



## Risk Assessment and Outbreak Management Plan

<b>Location / Site</b>	Hart Plain Junior School
<b>Activity / Procedure</b>	September 2021 Opening
<b>Assessment date</b>	1.9.2021
<b>Latest update</b>	24.1.2022

Contingency framework: education and childcare settings - August

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1011704/2021\\_0817\\_Contingency\\_Framework\\_FINAL.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/2021_0817_Contingency_Framework_FINAL.pdf)

Updated November:

<https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings>

### **Prevention**

You must always:

- Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.
- Ensure everyone is advised to clean their hands thoroughly and more often than usual.
- Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.
- Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
- Keep occupied spaces well ventilated.

In specific circumstances:

- Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.
- Promote and engage in asymptomatic testing, where available.

### **Response to any infection**

You must always:

- Advise Public Health team when thresholds are met and then follow local health protection team advice.

### **Hart Plain Junior School Response:**

#### **Prevention**

**Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.**

School will follow current DFE/PHE guidance in minimising contact with individuals who become unwell with covid-19 symptoms. School will ensure all staff are aware of guidelines around self-isolation and non-attendance during these circumstances. School will follow guidance in relation to supporting children who are showing Covid-19 symptoms.

#### **Prevention**

**Ensure everyone is advised to clean their hands thoroughly and more often than usual.**

<b><u>Identify hazard</u></b>	<b>Risk of spreading virus due to poor hygiene</b> resulting in indirect transmission of the virus
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<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ul style="list-style-type: none"> <li>• Hand gel dispenser in all classrooms</li> <li>• Hand gel order in large quantities</li> <li>• Handwashing reminders including in assembly on the first day.</li> <li>• Extra soap dispensers and re-fills in each classroom and stairwells</li> <li>• Children hand wash on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze</li> <li>• Washing hands posters in all washing areas</li> <li>• Hand sanitiser available in each classroom</li> <li>• Reminders how to wash hands properly – videos and posters</li> <li>• Procedure agreed for children to wash hands so thorough hand washing</li> <li>• Anti-bacterial wipes available to staff</li> <li>• Enhanced cleaning rota in place, including cleaning frequently touched surfaces often</li> </ul>			
<b><u>Level of risk following control measure - Medium</u></b>			

## Prevention

Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.

<b><u>Identify hazard</u></b>		<b>Risk of infection due to lack of respiratory hygiene</b> resulting in indirect transmission of the virus	
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ul style="list-style-type: none"> <li>• Bins in every class and tissues.</li> <li>• Hand sanitiser and washing stations in every class.</li> <li>• Pupils reminded of the 'catch it, bin it, kill it' approach.</li> </ul>			
<b><u>Level of risk following control measure - Medium</u></b>			

## Prevention

Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.

<b><u>Identify hazard</u></b>		<b>Risk of infection due to lack of cleaning</b> resulting in indirect transmission of the virus	
<b>Existing level of risk</b>		Consider current level of risk	

HIGH	MEDIUM	LOW	NEGLIGIBLE
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ul style="list-style-type: none"> <li>• All surfaces, handles, toilets and shared equipment will be cleaned daily in the evening</li> <li>• Cleaning checklist in place</li> </ul>			
<b><u>Level of risk following control measure - Medium</u></b>			

## Prevention

6) Consider how to minimise contact across the site and maintain social distancing wherever possible.

<b><u>Identify hazard</u></b>		Transporting Children - resulting in direct transmission of the virus	
<b>Existing level of risk</b>		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>These control measures are to encourage space between adults where possible.</p> <ul style="list-style-type: none"> <li>• Any transporting vehicles (minibuses/car) will be cleaned before and after use</li> <li>• Children and adult will need to sanitise before entry</li> <li>• HSLW will only transport children from one family at a time</li> <li>• Sterilising fogger to be used where appropriate.</li> </ul>			
<b><u>Level of risk following control measure - Medium</u></b>			

## Prevention

Keep occupied spaces well ventilated

<b><u>Identify hazard</u></b>		Staff needing to keep external doors open for additional ventilation with seasonal change in temperature - resulting in reduction of temperature in school	
<b>Existing level of risk</b>		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ul style="list-style-type: none"> <li>• Windows to be kept open</li> <li>• External doors to now have the option to be closed following reduction in outside temperatures – teachers discretion</li> <li>• Heating system to be extended and temperature raised in order to counteract the effect of the windows being open</li> </ul>			

- Classroom temperatures to be checked regularly throughout the week, once the temperature drops as we approach winter, to ensure settings are working
- Situation to be monitored and adjusted according to information received – weather forecasts, temperature probe readings.

**Level of risk following control measure – Medium**

## Prevention

Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.

Current PHE advice to be followed if a child displays symptoms.

## Prevention

Promote and engage in asymptomatic testing, where available.

Name of assessor/manager	Signature of assessor	Date
Charlotte Faithfull		1.9.2021

**Manager's comments** - Insert comments relevant to assessment as appropriate

7.9.2021 – Threshold met. PHE and DfE contacted.

Advised to:

Increase ventilation (already in place)

Increase cleaning regime (already on risk assessment cleaning regime has not changed throughout pandemic. This was not reduced when we returned in September)

Increased hand washing and catch it bin it kill it (already in place on risk assessment)

Additional measures in place lead by school:

Increased frequency of asymptomatic testing

Pause whole school assemblies – constantly review new cases within 10-day period

Class to go to bubble if 10% threshold is reached. Lunch in classes and playtime on separate playground.

Restrict external lettings where necessary.

13.9.2021: Additional measures now in place as well as above.

Separate playgrounds and staggered break times. Move to year group bubbles and where possible class bubbles.

Y4 and 6 10.15am Y3 and 5 10.30am

Split lunchtimes. Year 6 to eat in class and Year 5 to eat in the hall then split play areas.

Year 3 to eat in the hall and Year 4 to eat in classes and then split play areas outside.

All visitors to wear masks in the building at all times.

Once a class reaches 10 cases and advise to PCR letter will be sent to the original class.

27.9.2021: Back to basic contingency plan. Infection rate back to low.

24.11.2021:

Increased ventilation.

Whole school assemblies ceased from 22.11.2021 to remain virtual.

External lettings ceased. Staff further encouraged to increase LFT.

29.11.2021:

CO2 monitors placed in all classrooms.

30.11.2021:

Staff and visitors to wear masks in communal areas and in the corridors. Virtual assemblies continuing.

24.1.2022:

Warn and inform letters to be sent to all classes where 10% of cases or higher.

Classes affected to remain in class to eat their lunch (where staffing and resources allow)

Virtual Assemblies to continue.

Increased testing for staff in affected classes.

Face masks to continue to be worn for all staff in communal areas. Face masks must be worn by all visitors.