



## COVID-19 Schools Risk Assessment – September 2020

### TWS - Addendum 1: Preparation for full opening of schools

It is the government's plan that all pupils, in all year groups, will return to school full-time from the beginning of the autumn term.

The government guidance is based on their findings that:

- severity of disease in children – there is high scientific confidence that children of all ages have less severe symptoms than adults if they contract coronavirus
- the age of children – there is moderately high scientific confidence that younger children are less likely to become unwell if infected with coronavirus

All COVID-19 risk assessments must be updated where necessary, prior to the 8th March 2021, any changes must be communicated to staff members and published on the school's website.

	Identify the Hazards (anything that may cause harm)	Who may be harmed and how	Assess the Severity	Control measures	Assess the Likelihood	What is the Risk Rating	Further Action Required
Revision Status: Rev. 9 Updated 24.2.2021 in <b>Pink</b> Rev 10. Updated 02.03.2021 in <b>Gold Concerns from staff about returning to school - CEV Pregnancy 28 weeks and</b>  Please put local control measures in <b>Red</b>							
<b>Systems of control - Prevention</b>							
1	<b>School Buildings</b>			Class sizes can return to normal and spaces used by more than one group will be cleaned between use.			

	Increased risk to staff and pupils due to lack of compliance	Pupils and staff	High	<p>There is no requirement to reduce occupancy in schools, everyone must follow the system of controls.</p> <p>The usual pre-term building checks will be undertaken prior to opening for autumn term such as,</p> <p>Hot and cold water systems</p> <p>Gas safety</p> <p>Fire safety</p> <p>Kitchen equipment</p> <p>Security</p> <p>Schools will continue with testing and statutory compliance checks as well as maintenance</p> <p>HSE GUIDANCE:  <a href="https://www.hse.gov.uk/coronavirus/working-safely/index.htm">https://www.hse.gov.uk/coronavirus/working-safely/index.htm</a></p>	Infrequent	Moderate	
	Air Conditioning	Pupils and staff	High	<p><a href="https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm">https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm</a></p>	Infrequent	Moderate	
	Increased risk of electrical shock	Pupils and staff	Moderate	Schools to consider electrical items taken off site when conducting their annual portable appliance testing	Infrequent	Low	
	Increased risk of transmission	Pupils and staff	High	School will ensure good ventilation for example, by opening windows, <b>use of door stops to classrooms and corridors where appropriate and additional cleaning in place. Daily cleaners in during day in addition to full clean overnight</b>	Infrequent	Moderate	Related to site maintenance only
	Lack of available keyholders during emergencies	Pupils and staff	Moderate	Schools to update key holder information if necessary	Infrequent	Low	
		Pupils and staff	High	Schools to continue with visitors arriving outside of school hours where possible.	infrequent	Moderate	

	Increased risk of transmission			Payments to schools should be taken by contactless methods wherever possible			
2	<b>Personal Hygiene</b>  Lack of hand washing and hand sanitiser stations	Pupils and staff	Critical	The school will ensure there are sufficient hand washing and hand sanitising stations available to pupils and staff so that they can clean their hands regularly  Young pupils and pupils with complex needs will be supervised during the use of hand sanitiser  The dangers of hand sanitiser will be explained to students on a regular basis  <b>Message to staff and students is that hand washing and/or sanitising should be completed when;</b> <b>Entering school buildings,</b> <b>Entering classrooms,</b> <b>Before and After Breaks</b>	Occasional	High	
2	<b>Educational Visits</b>	Pupils and staff	High	<b>No educational visits in the Autumn and Spring Term</b> In the autumn term schools can resume non-overnight domestic educational visits in the autumn term. This should be done in line with protective measures, such as; <ul style="list-style-type: none"> <li>• keeping children within their consistent group</li> <li>• ensuring coronavirus (COVID-19) secure measures are in place at the destination.</li> <li>• thorough risk assessments completed</li> </ul> Schools should consult the <u>health and safety guidance on educational visits</u> when considering visits.  <b>Educational visits are not recommended at this time</b>	infrequent	Moderate	

2	<b>Respiratory Hygiene</b>  Lack of good respiratory hygiene	Pupils and staff	Critical	The school will promote the ‘catch it, bin it, kill it’ approach to pupils and staff The school will ensure they have enough tissues and bins available around the school Young pupils and pupils with complex needs will be supervised and helped to get this right A further risk assessment should be conducted for those pupils who spit uncontrollably or use saliva as a sensory stimulant, to support the pupils and staff and is not a reason to deny these pupils face to face education	Occasional	High	
2	<b>Face Coverings</b>	Staff & Pupils	High	In secondary schools, government guidance recommends that face coverings are worn by adults and pupils when moving around the premises outside of classrooms, such as corridors and communal areas where social distancing cannot easily be maintained. In addition, government guidance now also recommends that in those schools, face coverings should be worn in classroom/during activities unless social distancing can be maintained. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons. Those who rely on visual signals for communication, or speak to or provide support to such individuals, are currently also exempt from any requirement to wear face coverings in schools or in public places. The trust recognises that it is at the teachers discretion whether they wish to deviate within an exempt situation. Pupils will have a choice as to whether to remove their masks or not, while within an exempt situation within class. Face visors or shields can be worn but should not be worn as an alternative to face coverings. In primary schools, face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in primary school do not need to wear a face covering. Exemptions - Some individuals are exempt from wearing face coverings. This applies to those who: · cannot put on, wear or remove a	Occasional	High	

				<p>face covering because of a physical or mental illness or impairment or disability · speak to or provide assistance to someone who relies on lip reading, clear sound or facial expression to communicate The same exemptions will apply in education settings, and we would expect teachers and other staff to be sensitive to those needs.</p> <p>If staff would also like to wear a visor for their own protection, we would support this in addition to a face mask. It is vital that face coverings are worn correctly. Safe wearing of face coverings requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them in individual, sealable plastic bags between use, provided by the students. Where a face covering becomes damp, it should not be worn, and the face covering should be replaced carefully.</p> <p>See government guidance</p> <p>here <a href="https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own">https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own</a></p> <p>Face coverings are advised to be worn in all communal areas at school including the staffroom, staff hub, corridors, shared offices and the sixth form centre.</p>			
3	<p><b>Shared resources</b></p> <p>Increased risk for transmission due to multiple handling</p>	Pupils and staff	High	<p>During the summer term, their use was minimised, or moved out of classrooms, and extra cleaning took place. That position has now changed for the autumn term.</p> <p>For frequently used items such as pens and pencils, staff and pupils should have their own items and they should not be shared.</p> <p>Classroom based resources such as books and games can be used and shared within the bubble.</p>	Infrequent	Moderate	

				<p>Cleaning of these items will take place regularly along with frequently touched surfaces.</p> <p>Resources that are shared between classes or bubbles, such as sports, art and science equipment will 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>Teachers given anti-viral spray and cloth/blue towels for students to wipe surfaces as they arrive in class.</p> <p>Cloths and anti-viral sprays to be used by staff to wipe all shared equipment between classes. Wipes provided in ICT classrooms.</p> <p>Daily cleaners in to focus on all high risk areas and communal areas across the school.</p> <p>Outdoor play equipment will be more frequently cleaned along with inside and outside resources.</p>			
3	<p><b>Resources going back and forth</b></p> <p>Increased risk of transmission</p>	Pupils and staff	<p>High</p> <p>High</p>	<p>Pupils will only bring essentials items into school such as, lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed.</p> <p>Pupils and teachers can take books and other shared resources home, unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development.</p> <p>Resources will be cleaned frequently and meticulously and always between bubbles or rotated to allow them to be</p>	<p>Frequent</p> <p>Occasional</p>	<p>High</p> <p>High</p>	

				<p>left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</p> <p>Reminder to students in tutor periods and parent communications.</p>			
3	<p><b>Outdoor equipment</b></p> <p>Increased risk of transmission due to lack of proper cleaning</p>	Pupils and staff	High	<p>Outdoor equipment to be cleaned between uses by separate bubble/groups.</p> <p>Plastic or metal play equipment should be cleaned between use by bubble/groups/groups by spraying with a combined detergent disinfectant solution (at a dilution of 1,000 parts per million available chlorine) or a household detergent followed by disinfection and then wiping off any residue with paper towels which should be disposed of in general waste bins.</p> <p>Timber and other types of play equipment that may be more difficult to wipe over, should be sprayed with a combined detergent disinfectant solution or a household detergent followed by disinfection with particular attention paid to high touch areas such as hand rails etc.</p> <p>The cleaning solution should either be wiped off with paper towels or adequate time should be allowed for the cleaning solution to evaporate prior to the equipment's next use.</p> <p>The cleaning solution should be at a dilution of 1,000 parts per million available chlorine</p>	Infrequent	low	
5	<b>Extra-curricular provision</b>	Pupils and staff	High	<p>Schools to consider resuming any breakfast and after-school provision where possible from the start of term.</p> <p>From the 8th March schools should work to resume all before and after school educational activities and childcare for pupils where provision is necessary to support parents to work.</p>	Moderate	Moderate	

	<b>Wrap around care</b>		High	<p>Schools to consider how they can make such provision work alongside their wider protective measures;</p> <ul style="list-style-type: none"> <li>keeping pupils within their year groups or bubbles where possible</li> </ul> <p>Schools to ask parents to limit the number of wraparound providers they access as far as possible.</p> <p>Resources used for wrap around care will be subject to the same cleaning as classrooms with increased cleaning or isolation of 48hrs (72 hrs for plastics)</p> <p>Where possible pupils will be kept in the same bubbles</p>	Moderate	Moderate	
6	<p><b>Pupils who attend more than one setting</b></p> <p>Increased risk of transmission</p>	Pupils and staff	High	<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.</p> <p>Schools will collaboratively work through systems of control, addressing any risks identified.</p>	Occasional	High	
7	<b>Concerns from staff about returning to school</b>	Staff		<p>In <b>primary</b> schools, the ability to maintain social distance is dependent on the age and maturity of the pupils in the class.</p> <p><b>All schools</b> will carry out an individual risk assessment for each member of staff who is within a vulnerable group or who has significant risk factors. As a minimum we would expect risk assessment for individuals in the following categories;</p> <p>Aged 70 or over  BAME (if also considered vulnerable)  Clinically Vulnerable</p> <p>This is to ensure that social distancing and hygiene precautions are understood and can be maintained in the classroom and around school. Note: when working with the younger children in a primary setting, additional stringent measures will need to be in place to assure social</p>			

		Pregnant Staff	High	<p>distancing, as in these classes / settings, children themselves cannot socially distance. Any existing individual risk assessments should be reviewed prior to September and updated regularly or in response to changes in guidance.</p> <p>Where schools apply the full measures in the government guidance, the risks to all staff will be mitigated significantly, 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</p> <p>As a general principle, pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance (see above).</p> <p>Guidance from West Berks, Senior Health and Safety Advisors for schools is that, staff who are <b>28 weeks pregnant and beyond</b> are now categorised as CEV and should follow national guidelines.</p>	Infrequent	Moderate	
		Extremely clinically vulnerable staff	Critical	<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.</p> <p>Government guidance from the 8th March, CEV staff are being advised not to attend the workplace. The government roadmap anticipates that it will no longer be necessary to advise shielding beyond the 31st March 2021.</p> <p>Where possible, appropriate alternative duties (working from home) will be allocated.</p> <p>The government roadmap anticipates that it will no longer be necessary to advise shielding beyond the 31<sup>st</sup> March 2021.</p>	Infrequent	Moderate	

Staff to staff interaction increases the risk of transmission	Living with extremely clinically vulnerable People Staff at increased risk	Moderate	People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace.	Occasional	Moderate
	Living with people of increased risk	High	Some people with particular characteristics may be at comparatively increased risk from coronavirus (COVID-19), as set out in the COVID-19: review of disparities in risks and outcomes report. Schools to discuss staff members concerns, explaining the measures the school has put/or will put in place to reduce risks. School leaders should try as far as practically possible to accommodate additional measures where appropriate.	Rare	Low
		Moderate	People who live with those who have comparatively increased risk from coronavirus (COVID-19) can attend the workplace. Any member of staff travelling abroad should inform the Principal as they will need to follow appropriate quarantine arrangements.	Infrequent	Low
		High	Anytime taken off due to travel isolation will be without pay.	Infrequent	Moderate
		Critical	No physical contact. It is important to maintain social distance for staff wherever possible. No close contact activities.  From January 2021, it is advised that meetings are held via TEAMS. A staff rota will be implemented to limit the number of staff in school at any time.	Infrequent	Moderate

				It is essential that staff work in their individual classrooms/offices if in school and ensure they maintain 2m apart from any other staff member. If 2m space apart and good ventilation cannot be maintained in a shared office, staff must work in a different room.			
8	<b>People who attend multiple sites</b>  Increased risk of transmission	Pupils, staff and visitors	High	<p>Parents are not allowed on site without an appointment</p> <p>Supply teachers, peripatetic teachers and/or other temporary staff can move between schools, ensuring they minimise contact and maintain as much distance as possible from other staff.</p> <p>Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. <b>An individual risk assessment for each visit should be carried out by the staff member to assess and minimise risk.</b></p> <p>School to ensure that guidance on physical distancing and hygiene is explained to visitors on for before arrival.</p> <p>Schools will ensure that Contractors completing work on site will where possible, do so outside of school hours.</p> <p>School to ensure that guidance on physical distancing and hygiene is explained to visitors on for before arrival</p> <p><b>Contractors must notify the premises staff (or receptionist) of all areas visited, in order that these can then be thoroughly cleaned</b></p> <p>A record of all visitors to school will be kept.</p>	Frequent  Occasional  Occasional	High  High  High	<b>Only contractors required to attend school on essential work are allowed to visit the school.</b>
9	<b>Concerns from pupils about returning to school</b>			Although attendance will be mandatory from 8th March, schools will still be required by law to provide remote			

	Self-isolating concerns	Pupils	Low	<p>education to any pupils who need to continue to learn from home.</p> <p>Only pupils who are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19) will be self-isolating.</p>	Infrequent	Very low	
	Shielding concerns	Students	Moderate	<p>This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding.</p> <p>Schools will complete risk assessments for pupils identified as at greater risk</p>	Occasional	Moderate	
		Clinically extremely vulnerable from 1 August	Moderate	<p>Government guidance advises that CEV pupils to shield until 31st March 2021. These pupils would have previously received a letter to advise shielding until 21 February 2021, this has now been extended</p>	Occasional	Moderate	
		Pupils under the care of specialist health professionals	High	<p>Pupils who generally remain under the care of a specialist health professional may need to discuss their care with their health professional.</p> <p>Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we expect schools to be able to immediately offer them access to remote education. Schools should monitor engagement with this activity (as set out in the section below).</p> <p>Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised.</p> <p>All other pupils must return to school.</p> <p>Any pupil identified to shield will continue to do so from 4.1.2021 until further guidance.</p>	Occasional	High	

	Anxiety about returning to school	Pupils	High	<p>This may include pupils who have themselves been shielding previously but have been advised that this is no longer necessary, those living in households where someone is clinically vulnerable, or those concerned about the comparatively increased risk from coronavirus (COVID-19), including those from Black, Asian and Minority Ethnic (BAME) backgrounds or who have certain conditions such as obesity and diabetes.</p> <p>Schools will identify pupils who are reluctant or anxious about returning or who are at risk of disengagement and develop plans for re-engaging them.</p> <p>Schools will communicate clear and consistent expectations around school attendance to families.</p> <p>All pupils of compulsory school age must be in school from the 8th March 2021, unless a statutory reason applies.</p> <p>Schools can use the additional catch-up funding as well as existing pastoral and support services, attendance staff and resources and schools' pupil premium funding to put measures in place for those families who will need additional support to secure pupils' regular attendance.</p> <p>Schools will work closely with other professionals as appropriate to support the pupils return to school.</p> <p>See <a href="#">DfE - Supporting pupil and student mental wellbeing</a></p>	Infrequent	Moderate	
10	<b>Physical activity in schools</b>			<p>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.</p> <ul style="list-style-type: none"> <li>• Pupils should be kept in consistent groups</li> <li>• Sports equipment cleaned between each use by individual groups</li> </ul>			

	Increased risk of transmission during school activities	Pupils and Staff	High	<ul style="list-style-type: none"> <li>• Contact sport avoided</li> </ul> <p>Schools should consider how to reduce the risk, particularly where you or others are singing, chanting, playing wind or brass instruments or shouting. This applies even if individuals are at a distance.</p> <ul style="list-style-type: none"> <li>• physical distancing and playing outside wherever possible</li> <li>• limiting group sizes to no more than 15</li> <li>• positioning pupils back-to-back or side-to-side,</li> <li>• avoiding sharing of instruments</li> <li>• ensuring good ventilation</li> </ul> <p>Use of sand trays is possible if cleaned and dried between different groups</p>	Occasional	High	
			High	<p>Outdoor sports should be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene. This is particularly important in a sports setting because of the way in which people breathe during exercise.</p>	Frequent	High	
			High	<p>Schools can work with external coaches, clubs and organisations for curricular and extra curricular activities when they are satisfied it is safe to do so.</p> <p>Schools to consider how such arrangements can work within their wider protective measures.</p>	Occasional	High	
				<p>Activities such as active miles, making break times and lessons active and encouraging active travel help enable pupils to be physically active while encouraging physical distancing.</p>			

				Subject Leaders to adapt curriculum to reduce risk. School changing rooms continue to be closed and reviewed periodically as considered high risk areas.			
11	<b>Use of PPE</b>	Pupils and staff	Moderate	<p>The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. Wearing a face covering or face mask in schools or other education settings is not recommended.</p> <p>Schools should therefore not require staff, children and learners to wear face coverings.</p> <p>PPE is only needed in a very small number of cases:</p> <ul style="list-style-type: none"> <li>• where an individual child, young person or other learner becomes ill with coronavirus (COVID-19) symptoms and only then if a distance of 2 metres cannot be maintained</li> <li>• where a child, young person or learner already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used</li> </ul>	Infrequent	Moderate	
	Increased risk of transmission	Pupils and staff	High	<p>The PPE that should be used in the following situations when caring for someone with symptoms of coronavirus (COVID-19) is as follows:</p> <ul style="list-style-type: none"> <li>• a face mask should be worn if a distance of 2 metres cannot be maintained</li> <li>• if contact is necessary, then gloves, an apron and a face mask should be worn</li> <li>• if a risk assessment determines that there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection should also be worn</li> </ul>	Occasional	High	

				<p>Advise all staff and students to wear face masks in all communal areas including the staffroom, corridors, shared offices and sixth form centre. Perspex screens to be placed on desks and staff in shared offices to relocate their working desk to a different room.</p> <p>All meetings advised to be conducted virtually where possible unless the activity cannot be carried out virtually – such as SEN and safeguarding meetings involving students.</p>			
12	<p><b>Transport</b></p> <p>Increased transmission risk due to confined space</p>	Pupils and Staff	High	<p><b>Dedicated Transport</b> – only available to schools</p> <p>The schools will consider;</p> <ul style="list-style-type: none"> <li>• how pupils are grouped together on transport, where possible this should reflect the bubbles that are adopted within school</li> <li>• use of hand sanitiser upon boarding and/or disembarking</li> <li>• additional cleaning of vehicles</li> <li>• organised queuing and boarding where possible</li> <li>• distancing within vehicles wherever possible</li> <li>• <del>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</del></li> <li>• Current government guidance advises that children and young people aged 11 years and over to wear a face covering when travelling on dedicated transport to secondary school or college, apart from those who are exempt.</li> </ul> <p>See guidance <a href="#">here</a></p> <p>Schools will decide on an approach which will reflect the range of measures that are reasonable in their different circumstances.</p>	Infrequent	Moderate	

	<p>Increase transmission risk due to possible lack of distancing and confined space</p>	<p>Pupils and staff</p>	<p>Critical</p>	<p>Schools to work closely with local authorities who have a statutory responsibility for ‘home to school transport’ for many children and local transport providers to ensure sufficient bus service provision.</p> <p>Risk Assessments to be provided by transport providers</p> <p><b>Public Transport</b> – also used by general public</p> <p>Face coverings to be worn at all times for adults and children over the age of 11</p> <p>Pupils use of public transport, particularly in peak times, should be kept to an absolute minimum.</p> <p>Schools will work with partners to consider staggered start times to enable more journeys to take place outside of peak hours.</p> <p>Schools will encourage parents, staff and pupils to walk or cycle to school if at all possible.</p> <p>Local authorities are being asked to;</p> <ul style="list-style-type: none"> <li>• urgently work with schools to survey parents on their typical routes to school and potential alternatives</li> <li>• consider a range of options for shifting demand for public transport onto other modes</li> <li>• consider using traffic demand management approaches in order to ensure that children are able to attend school from the start of the autumn term</li> </ul>	<p>Occasional</p>	<p>High</p>	
	<p>Pupils arriving at the same time causing greater transmission risk</p>	<p>Pupils and staff</p>	<p>High</p>	<p>Schools to consider staggered start and finish times where possible, keeping bubbles apart as they arrive and leave school. However, this should not reduce the amount of overall teaching time.</p>	<p>Occasional</p>	<p>High</p>	

	Increased risk due to lack of knowledge in safe use of PPE	Pupils	High	<p>Pupils and staff must wash their hands or use hand sanitiser immediately on arrival.</p> <p>Pupils must be instructed not to touch the front of their face covering during use or when removing it.</p> <p>Pupils and staff must wash their hands or use hand sanitiser immediately on arrival.</p> <p>Temporary face coverings must be disposed of in a covered bin.</p> <p>Reusable masks should be placed in a plastic bag they can take home with them.</p> <p>Hands should be then washed again before heading to their classroom.</p> <p>All staff to undergo safe use of PPE training</p>	Frequent	High	
13	<p><b>Spreading Covid-19</b></p> <p>Contact with individuals who are unwell</p> <p>Lack of available tests, resulting in more time</p>	Pupils and Staff	High	<p>The school will ensure that pupils, staff and other adults do not come into the school if they have covid-19 symptoms or have tested positive in the last <b>10 days</b>.</p> <p>All persons with covid-19 symptoms are eligible and <b>must</b> get tested.</p> <p>We will ensure that anyone developing those symptoms during the school day is sent home.</p> <p>Anyone who experiences any coronavirus (COVID-19) symptoms can <a href="#">get a free coronavirus (COVID-19) NHS test</a> at a testing site or at home. This includes all pupils, teachers, and staff.</p> <p><b>Isolation guidance reduced to 10 days from 01.01.2021.</b></p> <p><b>Mass testing in schools launched 05.01.2021 at TWS.</b></p> <p><b>Separate RA for testing available.</b></p> <p>Guidance for parents</p>	Infrequent	Moderate	

<p>away from school/work</p>	<p>When to get a test</p> <p>Stay at home guidance</p> <p>Contacts of people with confirmed covid-19</p>		<p><b>Letter to parents and guardians: when you should book a coronavirus test for your child</b> Published 25 September 2020 link <a href="#">here</a></p> <p>For households with possible or confirmed covid-19 infection – guidance updated 14 January 2021, available <a href="#">here</a></p> <p>Guidance updated 14 January 2021, available <a href="#">here</a></p> <p>Close contact means:</p> <ul style="list-style-type: none"> <li>• 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)</li> <li>• proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual</li> <li>• travelling in a small vehicle, like a car, with an infected person</li> </ul> <p>The app is available to download for anyone aged 16 and over if they choose to do so.</p> <p>Required action:</p> <p>leaders and staff should familiarise themselves with the features of the app</p> <p>leaders should understand how the app relates to their setting's process for managing a positive case and/or an outbreak</p> <p>leaders should understand how the app's 'Trace' feature relates to their setting's existing process</p> <p>consider how the app relates to your setting's mobile phone policies</p>			
	<p>NHS Covid-19 app</p>					

	<p>Secondary pupil testing in schools</p> <p>Pupils not undertaking voluntary testing</p> <p>Secondary pupil voluntary testing at home</p> <p>Testing provision in school</p> <p>Primary pupil testing</p> <p>Staff Testing at home</p>			<p>communicate with staff about use of the app Guidance available <a href="#">here</a></p> <p>Testing is voluntary and no child or young person will be tested unless informed consent has been given. Participation is strongly encouraged.</p> <p>Testing will start on the 8th March 2021.</p> <p>Returning secondary school pupils should be tested three times on site and then once at home in the first two weeks after reopening, 3-5 days apart.</p> <p>During week commencing 08 March, these pupils will only be expected to return to school following their first negative test result.</p> <p>A separate risk assessment will be created for testing in schools</p> <p>Pupils not undergoing the voluntary testing should attend school in line with the schools return arrangements.</p> <p>After the first two weeks, pupils will be expected to complete a test twice weekly at home and report results to NHS Test and Trace, as well as to their schools to record.</p> <p>Testing provision in school Primary pupil testing Staff Testing at home Secondary schools are expected to retain a small testing area within in school for those pupils unable to test at home.</p> <p>Primary pupils will not be tested.</p>			
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				<p>Primary and Secondary staff will be provided with kits to perform twice weekly testing at home.</p> <p>A separate risk assessment will be created for home testing.</p> <p>Testing of close contacts in order to keep them in school is not taking place. Close contact of confirmed cases will be required to self-isolate for a full 10 days starting the day after contact with the infected person.</p>			
13	<b>Management of confirmed Covid-19 cases</b>	Pupils and staff	Critical	<p>Schools will take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19).</p> <p>Schools will contact the local health protection team.</p> <p>The health protection team will 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.</p> <p>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 14 days since they were last in close contact with that person when they were infectious.</p>	Occasional	High	

			<p>A template letter will be provided to schools, to send to parents and staff if needed.</p> <p>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.</p> <p>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 <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a>.</p> <p>They should get a test, and:</p> <ul style="list-style-type: none"><li>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.</li><li>if the test result is positive, they should inform their setting immediately, and must isolate for at least <b>10 days</b> 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 <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a></li></ul> <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>Schools will have active engagement with NHS Test and Trace, and appoint a member of staff to liaise</p>			
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	<p><b>Containing an outbreak</b></p>		<p>Critical</p>	<p>Further guidance is available on <a href="#">testing and tracing for coronavirus (COVID-19)</a>.</p> <p>Schools will make a list of all persons who the affected person has been in contact with, these pupils are to be monitored for symptoms throughout the following two weeks.</p> <p>What to do if a pupil is displaying symptoms of covid19 – Action list <a href="#">here</a></p> <p>What to do if a pupil, staff member or visitor is displaying symptoms of covid19; · Notify the Principal immediately Infrequent</p> <ul style="list-style-type: none"> <li>• Avoid touching anything</li> <li>• Move person to separate room and contact parents if appropriate, for immediate collection</li> <li>• If a staff member needs to stay with them then they must remain 2m away.</li> <li>• If personal care needs are required then appropriate PPE (gloves, apron and face mask) should be available for use by the member of staff with them in these circumstances.</li> <li>• Follow guidance on safe fit, use, removal and disposal of PPE and RPE.</li> <li>• If a staff member shows symptoms they must go home immediately.</li> <li>• All other persons are to maintain a safe distance from affected individual.</li> <li>• If they need to cough or sneeze this should be into a tissue which is then put into a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.</li> <li>• Areas occupied and equipment used by the affected person must be thoroughly cleaned and disinfected.</li> </ul>	<p>Infrequent</p>	<p>Moderate</p>	
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				<ul style="list-style-type: none"> <li>• They must then follow the guidance on self-isolation and testing.</li> <li>• They must not return to school until their period of self-isolation has been completed or if negative test result and they are well.</li> </ul> <p>A list of all persons who the affected person has been in contact with should be made, and these are to be monitored for symptoms throughout the following two weeks</p> <p>If schools have two or more confirmed cases within 14 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>			
13	<b>Attendance Expectations</b>  Lack of attendance resulting in falling further behind	Pupils	Moderate	<p>In March it was made clear that no parent would be penalised or sanctioned for their child's non-attendance at school. The situation has now changed.</p> <p>Schools to ensure parents and pupils are aware that attendance is mandatory from the 8th March 2021.</p> <p>The ability to issue sanctions such as fines for non-attendance will be reinstated</p>	Occasional	Moderate	
14	<b>Cleaning</b>  Contamination through frequently touched surfaces	Pupils and staff	Critical	<p>Schools have put in place enhanced cleaning schedule to include;</p> <p>More frequent cleaning of rooms/shared areas used by different groups</p> <p>Cleaning frequently touched surfaces more often</p> <p>No need for different groups of pupils to have toilets allocated, but these areas should be cleaned regularly and</p>	Infrequent	Moderate	

	<p>Increased risk of contamination from infected surfaces</p>	<p>Pupils and staff</p>	<p>pupils encouraged to clean their hands thoroughly after using the toilet</p> <p>A team of cleaning staff in during the day to clean all high risk and shared areas frequently in addition to the daily end of day cleaning</p> <p>Cleaning after a suspected or confirmed case of COVID-19 – if possible, leave the area for 48 hours before cleaning</p> <p>The minimum PPE to be worn for cleaning an area after a person with symptoms of, or confirmed COVID-19 has left the setting possible is disposable gloves and an apron. Wash hands with soap and water for 20 seconds after all PPE has been removed.</p> <p>Public areas where a symptomatic person has passed through and spent minimal time but which are not visibly contaminated with body fluids, such as corridors, can be cleaned thoroughly as normal.</p> <p>All surfaces that the symptomatic person has come into contact with should be cleaned and disinfected, including all potentially contaminated and frequently touched areas such as bathrooms, door handles, telephones, grab rails in corridors and stairwells</p> <p>Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings – think one site, one wipe, in one direction.</p> <p>Use one of the options below:</p>			<p>Rooms identified as being used by person who has been tested positive to be closed for 72 hours before being cleaned.</p>
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- a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine (ppm av.cl.)  
**or**
- a household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants

Avoid mixing cleaning products together as this can create toxic fumes. Avoid creating splashes and spray when cleaning.

Any cloths and mop heads used must be disposed of and should be double bagged into waste bags and kept for at least 72 hours before disposing with normal waste.

When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning should be used.

**Personal waste** from individuals with symptoms of COVID-19 and waste from cleaning of areas where they have been (including PPE, disposable cloths and used tissues):

1. Should be put in a plastic rubbish bag and tied when full
2. The plastic bag should then be placed in a second bin bag and tied
3. This should be put in a suitable and secure place and marked for storage until the individual's test results are known

This waste should be stored safely and kept away from children. It should not be placed in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours.

				<p>If the individual tests negative, this can be disposed of immediately with the normal waste.</p> <p>If COVID-19 is confirmed this waste should be stored for at least 72 hours before disposal with normal waste.</p> <p>Covid-19: cleaning in non-healthcare settings outside the home – updated 16 October 2020, available <a href="#">here</a></p>			
15	<b>Social Distancing</b>			<p>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.</p> <p>Minimising contact between people reduces transmission, maintain social distancing wherever possible.</p> <p>As guidance, if you come into contact with a person who contracts covid, the following could apply;  Close contact of 1m or less for more than 3 seconds could mean you have to self-isolate.  Contact within 2m for more than 15 mins could also mean you have to self-isolate.</p>			
	Heightened transmission by interaction between bubbles	Pupils and staff	Critical	<p>Schools will keep consistent groups (bubbles) separate and maintain distance between individuals where possible.</p> <p>For younger pupils, the emphasis will be on consistent bubbles</p> <p>For older pupils the emphasis may well be on distancing</p> <p>Schools will make adaptations to the classrooms to support distancing where possible. Seating pupil's side by side and facing forward, rather than face to face.</p>	Frequent	Moderate	<p>Advise all staff and students to wear face masks in all communal areas including the staffroom, corridors, shared offices and sixth form centre. Perspex screens to be placed on desks</p>

Where necessary bubbles will be increased in size to accommodate pupil numbers, distancing and the full range of curriculum subjects. However, schools should be aware that the implications of this are that more pupils will be effected by the need to self-isolate should one pupil test positive.

School will avoid large gatherings with more than one group.

Pupils (where old enough) should be supported to maintain distance (2m) and not touch staff or peers where possible.

A minimum distance for children:

My personal space (outstretched arm)

Your personal space (outstretched arm not touching) equals social distance.

Bubbles will be kept apart as much as possible

All teachers and staff can operate across different groups in order to facilitate the school timetable.

Staff 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.

Staff will where possible, maintain distance and remain at the front of the class.

Movement around the school will be kept to a minimum, avoiding creating busy corridors, entrances and exits

where 2m spacing cannot be made.

All meetings to be conducted virtually.

	Movement around school causing greater risk	Pupils and staff	High	<p>Schools to consider staggered break and lunch times, allowing time for surface cleaning between bubbles.</p> <p>Corridors are two-way with emphasis on staying to the left and walking in single file. This ensures more efficient method of getting around the school. Face masks to be worn at all times.</p> <p>Staff will ideally maintain a distance of 2m from other adults and pupils</p> <p>Schools will make adaptations to staffroom to support distancing where possible.</p> <p>Staff/students must clean surfaces and equipment used as they finish</p>	Frequent	High	
	Staff not maintaining distance and causing greater risk of transmission	Pupils and staff	High	<p>Carry out emergency drills termly as normal, following social distancing as appropriate.</p> <p>During an emergency evacuation people do not have to stay 2m apart if it would be unsafe to do so, but muster points should be socially distanced</p>	Infrequent	Moderate	
	Increased risk of transmission	Pupils and staff	High	<p>Maximum number of people signage in every room</p> <p>Face Mask sign to all rooms which advise the wearing of a face mask</p> <p>Staggered access to lockers for students during the day</p>	Infrequent	Moderate	
16	<b>Catering</b>						
	Increased risk due to non-compliance	Pupils and staff	High	<p>School kitchens/meal provision will be fully operational from the start of the autumn term.</p> <p>School kitchens must comply with the <a href="#">guidance for food businesses on coronavirus (COVID-19)</a>.</p>	Infrequent	Moderate	
	Increased risk of transmission in dining hall/canteen	Pupils and staff	High	<p>Where catering is provided on site cutlery provided should be handed out by staff wearing gloves or allocated separately to users and not provided in communal storage where users select their own.</p>	Infrequent	Moderate	

		Pupils and staff	Moderate	<p>Food displays should be protected against contamination by coughing, sneezing, etc.</p> <p>Food and drink should only be consumed in areas that can be suitably cleaned</p> <p>Hand washing facilities or hand sanitiser should be made available before entering a space where people eat and should be used again when leaving.</p> <p>Pupils should sit side by side and ideally all face in one direction when eating Drinking water should be provided with enhanced cleaning routines</p> <p>Payments should be taken by contactless methods wherever possible.</p> <p>Chairs and tables should be cleaning between each use</p> <p>All rubbish and waste should be put straight in the bin by the user and not left for someone else to clear up.</p> <p>All areas used for eating must be thoroughly cleaned at the end of break/bubble, including chairs, door handles, vending machines and payment devices.</p> <p>Drinking water must be provided free of charge at all times to registered pupils on the school premises.</p> <p>Schools should consider the most appropriate way to do this if, for public health reasons, pupils do not have access to water fountains.</p> <p>Schools should take steps to limit the use of single-use plastic water bottles.</p>	Infrequent	Low	
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				Schools should also continue to provide free school meals support for pupils who are eligible for benefits- related free school meals and who are learning at home during term time.			
17	<b>School Uniform</b>	Pupils		Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.			
18	<b>Contingency planning for outbreaks</b>		Critical	<p>Process in the event of local outbreaks Government will provide more information on this process in due course. The Trusts deadline for contingency plans is 24 September. In local areas where restrictions have been implemented for certain sectors (from national direction), we anticipate that education and childcare will usually remain fully open to all, with the additional requirement that face coverings should be worn by staff and students in schools and colleges, from year 7 and above, outside classrooms when moving around communal areas where social distancing cannot easily be maintained (tier 1 onwards). The key aim being to retain as much face-to-face education and access to childcare as possible. Priority will be given to vulnerable children and children of critical workers for face-to-face provision in all cases. Infrequent</p> <p>Tier 1 Involves schools remaining fully open</p> <p>Tier 2 asks secondary schools to adopt a rota system and further education (FE) colleges to limit on-site attendance, whilst all other settings, including alternative provision (AP) and special schools, remain fully open.</p> <p>Tier 3 requires secondary schools and FE colleges to limit on-site attendance to just vulnerable children and young people, the children of critical workers and selected year groups, other settings remain fully open. In the event of tier 3 local restrictions being implemented the Department for Education will issue operational guidance for the</p>	Infrequent	Moderate	

				<p>affected area that will confirm which year groups should be prioritised.</p> <p>Tier 4 goes further to limit attendance to just vulnerable children and young people and the children of critical workers at all settings, excluding AP and special schools</p> <p>Where there are no local restrictions in place, education provision should continue to remain fully open to all, and these tiers do not apply.</p> <p>See further government guidance <a href="#">here</a></p>			
20	<b>Early years settings</b> (Pre-School/Nursery)	Pupils and staff	High	<p><del>From 20 July, early years settings will no longer be required to keep children in small, consistent groups within settings.</del></p> <p><del>Settings should still consider how they can minimise mixing within settings, for example where they use different rooms for different age groups, keeping those groups apart as much as possible.</del></p> <p><del>All other protective measures should remain in place.</del></p> <p><del>Settings should try to be as flexible as possible for parents and carers who work shifts or atypical hours and especially for parents who are critical workers.</del></p>	Occasional		
		<b>Further government guidance</b> contained within Guidance for full opening: schools – published 02 July 2020					
	Staff Development	Schools may need to alter the way in which they deploy their staff, and use existing staff more flexibly, to welcome back all pupils at the start of the autumn term. Managers will discuss and agree any changes to staff roles with individuals.					
	Staff Deployment	It is important that planning builds in the need to avoid increases in unnecessary and unmanageable workload burdens. This could include a review of existing practices in this respect and schools may wish to draw on DfE's <a href="#">workload reduction toolkit</a> .					

		DfE has also published a range of resources, including <a href="#">case studies to support remote education</a> and help address staff workload, this includes case studies on managing wellbeing.
Supporting Staff		The Department for Education is providing additional support for both pupil and staff wellbeing in the current situation. Information about the <a href="#">extra mental health support for pupils and teachers</a> is available. The <a href="#">Education Support Partnership</a> provides a free helpline for school staff and targeted support for mental health and wellbeing.
Deploying support staff		The Education Endowment Foundation (EEF) has published guidance on <a href="#">making the best use of teaching assistants</a> to help primary and secondary schools. When deploying support staff flexibly it is important that headteachers consider regulated activity and ensure only those who have the appropriate checks are allowed to engage in regulated activity. Full guidance is provided in part 3 of <a href="#">keeping children safe in education</a> .
Recruitment		Recruitment should continue as usual. We recommend that schools continue to recruit remotely over the summer period. Interviewing remotely may be a new experience for many schools. The DfE teaching blog provides some information on the <a href="#">experience of implementing interviews remotely</a> . When recruiting, schools must continue to adhere to the legal requirements regarding pre-appointment checks. We refer schools to part 3 of the statutory guidance <a href="#">keeping children safe in education</a> . During the summer, safeguarding checks can be carried out remotely as set out in <a href="#">coronavirus (COVID-19): safeguarding in schools, colleges and other providers</a>
Supply teachers and other temporary or peripatetic teachers		Supply staff and other temporary workers can move between schools, but school leaders will want to consider how to minimise the number of visitors to the school where possible. Where it is necessary to use supply staff and to welcome visitors to the school such as peripatetic teachers, those individuals will be expected to comply with the school's arrangements for managing and minimising risk, including taking particular care to maintain distance from other staff and pupils.
ITT Trainees		This is not intended to be exhaustive and ITT partnerships will need to ensure they have identified and comply with all <a href="#">legislation</a> and guidance relevant to ITT.
Staff leave		The latest guidance on quarantine can be accessed at <a href="#">coronavirus (COVID-19): how to self-isolate when you travel to the UK</a> . As would usually be the case, staff will need to be available to work in school from the start of the autumn term
Other support		Volunteers may be used to support the work of the school, as would usually be the case. It is important that they are properly supported and given appropriate roles. Where schools and colleges are utilising volunteers, they should continue to follow the checking and risk assessment process as set out in the volunteer section in Part 3 of <a href="#">keeping children safe in education</a> . Under
Curriculum expectations		Key principals that underpin government advice on curriculum planning are: <ul style="list-style-type: none"> <li>• education is not optional: all pupils receive a high-quality education that promotes their development and prepares them for the opportunities, responsibilities and experiences of later life.</li> <li>• the curriculum remains broad and ambitious: all pupils continue to be taught a wide range of subjects, maintaining their choices for further study and employment.</li> <li>• remote education, where needed, is high quality and aligns as closely as possible with in-school provision: schools and other settings continue to build their capability to educate pupils remotely, where this is needed.</li> </ul>

Informed by these principles, DfE asks that schools and other settings meet the following key expectations if considering revisions to their school curriculum for academic year 2020 to 2021

Teach an ambitious and broad curriculum in all subjects from the start of the autumn term, but make use of existing flexibilities to create time to cover the most important missed content.

Aim to return to the school's normal curriculum in all subjects by summer term 2021.

Plan on the basis of the educational needs of pupils

Develop remote education so that it is integrated into school curriculum planning

Specific points for early years foundation stage (EYFS) to key stage 3

Specific points for Key Stages 4 and 5

When planning **music provision**, schools should consider additional specific safety measures. Although singing and playing wind and brass instruments do not currently appear to represent a significantly higher risk than routine speaking and breathing at the same volume, there is now some evidence that additional risk can build from aerosol transmission with volume and with the combined numbers of individuals within a confined space. This is particularly evident for singing and shouting, but with appropriate safety mitigation and consideration, singing, wind and brass teaching can still take place. Measures to take follow in the next sections.

- **Singing, wind and brass playing** should not take place in larger groups such as choirs and ensembles, or assemblies unless significant space, natural airflow (at least 10l/s/person for all present, including audiences).
- **Social Distancing** –schools should observe strict social distancing between each singer and player, and between singers and players, and any other people such as conductors, other musicians, or accompanists. Current guidance is that if the activity is face-to-face and without mitigating actions, 2 metres is appropriate.
- **Seating** - Pupils should be positioned back-to-back or side-to-side when playing or singing (rather than face-to-face) whenever possible. Position wind and brass players so that the air from their instrument does not blow into another player.
- Use **microphones** where possible or encourage singing quietly.
- Avoid **sharing equipment** wherever possible, if shared disinfect regularly (including cases, handles, chairs etc), and as always between users. Instruments should be cleaned by the pupils using them, where possible
- **Limit the handling** of music scores, parts and scripts where possible

**Remote Learning Expectations. Current guidance as of 14.01.2021 available [here](#)**

Although attendance will be mandatory from 8th March, schools will still be required by law to provide remote education to any pupils who need to continue to learn from home.

This includes, for example, where such guidance means that a class, group or small number of pupils need to self-isolate or that clinically extremely vulnerable children are to shield," the guidance states.

All such pupils not physically unwell should have access to remote education as soon as reasonably practicable, which may be the next school day.

	Catch-up support	<p>Government have announced a package worth £1 billion to ensure that schools have the resources they need to help all pupils make up for lost teaching time, with extra support for those that need it most. Government will set out how this funding will be distributed between individual schools shortly.</p> <p>Whilst headteachers will decide how the money is spent, the Education Endowment Foundation has published <a href="#">guidance on effective interventions to support schools</a>.</p> <p>Alongside this universal offer, we will roll out a <a href="#">National Tutoring Programme</a>, worth £350 million, which will deliver proven and successful tuition to the most disadvantaged and vulnerable young people.</p>
	Pupil wellbeing and support	<p>Pupils may be experiencing a variety of emotions in response to the coronavirus (COVID-19) outbreak, such as anxiety, stress or low mood. See <a href="#">DfE - Supporting pupil and student mental wellbeing</a> for</p>
	Behaviour expectations	<p>Schools should consider updating their behaviour policies with any new rules/policies, and consider how to communicate rules/policies clearly and consistently to staff, pupils and parents, setting clear, reasonable and proportionate expectations of pupil behaviour. Further details are available at <a href="#">Behaviour and discipline in schools</a>.</p>
	Inspection	<p>For state-funded schools, routine Ofsted inspections will remain suspended for the autumn term. However, during the autumn term, inspectors will visit a sample of schools to discuss how they are managing the return to education of all their pupils.</p>
	Primary assessment	<p>We recognise that pupils will have missed a critical period of their education due to lockdown in the 2019 to 2020 academic year. It is vital that we know the impact of coronavirus (COVID-19) on this cohort of pupils nationally, and can give support to schools that need it the most.</p> <p>We are, therefore, planning on the basis that statutory primary assessments will take place in summer 2021.</p>
	Exams	<p>For the summer 2021 exams, we recognise that pupils in years 11 and 13 will have missed a critical period of their education due to lockdown in the 2019 to 2020 academic year. It is vital that these pupils are able to catch up and access exams that lead to the qualifications they need to progress. We are, therefore, planning on the basis that GCSEs and A levels will take place in summer 2021 but with adaptations, including those which will free up teaching time. Ofqual will launch a consultation on proposed adaptations to exams shortly.</p> <p>There will also be an exam series taking place in autumn 2020. Following the cancellation of summer 2020 exams, the exam boards will be providing students with calculated grades (except in some exceptional cases) this summer, which students will use to move onto their next step.</p>

	Immunisations	As normal, schools should engage with their local immunisation providers to provide immunisation programmes on site, ensuring these will be delivered in keeping with the school's control measures. These programmes are essential for children's health and wellbeing and can also provide benefits for staff
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**This guidance has been written with reference to:**

Guidance on shielding and protecting people who are clinically extremely vulnerable from covid 19 – updated 02 December 2020

<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>

Protective measures for holiday and after-schools clubs, and other out-of-school settings during the covid19 outbreak – Updated 27.11.2020

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

Guidance for full opening@ schools updated 26 November 2020 <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Working safely during coronavirus (covid19) updated 26.11.2020 <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts>

New National Restrictions from 05 November 2020 <https://www.gov.uk/guidance/new-national-restrictions-from-5-november>

Guidance for full opening: schools – published 02 July 2020 <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Minimise contact and maintaining distance – examples from practice

<https://unitedlearning.org.uk/portals/0/unitedthinking/Examples%20of%20protective%20measures.pdf?ver=2020-07-03-192023-697>

Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak – updated 2 July 2020

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>

COVID-19: guidance for young people on shielding and protecting people most likely to become unwell if they catch coronavirus

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/withdrawn-covid-19-guidance-for-young-people-on-shielding-and-protecting-people-most-likely-to-become-unwell-if-they-catch-coronavirus>

Guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19 – updated 7 July 2020

<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>

Managing school premises during the coronavirus (COVID-19) outbreak – updated 07 July 2020 <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak>

COVID-19: cleaning in non-healthcare settings – updated 15 May 2020 <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Coronavirus (COVID-19): implementing protective measures in education and childcare settings Updated 1 June 2020

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

How schools can plan for tier 2 local restrictions – published 28.08.2020 <https://www.gov.uk/government/publications/how-schools-can-plan-for-tier-2-local-restrictions/how-schools-can-plan-for-tier-2-local-restrictions>

Guidance for full opening: schools <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> - updated 7 September 2020

What parents and carers need to know about early years providers, schools and colleges in the autumn term – updated 01 September 2020

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

Letter from PHE and NHS Test and Trace to school and college leaders [https://www.gov.uk/government/publications/letter-from-phe-and-nhs-test-and-trace-to-school-and-college-leaders](https://www.gov.uk/government/publications/letter-from-phe-and-nhs-test-and-trace-to-school-and-college-leaders/letter-from-phe-and-nhs-test-and-trace-to-school-and-college-leaders) - published 03 September 2020

Likelihood	Severity		1 Very Low	2 Low	3 Moderate	4 High	5 Critical
	Imminent	5	Low	Moderate	High	Critical	Critical
Frequent	4	Low	Moderate	High	High	Critical	
Occasional	3	Very Low	Low	Moderate	High	High	
Infrequent	2	Very Low	Very Low	Low	Moderate	Moderate	
Rare	1	Very Low	Very Low	Low	Low	Moderate	

Definition		
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Critical	Death, major injuries or ill health causing long term disability or absence from school/work	Stop Activity!
High Risk	Injuries or ill health causing short term disability or absence from school/work	Action must be taken to reduce risk before proceeding
Moderate Risk	Injuries or ill health causing no significant long term effects	Implement all additional precautions
Low Risk	Not likely to result in injury or ill health	Monitor and review on a regular basis
Very Low Risk		Monitor and review on a regular basis

I confirm that the above is a suitable and sufficient risk assessment based on current information.

The risk assessment will be reviewed on a regular basis and whenever anything relevant changes.

All relevant parties will be informed of the outcomes of this risk assessment.

Completed by Principal / Headteacher		Date: 24.02.2021
Name Natasha Lee	 Natasha Lee	
Assessed By:	Davina Nicholls	Date: 05.03.2021
Sign		
CEO Approval		Date:
Sign		
Date of Review		