

General: Academy St James

Assessor: Helen Williams	Date: 27/08/2021	Activity September Reopening of Schools Risk Assessment 2021	Location: Academy St James
Standard of dress for activity (if relevant)		PPE required: Disposable Gloves, Aprons, Face masks, Goggles*	Other equipment used during activity: Cleaning equipment + household cleaning products

Activity/Task/ Risk From	Hazard	Persons at Risk	Existing Control Measures	S	L	R	Res	Further Control Measures required	Date further measures completed by
Students & staff with prior medical conditions deemed as 'Clinically extremely vulnerable'.	Persons with prescribed medical conditions and deemed as 'clinically extremely vulnerable' are more at risk from COVID19 effects, whenever community transmission rates are high.	Students / Staff	All CEV children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their GP or clinician not to attend. Further information is available in the guidance on supporting pupils at school with medical conditions. School leaders are best placed to determine the workforce required to meet the needs of their pupils. Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect	3	3	9	M	Where genuine confusion exists in determining whether a student or staff member is required not to attend school, a copy of the GP/clinician notification letter should be provided to the Headteacher; Ensure that key contractors are aware of the school's control measures and ways of working. When school is informed of a rise in community transmission rates to	

			<p>themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus.</p> <p>Staff in schools who are CEV should currently attend their place of work and follow DHSC guidance.</p> <p>We welcome your support in encouraging vaccine take up and enabling staff who are eligible for a vaccination to attend booked vaccine appointments where possible even during term time.</p>					<p>high, the academy will follow its outbreak management plan in conjunction with the local authority outbreak management plan. See link Outbreak-management-plan-Sep-21.pdf</p> <p>All staff encourage to consider take up of vaccinations available. GDPR compliant records to be maintained of vaccinated staff to assist with maintaining continuous education provision throughout the year.</p>	
Persons entering site with COVID19 symptoms	Transmission of COVID19 to the School community.	Students/ Staff/ Others	Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for	4	2	8	M	We will continue to encourage staff and regular contractors/visitors to test twice weekly at home until the end of September, when this will be reviewed. RA's to be checked by BDAT central team.	

			<p>example, they are required to quarantine).</p> <p>The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p> <p>Should the academy have 5 cases who could have mixed closely or 10% of pupils/children/students or staff who have mixed closely within a 10 day period, this may be viewed as a potential outbreak.</p> <p>Leaders must inform BDAT and the dedicated advice service who will escalate the issue to the local health protection team where necessary and advise if any additional action is required, such as implementing elements of the academy outbreak management plan.</p> <p>Contact to be made with the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to the potential outbreak.</p>				<p>At the start of the Autumn term, we will remind staff, students and parents of the main symptoms of covid 19 and the protocols of engaging with test and trace programme.</p> <p>The following control will be used in school to reduce transmission rates, promote staff wellbeing and boost confidence upon return</p> <p>Face Coverings Face Coverings are no longer advised for pupils, staff and visitors either in the classroom or in communal areas. Should individuals choose to continue to wear face coverings within the building this will be an acceptable practice as long as this doesn't impeded communication or discriminate against individuals. The use of</p>	
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								face coverings may have a particular impact on those who rely on visual signals for communication. Those who communicate with or provide support to those who do, are exempt from any recommendation to wear face coverings in education and childcare settings. Transparent face coverings, visors or shields should be worn as an alternative to opaque face coverings in such instances to aid communication, for example lip reading or allowing for full visibility of facial expressions when needed.	
COVID19 virus being accidentally brought onto the site and/or displays COVID19	Transmission of COVID19 to the school community	Students/ Staff/ Others	Ensure good hygiene for everyone. Hand hygiene: Frequent and thorough hand cleaning is now regular practice. Ensuring that pupils and staff clean their hands regularly, with soap and water or hand sanitiser.	4	2	8	M	Whilst awaiting Collection students should be isolated in a designated room, behind a closed door with the window	

<p>symptoms whilst at School.</p>			<p>Respiratory hygiene: The ‘catch it, bin it, kill it’ approach continues to be very important to us.</p> <p>The e-Bug COVID-19 website is used to access resources including materials to encourage good hand and respiratory hygiene.</p> <p>Use of personal protective equipment (PPE) Most staff in schools will not require PPE beyond what they would normally need for their work.</p> <p>Further guidance on the use of PPE in education, childcare and children’s social care settings provides more information on the use of PPE for COVID-19.</p> <p>Maintain appropriate cleaning regimes.</p> <p>We have put in place and maintain an appropriate cleaning schedule. School will have an extra cleaner for 2hrs a day cleaning access points. School will be sprayed every weekend with a fogging machine.</p> <p>The school is part of the UV filter trial in Bradford from Y1-Y6 to support clean air.</p>			<p>open, and appropriate adults supervision.</p> <p>Should anyone develop COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice.</p> <p>Any rooms they use should be cleaned after they have been collected.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>The household (including any siblings) should follow the PHE stay at home guidance for households with possible</p>	
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			<p>This includes regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.</p> <p>Keep occupied spaces well ventilated. School will maintain its one way system for drop off and pick up before and after school. It is important to ensure the academy is well ventilated and that a comfortable teaching environment is maintained. All areas have been assessed to identify any poorly ventilated spaces as part of the risk assessment and improvements to improve fresh air flow in these areas has been actioned.</p> <p>Mechanical ventilation systems have been adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. The systems have been adjusted to full fresh air or, if this was not possible, then systems will be operated as</p>				<p>or confirmed coronavirus (COVID-19) infection.</p> <p>Double vaccinated staff and visitors will no longer be required to self-isolate if they are contacted through NHS Test and Trace as a close contact of a positive COVID-19 case.</p> <p>Students under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.</p> <p>Instead, students who are contacted by NHS Test and Trace and informed they have been in close contact with a positive case will be advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p>	
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		<p>normal as long as they are within a single room and supplemented by an outdoor air supply. We will balance the need for increased ventilation while maintaining a comfortable temperature.</p> <p>Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</p> <p>All pupils, staff and other adults should follow public health advice on when to self-isolate and what to do.</p> <p>They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</p> <p>If a student becomes unwell with symptoms of coronavirus while in the school setting and needs direct personal care until they can return home. A face mask should be worn by</p>					<p>Staff students and visitors will be allowed to wear face coverings in crowded areas (non-teaching) to address any concerns they may have. Should case rates rise or in accordance with any updated guidance from (local) PHE officers, face covering use may be extended into classroom use.</p>	
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			<p>the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.</p> <p>Provide tests to student or staff to facilitate testing were this will improve likelihood of them getting tested.</p>						
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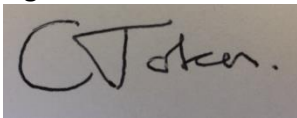
Travelling to and from school on public and/or dedicated transport.	Transmission of coronavirus through mixing of students outside of normal peer group.	Student	Face coverings will no longer be a legal requirement on public transport, but the government expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet.	4	2	8	M	Unnecessary risks such as overcrowding will be minimised through staff supervision and working with transport companies.	
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			<p>Face coverings will be worn by staff on school minibuses and students also encouraged to wear face coverings when on board.</p> <p>Windows and ceiling vents to be opened and remain open for the duration of the journey to maximise natural ventilation wherever possible.</p>					https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/dedicated-transport-to-schools-and-colleges-covid-19-operational-guidance	
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Wellbeing and anxiety mitigation for pupils and staff	Increase of stress or anxiety during this period	Students/ Staff	<p>The school has the following currently in place to support pupils at this time.</p> <ol style="list-style-type: none"> 1. Circle Time 2. Meet and Greet 3. School counsellor and Learning support team available for all pupils. 4. Website updated and all issues discussed with children and families 5. Daily worship to maintain school contact online or otherwise. <p>The school has currently the following in place to support staff at this time.</p>	3	3	9	M		
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			<ol style="list-style-type: none"> 1. Well-being Team and committee established. 2. Well-being days – 1 day per year 3. Absence and other persons discussed and understood. 4. Good communication between everyone. 5. Daily check ins by SLT on staff. 6. Well being notice board with key information on for support. 						
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<p>Educational visits and wrap around provision and extra-curricular activity.</p>		<p>Students/ Staff/ Others</p>	<p>When considering booking a new visit, whether domestic or international, we will ensure there is adequate financial protection in place.</p> <p>We will be aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit we will comply with international travel legislation and will have contingency plans in place to account for these changes as part of our standard educational visit policy.</p> <p>More information on planning in relation to extra-curricular provision will be in accordance with the guidance for providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children.</p>	3	3	9	M	<p>Monitoring of international travel guidance leading up to and during the planned visit.</p> <p>Risk assessments will refer to general guidance about educational visits which is available and supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).</p>	
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Assessment authorised by Headteacher			
Print Name: Christopher Tolson		Signature: 	Date: 27.8.21
RISK RATING SCORE	RESIDUAL RISK LEVEL	MANAGERIAL ACTION	RISK RESULT
1 - 5	L - LOW	Monitor, no action normally required	Acceptable = Risk Level & Controls Acceptable
6 - 10	M - MEDIUM	Attempt to improve controls so far as is reasonably practicable	
11 - 25	H - HIGH	Priority action to be taken to apply control measures	Not Acceptable = Risk Level & Controls Not Acceptable – Further Action Required
The Risk Assessment should be reviewed where circumstances change and/or at least annually. Significant changes will require a new risk assessment. For minor changes complete the boxes below. Attach additional Assessment Review Pages as necessary.			
Assessment Review			
Reviewed by:		Review date: Daily/ Weekly	Existing risk assessment valid? (Y/N):
Has the activity changed? (Y/N):	How:	New controls:	

Have new equipment or materials been introduced? (Y/N):	What:	New controls:
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