

Ratified 14.05.20
Updated: 08.06.20
Updated: 29.06.20
Updated: 24.07.20
Updated: 20.08.20
Updated 07.09.20
Updated 21.09.20

Weston Point College COVID-19 Secure Risk Assessment. Written in consultation with staff and derived from “Safer Working” document 05.05.20 and Government/Dfe/HSE Guidance.

What is COVID-19?

COVID-19 is a disease caused by a new strain of coronavirus. ‘CO’ stands for corona, ‘VI’ for virus, and ‘D’ for disease. Formerly, this disease was referred to as ‘2019 novel coronavirus’ or ‘2019-nCoV.’ The COVID-19 virus is a new virus linked to the same family of viruses as Severe Acute Respiratory Syndrome (SARS) and some types of common cold.

What are the symptoms of COVID-19?

Symptoms can include fever, cough and shortness of breath. In more severe cases, infection can cause pneumonia or breathing difficulties. More rarely, the disease can be fatal. These symptoms are similar to the flu (influenza) or the common cold, which are a lot more common than COVID-19. This is why testing is required to confirm if someone has COVID-19.

How does COVID-19 spread?

The virus is transmitted through direct contact with respiratory droplets of an infected person (generated through coughing and sneezing). Individuals can also be infected from and touching surfaces contaminated with the virus and touching their face (e.g., eyes, nose, mouth). The COVID-19 virus may survive on surfaces for several hours, but simple disinfectants can kill it.

How can the spread of COVID-19 be slowed down or prevented?

As with other respiratory infections like the flu or the common cold, school health measures are critical to slow the spread of illnesses. This coronavirus is a novel agent whereby there is no immunity in the world’s population to the infection. The two main methods of preventing the spread of infection are hygiene measures and social distancing.

School measures which will become our everyday preventive actions will include:

- ❖ staying home when sick;
- ❖ Covering mouth and nose with flexed elbow or tissue when coughing or sneezing.
Dispose of used tissue immediately;
- ❖ washing hands often with soap and water; and
- ❖ Cleaning frequently touched surfaces and objects.

- ❖ Shielding vulnerable groups
- ❖ Promoting social distancing (a term applied to certain actions that are taken to slow down the spread of a highly contagious disease, including limiting large groups of people coming together).

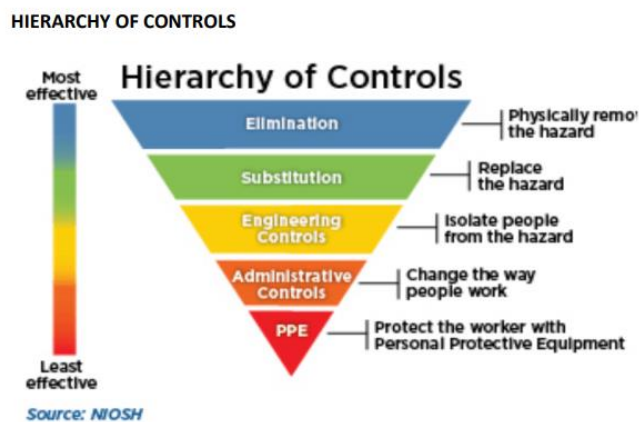
The protection of Young People and staff in our school is of paramount importance. Precautions are necessary to prevent the potential spread of COVID-19 in school; however, care must also be taken to avoid stigmatising students and staff who may have been exposed to the virus. It is important to remember that COVID-19 does not differentiate between borders, ethnicities, disability status, age or gender.

The risk of contracting COVID-19 can never be removed. During the current Government instructions issued 10.05 the likelihood of contracting COVID 19 remains calculated at a 4 on the NEBOSH matrix below. Each Young Person has their own personal Risk Assessment based on their circumstances.

Matrix

Severity	Likelihood				
	Extremely unlikely to occur	Unlikely (U)	Likely (L)	Very Likely (VL)	Highly Likely (Almost certain)
No injury or trivial (Minor injury) no time lost	1	2	3	4	5
Minor injury (MI) lost time less than three days	2	4	6	8	10
Serious injury (SI) lost time greater than three days	3	6	9	12	15
Major injury (MAI) lost time greater than seven days	4	8	12	16	20
Almost certain death. Disabling injury or fatality (DIF)	5	10	15	20	25

As a school we can put in place Administrative Controls to mitigate the hazard of COVID-19.



1.0 Our school will learn the latest facts understand information about coronavirus disease (COVID-19), including its symptoms, complications, how it is transmitted and how to prevent transmission. School will stay informed about COVID-19 through reputable sources

such as UNICEF, WHO the Government/DfE. School will be aware of fake information/myths that may circulate by word-of-mouth or online.

2.0 Our school will reinforce frequent handwashing and sanitation and procure needed supplies. Prepare and maintain handwashing stations with soap and water, and if possible, place alcohol-based hand rub (hand sanitizers) in each classroom, at entrances and exits, and near lunchrooms and toilets.

Signage will be displayed requesting frequent hand cleaning.

Staff will begin and end each lesson with hand sanitising.

3.0 Our school will clean and disinfect school buildings, classrooms and especially water and sanitation facilities at least twice a day, particularly surfaces that are touched by many people (railings, lunch tables, sports equipment, door and window handles, teaching and learning aids etc.) Internal non fire doors will be open at all times to ensure that contact is at a minimum.

4.0 Our school will implement social distancing and COVID secure hygiene practices that may include:

- All staff will wear masks during the school day
- Staggering the beginning and end of the school day
- Managing numbers on site by creating bespoke timetabling arrangements
- Cancelling external enrichment, sports games and other events that create crowded conditions
- When possible, create space for children's desks to be at least one metre apart
- Teach and model creating space and avoiding unnecessary touching
- Display signage encouraging social distancing
- Providing personal resource packs to ensure no contamination of pencils/paper etc.
- All marking will be done Monday am and post its will be used for feedback.

5.0 Our school will: Establish procedures if students or staff become unwell: Plan ahead with local health authorities, school health staff and update emergency contact lists. Ensure a procedure for separating sick students and staff from those who are well – without creating stigma – and a process for informing parents/caregivers, and consulting with health care providers/health authorities wherever possible.

School have been given 10 home test kits by the Government. Staff and students will be encouraged to get tested as quickly as possible if symptoms develop. Staff will be paid if the need to isolate or they are awaiting test results.

Any member of staff or Young Person who is sent home or refused admission due to displaying one or more COVID symptom will not be permitted to return until their test results come back.

6.0 Our school will: Promote information sharing: Share known information with staff, caregivers and students, providing updated information on the disease situation, including prevention and control efforts at school. Reinforce that caregivers should alert the school and health care authorities if someone in their home has been diagnosed with COVID-19 and keep their child at home (see 5.0).

7.0 Our school will: Adapt school policies where appropriate Develop flexible attendance and sick leave policies that encourage students and staff to stay home when sick or when caring for sick family members. Discourage the use of perfect attendance awards and incentives.

Identify critical job functions and positions, and plan for alternative coverage by cross-training staff. Plan for possible academic calendar changes, particularly in relation to breaks and exams.

8.0 Our school will: Monitor school attendance rigorously implement school absenteeism monitoring systems to track student and staff absence and compare against usual absenteeism patterns at the school. Alert local health authorities about large increases in student and staff absenteeism or non-engagement.

9.0 Plan for continuity of learning In the case of absenteeism/sick leave or temporary school closures, support continued access to quality education. This is added to the access plans for the Young People and can include

- Use of online/e-learning strategies
- Assigning reading and exercises for home study
- Radio, podcast or television broadcasts of academic content
- Assigning teachers to conduct remote daily or weekly follow up with students
- Review/develop accelerated education strategies

10.0 Address Mental Health/Psychosocial support needs Encourage children to discuss their questions and concerns. Explain it is normal that they may experience different reactions and encourage them to talk to teachers if they have any questions or concerns. Provide information in an honest, age-appropriate manner. Guide students on how to support their peers and prevent exclusion and bullying. Staff are aware of local resources for their own well-being. Work with school health workers/social workers to identify and support students and staff who exhibit signs of distress.

Regular well-being surveys and data gathered to inform access planning.

11.0 Support vulnerable populations Work with social service systems to ensure continuity of critical services that may take place in schools such as health screenings, feeding programs or therapies for children with special needs. Consider the specific needs of children with disabilities, and how marginalised populations may be more acutely impacted by the illness or its secondary effects. Examine any specific implications for Young People that may increase their risk, such as responsibility for taking care of the sick at home, or exploitation when out of school.

12.0 Our school should continue to be welcoming, respectful, inclusive, and supportive environment to all. Measures taken by our school can prevent the entry and spread of COVID-19 by students and staff who may have been exposed to the virus, while minimizing disruption and protecting students and staff from discrimination. No external visitors will be permitted to enter the school during the time this Risk Assessment is in operation. Where visitors are permitted see 13.0

13.0 External visits:

While the current guidelines are in place, visits from all external agencies, including parents must take place after 3.00pm once all Young People have left the school site.

All visitors will be required to undertake temperature checks and hand washing procedures. If the visit is “essential” then masks must be worn by all adult parties.

14.0 School Kitchen:

Full visor and plastic PPE will be worn by both kitchen staff. No entry to kitchen at all other than the two kitchen staff (at any time). Kitchen cleaned thoroughly at the beginning and end of each day.

Daily On site checklist for SLT:

1. SLT to wear masks at all times and to check that all staff are wearing masks on site
2. Promote and demonstrate regular hand washing and positive hygiene behaviours and monitor their uptake.
3. Ensure adequate, clean and separate toilets for girls and boys
4. Ensure soap and safe water is available at age-appropriate hand washing stations
5. Encourage frequent and thorough washing (at least 20 seconds)
6. Place hand sanitizers in toilets, classrooms, halls, and near exits where possible
7. Clean and disinfect school buildings, classrooms and especially water and sanitation facilities at least once a day, particularly surfaces that are touched by many people (railings, lunch tables, sports equipment, door and window handles, teaching and learning aids etc.)
8. Use sodium hypochlorite at 0.5% (equivalent 5000ppm) for disinfecting surfaces and 70% ethyl alcohol for disinfection of small items, and ensure appropriate equipment for cleaning staff
9. Increase air flow and ventilation where climate allows (open windows, use air conditioning where available, etc.)
10. Post signs encouraging social distancing, good hand and respiratory hygiene practices
11. Ensure trash is removed daily and disposed of safely
12. Staff to work in separate teams across school to ensure no cross contamination and potential exposure to COVID-19 Whole Staff “meetings” are to take place outside where large scale social distancing can be in operation.
13. Complete correct handover to care givers at the beginning and end of the day to ensure full communication of any health issues
14. Ensure temperature checks are logged on YP file securely.
15. Visitors not encouraged during school hours. Where visits take place ensure all checks made and visitors stay in new secure visit space.
16. Meetings to follow social distancing rules and be virtual where possible.
17. Make sure COVID safe questionnaire completed by all visitors and only supervised by SLT
18. Monitor wearing of PPE and staff in kitchen
19. Ensure PPE for kitchen staff is freely available



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