



School	Cheetwood Primary School	Date of Assessment	15/07/2021
Assessment Completed By	Barbara Oxton, headteacher		

Staying COVID Secure – Our Commitment

- ✓ We recognise the risk posed by Coronavirus (COVID-19) to our staff, pupils and their families. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.
- ✓ We will ensure, as far as is reasonably practicable, the Health, Safety and Wellbeing of our staff and pupils.
- ✓ We will share this Risk Assessment and its findings with employees and consult on its contents.
- ✓ We will continue to comply with all relevant Health and Safety Legislation.

Our Employees

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	Any employee or persons within their household that has coronavirus (COVID-19) symptoms , will not attend school. They should arrange to have a test .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff will be reminded that they should not attend school, even if they are feeling better, until they receive their test results.
02	Any employee who has tested positive for COVID 19 in the past 10 days should not attend school.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff will be reminded that they should not attend school, even if they are feeling better and will be supported during their time at home.
03	Any employee who develops COVID-19 symptoms during the school day will be sent home as soon as possible and should arrange to have a test .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff will be reminded that they should not attend school, even if they are feeling better, until they receive their test results.
04	An individual risk assessment will be completed for all staff that have characteristics that increase their potential risk from coronavirus (COVID-19), as set out in the COVID-19: review of disparities in risks and outcomes report . Sample assessment template provided by Directorate for Children and Education Services. CEV staff are no longer advised to shield.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All relevant staff individual risk assessments will be reviewed and updated regularly.



Our Pupils

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
05	Any pupil or persons within their household has <u>coronavirus (COVID-19) symptoms</u> , should not attend school. They should <u>arrange to have a test</u> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pupils/parents will be reminded that they should not attend school, even if they are feeling better, until they receive their test results and then asked to contact school before return for further advice.
06	Any pupil who has tested positive for COVID 19 in the past 10 days should not attend school.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pupils/parents will be reminded that they should not attend school, even if they are feeling better and will be given clear advice on the exact date of return.
07	Any pupil who develops COVID-19 symptoms during the school day will be sent home as soon as possible and should <u>arrange to have a test</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pupils/parents will be reminded that they should not attend school, even if they are feeling better, until they receive their test results and then asked to contact school before return for further advice.
08	Remote/distance learning contingency arrangements for all pupils should be maintained in line with any local Covid-19 outbreak.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Remote/distance learning contingency arrangements will be as outlined in the school's remote learning policy and remote learning offer document.

Our School

Asymptomatic Testing					
Ref	Control Measure	Y	No	N/A	Actions Taken
09	Rapid testing using Lateral Flow Devices (LFD)s will support the return to education in September by helping to identify people who are asymptomatic. Primary school staff can complete twice weekly tests at home.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	School has a Lateral Flow Testing risk assessment in place for the provision, supply and storage for home Lateral Flow Device Tests. The need for regular asymptomatic testing will be reviewed at the end of September.



Physical / Social Distancing in the Building					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
10	Although social distancing is no longer a legal requirement for staff and pupils, the headteacher still has a legal duty to ensure the health and safety of staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	When there is an increase in local Covid-19 cases, considerations will be given to ensuring social distancing amongst staff- e.g; <ul style="list-style-type: none"> • Staggering the use and limiting the occupancy of staff room, offices + other small working areas by employees and ensuring staff maintain social distancing • Ensuring maximum occupancy of each room is calculated so staff can maintain social distancing • Car sharing will be avoided where possible
11	n/a For specialist provision.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Infection Control, Cleaning and Hygiene Arrangements					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
12	Staff and/or pupils who are experiencing coronavirus (COVID-19) symptoms , will not attend school. They should arrange to have a test .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff/pupils/parents will be reminded that they should not attend school, even if they are feeling better, until they receive their test results and then asked to contact school before return for further advice.
13	Staff who experience symptoms as above whilst at work will go home as soon as possible and should arrange to have a test .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff will be reminded that they should not attend school, even if they are feeling better, until they receive their test results and then asked to contact school before return for further advice.
14	Pupils who experience COVID-19 symptoms will be collected from school/ setting as soon as possible. They will be kept 2m apart from all other pupils and staff whilst on site, where possible. If pupil needs direct personal care until they can return home, staff will wear gloves, an apron and a face mask. Eye protection will also be worn if deemed risk from coughing/spitting/ vomiting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Designated isolation area for pupils awaiting collection is outside the school office. Area will be sealed off and signage displayed. There will be thorough cleaning of that area once the pupil has been collected. PPE & cleaning materials all readily available in a central storage area (staffroom).



	Anyone who comes into close contact with someone with COVID symptoms must wash their hands. They will not need to isolate or get a test themselves unless they develop symptoms.				Pupils/parents will be reminded that they should not attend school, even if they are feeling better, until they receive their test results and then asked to contact school for further advice before return.
15	Parents of pupils with COVID 19 symptoms will be instructed to get their child tested. School has a small number of testing kits to provide to parents where it is uncertain they will get a test for their child or may struggle to get a test.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parents will be given explicit advice on the need to get their child tested and this will be followed up daily by school to ensure that this has happened. Advice will be given on next steps dependent upon the results of the test and the potential for infection of other household members.
16	Staff/ pupils who test positive for COVID 19 should self-isolate for 10 days. Close contacts should take a PCR test but do not need to isolate; they can continue to attend the school setting whilst they are waiting for their results (unless they develop symptoms).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff/pupils who test positive for COVID-19 will be advised accordingly for periods of self isolation, working from home (staff) and home learning (pupils). Close contacts in school awaiting test results will be advised accordingly.
17	Provision of hand-washing / hand-hygiene facilities at entrances and throughout school/setting. (Regularly monitored & maintained).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This control measure is well embedded. There are many handwashing facilities around the school building and some classrooms also have a sink. Soap has been specially manufactured for the school which is anti-bacterial, suitable for sensitive skin and has a moisturising element.
18	All staff and pupils are encouraged to regularly wash their hands with soap and water, especially upon arrival at school/setting, prior to eating, following break/lunch time and any other time deemed necessary (after coughs/sneezes). Small children and children with complex needs should continue to be helped to wash their hands properly.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As for 17 above. Regular handwashing will be incorporated into the timetable with additional support for pupils who require it. Each classroom has a clearly designated sanitising station with posters and instructions for effective hygiene.
19	Toilets and facilities will be cleaned regularly in line with the school's enhanced cleaning regime. Pupils will be encouraged to clean their hands thoroughly throughout the day	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As for 18 and 17 above. Enhanced cleaning schedule overseen and quality controlled by the school's site manager.
20	All staff and pupils are encouraged to cough / sneeze into tissues and dispose of these in appropriate waste disposal bins. (Catch it, Kill it, Bin it)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As for 19, 18 and 17 above.
21	Additional bins and increased emptying / replacement are provided / in-place.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Enhanced cleaning schedule overseen and quality controlled by the school's site manager.



22	All working areas within the building should be well-ventilated (Windows and Doors open) where safe and appropriate to do so.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Good ventilation will be achieved through natural measures at the school, as no mechanical ventilation is fitted:</p> <ul style="list-style-type: none"> • Opening windows (in cooler weather windows will be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). • Opening internal doors to assist with creating a throughput of air • Opening external doors if necessary, where safe to do so (fire evacuation/risk assessment will be amended). <p>To balance the need for increased ventilation while maintaining a comfortable temperature, the following will occur:</p> <ul style="list-style-type: none"> • Opening high level windows in colder weather in preference to low level to reduce draughts • Increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused) • Providing flexibility to allow additional, suitable indoor clothing <p>Heating will be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p>
22	A regular cleaning schedule should be maintained. This should include twice daily cleaning (using detergent and hot water followed by a chlorine based disinfectant solution) of all areas and equipment, with a particular focus on frequently touched surfaces (toilets, door handles, kitchen areas and associated equipment, water dispensers/ coolers, printers/ photocopiers, white boards & shared resources)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Enhanced cleaning schedule overseen and quality controlled by the school's site manager.
23	<p>Staff and pupils are provided with instructions on how to achieve effective hand-washing; for example in the form of posters, written guidance and videos clips etc.</p> <p>Increased frequency of toilet inspections and checks to ensure sufficient supplies of liquid soap are maintained.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Hand-Washing Guidance</p> <p>Hand-Washing Video</p> <p>Posters and effective hygiene instructions are displayed. Cleaning products are checked and replenished on a daily basis.</p>



24	Suppliers and Contractors advised if attending premises of infection control arrangements, no-access areas and expectations around personal hygiene.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safer working practices/code of conduct leaflet already in place from 2020/2021, which will be handed to any contractor to read and adhere to as they enter the site.
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Response to an Infection					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
25	Sufficient understanding and processes are in place to respond to a confirmed case of COVID 19 in school: <ul style="list-style-type: none"> - Those with symptoms book a test - Contact Public Health when become aware of a confirmed case (Public Health will also contact schools when they become aware of a confirmed case). - Complete On-Line MTAT form. - Public Health/ MTAT will then work with school to determine actions to be taken. - Outbreak management plan is implemented if requested in response to request from local Director of Public Health, Test and Trace or Public Health. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See Outbreak Management Plan Below
26	If an outbreak, school's Covid-19 outbreak management plan is implemented. Remote/distance learning contingency arrangements for all pupils will be maintained in case of school/ year group closure during any local COVID 19 outbreak.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See Outbreak Management Plan Below



Outbreak Management Plan					
<p>Outbreak Management Plan (OMP) outlines how the school will operate if additional measures are recommended for the school or the local area. The Director of Public Health, Public Health England Health Protection Teams or the Local Authority could recommend certain measures are re-introduced. This may happen to help manage outbreaks in schools, or if there is an “extremely high prevalence” of Covid-19 in the community and other measures have failed to reduce transmission, or as part of a package of measures “responding to a variant of concern”.</p> <p>N.B- THE FOLLWING CONTROL MEASURES WILL NOT BE PUT INTO PLACE UNLESS RECOMMENDED BY THE DIRECTOR OF PUBLIC HEALTH, PHE HEALTH PROTECTION TEAMS OR THE LOCAL AUTHORITY.</p>					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	<p>If there is significant concern that existing or recently introduced measures in an area have failed to mitigate community transmission, or that a more robust response is required to contain the outbreak of a VoC it may be necessary to limit the number of children and young people in education or childcare settings through attendance restrictions.</p> <p>ATTENDANCE RESTRICTIONS WILL ONLY BE CONSIDERED AS A LAST RESORT FOLLOWING THE DfE's 'CONTINGENCY FRAMEWORK' AND, IN COLLABORATION WITH PUBLIC HEALTH AND THE LOCAL AUTHORITY.</p>				<p>Ensure remote learning platform remains. Provision in place for key worker children attendance (as per national lockdowns).</p>
02	<p>When a variant of COVID-19 is classed as a variant of concern (VoC), DHSC will increase targeted testing in that area to help suppress and control any possible new cases and better understand the new variants.</p>				<p>Increased use of home testing for staff</p>
03	<p>Temporary re-introduction of year/class bubbles, for a temporary period to reduce mixing between groups.</p>				<p>Year/ class group bubbles re-implemented Staggered entrance/ exit times Use of different entrances Staggered/ limited use of communal areas- hall/ dining room etc. Follow risk assessments from 20/21</p>
04	<p>Temporary re-introduction of face coverings. In all cases any educational drawbacks in the</p>				<p>Face coverings worn by staff and visitors, in communal areas where 2m social distancing cannot be safely achieved (not</p>



	recommended use of face coverings will be balanced with the benefits in managing transmission and should allow for reasonable exemptions for their use.				applicable to pupils as of primary age).
05	Temporary re-introduction of shielding in the event of a major outbreak or variant of concern that poses a significant risk to individuals on the shielded patient list. SHIELDING CAN ONLY BE RE-INTRODUCED BY NATIONAL GOVERNMENT.				Individual risk assessments regularly reviewed and specifically in line with any updated government guidance regarding VoCs. Remote learning platform in place for pupils who are advised to shield.
06	Temporary limit to certain school activities, where applicable to the primary school curriculum: - residential educational visits - open days - transition and taster days - parental attendance in settings - performances in settings				Follow risk assessments from 20/21

Further Information via: Health and Safety Team
Internal Audit & Risk Management

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Completed by Head Teacher	BARBARA OXTON	Date of Completion	15/07/2021
Shared with Chair of Governors	PHILIP WOOLLEY	Date Shared	21/07/2021