

# **Risk Assessment B**

## **Covid 19 in School**

**Assessment carried out by Business Manager at Bromstone**

**Signed:**

**Date: July 2021**

**Date assessment was carried out: July 2021**

**Reviewed: tbc/upon receipt of further government guidance**

## Bromstone Primary School

This risk assessment has been drawn up from Government (Department for Education), and Local Authority (Kent County Council Return to School Guidance – All children) guidance using the HSE risk assessment format. It follows the operational guidance given in the Schools COVID-19 operational guidance – July 2021.

In the event that the school is instructed to implement it's Outbreak Management Plan then this risk assessment will be superseded by Risk Assessment A.

This risk assessment will not prevent children or staff with Covid 19 from entering the school. It is aimed at containing any confirmed cases and limiting any onward transmission.

This risk assessment is designed to help address the key aspects that will need to be considered throughout the school

This is a dynamic risk assessment and as such will be reviewed and updated as and when required.

The physical and mental health of our children and staff is of the highest importance.

Members of staff who are pregnant should consult this risk assessment as well as the Pregnancy and Covid 19 generic risk assessment and their own personal specific pregnancy risk assessment.

Please remember that all of this is subject to change in light of new government and local authority advice.

If you have questions or concerns, please speak directly to the Executive Headteacher.

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What are the hazards?	Who may be harmed and how?	What are we doing already to control the risks?	Current risk level	What further action do we need to take to control the risks?	Revised risk level
<b>Risk of spreading virus due to poor hygiene resulting in indirect transmission of the virus</b>	Pupils Staff Contractors Visitors  by contraction of virus	<ol style="list-style-type: none"> <li>1. Hand gel dispenser inside all classrooms as part of snuffle station</li> <li>2. Supplies of hand sanitiser maintained at an adequate level.</li> <li>3. Soap dispensers and re-fills in each classroom</li> <li>4. Hand washing sinks in each classroom, although 2 classrooms will have shared access to a sink in a shared area.</li> <li>5. Children hand wash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze</li> <li>6. Reminders how to wash hands properly – videos and posters</li> </ol>	Medium to low	No further action unless Outbreak Management Plan invoked	Medium to low
<b>Risk of infection due to lack of cleaning resulting in indirect</b>	Pupils Staff Contractors	<ol style="list-style-type: none"> <li>1. Regular cleaning of all parts of the school used on a daily basis unless</li> </ol>	Medium to low	No further action unless Outbreak Management Plan invoked	Medium to low

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<b>transmission of the virus</b>	Visitors  by contraction of virus	specified more frequently within this section. 2. Additional cleaner used every day for 4 hours to include spot cleaning of any area as required 3. Toilets to be cleaned twice per day			
<b>First aid/ill child</b>	Pupils Staff  by contraction of virus	1. All classrooms to have first aid kit 2. Initial first aid given by classroom staff if qualified 3. Office to be contacted by phone if the need for first aid for a child if classroom staff are unable to provide first aid. 4. Normal procedure for parent contact or escalation followed	Low	No further action unless Outbreak Management Plan invoked	Low
<b>Suspected Covid 19 case in pupil</b>	Pupils Staff Contractors  by contraction of virus by contraction of virus	1. Children showing signs of Covid-19 to be isolated in medical room. 2. Staff attending child in medical room to use PPE (apron/gloves/mask) if they are unable to remain 2 metres away 3. Social distancing to be observed 4. If child needs to use the toilet, the staff toilet should be	Low	No further action required	

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		<p>available and then taken out of service until it can be cleaned and fogged with normal cleaning products.</p> <p>5. Child to be collected by parents/carer and taken home for self-isolation. Siblings in the school to be sent home as well.</p> <p>6. If test is negative, child can return.</p> <p>7. If test is positive, advice will be sought from DfE to confirm who has to be asked to self-isolate for 10 days.</p> <p>8. Classroom to be deep cleaned and fogged.</p> <p>9. PHE, DfE and LA advice to be followed</p>			
<p><b>Increased risk of transmission of virus and other cold /flu related illnesses when school heating is in use.</b></p>	<p>Pupils Staff Contractors Visitors</p> <p>by contraction of virus</p>	<ol style="list-style-type: none"> <li>1. Heating in main block is thermostatically controlled centrally to maintain minimum and maximum temperature.</li> <li>2. Staff in each classroom to determine level of ventilation required to maintain comfortable temperature for children by closing windows and doors where appropriate.</li> <li>3. Where windows and doors are closed, these should be opened during break and lunch times to</li> </ol>	Medium	No further action required	

		<p>ventilate room before next classroom based session.</p> <ol style="list-style-type: none"><li>4. Classrooms that use air conditioning heating must have windows and doors closed when in use to preserve the filters and system hygiene and efficiency.</li><li>5. Each classroom with air conditioning heating can control their own temperatures and usage, but temperature levels should be kept to the minimum temperature that is comfortable to minimise risk of virus and other ailment transmission.</li><li>6. Air conditioning heated rooms should be ventilated by opening doors and windows at break and lunch times, but heating should be switched off first.</li><li>7. Year 5 mobile classrooms have their own wall mounted heaters. Staff to control these heaters to provide a comfortable temperature.</li></ol>			
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		<ol style="list-style-type: none"> <li>8. Year 5 staff in each classroom to determine level of ventilation required to maintain comfortable temperature for children by closing windows and doors where appropriate.</li> <li>9. Where windows and doors are closed, these should be opened during break and lunch times to ventilate room before next classroom based session</li> </ol>			
<p><b>Transmission of virus to members of staff due to handling of cash donations on charity fund raising events such as Children in Need, Sport Relief, Comic Relief etc.</b></p>	<p>Pupils &amp; Staff  by contraction of virus</p>	<ol style="list-style-type: none"> <li>1. Every class to have it's own small, labelled, collection bucket.</li> <li>2. Collection buckets available on each gate at start of day.</li> <li>3. All coin and note donations to be placed by parent or pupil in collection bucket.</li> <li>4. Pupils to use hand sanitiser if they have handled coins or notes immediately.</li> <li>5. Hand sanitiser to be available on each gate at start of the day for staff and pupils.</li> </ol>	<p>Low</p>	<p>No further action required</p>	

		<ul style="list-style-type: none"><li>6. All notes and envelopes with cash to be removed from collection buckets by staff wearing disposable gloves and placed in sealed plastic bags.</li><li>7. Coins in buckets to be soaked in a Milton cleaning solution for 24 hours before being counted.</li><li>8. Staff counting coins to use disposable gloves.</li><li>9. All cash to be banked using contract cash collection service.</li></ul>			
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Estimated Covid-19 life span on different surfaces	
Surface	Estimated maximum life span
Metal	5 days
Wood	4 days
Plastics	3 days
Stainless Steel	3 days
Cardboard	1 day
Copper	4 hours
Aluminium	8 hours
Glass	5 days
Ceramics	5 days
Paper	5 days
Food	n/a
Fabrics	1 day