aider will need to put on all necessary PPE but will maintain social distancing when speaking to the pupil and arranging for the pupil to go home. ● If the pupil is displaying symptoms, the first aider will escort the pupil to the dedicated isolation room where the pupil will remain until a parent arrives. 	

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			<ul style="list-style-type: none"> • A 'do not enter' sign will be attached to the door to show this room is in use. • First Aider to call parents if any child is displaying symptoms. • Parents informed that they must be available to collect their child immediately. If a parent is unable or unwilling to collect their child immediately, reception staff will inform member of SLT. Parental permission <u>must be sought</u> if a child is sent home, rather than being collected. • Once a parent arrives, the pupil will leave the school via the main reception. • Once area is clear after use, reception staff to contact site team, so room can be cleaned. • Parent to organise a test. <p>Procedure for staff with potential symptoms</p> <ul style="list-style-type: none"> • In the event that staff become unwell with symptoms, they must contact the HT/DHT and inform them. 	

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			<ul style="list-style-type: none"> HT/DHT to determine whether the member of staff is well enough to travel home alone. If this is not the case or the member of staff has travelled by any other means than by their own vehicle, arrangements should be made for the member of staff to be collected. If the member of staff is well enough to travel home, they must leave the school premises via the nearest exit and the site supervisor will be contacted to conduct a deep clean of the areas that the member of staff has been in contact with. If the member of staff cannot leave the premises immediately, they must go into an isolation room until they can be collected. Member of staff should organise a test. <p>Person with symptoms -</p> <ul style="list-style-type: none"> Parent and staff MUST organise a test for as soon as possible https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested 	

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			<ul style="list-style-type: none"> • Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. • All children can be tested, including children under 5, but children aged 11 and under will need to be helped by parents/carers if using a home testing kit. • Staff and parents to follow the latest advice from Public Health England communicated via the messages they receive. • Staff and parents should keep the school informed, so we are able to keep a record. • Negative result = results to be given to school before person allowed back into school <p>Rest of people in group:</p> <ul style="list-style-type: none"> • Sent home with recommendation of having a test • If above person receives a positive test - they MUST follow Public Health guidelines - 10 days isolation • If above person comes back negative - they can come back to school <p>Routine First Aid-</p>	

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			<ul style="list-style-type: none"> • Routine first aid should only be carried out in the first aid room, unless it is not in the best interests for the person requiring first aid. • Staff to contact main office by telephone to arrange for pupil to be escorted to first aid room. • Main office staff to contact corridor support to escort pupil to the medical room, ensuring social distancing always. • Child to sit near window, with window open. • First aider to put on all necessary PPE equipment, maintaining social distancing. • Health and Safety Officer to ensure all first aid kits are checked on a weekly basis and supplies replenished. • First aiders to follow government guidelines. • First aiders must wash their hands or use hand sanitiser before and after administering any treatment. • First aiders to consider any cross contamination that could occur and take measures to avoid this happening. 	

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			<ul style="list-style-type: none"> • All waste will be disposed of by the site team throughout the day. • First aider to ensure all protocols are followed (paperwork, informing parents, etc) before the end of the school day. • All trained first aiders must exercise extreme caution when treating an injury. In the first instance, injuries should be assessed from a distance of 2 metres. If close and direct contact is required, PPE must be worn • Face mask • Face shield • Latex free Gloves • Hands must be washed immediately after treatment and mask and gloves disposed of. The face shield should be wiped down with an anti-viral wipe. • The area should be wiped down after any treatment. <p>Administering medication:</p>	

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			<ul style="list-style-type: none"> • The administration of medication will be performed in the usual manner, ensuring social distancing. • The First Aider will administer medication to those pupils who require it. • Areas used or touched during first aid will be cleaned by first aider before returning pupil to classroom. • Gloves must be worn during this process and hands washed before and after process. • All areas used during this process must be cleaned by staff member administering the medication <p>CPR :</p> <ul style="list-style-type: none"> • If anyone requires CPR whilst on site, this should be administered by chest compressions <u>only</u>. Rescue breaths <u>should not be administered.</u> <p>Use of Defibrillator:</p> <ul style="list-style-type: none"> • In the event of Cardiac Arrest there are two AED on site (Medical Room and Sports Hall Office) • If you are on your own do not leave the casualty alone to get the AED but administer CPR with chest compressions only. 	

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			<ul style="list-style-type: none"> • If there is someone present, they are to contact 999 and get a first-aider, if one is present, and the Medina HeartOn A13 AED. • Before using the PPE gloves must be worn. • To use a defibrillator, follow these simple steps: • Step 1: Turn the defibrillator on by pressing the green button and follow its instructions. • Step 2: Peel off the sticky pads and attach them to the patient's skin, one on each side of the chest, as shown in the picture on the defibrillator. • Step 3: Once the pads have been attached, stop CPR and don't touch the patient. The defibrillator will then analyse the patient's heart rhythm. • Step 4: The defibrillator will assess whether a shock is needed and if so, it will tell you to press the shock button. An automatic defibrillator will shock the patient without prompt. Do not touch the patient while they are being shocked. • Step 5: The defibrillator will tell you when the shock has been delivered and whether you need to continue CPR. • Step 6: Continue with chest compressions until the patient shows signs of life or the defibrillator tells you to stop so it can analyse the heartbeat again. • <p>Cleaning of toilets after use:</p>		

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			<ul style="list-style-type: none"> Toilets that remain open in the school building, a cleaner will be asked to clean that area during period three or when required. In addition, in staff toilets, cleaning materials will be available if they wish to use it before and after they use the toilet facilities. Those in first aid area the disabled toilet will be available in the main reception foyer and will be cleaned once an hour, if required. If any toilets have been used by someone with identified symptoms the office will contact the site staff to arrange for the facilities to be cleaned as a priority. 	
Risk of coronavirus infection spreading to children and staff due to inadequate infection control procedure	<p>The school will ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. Regular and thorough hand cleaning is going to be needed for the foreseeable future. Points to consider and implement:</p> <ul style="list-style-type: none"> has the school enough hand washing or hand sanitiser 'stations' available so that all pupils and staff can clean their hands regularly can the school ensure that there is enough supervision when using hand sanitiser to eliminate ingestion. Small children and pupils with complex needs should continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes can be used as an alternative the school will build these routines into school culture, supported by behaviour expectations and helping ensure younger children 	✓	<ul style="list-style-type: none"> Portable hand sanitiser stations set out at the designated entry and exit points Each station will be monitored by a member of staff. Each classroom and working environment will have hand sanitiser available. SS to ensure all toilet blocks have soap before the start of each day Signage in all toilet blocks on how to wash your hands effectively in line with NHS guidance 'Catch It, Bin it, Kill it' posters have been put up throughout the school. Designated toilets to be used to remove the risk of cross group infection. 	L

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	<p>and those with complex needs understand the need to follow them</p> <ul style="list-style-type: none"> • Soap and water is more effective than using sanitisers <p>The 'catch it, bin it, kill it' approach continues to be very important, so schools must ensure that they have enough tissues and bins available in the school to support pupils and staff to follow this routine. As with hand cleaning, schools must ensure younger children and those with complex needs are helped to get this right, and all pupils understand that this is now part of how school operates. Some pupils with complex needs will struggle to maintain as good respiratory hygiene as their peers, for example those who spit uncontrollably or use saliva as a sensory stimulant. This should be considered in risk assessments in order to support these pupils and the staff working with them and is not a reason to deny these pupils face to face education.</p> <p>Public Health England does not (based on current evidence) recommend the use of face coverings in schools. This evidence will be kept under review. They are not required in schools as pupils and staff are mixing in consistent groups, and because misuse may inadvertently increase the risk of transmission. There may also be negative effects on communication and thus education. Face coverings are required at all times on public transport (for children over the age of 11) or when attending a hospital as a visitor or outpatient.</p> <p>Points to consider and implement:</p> <ul style="list-style-type: none"> • putting in place a cleaning schedule that ensures cleaning is generally enhanced and includes: <ul style="list-style-type: none"> ◦ more frequent cleaning of rooms / shared areas that are used by different groups 		<ul style="list-style-type: none"> • PHS BioZone installed in toilet blocks being used by both pupils, staff and visitors. • Cleaning rota for the cleaning of toilets to be completed by SS • Tissues in staff pack • Handwashing posters in all toilets blocks . • PPE will continue to be used for the job role where it is required and been risk assessed separately. • It is compulsory staff, pupils, visitors and contractors wear face coverings on corridors and communal areas unless exempt. • Face shields rather than masks should be worn in lessons, where staff choose to wear one. • Everyone wearing face coverings are advised to: • Wash hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and after removing it. • Avoid touching face or face covering, as you could contaminate them with germs from hands. • Change face covering if it becomes damp or repeatedly touched. 	

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HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
	<ul style="list-style-type: none"> ○ frequently touched surfaces being cleaned more often than normal • toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet - different groups being allocated their own toilet blocks could be considered but is not a requirement if the site does not allow for it <p>See COVID-19: cleaning of non-healthcare settings guidance for cleaning information.</p>		<ul style="list-style-type: none"> • Continue to wash hands regularly. • Change and wash face covering daily. • If the material is washable, wash in line with manufacturer's instructions. If it's not washable, dispose of it carefully in usual waste. • Practise social distancing wherever possible. <p>From Monday 21 September it became compulsory for face coverings to be worn in all communal areas in school.</p> <p>For our school this means:</p> <ul style="list-style-type: none"> • When arriving on the school premises at the start of the day. • In the yard at break and lunchtimes. • On corridors and stairwells. • In the covered space between the main building and the dining hall (Year 11 should continue to wear their face covering/mask on the one-way system when crossing the yard). • Before and after eating lunch in the dining hall. • Leaving the school premises at the end of the day. • Pupils do not have to wear face 	

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			<p>coverings/masks in classrooms, but this will be kept under review.</p> <p>PROTOCOLS IN SCHOOL</p> <ul style="list-style-type: none"> • As soon as pupils enter the school premises, they should be wearing a face covering/mask. Pupils should keep the face covering/mask on until they enter the classroom, where the face covering/mask can be removed. • Pupils travelling on public transport must wear a different face covering/mask in school. Pupils should bring a spare one for that purpose. • Please note that, following guidance from the Council's health and safety team, a face shield is not classed as a face covering because it does not fit tightly around the nose and mouth. Therefore, pupils must wear a fabric face covering or mask, unless pupils that are exempt from wearing masks on medical grounds would prefer to wear a face shield. • When wearing a face covering/mask, pupils should still maintain social distancing. • Pupils should avoid touching or playing with the mask. • Please ensure that fabric face coverings are washed regularly. 	

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			<ul style="list-style-type: none"> • Masks should be removed using the straps only. • Hands should be sanitised after handling face coverings/masks. • When the face covering/mask is not being worn, it must be put away in a sealable plastic bag (a sandwich bag would be ideal). • Pupils should not share face coverings/masks. • Fabric face coverings should be plain with straps. They should not include any writing, logos or images. Pupils will be asked to remove face coverings that are not appropriate and will be given a disposable one. • Pupils should bring their own face coverings/masks to school. 	

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<p>Risk of coronavirus infection spreading due to large class sizes and reduced space</p>	<p>The school will minimise contacts and mixing between people while delivering a broad and balanced curriculum.</p> <p>The overarching principle to apply is reducing the number of contacts between children and staff. This can be achieved through keeping groups separate (in 'bubbles') and through maintaining distance between individuals. These are not alternative options and both measures will help, but the balance between them will change depending on:</p> <ul style="list-style-type: none"> • children's ability to distance • the lay out of the school • the feasibility of keeping distinct groups separate while offering a broad curriculum (especially at secondary) <p>It is likely that for younger children the emphasis will be on separating groups, and for older children it will be on distancing. For children old enough, they should also be supported to maintain distance and not touch staff where possible.</p> <p>Points to consider and implement:</p>	✓	<ul style="list-style-type: none"> • Pupils to be grouped in bubbles per academic Year Group • Key Stage 3 pupils will not move, so they will not have access to specialist equipment. Curriculum delivery will need to be planned to accommodate this. • KS4 Year Groups timetable is staggered to ensure there is no mixing of year groups during change over to their next classroom and is available on the school website http://www.hebburn.net/index.php/summer-newsletter-including-provisional-arrangements-for-september/ • At Key Stage 4, practical subjects will need to have risk assessments in place. Where practical, pupils should have an allocated set of equipment that is only used by them. Equipment should not be shared. • Any specialist equipment that must be shared (machines etc.) should be fully wiped down 	L/M

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	<p>How to group children Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group. They have been used in schools in the summer term in recognition that children, and especially the youngest children, cannot socially distance from staff or from each other and this provides an additional protective measure. Maintaining distinct groups or 'bubbles' that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.</p> <p>However, the use of small groups restricts the normal operation of schools and presents both educational and logistical challenges, including the cleaning and use of shared spaces, such as playgrounds, boarding houses, dining halls, and toilets, and the provision of specialist teaching. This is the case in both primary and secondary schools, but is particularly difficult in secondary schools.</p> <p>In this guidance for the autumn term, maintaining consistent groups remains important, but given the decrease in the prevalence of coronavirus (COVID-19) and the resumption of the full range of curriculum subjects, schools may need to change the emphasis on bubbles within their system of controls and increase the size of these groups.</p> <p>In secondary schools, and key stage 4 and key stage 5, the groups are likely to need to be the size of a year group to enable schools to deliver the full range of curriculum subjects and students to receive specialist teaching. If this can be achieved with small groups, they are recommended. At primary school, and in the younger years at secondary (key stage 3), schools may be able to implement smaller groups the size of a full class. If that can be achieved, it is recommended, as this will help to reduce the number of people who</p>		<p>and pupils must sanitise/wash their hands before and after using it.</p> <ul style="list-style-type: none"> • One Way system and social distancing in corridors to be always adhered to where possible. • Each pupil is to bring in their own equipment to avoid cross contamination • Pupils to clean their own workstation and equipment • Teachers work areas are marked to ensure SD from pupils in class. • To reduce the risk of cross contamination between groups start times and breaks are to be staggered • Lunches will be eaten in pupils designated classrooms. • The main hall will be set out to ensure social distancing for assemblies. • Practical subjects like Music, PE, Technology, Engineering and Hairdressing to complete their own RA to reduce or eliminate risks • SENCO and Assistant Head to review pupil care plans and complete RA for pupils highlighted • At the end of each subject pupils are to store any workbooks in subject specific work boxes • School resources used such as paint brushes, paint that has been used will be cleaned and then stored • School to follow CLEAPSS Covid-19 in schools returning in September Guidance (20/08/2020) <p>It is extremely important to remain hydrated.</p>	Low

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	<p>could be asked to isolate should someone in a group become ill with coronavirus (COVID-19).</p> <p>Schools should assess their circumstances and if class-sized groups are not compatible with offering a full range of subjects or managing the practical logistics within and around school, they can look to implement year group sized 'bubbles'. Whatever the size of the group, they should be kept apart from other groups where possible and older children should be encouraged to keep their distance within groups. Schools with the capability to do it should take steps to limit interaction, sharing of rooms and social spaces between groups as much as possible. When using larger groups the other measures from the system of controls become even more important, to minimise transmission risks and to minimise the numbers of pupils and staff who may need to self-isolate. We recognise that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group.</p> <p>Both the approaches of separating groups and maintaining distance are not 'all-or-nothing' options, and will still bring benefits even if implemented partially. Some schools may keep children in their class groups for the majority of the classroom time, but also allow mixing into wider groups for specialist teaching, wraparound care and transport, or for boarding pupils in one group residentially and another during the school day. Siblings may also be in different groups. Endeavouring to keep these groups at least partially separate and minimising contacts between children will still offer public health benefits as it reduces the network of possible direct transmission. All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. This will be particularly important for secondary schools. Where staff need to move between classes and year groups, they should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. Again, we recognise this is not</p>		<ul style="list-style-type: none"> Communal student water fountains will NOT BE IN USE. Students will NOT BE PERMITTED to leave the classroom for a drink. Staff and students will be advised to bring a drink bottle (at least 1litre). Water will be available at lunch times. Water will be available for staff, from the staff room. Staff to contact CLEAPSS where necessary using the given contact information. <p>As of week commencing 28 September there will be amendments to lunch arrangements</p> <p>YEAR 7 Will continue as normal.</p> <p>YEAR 8 Year 8 will remain in classrooms, eating lunch at the same time as they do now (12.30 - 12.45). Pupils will enter the school via the music block door after outside lunch break and pick their packed lunches up at room 212 on the way back to</p>	

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	<p>likely to be possible with younger children and teachers in primary schools can still work across groups if that is needed to enable a full educational offer.</p> <p>Measures within the classroom Maintaining a distance between people whilst inside and reducing the amount of time they are in face to face to contact lowers the risk of transmission. It is strong public health advice that staff in secondary schools maintain distance from their pupils, staying at the front of the class, and away from their colleagues where possible. Ideally, adults should maintain 2 metre distance from each other, and from children. We know that this is not always possible, particularly when working with younger children, but if adults can do this when circumstances allow that will help. In particular, they should avoid close face to face contact and minimise time spent within 1 metre of anyone. Similarly, it will not be possible when working with many pupils who have complex needs or who need close contact care. These pupils' educational and care support should be provided as normal.</p> <p>For children old enough, they should also be supported to maintain distance and not touch staff and their peers where possible. This will not be possible for the youngest children and some children with complex needs and it is not feasible in some schools where space does not allow. Schools doing this where they can, and even doing this some of the time, will help.</p> <p>When staff or children cannot maintain distancing, particularly with younger children in primary schools, the risk can also be reduced by keeping pupils in the smaller, class-sized groups described above. Schools should make small adaptations to the classroom to support distancing where possible. That should include seating pupils side by side and facing forwards, rather than face to face or side on, and might include moving unnecessary furniture out of classrooms to make more space.</p>		<p>the Year 8 bubble. Pupils brining in packed lunches from home can go directly to classrooms. There will be a satellite and till set up in 212</p> <p>YEAR 9 When year 9 are dismissed at lunchtime, they should take an immediate right as they come out of the East End door, so they can queue at the back of the dining hall. Year 9 form tutors to share this information with classes, please.</p> <p>YEAR 10 Year 10 will have access to the covered space, packed lunch area and the media zone for lunch, collecting 'grab bags' from the bench at the covered space door. Pupils will be using phones to access our internal QR code tracking system, so we know who pupils have been sitting next to. There will be a satellite and till set up in the packed lunch area.</p> <p>YEAR 11 Year 11 will continue as normal.</p>	

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	<p>Measures elsewhere Groups should be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group. When timetabling, groups should be kept apart and movement around the school site kept to a minimum. While passing briefly in the corridor or playground is low risk, schools should avoid creating busy corridors, entrances and exits. Schools should also consider staggered break times and lunch times (and time for cleaning surfaces in the dining hall between groups).</p> <p>Schools should also plan how shared staff spaces are set up and used to help staff to distance from each other. Use of staff rooms should be minimised, although staff must still have a break of a reasonable length during the day.</p> <p>Measures for arriving at and leaving school Travel to school patterns differ greatly between schools. If those patterns allow, schools should consider staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave school. Staggered start and finish times should not reduce the amount of overall teaching time. A staggered start may, for example, include condensing / staggering free periods or break time but retaining the same amount of teaching time, or keeping the length of the day the same but starting and finishing later to avoid rush hour. Schools should consider how to communicate this to parents and remind them about the process that has been agreed for drop off and collection, including that gathering at the school gates and otherwise coming onto the site without an appointment is not allowed. Please ensure that you contact your Road Safety Advisor regarding any changes to start and finishing times to ensure that appropriate safety measures are updated, e.g. School Crossing Patrols, safer parking, etc.</p>			

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	<p>The Department for Education will be supporting schools across the summer on how best to communicate with parents and pupils (and staff) on what to expect on their return and the procedures and expectations in relation to the control measures schools have put in place.</p> <p>Schools should also have a process for removing face coverings when pupils and staff who use them arrive at school and communicate it clearly to them. Pupils must be instructed not to touch the front of their face covering during use or when removing them.</p> <p>They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom. Guidance on safe working in education, childcare and children's social care provides more advice.</p> <p>Other considerations</p> <p>Some pupils with SEND (whether with education, health and care plans or on SEN support) will need specific help and preparation for the changes to routine that this will involve, so teachers and special educational needs coordinators should plan to meet these needs, for example using social stories.</p> <p>Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. They should ensure they minimise contact and maintain as much distance as possible from other staff. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. Schools should consider how to manage other visitors to the site, such as contractors, and ensure that the risks associated with managing contractors, visitors, catering staff and deliveries, as well as cleaning staff on site who may be working throughout the school and across</p>			

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	<p>different groups, are addressed. This will require close cooperation between both schools and the other relevant employers. Schools should have discussions with key contractors about the school's control measures and ways of working as part of planning for the autumn term. Schools should ensure site guidance on physical distancing and hygiene is explained to visitors on or before arrival. Where visits can happen outside of school hours, they should. A record should be kept of all visitors. Visitors to the school should be restricted to only absolute necessary visits.</p> <p>In primary schools and education settings teaching year 6 and below, there is no change to the existing position. It is not mandatory for staff and visitors to wear face coverings. In situations where social distancing between adults in settings is not possible (for example when moving around in corridors and communal areas), settings have the discretion to recommend the use of face coverings for adults on site, for both staff and visitors. Primary school children do not need to wear face coverings.</p> <p>School can request parents to wear face covering when entering site during drop off and pick-up times, but this is not mandatory.</p> <p>In schools where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.</p> <p>Where a child routinely attends more than one setting on a part time basis, for example because they are dual registered at a mainstream school and an alternative provision setting or special school, schools should work through the system of controls collaboratively, enabling</p>			

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	<p>them to address any risks identified and allowing them to jointly deliver a broad and balanced curriculum for the child.</p> <p>Equipment and resources are integral to education in schools. During the summer term, their use was minimised, many were moved out of classrooms, and there was significant extra cleaning. That position has now changed for the autumn term, because prevalence of coronavirus (COVID-19) has decreased and because they are so important for the delivery of education. For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared. Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces. Resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</p> <p>Outdoor playground equipment should be more frequently cleaned. This would also apply to resources used inside and outside by wraparound care providers. It is still recommended that pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed. Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development. Similar rules on hand cleaning, cleaning of the resources and rotation should apply to these resources.</p>			

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	Schools have the flexibility to decide how physical education, sport and physical activity will be provided whilst following the measures in their system of controls. Music, dance and drama can be undertaken in school so long as safety precautions are undertaken.			
Risk of coronavirus infection spreading to children and staff due to lack of PPE	Read the guidance on safe working in education, childcare and children's social care for more information about preventing and controlling infection, including when, how PPE should be used, what type of PPE to use, and how to source it.	✓	<ul style="list-style-type: none"> Appropriate PPE is in school and is stored centrally and stock checked weekly 	L
Failure to use test and trace leading coronavirus infection spreading to children and staff	<p>Schools must ensure they understand the NHS Test and Trace process and how to contact their local Public Health England health protection team. Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19) 	✓	<ul style="list-style-type: none"> Letter has been sent to parents and guidance available on Social Media and School Website with links and staff have been kept up-to-date information on government guidelines Pupils, staff and visitors who have shown symptoms will not be allowed to return during isolation without a negative Covid-19 test result. Test kits have delivered by ST Council to the school. 	L

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	<p>Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing. The government will ensure that it is as easy as possible to get a test through a wide range of routes that are locally accessible, fast and convenient. We will release more details on new testing avenues as and when they become available and will work with schools so they understand what the quickest and easiest way is to get a test. By the autumn term, all schools will be provided with a small number of home testing kits that they can give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.</p> <p>Schools should ask parents and staff to inform them immediately of the results of a test:</p> <ul style="list-style-type: none">• if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.• if someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must			

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	<p>continue to self-isolate for at 10 days from when your symptoms started, or when your test was taken and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill or when your test was taken. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 10 days.</p> <ul style="list-style-type: none"> Local PH contacts: <ul style="list-style-type: none"> The Covid inbox should be used in the first instance to direct any queries, as well as any information regarding any suspected or confirmed cases to COVID@southtyneside.gov.uk This inbox is monitored 7 days a week by the public health team. Public Health England (North East and Yorkshire Region) 0300 303 8596 Claire Mawson, Senior Public Health Advanced Practitioner claire.mawson@southtyneside.gov.uk 07776 992033 (part-time Monday-Wednesday am) Sam Start, Senior Public Health Advanced Practitioner samantha.start@southtyneside.gov.uk 07776997869 (Wednesday pm-Friday) 			

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HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
<p>Failure to manage confirmed cases of coronavirus (COVID-19) amongst the school community</p>	<p>Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). Schools should contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.</p> <p>The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p> <p>The health protection team will work with schools in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 10 days since they were last in close contact with that person when they were infectious. Close contact means:</p> <ul style="list-style-type: none"> • direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin) • proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual • travelling in a small vehicle, like a car, with an infected person <p>The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we recommend schools keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups (see</p>	<p>✓</p>	<ul style="list-style-type: none"> • HT to follow Government and local council guidelines regarding the monitoring and reporting of Covid-19 cases 	

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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 30 of 42) (SRA R2) Reassessed 13/11/2020				DATE OF ASSESSMENT 18/08/2020
HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
	<p>section 5 of system of control for more on grouping pupils). This should be a proportionate recording process. Schools do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.</p> <p>A template letter will be provided to schools, on the advice of the health protection team, to send to parents and staff if needed. Schools must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.</p> <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'. They should get a test, and:</p> <ul style="list-style-type: none"> • if the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. • if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 10-day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic person first had symptoms, following 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' 			

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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 31 of 42) (SRA R2)
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DATE OF ASSESSMENT
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HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
	<p>Schools should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.</p> <p>Further guidance is available on testing and tracing for coronavirus (COVID-19).</p> <p>Local PH contacts:</p> <ul style="list-style-type: none"> The Covid inbox should be used in the first instance to direct any queries, as well as any information regarding any suspected or confirmed cases to COVID@southtyneside.gov.uk This inbox is monitored 7 days a week by the public health team. Public Health England (North East and Yorkshire Region) 0300 303 8596 Claire Mawson, Senior Public Health Advanced Practitioner claire.mawson@southtyneside.gov.uk 07776 992033 (part-time Monday-Wednesday am) Sam Start, Senior Public Health Advanced Practitioner samantha.start@southtyneside.gov.uk 07776997869 (Wednesday pm-Friday) 			
Failure to contain any outbreak by following local health protection team advice	<p>If schools have two or more confirmed cases within 10 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required.</p> <p>In some cases, health protection teams may recommend that a larger number of other pupils' self-isolate at home as a precautionary measure – perhaps the whole site or year group. If schools are implementing controls from this list, addressing the risks they have identified and therefore reducing</p>	✓	<ul style="list-style-type: none"> HT to follow Government and local council guidelines regarding the monitoring and reporting of Covid-19 cases 	L

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HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
	<p>transmission risks, whole school closure based on cases within the school will not generally be necessary, and should not be considered except on the advice of health protection teams.</p> <p>In consultation with the local Director of Public Health, where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will first focus on the person's class, followed by their year group, then the whole school if necessary, in line with routine public health outbreak control practice.</p>			
Risk of coronavirus infection spreading due to use of transport	<p>Adjust transport arrangements where necessary including:</p> <ul style="list-style-type: none"> encourage parents and children and young people to walk or cycle to their education setting where possible make sure schools, parents and young people follow the Coronavirus (COVID-19): safer travel guidance for passengers when planning their travel ensure that transport arrangements cater for any changes to start and finish times communicating revised travel plans clearly to contractors, local authorities and parents where appropriate (for instance, to agree pick-up and drop-off times) <p>Dedicated school transport, including statutory provision</p> <p>Pupils on dedicated school services do not mix with the general public on those journeys and tend to be consistent. This means that the advice for passengers on public</p>	✓	<ul style="list-style-type: none"> Letter has been sent to parents to encourage pupils to walk or cycle to school The school is currently looking to increase the capacity on site to those looking to cycle to and from school The council has been notified that there will be a staggered change to the pupil group times in entering and leaving the school premises to ensure a crossing guard is available. During the pandemic the school mini bus will not be used Pupils/staff to change any PPE worn when using public transport before entering the school premises. 	L/M

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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 33 of 42) (SRA R2)
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HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
	<p>transport to adopt a social distance of two metres from people outside their household or support bubble, or a 'one metre plus' approach where this is not possible, will not apply from the autumn term on dedicated transport. The approach to dedicated transport should align as far as possible with the principles underpinning the system of controls set out in this document and with the approach being adopted for your school. It is important to consider:</p> <ul style="list-style-type: none"> • how pupils are grouped together on transport, where possible this should reflect the bubbles that are adopted within school • use of hand sanitiser upon boarding and/or disembarking • additional cleaning of vehicles • organised queuing and boarding where possible • distancing within vehicles wherever possible • the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet <p>The government is currently evaluating this position and will set out next steps shortly.</p> <p>Wider public transport STC are currently working with transport providers and schools to plan safe, consistent transport for all staff and pupils.</p> <p>Families using public transport should refer to the safer travel guidance for passengers.</p>			

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HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
	During national lockdown journeys should only be made for education or childcare, for work purposes, to exercise outdoors or visit an outdoor public place, for visiting venues that are open, for a medical reason, such as taking someone to hospital It is recommended that any educational visits should not take place during a national lockdown.			

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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 36 of 42) (SRA R2) Reassessed 13/11/2020				DATE OF ASSESSMENT 18/08/2020
HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Risk of coronavirus infection spreading to shielded and clinically vulnerable adults	<p>Where schools apply the full measures in the Government guidance and the Building and School RAs, the risks to all staff will be mitigated significantly, including those who are extremely clinically vulnerable and clinically vulnerable. We expect this will allow most staff to return to the workplace, although we advise those in the most at risk categories to take particular care while community transmission rates continue to fall.</p> <p>Advice for those who are <u>clinically-vulnerable, including pregnant women</u>, is available.</p> <p>Those individuals who are clinically extremely vulnerable are advised to work from home and not to go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP and may have been advised to shield in the past. Staff should talk to their employers about how they will be supported, including to work from home where possible, during the period of national restrictions.</p> <p>All other staff should continue to attend work, including those living in a household with someone who is clinically extremely vulnerable.</p> <p>Individuals who were considered to be clinically extremely vulnerable and received a letter advising them to shield are</p>	✓	<ul style="list-style-type: none"> HT will comply with all advice given by Government and LA HR on who can return to work and who should remain at home. Those staff who have highlighted a pre-existing medical condition that places them in the high or moderate risk a CEV or CV form will be completed. HT has been in contact with all staff who cannot work during this period due to health concerns. Pregnant staff members a CEV form to be completed RA and safe system of work to be shared with all school staff; asking all staff members to read the document and reply to say they have done so. Even if a staff member does not reply to say they have read the document, it will be assumed that they have done so and will follow all guidelines outlined. If a staff member does not agree with any part of the RA or scheme of work, they are to email the HT with their concerns. These will be discussed with the HT or DHT and an answer will be given as soon as possible. 	L

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	<p>now advised that they can return to work from 1 August as long as they maintain social distancing. Advice for those who are extremely clinically vulnerable can be found in the <u>guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19</u>.</p> <p>School leaders should be flexible in how those members of staff are deployed to enable them to work remotely where possible or in roles in school where it is possible to maintain social distancing. Further details will be sent to all schools and available on the Intranet.</p> <p>Staff and children who are clinically vulnerable or have underlying health conditions but are not clinically extremely vulnerable, may continue to attend school in line with current guidance.</p> <p>People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace.</p>		<ul style="list-style-type: none"> Staff have been and will continue to be given opportunity to raise any concerns they have around their safety. All affected staff members have been kept up to date with developments and have been in contact with HT. 	
Risk of coronavirus infection spreading to shielded and clinically vulnerable persons via pupil or staff attending school		✓	<ul style="list-style-type: none"> Where pupils are unable to attend as they are complying with health advice each case will be reviewed individually, and provisions will be put into place in consultancy with parents/carers. 	L

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	<p>Where schools apply the full measures in the Government guidance and the Building and School RAs, the risks to all staff will be mitigated significantly, including those who are extremely clinically vulnerable and clinically vulnerable. We expect this will allow most staff to return to the workplace, although we advise those in the most at risk categories to take particular care while community transmission rates continue to fall.</p> <p>Advice for those who are clinically-vulnerable, including pregnant women, is available.</p> <p>Those individuals who are clinically extremely vulnerable are advised to work from home and not to go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP, and may have been advised to shield in the past. Staff should talk to their employers about how they will be supported, including to work from home where possible, during the period of national restrictions.</p> <p>All other staff should continue to attend work, including those living in a household with someone who is clinically extremely vulnerable.</p> <p>Individuals who were considered to be clinically extremely vulnerable and received a letter advising them to shield are now advised that they can return to work from 1 August as long as they maintain social distancing. Advice for those who are extremely clinically vulnerable can be found in the guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19.</p> <p>School leaders should be flexible in how those members of staff are deployed to enable them to work remotely where possible or in roles in school where it is possible to maintain social distancing. Further details will be sent to all schools and available on the Intranet.</p>			

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	<p>Staff and children who are clinically vulnerable or have underlying health conditions but are not clinically extremely vulnerable, may continue to attend school in line with current guidance.</p> <p>People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace.</p>			

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Spread of virus during Science, D&T and Food Tech lessons	<p>Schools to follow CLEAPSS (Consortium of Local Education Authorities for the Provision of Science Services) COVID-19 (Coronavirus) in Schools - Returning in September Guidance (20/08/2020)</p> <p>CLEAPSS updated their guidance for schools returning in September. The key guide to read is <u>GL343</u>, this guide should be read alongside all of our COVID-19 guidance (see below for list).</p> <p>Primary schools should refer to the <u>primary website</u> for their guidance.</p> <p>DT Staff should refer to our <u>DT website</u> for their guidance.</p> <p>Science Staff should refer to the <u>Science website</u> for their guidance.</p> <p>CLEAPSS during COVID-19</p> <p>The CLEAPSS office is open Tuesday to Thursday, and helplines are dealt with Monday to Friday 8.30am to 5.30pm.</p> <p>We will continue to answer ALL helplines and continue to develop both emergency guidance for COVID-19 and longer-term developmental guides across all the areas we cover.</p> <p>If you have an EMERGENCY i.e. pupil with chemical in their eye, a chemical spill, or radioactive issue.</p>		<ul style="list-style-type: none"> Relevant staff informed of the CLEAPS guidance dated 20/08/2020 <p>http://science.cleapss.org.uk/Resource/GL343-Guide-to-doing-practical-work-during-the-COVID-19-Pandemic-Science.pdf</p>	

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	<p>Then please call 07565 114 059 (available 8.30am-5.30pm weekdays)</p> <p>If you have a COVID-19, technical or subject based question. Then please email it to science@cleapss.org.uk.</p> <p>Please do NOT call the above mobile numbers with routine questions.</p>				
Reference Documents: Please see links in main document which update automatically.					

ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (Page 38 of 28) (BRA R2)				DATE OF ASSESSMENT	
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HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES		RESIDUAL RISK RATING High, Medium, Low
<p>Reference Documents: Please see links in main document which update automatically.</p>					

ASSESSED BY (Print name) <i>David Johnson</i>	SIGNED <i>[Signature]</i>	DATE
LINE MANAGER <i>Chief of Governors Robert Pinder</i>	SIGNED <i>[Signature]</i>	REVIEW DATE 15/12/2020

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