

## Gov. Guidance September 2021

- > Gov no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). This means that bubbles will not need to be used in schools from the autumn term.
- > As well as enabling flexibility in curriculum delivery, this means that assemblies can resume, and you no longer need to make alternative arrangements to avoid mixing at lunch.
- > Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas.

### Hygiene

#### > Hand hygiene

Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.

#### > Respiratory hygiene

The 'catch it, bin it, kill it' approach continues to be very important.

#### > Use of personal protective equipment (PPE)

Most staff in schools will not require PPE beyond what they would normally need for their work.

### Keep occupied spaces well ventilated

> During the day it is important to ensure that the school (classrooms) are well ventilated and that a comfortable teaching environment is maintained.

> Further steps to improve fresh air flow when holding events where visitors such as parents are on site, for example, school plays.

> Mechanical ventilation is a system that uses a fan to draw fresh air or extract air from a room. These should be adjusted to increase the ventilation rate wherever possible and that only fresh outside air is circulated.

> Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a good flow of air.

You should balance the need for increased ventilation while maintaining a comfortable temperature.

Social distancing measures have now ended in the workplace and it is no longer necessary for the government to instruct people to work from home.

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (GENERAL)

Hazard - What can cause harm	Required control measures	Comments	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Provide staff and children with suitable training, instruction, and guidance.	Huddle meetings. Children reminded at intervals on procedures and importance of procedures.	Yes

<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Increased system of work in relation to cleaning with particular attention to high contact areas: toilets, door handles, telephones, grab rails, IT and resources intended to be shared.	Daily deep cleaning regime established. Areas identified for Premises Manager and cleaners. Premises staff to receive training. Cleaning areas split into smaller areas to facilitate deeper cleaning.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Purchase and maintain stocks of PPE and Chemicals for cleaning.	Monitored by Premises Manager	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Soap dispensers and ant-bac gell dispensers checked at the start of each day. Regular checks to be made throughout the day to ensure adequate supply.	Cleaning staff at start and end of day.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Handwashing and use of gel techniques taught to all children. It may be necessary to supervise some children to ensure correct hand washing and use of gell procedures.	Chn regularly reminded concerning the washing of hands and use of gel.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Suitable and sufficient signage on prevention and rules in all internal or external areas, such as classrooms, corridors, toilets, Reception areas, access gates etc.	Signs in place to encourgae good hygiene.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Public Health Advice on Covid-19 handwashing – Catch it, Bin it, Kill it posters around school buildings.	Posters around school	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Inform parents of hygiene expectations and for the need to communicate this message in the home environment.	Letters sent to parents via school PING.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Identification of possible infection from non-staff adults.	Any adult (non-staff) that is in school for any length of time will be required to take a Lateral Flow Test.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Identification of possible infection amongst staff.	Staff to use Lateral Flow Test twice aweek and to inform the HT straight away should the test be positve. (To be reviewed by the Gov. at te end of September 2021)	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Procedures reviewed and put in place to close the school at short notice if staffing levels fall, safety cannot be assured or Government orders a lockdown.	Through SLT / Governor discussion	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	All contractors to provide a statement on how they will minimise the risk of Covid-19 while on school premiese.	Contractors are Risk Assessed before commencing work.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Contractors and visitors not to be allowed access beyond reception areas without suitable handwashing and any relevant PPE.	Signage on front door. Awareness of school staff. Contractors to wear face masks.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Parents and visitors to sign-in and wash or gel hands. Visitors to be monitored all the while upon the premises. Expectations explained to visitors.	Expectations given to parents and visitors. All visitors to wear a mask.	Yes

<b>Coronavirus</b> - COVID-19 procedures to ensure safety of all adults and children	SLT to make daily checks on guidance. New information cascaded to all stakeholders via established communication channels such as WhatsApp and PING.	Members of SLT not teaching.	Yes
<b>Coronavirus</b> - COVID-19 infection brought onto school premises	To ensure the possibility of 'Track & Trace' following Gov. guidance	A record will be kept of all visitors entering the school premises.	Yes
<b>Coronavirus</b> - COVID-19 infection brought onto school premises	Settings should restrict all visits to the setting to those that are absolutely necessary.	Only essential adults to be allowed through reception.	Yes
<b>Coronavirus</b> - COVID-19 infection brought onto school premises	Restrict community use of school premises. No external clubs.	No clubs or community use. This to be reviewed in accordance to PHE Guidance. Out-of-school activities can only operate if their primary purpose is providing registered childcare.	Yes
<b>Coronavirus</b> - COVID-19 infection brought onto school premises	Notification of authorities of school Covid status.	HT to complete education status form.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (CASE OF VIRUS IN SCHOOL)

Hazard - What can cause harm	Control measure options to minimise risk	Comments	All control measures complete? Yes / No
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	If a member of staff or child displays symptoms of Covid-19, the school will follow the guidance as outlined in the latest 'Schools coronavirus operational guidance'.	Lastest guidance September 2021	Yes
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	Staff report any suspected case immediately to the Head or SLT member who contact parents to collect the child. (May seek advice from NHS 111 and the Public Health England (PHE) team).	A member of SLT is always on site.	Yes
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	Child reported to the Head to be taken to designated area.	Meeting Room for isolation.	Yes
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	Parents informed immediately and asked to collect immediately and contact NHS on 111	Non teaching member of SLT.	Yes
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). Schools should contact the local health protection team.	Non teaching member of SLT.	Yes
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	In case where family cannot be contacted and child collected - keep child in isolation room. PPE to be worn by staff member (non vulnerable) tending to child. All government guidance to be followed.	Meeting Room to be used as isolation room. Member of staff to wear PPE. Vulnerable staff identified.	Yes
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	Rubbish which may have been contaminated: all waste that has been in contact with the individual – including tissues should be put in a plastic bag and tied, then placed in another plastic bag and tied. The bag should be marked and stored in a safe place until results are available.	Procedures followed. Advice obtained. Rubbish sealed in yellow hazard binbag.	Yes
<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	If the test results are negative, rubbish to be put with normal waste. If positive, to follow the advice of PHE.	Follow advice of PHE.	Yes

<b>CORONAVIRUS</b> - Spread of the COVID-19 virus due to suspected or confirmed.	Child returning to school after home case of Covid	If HT is concerned about the return of a child after a positive case, the HT can make the decision to refuse the return.	
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## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (ENTERING SCHOOL)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Staff: to enter premises through front door and to immediately sanitise hands. Key pad to be cleaned throughout day.	Staff aware of entry point into school and procedures upon entering.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Children: Specific entrances for each year group into school identified.	Staff, children and parents made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Staggered start times and different entry gates.	Staff, children and parents made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Parents to remain outside marked area. Parents are NOT to enter the school building to bring their children into class. This will be carefully monitored.	Staff, children and parents made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Children to wash or gel hands on entry to school.	Staff to supervise	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Items from home limited only to essentials identified by the school.	Children to be informed of what they need.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	YrR, Yr1, Yr2 > Children brought to outside door of classroom by ONE parent through Minnow's gate. Yr3, 4, 5 & 6 chn come and go via the Cheal Close gates (staggered times).	Staff to supervise children entering school. Parents to be notified.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Children who are late for their allocated arrival time will need to go to the front entrance of the school and wait outside until all children are settled before being escorted into class.	Staff to supervise. Parents to be notified.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (EXITING SCHOOL)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	YrR, Yr1, Yr2 > Children collected from outside door of classroom by ONE parent through Minnow's gate. Yr3, 4, 5 & 6 chn come and go via the Cheal Close gates (staggared times).	Staff, children and parents made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Gates to be opened at specific time and closed soon after.	Staff, children and parents made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Parents to remain outside marked area. Parents are <b>NOT</b> to enter the school building to collect children.	Staff, children and parents made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection brought home to families	Children leaving school wash or gel hands.	Staff to supervise.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Children and parents to leave school vicinity straight away upon children being released. <b>NO</b> congregating allowed on school premises.	Parents to be informed.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Late collection children to wait spaced outside adhering to 2 metre rule.	Staff, children and parents made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Children not being collected by an adult must be reminded of social distancing.	Y6 children to be reminded the importance of social distancing by class teacher.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (CLASSROOM SCHOOL)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
Coronavirus – COVID-19 infection spread on the school premises	Surfaces should be clear to allow a high level of cleaning. The regular cleaning of soft toys and articles hard to clean must be considered.	Staff must be vigilant about this maintaining clear surfaces.	Yes
Coronavirus – COVID-19 infection spread on the school premises	Staff to ensure effective use of hand washing and gel techniques and to monitor as necessary each time handwashing takes place.	Children to be reminded by staff and supervised.	Yes



## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (CLASSROOM SCHOOL)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Teachers and teaching assistants monitor the visible health of children. Follow procedure for COVID-19 in school if symptoms shown by anybody within the group.	Staff to follow procedures if a child shows any symptoms.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Teach the importance of the government advice on catch it, bin it, kill it. Tissues to be put in lidded bins.	Children to be made aware by class teacher.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Classrooms should be kept as clear of unnecessary items as possible to allow for thorough cleaning. Surfaces will be kept cleared and uncluttered.	This to be constantly monitored by all staff.	Yes
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Classrooms should be well ventilated - doors and windows should be left open when at all possible.	Responsibility of class teacher.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Queuing in corridors will be avoided	Coinsideration for the movement of children around the school	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	YrR, Yr1, Yr2 children to have named school waterbottles and washed daily in school. Yr3, Yr4, Yr5, Yr6 children to bring in own NAMED waterbottles	Children and parents to be notified. Children to be instructed in use.	
<b>Coronavirus</b> – COVID-19 infection spread on the school premises	Disinfecting of toys and other play equipment which children are in regular contact with at the end of each day or between groups.	Antibac to be available in all classrooms.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (Children's mental health consideration)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> - Extended time away from school	Main focus to be identified > helping children to settle back into school.	Chn will be monitored closely as the term progresses and supportive intervention given when required.	Yes

<b>Coronavirus</b> - Extended time away from school	Children supported from families severly effected by Covid-19	Staff to idenitfy children from 'stressed' families and support implemented	Yes
<b>Coronavirus</b> - Extended time away from school	Children's anxieties and worries.	To encourage children to talk, to listen, to share. Have regular open discussions	Yes
<b>Coronavirus</b> - Extended time away from school	Classroom environment> consideration to ensure that classroom environmnet is not too overwhelming.	Classrooms not cluttered, muted colours.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (BREAK TIME)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Break times to be staggered	Rota in place for breaktimes.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting through lack of social distancing	Each group to have a separate place to play: upper playground, lower playground, field split into two and Reception area.	Staff and children to be made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Restricted equipment to be used at playtime. Each bubble will have their own assigned equipment which will not be shared between bubbles.	Staff and children to be made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Monitored use of adventure playground, climbing wall.	Large playground equipment to be rotered. Bubbles timetabled. Time left standing between bubble use.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Hand washing / gel on return into school.	Staff to supervise.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Should a child require first aid for an injury, as much of the guidance should be followed including handwashing, non touching of face etc. PPE should be used if unsure.	Staff to follow procedures when supporting injured child.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	In cases of wet weather - children should still be taken outside to play at some point. Wet breaktimes: children are to stay within their class bubbles.	Weather dependent.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (TOILETS)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Hand washing must take place before leaving the toilet area.	Children instructed.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Signs will be in place regarding hand washing and drying.	These to be in place before children arrive into school.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Use of hand driers. Gov has stated hand driers are safe to use.	Chn must use hand driers correctly. Hands must be dry before leaving drier.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Soap and hand sanitizer will be checked regularly and replenished as necessary.	Checked daily by cleaning staff.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (LUNCH)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Planning with catering staff as to how best to serve the hot meals to Rec. / KS1 and the KS2 FSM.	School staff and Chartwells staff to work together in serving meals maintaining social distancing.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Children enter hall and sit at the tables (according to Lunchtime staggered timetable). They will then be directed to line up at the serving table standing on the lunchtime spots.	Staff & children directed. Social distancing spots put onto the floor.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Children do not collect their own cutlery, cups or desserts. These will be ready on the tables when the children come into lunch.	Staff & children directed.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	All children to wash hands as per government guidelines before eating.	Staff to supervise	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Packed lunch & KS2 FSM: children to eat meals in their allocated learning rooms in their allocated places or outside if practical. The hall will be used for Rec. & KS1 hot meals only.	Children will be made aware of where they are to eat by their class teacher.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	In cases of wet weather - children should still be taken outside to play. Wet breaktimes: children are to stay within their own class bubbles	Weather dependent.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Monitored use of adventure playground, climbing wall.	Large playground equipment to be rotered. Bubbles timetabled. Time left standing between bubble use.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Hand washing or gel on return into school.	Staff to supervise.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Should a child require first aid for an injury, as much of the guidance should be followed including handwashing, non touching of face etc. PPE should be used if unsure.	Staff to follow established procedures.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (USE OF RESOURCES)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Electronic resources, such laptops, keyboards, mice will be cleaned thoroughly after use.	Antibac available in classrooms.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Each classroom will have access to tissues, a lidded bin, anti-vac gel, soap and water.	Classes equipped and monitored by cleaning staff.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Each classroom will be provided with disinfectant spray and gloves in cases where a pupil sneezes or coughs on equipment.	Classes equipped and monitored by cleaning staff.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	All resources will be cleaned before school with particular focus on surfaces that are touched by multiple people such as photocopiers, light switches, telephones, door handles etc.	Cleaning staff instructed. Premises Manager to monitor.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Staff and children will make every effort to ensure they have washed or gelled their hands (following the handwashing guidance) if touching surfaces others might touch.	Staff and children regularly reminded.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (EMERGENCIES)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Fire</b> – unable to ensure building has been cleared in an emergency	Usual school fire evacuation procedures will be followed	A member of SLT on site at all times.	Yes
<b>Fire</b> – Staff not knowing what to do in an emergency	Fire drill will be conducted soon after the children return in September	New fire points for each group.	Yes
<b>First Aid</b> - Insufficient number of 1 <sup>st</sup> aiders - Unable to provide 1 <sup>st</sup> aid to staff	Check the school has sufficient number of 1 <sup>st</sup> aid trained staff to operate safely.	All staff are first aid trained	Yes
Ensuring hygiene is available.	All hot and cold water sources are checked regularly to ensure they are working correctly. Where they are not, repairs are undertaken or an alternative supply identified. In complete failure, the school will close.	Premises Manager to be notified.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (COMMUNICATION)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	All parental communication by telephone or electronically including issues during the day. Limit home-school books.	Staff to made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Parents are updated regularly on expectations, timings, changes, curriculum, marking etc.	Letter to go out to parents informing them of any changes to procedures.	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Staff communication will take place electronically via staff WhatsApp, emails or staff meetings.	Electronic communications in place	Yes
<b>Coronavirus</b> – COVID-19 infection brought onto school premises	Movement of items between school and home prioritised.	Chn are not to bring items from home into school. Learning prioritised to Reading books / Reading log books / reading packs / Home Learning.	Yes



## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (STAFF WELL-BEING)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
Negative short and longer term effect on staff mental well being	Put in place measures to check on staff wellbeing (including for leaders)	SLT and Governors to monitor staff mental wellbeing.	Yes
Negative short and longer term effect on staff mental well being	Staff wellbeing to be supported by being encouraged to share concerns with SLT.	SLT to make regular informal discussions with staff.	Yes
Negative short and longer term effect on staff mental well being	SLT to offer general support and discussion opportunities to allay concerns and maintain moral.	SLT to make regular informal discussions with staff.	Yes
<b>Coronavirus</b> – COVID-19 infection seriously impacting on health of staff member	Any members of staff with underlying health issues or those within vulnerable groups should make their condition known to the Head.	Staff made aware of importance. Those who are CEV are no longer advised to shield (Sept 2021).	Yes
<b>Coronavirus</b> – COVID-19 infection seriously impacting on health of staff member	Vulnerable staff should seek and act on the advice of their GP/Consultant/Midwife/PHA or current government advice.	Staff made aware.	Yes
<b>Coronavirus</b> – COVID-19 infection seriously impacting on health of staff member	Staff to wear masks at their discretion. It is not mandatory as Government directed.	Staff made aware	Yes
<b>Coronavirus</b> – COVID-19 infection seriously impacting on health of staff member	Safe wearing and removal of face masks to avoid contamination / spreading of infection.	Staff made aware of the process for when face coverings are worn in school and how they should be removed.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (children WITH SEND/HIGH NEED)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Specialists, therapists, clinicians and other support staff for pupils with SEND should be allowed on-site interventions as usual.	DBS checked. Adults to wear face masks while on premises.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Identify vulnerable children e.g. with underlying health conditions that may be affected by the current threat	School to work with parents of identified children to create a risk assessment to ensure the child's safety in school.	Yes
Increased risk of COVID-19 spread for children with EHCP or SEND difficulties.	Individual behaviour plans/ provision maps to be updated where possible.	School to work with parents of identified children to create IBPs / ILPs	Yes
Negative short and longer term effect on pupil mental well being	Holistic approach to the provision for EHCP/SEND children, as well as supporting their emotional needs.	Children to be identified and intervention plans put in place. Staff to be informed of needs.	Yes
Increased risk of COVID-19 spread for children with EHCP or SEND difficulties.	Needs will be met extra to the Behaviour Policy taking into consideration the mental health issues of the children.	Children identified who need extra emotional and behaviour support.	Yes
Increased risk of COVID-19 spread for children with EHCP or SEND difficulties.	Ensure that staff maximise use of de-escalation strategies	Staff reminded of strategies and Solution Focused Thinking.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (PARENTS)

Hazard - What can cause harm	Control measure options to minimise risk	List actual control measures implemented	All control measures complete? Yes / No
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Ensure the school has up-to-date contact numbers	Office staff to ensure.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Regular communication to help parents understand timings, groups, curriculum etc.	Regular letters to go out to parents keeping them up-to-date.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Ensure children do not bring items from home to school except those items already aged upon.	Staff to monitor. Parents to be informed of procedures.	Yes
<b>Coronavirus</b> – COVID-19 infection transmitting among premises users	Adhere to all school guidance for entering and exiting school	All adults and children to be instructed on guidance.	Yes

## SHOREHAM BEACH PRIMARY - COVID-19 RISK ASSESSMENT (Important points from Gov. Guidance)

There cannot be a 'one-size-fits-all' approach where the system of controls describes every scenario. School leaders will be best placed to understand the needs of their schools and communities, and to make informed judgments about how to balance delivering a broad and balanced curriculum with the measures needed to manage risk.
Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves.
Governing boards and school leaders should have regard to staff (including the headteacher) work-life balance and wellbeing.
Supply staff and other temporary workers can move between schools.
For pupils in key stages 1 and 2, school leaders are expected to prioritise identifying gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics).
Music, dance and drama should be a part of the curriculum as it builds pupils' confidence and supports their wellbeing.
Transitional, taster and open days: these are permitted. A thorough risk assessment must be made to ensure that they are run in line with the school's system of control and within Government guidance.
Educational visits (from 12th April 21) / residentials (from 17th May 21) incl. Guidance Sept 2021: these are now recommended. All off site visits must include how children and staff are made safe from contracting Covid in the Risk Assessment.

## SHOREHAM BEACH PRIMARY - COVID-19 - Contingency Plan

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- 1) Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are in close contact of someone with COVID-19.
  - 2) All staff to continue to test twice a week (LFT).
  - 3) 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. They do not need to wear a face covering within the school.
  - 4) Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures.
  - 5) **When an individual develops COVID-19 symptoms or has a positive test**
    - > 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 due to the risk of them passing on COVID-19.
    - > If anyone in school develops COVID-19 symptoms, however mild, they will be sent them home and they should follow public health advice.
    - > If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air/ventilation if possible. Appropriate PPE should also be used if close contact is necessary.
  - 6) Staff with a positive LFD test result should self-isolate at home and arrange a PCR test as quickly as possible. Whilst awaiting the PCR result, the individual should continue to self-isolate.  
If the PCR test is negative, it overrides the self-test LFD test and the staff member can return to school, as long as the individual doesn't have COVID-19 symptoms.
  - 7) If a pupil or staff member is admitted to hospital with COVID-19 the school will seek advice. (DfE helpline 0800 046 8687 (option 1))
  - 8) If the number of positive cases substantially increases extra action will need to be taken. This is because it could indicate transmission is happening in the school environment. The thresholds, detailed below, will be used as an indication for when to seek public health advice.  
For most education and childcare settings, whichever of these thresholds is reached first:
    - 5 children or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or
  - 9) School will identify groups that have been in close proximity to those testing positive for Covid-19.
  - 10) Should thresholds be reached school will review and reinforce the testing, hygiene and ventilation measures.
  - 11) If a child or adult receives a positive PCR test then they must isolate for 10 days following Public Health guidance.