

Summary Risk Assessment (SRA) for Opening of Schools for period of lockdown from 6 January 2021

Academy / School	Lister Community School	Trust	Newham Community Schools Trust
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Date of last revision	6 January 2021	Date to submit to Governors	7 January 2021

On 4 January the government announced a national lockdown, expected to last for at least six weeks. Taking into account the increased prevalence of Covid in our area, we have reviewed our risk assessments to ensure that we keep our school community as safe as possible. The risk assessment is based on the public health advice that schools should use the 'systems of control'. By following these 'controls' the risk of transmission will be significantly reduced. The systems of control are:

Prevention

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
 - 2) Where recommended, the use of face coverings in schools.
 - 3) Clean hands thoroughly more often than usual.
 - 4) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
 - 5) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
 - 6) Minimise contact between individuals and maintain social distancing wherever possible.
 - 7) Where necessary, wear appropriate personal protective equipment (PPE).
 - 8) Always keeping occupied spaces well ventilated.
- Numbers 1 to 5, and number 8, must be in place in all schools, all the time.
 - Number 6 must be properly considered and schools must put in place measures that suit their particular circumstances.
 - Number 7 applies in specific circumstances.

Response to any infection

- 9) Engage with the NHS Test and Trace process.
 - 10) Manage confirmed cases of coronavirus (COVID-19) amongst the school community.
 - 11) Contain any outbreak by following local health protection team advice.
- Numbers 9 to 11 must be followed in every case where they are relevant.

Lister Community School is taking the following actions to follow the 'systems of control' and reduce the risk of transmission of COVID-19. We are confident that by taking these actions we will significantly reduce the risk of any transmission within school. We will be thoroughly briefing all students and staff on these measures in the first few days of term and we will be regularly reviewing our practice to make sure that everybody understands what is expected of them.

A Senior member of staff on site will review the implementation of these measures on a daily basis, reporting back at least every week to Leadership Team to ensure there is full compliance with these guidelines.

Actions:

<p>Minimising contact with individuals who are unwell</p>	<p>Nobody should enter the school site if they have the three principal Coronavirus symptoms (high temperature, persistent cough or loss of sense of taste or smell), or any flu-like symptoms, They should also not come in if they or any member of their household has tested positive, or is waiting for a test result, or has any of the symptoms referred to above.</p> <p>No one should come onto the school site if they have been told to self-isolate by Track and Trace.</p>
	<p>Parents and visitors will not be allowed onto the school site without a prior appointment, and visits will be minimised.</p>

	<p>All visitors and contractors will be asked at reception if they have coronavirus symptoms or have been in contact with anyone who has symptoms. If so, they will not be permitted onto the school site.</p>
	<p>Visitors and contractors to the school site will be welcomed by appointment only and only where necessary.</p>
	<p>Parental meetings will take place by telephone or online where possible. Face to face meetings will be exceptional, must be approved by a Deputy Headteacher and if they must take place it will be in well-ventilated rooms and socially distanced.</p>
	<p>Anyone (children, staff or visitors) with COVID-19 symptoms must not come to school. They must self-isolate at home and book a test. If a child tests positively for COVID-19 they should remain at home for at least 10 days. If a member of the child's household has tested positively for COVID-19 then they should self-isolate at home for the required period.. The school attendance team will advise you. Parents can book a test here: https://self-referral.test-for-coronavirus.service.gov.uk</p>
 <p>Cleaning hands more often than usual</p>	<p>Hand sanitising stations will be available at the school gates for any students and staff attending to sanitise their hands at the start of each day.</p>
	<p>Hand sanitising units and handwashing facilities are located throughout the school and at key entry points to the building.</p>
	<p>Students will be encouraged to sanitise their hands frequently throughout the school day and times will be allotted throughout the school day for handwashing.</p>
<p>Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach</p> 	<p>There will be boxes of tissues and bins in every classroom so that students can 'catch it, bin it, kill it'.</p>
	<p>Students will be briefed on this as part of the student training at the start of term and will receive regular reminders at the start of each day.</p>
	<p>Classroom windows will be opened to ensure good air circulation and ventilation. In particularly cold weather, staff will continue to open windows/doors to ensure good air flow where possible. Staff should use their best judgement and open/close windows as appropriate to ensure that temperatures do not drop too low. Staff should reopen doors/windows at appropriate intervals to ensure that air is recycled. Staff and students will be encouraged/permitted to wear warm clothing and/or coats in the school building if necessary.</p>
	<p>All air conditioning units within the school have been serviced and filters changed. All units have been checked for COVID-19 compliance.</p>
<p>Cleaning frequently</p>	<p>The school has sourced additional cleaning staff to clean frequently touched surfaces throughout the school day.</p>

<p>touched surfaces</p>	<p>Each classroom will be equipped with detergent wipes so that furniture and/or resources can be cleaned between classes.</p> <p>Classroom doors will be held open at the start and end of lessons so that students do not need to touch door handles / touch points.</p> <p>All classrooms will be thoroughly cleaned at the end of each day.</p> <p>The lifts within the school have had the internal surfaces treated with an antiviral agent.</p> <p>An antiviral fogging agent is used throughout the school on a regular basis offering surface protection .</p>
<p>Minimising contact and mixing and maintaining social distancing wherever possible.</p> 	<p>During the lockdown, we will only have in school the following students, and in all cases there must be prior notification of their attendance so that we can plan to manage their attendance carefully:</p> <ul style="list-style-type: none"> - Children of key workers, as identified in line with government guidelines - Children with EHCPs, unless an individual assessment has indicated that it is either unsafe for them to attend, or that they can fully access online learning - Other vulnerable students, identified by the pastoral team either because they are on the child protection register, or because of other factors which lead to the judgement that they will be either significantly safer or more able to access learning by attending school in person <p>Staff implementing these guidelines are instructed to bear in mind the overall importance of keeping overall numbers attending school to a level that can be managed safely.</p> <ul style="list-style-type: none"> ● Students in school will attend classes with a maximum of 10 students in a full sized classroom, and students will sit at separate tables and desks. Tape is in place in all teaching places to remind staff of the area they should remain in while teaching. We will also ensure use of the most suitable available spaces, prioritising size of space and ventilation. ● Students and staff are regularly reminded of the importance of maintaining social distancing at all times, and the day's activities are structured to avoid mixing of different class groups. ● Students will be instructed not to share equipment. Most will have their own equipment and where equipment may be used by another student, it should be wiped at the end of use, and again before use by a new user, with wipes which are available in each current teaching area. <p>We will always follow the government shielding guidance and advice with regard to students (and staff) who are identified as 'Clinically Vulnerable' and 'Clinically Extremely Vulnerable. Those expected to shield will be provided with opportunities to work/ learn from home. Staff with particular concerns are encouraged to discuss these with the School Business Manager who will carry out an individual Risk Assessment if that is needed.</p>
<p>Where necessary, wear Personal Protective Equipment (PPE) (i.e. First</p>	<p>First Aiders and staff who work closely with those students who require close supervision will use PPE when appropriate.</p> <p>All persons on the school site should wear face coverings at all times unless:</p>

 <p>Aiders)</p>	<ul style="list-style-type: none"> - They are the sole occupant of the room they are in - They are taking part in structured practical activity for which an assessment has been carried out and full social distancing is possible <p>The only exceptions to this will be where there is medical need or an incapacity meaning a mask cannot be worn, and in these cases a risk assessment of the individual's ability to socially distance will be carried out</p> <p>Staff who may not be able to maintain 2 metre distancing from pupils during lessons (eg because of the nature of their work) will be issued with FFP2 masks and consulted on use of any other PPE.</p>
<p>Routine Testing to prevent the spread of Covid-19</p>	
<p>Routine Testing in the community (asymptomatic cases)</p>	<p>Year 11 students and staff offered the opportunity to complete a PCR test for Covid before returning to school in January.</p>
<p>Routine Testing</p>	<p>All staff and students attending the site will be strongly encouraged to undertake routine testing using a 'Lateral Flow Antigen' tests on a weekly basis.</p>
<p>Serial Testing used for staff and student contacts of a positive case</p>	<p>Daily 'Lateral Flow Antigen' tests will be offered for 7 days 'serial testing' for those identified as a 'direct contact' of a confirmed case of Covid-19. Those who do not wish to participate will self-isolate for a period of 10 days.</p>
<p>Response to any infection:</p>	
<p>Engage with NHS Test and Trace process</p>	<p>Information for all staff and students regarding the NHS Track and Trace will be available on the school website.</p>
<p>Manage confirmed cases of COVID-19</p>	<p>Staff and students should NOT attend school if they or a member of their household have a confirmed case of COVID-19. The school will maintain the confidentiality of personal information but will seek to establish any recent close contacts within the school community in order to identify others who may need to self-isolate.</p>
<p>Contain any outbreak by following local health protection team advice</p>	<p>Parents must inform the attendance team if a student or a member of their household has a confirmed case of COVID-19. The school is in regular contact with the local public health protection team.</p>

*This Summary Risk Assessment format has been adopted by all NCST schools - September 2020