



## **Enable Trust Risk assessment full reopening/on-site provision - 8<sup>th</sup> March 2021**

### 1.1 [Schools Coronavirus \(Covid-19\) Operation Guidance February 2021:](#)

"From 8th March, all pupils should attend school. Secondary pupils will be offered testing." From W/b 15<sup>th</sup> March.

To prepare for this we need to:

- review and update where necessary, our health and safety risk assessments
- follow the published "system of controls" to minimise infection, addressing any risks identified including a plan for asymptomatic testing.
- have a contingency plan in place for outbreaks in school or changes in restrictions
- communicate any changes in processes to families

### 1.2 [Additional operational guidance for special schools, special post-16 institutions and alternative provision February 2021](#)

"Pupils and students who are self-isolating because they are following public health advice should not attend school or college. Those pupils and students who are clinically extremely vulnerable (CEV) are also currently advised not to attend whilst shielding remains in place. Any pupils or students not attending their setting should receive remote education".

### 1.3 [Public Health Advice](#)

"Implementing the system of controls, creates a safer environment for pupils and staff where the risk of transmission of infection is substantially reduced. The way to control this virus is the same, even with the current new variants."

### 1.4 Other relevant guidance

We have also considered and based our measures on the following government guidance:

- [DfE Guidance - Annex A: health and safety risk assessment](#)
- [Coronavirus: advice for pregnant employees](#)
- [Rapid asymptomatic testing in specialist schools March '21](#)
- [Safe working in education, childcare and children's social care](#)

Trust-wide Risk assessment full reopening/on-site provision in line with the Health and Safety Executive

Assessment updated for 8<sup>th</sup> March 2021 full re-opening

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p><b>Contact with someone suffering from Covid-19 – through either:</b></p> <p><b>(i) Staff or pupils attending school with symptoms or</b></p> <p><b>(ii) A person is identified as having C19 symptoms in school and can spread the virus</b></p>	<p>School community – staff and pupils via transmission of the disease</p> <p>School community</p>	<p>Staff and families to be sent current sent <a href="#">Government guidance</a> in writing which states that: those who have coronavirus symptoms, or who have someone in their household who does, do not attend the setting. This means pupils, their families and staff and their families.</p> <p>Adhering to the full suite of the “system of controls” to minimise risk.</p> <p>If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up.</p> <p>In the case of a symptomatic pupil who needs to be supervised before being picked up:</p> <ul style="list-style-type: none"> <li>• If a distance of 2m can’t be maintained, supervising staff will wear a fluid-resistant surgical mask</li> <li>• If contact is necessary, supervising staff will also wear</li> </ul>	<p><u>Regular reminders of the system of controls in communications</u></p> <p>Additional temperature testing in classes for staff and pupils to further mitigate the risk. Although not in DFE guidance we feel this further reduces risk to our school communities.</p> <p>Ensure identified isolation room remains available.</p>	<p>CEO, HTs</p>	<p>Already in place reviewed for 8<sup>th</sup> March but also ongoing</p>	<p>✓</p>
				<p>HTs to ensure all protocols for their school on website</p>	<p>New temperature check protocol / revision to be done at school level – HTs</p>	<p>HTs</p>
			<p>i) Engage with the NHS Test and Trace process.</p> <p>ii) Manage confirmed cases of coronavirus as directed by PHE</p> <p>iii) Contain any outbreak by following local</p>	<p>Staff, parents</p>		

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		<p>disposable gloves and a disposable apron</p> <ul style="list-style-type: none"> <li>• If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection.</li> </ul> <p>Supervising staff will wash their hands thoroughly for 20 seconds after the pupil has been picked up.</p> <p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance. This will include any resources/equipment used by the symptomatic person.</p> <p>If the school becomes aware that a pupil or a staff member has tested positive for Covid-19, the school will contact the <a href="#">local health protection team</a>. A rapid risk assessment to confirm who's been in close contact with the person will be undertaken and these people will be asked to self-isolate.</p>	<p>health protection team advice.</p> <p>Parents/carers collecting symptomatic children and staff who've developed symptoms at school will be advised to book directly online to arrange a PCR test.</p> <p>Families advised of guidance and how to obtain testing kits for family members.</p> <p>Bubbles can be locked down as needed</p>	<p>HT/ADFO</p> <p>HT/Staff Parents</p>		

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<b>Virus spread through transport process – driver, escort, mix of Bubbles</b>	A risk is that transport may reduce the effectiveness of the bubble system in school	<p>Send Transport list of pupils and bubbles and request where possible that pupils are transported in bubbles / maintain integrity of bubbles as far as possible.</p> <p>Parents/carers who need to drop off and pick up pupils will be told through messages and signage:</p> <ul style="list-style-type: none"> <li>• Their allocated drop off and collection times, with different groups being given different times</li> <li>• Procedures for arrival/collection to be organised within staff bubbles.</li> </ul>	<p>Request to transport with pupil and bubble info.</p> <p>Request that the dedicated school transport providers make sure their staff:</p> <ul style="list-style-type: none"> <li>• Undertake additional cleaning of school vehicles</li> <li>• Follow hygiene rules</li> <li>• Try to keep their distance from passengers where possible</li> <li>• Do not work if they or a member of their household are displaying coronavirus symptoms</li> </ul>	HTs	In place	✓
<b>Spreading infection due to contact and mixing between pupils and staff (inability to maintain social distancing)</b>	School community	<p>It is not possible to guarantee social distancing. However, we have planned measures that will reduce contact and opportunities for contact.</p> <ul style="list-style-type: none"> <li>• We are using a bubble system – keeping pupils in small groups that will not mix</li> <li>• Movement around the school site will be kept to a minimum however at NSS there is sufficient space for different bubbles to move around at the same time)..</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure that pinch points such as fire exit routes are not compromised.</li> <li>• Personal Emergency Evacuation Plans (PEEPs) up to date and copy kept in office and also on staff shared drive.</li> <li>• Reminders to staff and pupils that if the fire alarm is activated that they must exit by nearest exit</li> </ul>	Head, All Staff inc. Caretaker	Already in place and ongoing	✓

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		<ul style="list-style-type: none"> <li>• The emphasis is on keeping groups separate rather than social distancing in groups.</li> <li>• Keeping staff in bubbles. Use of separate staff rooms with different routes to get them and identified toilets to minimise mixing between bubbles,</li> <li>• Pupils will be kept in consistent groups based on their age and needs, while adhering to the usual staffing ratios.</li> <li>• Reducing contact through staggered transition times.</li> <li>• Social distancing measures and staggered staff room time (for accessing main staff room at Culverhill).</li> <li>• Class furniture is moved or placed in a position to reduce pinch points, ensuring that free movement is possible.</li> <li>• The reception and offices at New Siblands are closed areas other than in exceptional circumstances and at Culverhill limited to 4 people at any one time wearing face coverings (signage alerts staff to this).</li> <li>• Contractors required to visit the site for compliance checks or</li> </ul>	<ul style="list-style-type: none"> <li>• Avoid cross site contamination – staff to work at one site/school on a given day.</li> </ul> <p>OM /Caretaker will check contractor risk assessments before allowing entry into school.</p>			

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		<p>required repairs to visit out of schools hours, i.e. when pupils are not present except for emergencies.</p> <ul style="list-style-type: none"> <li>Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual (and will be working across sites). These staff will be advised to be rigorous about hand washing and respiratory hygiene. PPE guidance will apply and adherence to their own service control measures</li> </ul>				
<b>Virus is spread through contamination on surfaces</b>	School community	<p>Limit contact through staff and pupils remaining in their “bubbles”.</p> <p>System of controls, including:</p> <ol style="list-style-type: none"> <li>Clean hands thoroughly more often than usual.</li> <li>Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.</li> <li>Ensure enhanced cleaning practices are in place. Cleaning staff (supplemented by all staff throughout the day) will regularly clean frequently</li> </ol>	<ul style="list-style-type: none"> <li>Ensure bubbles are set and adhered to as much as possible.</li> <li>Ensure cleaning regime and products ordered to be highly effective.</li> <li>Monitor of standards of cleanliness with cleaning supervisors.</li> </ul> <p>Increased cleaning hours to be put in place from 8<sup>th</sup> March to enable enhanced cleaning to be undertaken.</p>	HTs  ADFO	Current and ongoing       From 8 <sup>th</sup> March	✓ Yes in operational plans

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		<p>touched surfaces using standard cleaning products such as detergents and bleach including:</p> <ul style="list-style-type: none"> <li>• Handrails</li> <li>• Classroom desks and tables</li> <li>• Bathroom facilities (including taps and flush buttons)</li> <li>• Door and window handles</li> <li>• Furniture</li> <li>• Light switches</li> <li>• Desks</li> <li>• Teaching and learning aids</li> <li>• Books and games and other classroom-based resources</li> <li>• Computer equipment (including keyboards and mouse)</li> <li>• Sports equipment</li> <li>• Hard toys</li> <li>• Telephones</li> <li>• Outdoor play equipment</li> </ul> <p>Items that need laundering (e.g. towels) will be washed regularly in accordance with the manufacturer's instructions, on the warmest water setting. These items will not be shared between children between washes.</p> <ul style="list-style-type: none"> <li>•Swimming pool at New Siblands continues to remain closed.</li> </ul>				





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		have Covid cleaning kits and PPE supplies.				
<b>Transmission of virus via incorrect disposal/treatment of waste</b>	School community	<ul style="list-style-type: none"> <li>• Locate waste bins in key strategic positions both in school buildings and in external areas that are in use in order that waste materials can be managed safely.</li> <li>• Daily emptying of bins.</li> <li>• Staff will wear protective gloves and wash hands/use hand sanitiser immediately after carrying out this activity.</li> </ul>		Caretakers	On going	✓
<b>Failure to maintain required staff levels for supervision and safety</b>	School community	<p>Staff levels to be checked daily and cover arranged via the Office and with SLT.</p> <p>Regular cover/casual staff to be used from bank of known staff where necessary and appropriate. If staffing levels fall to unsafe levels (either due to lack of expertise/training or numbers) bubble/class closures may need to be considered with pupils reverting to home learning. Pupil and staff safety will always be the main consideration.</p> <p>Staff anxiety and well-being issues being addressed through regular communications.</p>	<p>All employees of Enable Trust have been offered the Covid-19 vaccination and take up has been very high.</p> <p>All staff have been emailed information and guidance on voluntary home testing.</p> <p>All pupils will be offered two initial tests (where permission and self-administration is possible) Home testing kits will be available for all secondary pupils.</p>	Via School Office	Ready for 8 <sup>th</sup> March	✓

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		<p>Where there may be limited staff, the requirement to provide suitable first aid cover to all staff and students has been assessed with suitable first aid or paediatric first aid provided.</p> <p>Access to first aid facilities is maintained and the school suitably stocked with first aid sundries.</p>			From w/b 15 <sup>th</sup> March	



