



St Anne's RC Primary
'We Grow Together in God's Love'



Covid Risk Assessment updated September 2021

Created: 26.8.21 written in line with DFE guidance found [here](#) and Oldham Council Risk assessment AUGUST 2021

Shared with staff: 1.9.21

To be reviewed: 1.10.21

Issue	Actions to be taken
Mixing and bubbles	<p>From 1st September we will continue to group children as follows for most of the time as follows:</p> <ul style="list-style-type: none">EYFSKS1Lower KS2Upper KS2 <p>Where mixing is needed for the curriculum this can happen but kept to a minimum.</p> <p>Staff can cross bubbles to ensure delivery of broad and balanced curriculum but must ensure they do all they can to prevent spread of COVID.</p> <p>Break and lunch as follows until end of September when this will be reviewed</p> <p>Assemblies can take place face to face but in 'bubbles' or on google meet.</p>

		Class	Morning Playtime	Middays	Lunchtime 11.30-1.15pm	End of the day
	<p>All children arrive at school between 8.45am and 9am to the classroom doors.</p> <p>Register close at 9.05</p>	Nursery	N/A	Miss Booth Miss Whittaker Rahela M-W	11.30	<p>All children to be collected from school between 3.00pm and 3.10pm.</p> <p>Year 4 exit through KS2 door</p>
		Reception	N/A	Mrs Nolan	11.45	
		Year 1	10.30 - 10.45	Michelle Nicola	12.00	
		Year 2		Mrs McGrady		
		Year 3	10.15 - 10.30	Estelle Rahela (T/F)	12.30 rota	
		Year 4		Estelle		
		Year 5	10.45 - 11.00	Lisa	12.30 rota	
		Year 6		Adele		
Pick up and drop off	<p>We will continue to have one-way system around school. Enter at front gates near office and leave via the Nursery building gate. The gate to Balfour street will be closed.</p>					

	<p>Parents can drop off from 8.50-9.00 through classroom doors. Registers close at 9.05. Parents can collect from 3.00-3.10pm. All children exit through their doors as usual apart from year 4 who will exit on KS2 door to break up traffic outside KS2 classrooms</p>
Close contacts	<p>Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact.</p>
Self isolation	<p>Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> • they are fully vaccinated • they are below the age of 18 years and 6 months • they have taken part in or are currently part of an approved COVID-19 vaccine trial • they are not able to get vaccinated for medical reasons <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test.</p> <p>Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal.</p>
Face coverings	<p>If staff feel comfortable wearing face mask that is their discretion. If there is an outbreak, face covering maybe reintroduced in communal areas (see contingency plan) We will continue to promote parents to wear face coverings when entering the school building and it is optional for staff to wear when ,meeting with parents/visitors.</p>

<p>Prevention of spread</p>	<p>It is crucial we continue to promote good hygiene through frequent handwashing and hand sanitiser provided in all rooms in school. Staff should continue to build this into daily routines.</p> <p>Windows and doors to be left open as much as possible.</p> <p>Regular cleaning of handles, light switches etc to continue.</p> <p>Posters displayed throughout school to remind everyone of public health advice - including not to touch face (eyes, mouth, nose) with hands that are not clean.</p> <p>Sinks and toilets regularly sanitised and bins for tissues are emptied throughout the day.</p> <p>All staff to be responsible for cleaning down equipment, tables, areas that they use.</p>
<p>Positive cases</p>	<p>If any staff member or pupil present symptoms they MUST NOT come into school and book a PCR test even if you have had one or more vaccines.</p> <p>From 16th August family household do not need to self isolate if:</p> <ul style="list-style-type: none"> • they are fully vaccinated • they are below the age of 18 years and 6 months • they have taken part in or are currently part of an approved COVID-19 vaccine trial • they are not able to get vaccinated for medical reasons <p>However the person with confirmed case does. They must self isolate until the test results come back. If positive you must self isolate for 10 days (track and trace will advise)</p> <p>If you are isolating because of a positive test result but did not have any symptoms, and you develop COVID-19 symptoms within your isolation period, start a new 10 day isolation period by counting 10 full days from the day following your symptom onset.</p> <p>If you develop COVID-19 symptoms at any point after ending your first period of isolation you and your household should follow the steps in this guidance again.</p>

	<p>If a pupil is awaiting collection, they should be left in a room on their own (meeting room) if possible and safe to do so. A window should be opened for fresh air ventilation if possible. They will use a separate bathroom (disabled toilet). This bathroom and meeting room will be cleaned and disinfected with standard cleaning products before being used by anyone else. Appropriate PPE should also be used if close contact is necessary. Parents advised to avoid public transport where possible</p> <p>If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test will take place) or the child subsequently tests positive and the staff member is contacted by test and trace. Member of staff will wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people.</p> <p>Where a child, young person or staff member tests positive, school to send ‘warn and inform’ letter to possible close contacts (see Covid Contingency plan)</p>
Negative cases	<p>If staff or pupil test negative on PCR and they have no symptoms they can return to school.</p> <p>If your PCR test result is negative but you still have symptoms, you may have another viral illness such as a cold, flu or a stomach bug. You should stay at home until you feel well and for at least 2 more days if you have had diarrhoea or vomiting.</p>
Testing after isolation	<p>Anyone who has previously received a positive COVID-19 PCR test result should not be re-tested within 90 days of that test, unless they develop any new symptoms of COVID-19.</p> <p>If, however, you do have an LFD antigen test within 90 days of a previous positive COVID-19 PCR test, for example as part of a workplace or community testing programme, and the result of this test is positive, you and your household should self-isolate</p>
Asymptomatic testing	<p>Staff should continue to test x2 weekly on Lateral Flow test until the end of September when this will be reviewed.</p>

<p>Clinically vulnerable including pregnancy</p>	<p>Extra consideration given to people at higher risk and to workers facing mental and physical health difficulties. Those who are clinically extremely vulnerable are no longer advised to shield however school will continue to support these workers by discussing with them their individual needs and supporting them in taking any additional precautions advised by their clinicians.</p> <p>All clinically extremely vulnerable (CEV) children and young people should attend their education setting. Those who are CEV should continue to practice social distancing as much as possible and continue to take necessary precautions Separate risk assessment should be carried out for individuals who are CEV and concerns discussed with staff or parents of child</p>
<p>Mental health support</p>	<p>Regular line manager communication and up-to-date staff communications to keep staff informed of procedures / changes etc.</p> <p>Guidance available from Public Health England here - shared with all staff.</p> <p>Bereavement policy in place and followed where applicable.</p> <p>Access to Employee Assistance Programme and counselling on self-referral basis.</p> <p>Staff reassure children and young people on regular basis.</p>
<p>Communication</p>	<p>See Covid contingency plan Staff to be informed by whatsapp and notice board of positive cases Parents to be informed by Warn and Inform letter and text Governors to be informed by HT via email. Weekly updated communicated via briefings Open door policy for concerns CEV individual risk assessments to be reviewed when new guidance or in line with risk assessment Positive cases/ suspected positive cases to be communicated to COVID.trace@oldham.gov.uk</p>
<p>Remote education</p>	<p>Any child who is self isolating must have access to home learning through google classroom or via packs. Class teachers must organize this- see home learning policy</p>

FSM	Children who are self isolating and receive FSM should continue to do so. A text will be sent for families to collect meals daily from the office.
Educational visits	School trips can continue but staff must complete risk assessment at least 2 weeks before and include covid contingency plan- see EVC policy
After school clubs	Can continue. For this half term they will continue to be in bubbles but this will be reviewed end of September
Visitors/contractors to school	Contractors and visitors including Governors must complete COVID-19 screening form before entering premises. Where form suggest risk of infection, restrict access to building. A record of all visitors and contractors to the building will be kept Any visitors to the school asked to hand wash/hand sanitise on arrival and at appropriate intervals Meeting with contractors and governors to be held electronically/socially distanced where possible.
Children code of conduct	<ol style="list-style-type: none"> 1. I will continue to follow the one way system 2. I will not bring anything other than my PE Kit, packed lunch, bag, homework diary and reading book from home 3. I will tell an adult if I feel unwell 4. Follow good respiratory hygiene: coughing and sneezing into elbow or tissue (catch it-bin it-kill it); AND follow good hand hygiene – use soap and water for 20 seconds/ hand sanitiser throughout the day; 5. Always wash my hands every time I come in off the yard, every time I use the toilet, before I eat something. 6. Follow the Normal School Rules and behave well at all times to maintain the safety of myself and others; 7. Follow these expectations and know

Staff code of conduct	<ol style="list-style-type: none">1. Staff to have read the risk assessment and contingency plan and address any issues with SLT2. Staff will play their part to maintain a clean and safe environment: including immediately disinfecting surfaces and chairs if they have been touched by children; washing hands regularly and to teach children to do the same.3. Staff to stay away from school if suffering Covid symptoms and to promptly arrange a test, informing school of the result as soon as possible.4. Staff to continue to do LFD twice weekly until end of September when this will be reviewed5. Staff with any concerns about their health (or that of others) to declare this to the school management as soon as possible.6. Staff to give online provision for children who cannot attend school.7. Staff to provide a curriculum that meets the needs of each child's well-being, mental health and academic needs.8. Staff to provide well ventilated teaching areas as far as feasibly possible.9. Staff to immediately alert the school office to contact parents/carers if any child displays symptoms of COVID-19.10. Staff to continue our clear and consistent approach to rewards and sanctions for children as set out in the Behaviour Policy as well the expectations outlined in this agreement.

	11. Staff to communicate between home and school through notices, google classroom, tapestry, class Dojo, newsletters, text, email and the school website.
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