Safety, Health and Environment (SHE)

GCC COVID-19 RISK ASSESSMENT PROCESS FOR SCHOOLS & EDUCATIONAL SETTINGS

(supplementary guidance for primary schools inviting back additional pupils)

School employers are required to assess the risks associated with COVID-19 and implement preventative measures outlined in Government guidance. **The guidance has since been updated and new guidance was published on 15 June 2020 for primary schools that have capacity to invite more pupils in addition to the children of critical workers, vulnerable children and those in priority groups. Additional children should only return when the school can accommodate them while still following the approaches set out in the protective measures guidance and their own risk assessment. Therefore, SHE has provided this supplement to the GCC risk assessment to take this into account as well as other emerging risks. Where**

appropriate, schools must review their existing risk assessment and procedures and implement necessary changes.

Supplementary COVID-19 Risk Assessment for Primary Schools Inviting Back Additional Pupils

ASSESS
Decide appropriate control measures for managers and employees to implement under a 'Plan', 'Do', 'Review' cycle.
*The protective measures in this risk assessment are not mandatory but are provided as guidance on reducing the risk of transmission. Each school/setting must consider their own situation and adapt the assessment by editing the measures where appropriate. Remove any measures that are not relevant or will not be applied in your setting and add any additional local measures that you are implementing.
Who may be at risk: Employees, pupils and young people, families (parents, carers and siblings), visitors, contractors, members of public. **Vulnerable groups** – this risk assessment considers vulnerable groups which the NHS lists as 'people at high risk (clinically extremely vulnerable)'; and 'people at moderate risk (clinically vulnerable)' and BAME. An individual risk assessment may be appropriate for vulnerable employees and those who are very anxious about returning to their workplace.

The protective measures below supplement the GCC COVID-19 Risk Assessments for Educational Settings for primary schools that have capacity and are inviting back groups of pupils in addition to children of keyworkers, vulnerable children and priority groups (reception, year 1 or 6). The protective measures in existing risk assessments remain valid and should continue to be implemented for all groups. A check of the risk assessment to make sure the precautions remain suitable and to add any additional measures you will be taking is all that is required.

PLAN		DO			REVIEW
Prepare Building(s)	**Prepare Employees and Parents and pupils**	**Control Access**	**Implementing Social Distancing**	**Implement Infection Control Measures**	**Communicate and Review Arrangements**
• Check all classrooms that are available and any other rooms that can be used as temporary classrooms to evaluate how many pupils/groups can be accomodated. • Minimise the number of resources in each room in order to	• Assess how many staff are needed in school to be able to teach additional pupils and audit who is available. • Clinically extremely vulnerable staff identified and reminded not to attend school if shielding. • Arrange time to discuss any concerns with staff	As per previous risk assessment.	• Schools and settings are encouraged to limit mixing as far as possible to prevent transmission. • Groups of pupils are kept together and do not mix with other groups. • Pupils do not swap and change groups once they are in an established 'bubble'.	• Remind staff to follow normal personal hygiene and washing of clothes following a day in school. • Where anyone tests positive for COVID-19, the school will work with PHE and the outbreak control team to determine contacts that are required to self-isolate for 14 days.	• Maintain accurate records of who attends schools, in which groups and whick staff teach groups (to allow accurate contact tracing in the event of an outbreak). • This risk assessment will be reviewed if the risk level changes

make sure they can be cleaned. • Resources which are not easily washable or wipeable will be removed. • If shared spaces are to be used for more than one group, (e.g. hall/ library etc.) mark out or separate allocated spaces for each group (e.g. barriers or floor markings). • Community buildings (e.g. village halls) considered for use if only the school use the building and the protective measures in the risk assessment can be fully implemented. • Temporary classroom accommodation (e.g. tents) will be used only where the COVID-19 protective measures in the risk assessment can be effectively implemented, including safe distancing, and any additional risks (e.g.	who are vulnerable or anxious about returning to school to agree roles and measures that will be taken to ensure their safety. • Communications to parents of priority groups (reception, year 1 or 6) who have not yet taken up the offer of a place from 1st June to check if they have changed their mind. • Communications to parents of additional pupils about who should and should not attend school (i.e. extremely vulnerable children; or living with someone who is; or those who have coronavirus symptoms, or who have someone in their household who does). • Review home-school agreements to include actions should COVID-19 rules not be followed by a family.		• Wherever possible staff stay with the same pupil group and not mix with other groups. • If staff teach more than one group, the number of groups they have contact with will be minimised. • Teaching more than one group will not be on the same day. • Where possible there will be a minimum gap of 48 hours between staff teaching different groups. • Staff teaching multiple groups will keep a safe distance from children, particularly close face to face support. • Year 6 pupils that have attended a secondary school for transition will be instructed and monitored to keep to social distancing rules.	This will include all contacts of the confirmed case in the 48 hours prior to symptom onset (the infectious period). Any increase in mixing within this period will increase the number of people required to self-isolate. • Year 6 pupils that have attended a secondary school for transition will be reminded about frequent hand cleaning and good respiratory hygiene practices and closely monitored for symptoms of possible Covid-19 over the following 14 days.	and/or in light of updated guidance.

weather, trips etc.) will be assessed.					