

Outbreak management risk assessment

Public Health advice will be sought if 5 cases or 10% of people testing positive (from a close contact group) occur within 10 days of each other and/or a person is hospitalised by COVID-19

At that point, all or some of the restrictions below may be implemented.

Stage 1 restrictions may apply to specific classes where threshold has been met.

Below information outlines whole school measures if directed to implement these by Public Health.

Date	17th January 2022	Written by:	Louise Roberts - Headteacher
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Task being assessed		5 people or 10% of people in one close contact group that have mixed closely, have tested positive for COVID-19										
What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/monitored by whom?	Action/monitored by when?
				L	C	R		L	C	R		
Increased circulation of the virus in the local community	Children, staff and visitors	Contraction of COVID-19	Twice weekly testing is available nationally via 119 or from a	5	4	20	Re-introduction of twice weekly testing for staff on a Sunday and on a Wednesday.	3	4	12	HT	weekly

			local pharmacy				<p>Letter to parents appealing for them to undertake twice weekly testing at home and directing them to 119 or their local family to source tests.</p> <p>If requested to by CWAC Public Health, school will accommodate a testing centre on the school car park. The car park will be closed to cars and parents and staff will be directed to park on the road.</p> <p>Class teachers to consider which lessons could be taken outside including PE.</p>					
Increased circulation of the virus in the local community	CEV pupils and staff	Contraction of COVID-19	Currently shielding is paused. CEV persons are not subject to any additional controls unless advised by their consultant/ specialist	5	5	25	<p>CEV children may be advised to stay at home and engage in remote learning by their consultant/ healthcare professional. In this eventuality, remote learning will be provided in line with our remote learning contingency policy.</p> <p>CEV staff will meet with the headteacher who will</p>	2	5	10	HT	on advice from CWAC Public Health or at the point that national shielding is reintroduced

							review their individual risk assessment. Where possible, CEV staff will be advised to work from home.					
Mixing of children, staff and visitors	Children, staff and visitors	Contraction of COVID-19	No restrictions on pupils and staff mixing. Parents attend class events and assemblies. All meetings are held in person.	5	4	20	<p>All classes become a bubble, all assemblies take place on Zoom, all staff meetings and governors meetings take place on Zoom. Only essential visitors are allowed on site.</p> <p>All classes except Reception to eat their lunch in their classrooms. Bubble recreation areas re-introduced.</p> <p>All staff and visitors wear a face mask at all times within the building.</p> <p>Parents & staff to wear a face mask on site during drop off and pick up.</p> <p>Headteacher to communicate with staff via Zoom meeting (followed up via email) and to parents via letter (uploaded onto school website). A Zoom meeting for parents will also be offered by the</p>	3	4	12	HT	weekly

							headteacher. A telephone call will take place between the headteacher and Chair of Governors and all governors will receive and email updating them of the change to operating procedures.					
Poor ventilation	Children, staff and visitors	Contraction of COVID-19	Windows in all offices and classrooms are open at all times Windows in the hall, staff room and toilets are open at all times during building opening hours	5	4	20	Caretaker to air all classroom upon the opening of the building and at the end of the school day Classroom doors (excluding years 5 & 6) to be left open during break times and lunch times Main entrance door to remain closed during school hours and office to be closed to parents	3	4	12	All staff to implement, PM to monitor when undertaking bubble checks	weekly
Poor hand hygiene	Children, staff and visitors	Contraction of COVID-19	All staff and pupils must hand santise upon entry to the building, when changing	3	4	12	Desks to be cleaned before lunchtime each day Class teachers to ensure that all children are trained r to use good hand hygiene practises	2	4	8	class teachers	daily

			rooms and when coming in from outdoors. All staff and pupils to wash hands for 20 seconds with soap and water before eating				Class teachers to ensure that they have 4 set hand hygiene times in addition to before eating					
Positive case in an area of school	Children & staff	Contraction of COVID-19	If a positive case occurs, the classroom of that person will undergo additional cleaning	4	4	16	HT to arrange additional cleaning for the classroom within 24 hours of notification of a positive case (where the positive cases has been in the classroom in the previous 48 hours)	2	4	8	HT	within 24 hours of positive test result
Mixing with the public via school day trips and residential trips	Children, staff & public	Contraction of COVID-19	Residential visits and educational visits are currently permitted	5	4	20	All school trips will be suspended. School Business Manager to re-arrange trips or secure a refund under school insurance policy	1	4	4	SBM	When outbreak plan comes into force

School or bubble closure	Children	Loss of learning	Remote learning contingency plan in place	3	3	9	<p>Remote Learning Lead to hold a Zoom meeting for Reception & Year 1 parents and a Zoom meeting for parents of children in years 2-6 to explain the functionality and expectations for remote learning.</p> <p>RLL will allocate staff to make welfare calls and monitor the quality of remote learning and teacher feedback for the duration of the closure.</p> <p>SENCO will actively monitor personalised learning for SEND pupils.</p> <p>HT will keep governors informed of engagement levels.</p>	2	3	6	RLL	weekly
School or bubble closure	Children	Safeguarding issues resulting in harm	<p>RAG rating given to every child via wellbeing register</p> <p>Staff allocated weekly to</p>	3	4	12	<p>PM to brief all staff on the safeguarding contingency measures set out in our safeguarding policy 2021.</p> <p>DSL and Deputy DSL to be available via telephone and contact details to be shared on our school</p>	2	4	8	PM	weekly

			make telephone calls				<p>website via the news ticker.</p> <p>PM to re-assess the contact levels for each band and consider children who may require a weekly doorstep visit.</p> <p>Wellbeing concerns to be discussed at SLT meeting or with HT immediately if a referral to i-ART is necessary.</p> <p>One of the DSL/ Deputy DSL or DHT should be on site during school hours. If this is not possible, the headteacher will allocate duties to another senior leader and make staff aware of this.</p>				HT	weekly
Restricted access to school meals	FSM children	Missing a meal	Hampers are available for collection on a weekly basis for FSM who are isolating or in the event of a school or bubble closure	2	2	4	Parents will be made aware via letter and text of how they can order a food hamper.	1	2	2	SBM	when required and weekly in the event of school closure
Review date		24th August 2022 or as guidance changes				Signature			<i>L.Roberts</i>			

Health & Safety Staff Representative name	L. McIntosh
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Risk rating = Likelihood x severity of consequence

Severity of consequence	Catastrophe 5	5	10	15	20	25
	Significant 4	4	8	12	16	20
	Moderate 3	3	6	9	12	15
	Low 2	2	4	6	8	10
	Negligible 1	1	2	3	4	5
		Impossible 1	Remote 2	Occasional 3	Possible 4	Frequent 5
	Likelihood					