



Hirst Wood Nursery School Covid 19 risk assessment



Risks: <ul style="list-style-type: none">• Infection – COVID-19 (Coronavirus)• Safety of children, parents & colleagues• Maintaining a safe environment	Reviewed: 4th January 2022 Reviewed: 11th January 2022 Reviewed: 17th January 2022 Date: 18th January 2022
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The safety and welfare of our children and staff is paramount. It is the responsibility of all adults to safeguard and promote the welfare of pupils. This responsibility extends to a duty of care for any adults who work in the school or grounds.

This document was reviewed on 4/1/22 following information from central government regarding Omicron, a new, more infectious variant of Covid 19.

What we already know about Omicron?

- It is more transmissible than Delta and has become the dominant variant in the UK
- Two vaccine doses are less effective against this variant and a booster dose is needed to increase protection
- To date Omicron infection does not seem to carry an increased risk of hospitalisation or death – although there is still a risk of overwhelming the NHS due to the massive number of cases
- Current available COVID-19 tests (LFD and PCR) are effective at picking up Omicron cases

Please indicate below any potential hazards you have identified through your risk assessment using the risk ratings:

Minor	Moderate	Substantial
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Equality of opportunity – consider that some parents may require translation of instructions to ensure that they are able to fully understand and comply with instructions- translation resources may be required

Potential Hazard	Who is at Risk	Risks	Control Measures	Risk Rating After Controls
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<p>Drop Off and Pick Up</p> <p>COVID-19 infection spreading between children, parents and staff at drop off and pick up.</p> <p>Safeguarding – missing child.</p>	<p>Pupils</p> <p>Staff</p> <p>Parents</p> <p>Visitors</p>	<p>Substantial Illness</p> <p>Moderate Death</p>	<p>Only come to school if you are well.</p> <p>All staff have completed an online Coronavirus training course.</p> <p>All staff are lateral flow testing twice weekly, or daily if they live in the household of a positive case (and they are doubly vaccinated). Positive results will be reported immediately to Headteacher.</p> <p>We have temporarily restricted parents and carers from entering the building. Children will be dropped off outside via the fire doors into each separate classroom.</p> <p>If anyone in your household has Covid-19 symptoms, it is essential that you follow the guidelines for testing and self-isolation.</p> <p>Confirmatory PCR after positive LFD temporarily suspended from 11 Jan From 11 January, asymptomatic people who test positive with a lateral flow test will not need to take a confirmatory PCR and they should start self-isolating immediately. This is a temporary change that reflects the high rates of COVID across the UK. With high levels of COVID, the vast majority of people with a positive LFD will have COVID (the chances of a false positive are very low).</p> <p>Please note that if you have COVID symptoms you still have to self-isolate and book a PCR, even if you have had a recent negative lateral flow test - these rules have not changed.</p> <p>From Monday 17th January anyone in the setting has symptoms of COVID-19 however mild, they should take a LFT test and then self-isolate for at least 5 days from when their symptoms started (or 5 days if they take a negative LFT on days 5 and 6); or if they are not experiencing symptoms, but have tested positive for COVID-19, they should self-isolate for at least 10 days starting from the day the test was taken.</p> <p>If they have tested positive whilst not experiencing symptoms, but develop symptoms during the isolation period, they should restart the 10-day isolation period from the day they develop symptoms.</p> <p>Covid Update When does self-isolation begin? The answer is: the day symptoms start, or a positive test result is received, is Day Zero. Next Day is Day one etc.</p> <p>Self-isolation guidance changes again, Monday 17th January which also includes anyone currently self-isolating.</p> <ul style="list-style-type: none"> • The new guidance states that anyone who is positive (LFT or PCR) must isolate for 10 days. BUT • They may now be released early if they test negative on two LFTs, taken 24hrs apart, on Day 5 and Day 6 	<p>Moderate Infection Risk Reduced</p>
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			<ul style="list-style-type: none"> • They are only released if both tests are negative on Day 5 and 6. If not, they must continue with LFTs until two consecutive negative results, taken 24hrs apart, are recorded. • Continue with testing if two consecutive negative results are not achieved until the end of Day 10, when they are released. • This is the same for vaccinated and unvaccinated people. • There is no change to the guidance for contacts. Vaccinated people are not required to self-isolate and are advised to take an LFT daily for seven days. Unvaccinated contacts must self-isolate for 10 days. <p>Only essential visitors to enter school, wearing a face covering</p> <p>Anyone wearing reusable face coverings when arriving to school will be expected to bring a plastic bag to keep these in during the provision. If they're using disposable face coverings, these will be put in a covered bin. Anyone wearing any sort of face covering when arriving to the school site will wash their hands on arrival (as all individuals will), dispose of/store the covering, and wash their hands again before going to the location of the provision. Everyone will be made aware that they mustn't touch the front of the covering during use or removal.</p> <p>Ensure that parents & carers understand and apply the system of controls.</p> <p>Pupils wash their hands:</p> <ul style="list-style-type: none"> • before leaving home • on arrival at school, after which Ozone will be applied to hands & coats • before eating lunch and snack • before leaving school, after which Ozone will be applied to hands & coats <p>Parents</p> <ul style="list-style-type: none"> • Ideally only one parent to drop off • only bring siblings to drop off if they are unable to stay at home • Parents to drop at the fire exit of each Nursery classroom • Sunshine Club parents to drop off / pick up via Reception (not entering through to the main school building). • path closed to Saltaire Primary School children & parents • apply social distancing as far as possible - a banner will be placed on the fence to remind • side gate will be locked after designated drop off and pick up times • parents and carers are asked to wear a face covering (unless medically exempt) • Staff collecting and taking children to parents and carers will wear face coverings / visors <p>Keeping the children safe</p> <ul style="list-style-type: none"> • Headteacher managing opening / lock up at the top gate (register of children arriving) • Another member of staff in the playground ensuring that all parents leave the premises and there are no children on the path • other member of staff supervising the children who have already arrived + headcount 	
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			<ul style="list-style-type: none"> • Circles are outlined on the floor for the children to stand on • if a child goes missing follow the 'Missing Child Policy' <p>No items to be brought from home other than the clothes they are wearing that day, these will be sprayed with Ozone as soon as children arrive. Parents will be advised to change children's clothes daily.</p> <p>Colleagues to wear masks / visors when parents are dropping off / picking up. They may also choose to wear face coverings in communal areas such as corridors and staff room.</p>	
Travel to and from School The use of public transport by pupils poses risks in terms of social distancing	Pupils Staff	Substantial	<ul style="list-style-type: none"> • Guidance is in place for pupils and parents on how social distancing can be observed on public and school transport. This includes advice on the use of face coverings if pupils are travelling with children other than from their own class. • Recommend to parents NOT to use public transport where at all possible 	
Contaminated surfaces Spread of COVID 19 due to contaminated surfaces.	Pupils Staff	Substantial Illness Moderate Death	<p>Pupils, students, staff and visitors should wash their hands:</p> <ul style="list-style-type: none"> • before leaving home • on arrival at school, spray with Ozone • after using the toilet, spray with Ozone • before food preparation, spray with Ozone • before eating any food, including snacks, spray with Ozone • before leaving school, spray with Ozone <p>Staff are advised to not wear jewellery and to wash their clothes when they arrive home.</p> <p>This will be facilitated by:</p> <ul style="list-style-type: none"> • soap and hot water in every bathroom and classroom • the location of hand sanitiser stations in all rooms • the use of Ozone technology (large spray and atomiser sprays x 2 in each room) <p>Lidded bins for tissues, operated by a foot pedal are in each classroom and will be emptied at the end of the day.</p> <p>Minimising Home–School contamination (children)</p> <ul style="list-style-type: none"> • no items to be brought from home other than the clothes they are wearing that day • advice to parents is to change children's clothes daily and for them to be washed after being in School • on arrival and departure coats and hands will be sprayed with Ozone • returned school clothes to be placed in a box by the gate and sprayed / re-washed • Any children who require nappies – parents have been asked to provide a sealed new pack of nappies that will be sprayed with Ozone on arrival to School. This also applies to spare changes of clothes required by children who are not yet continent. 	Moderate Infection Risk Reduced

			<ul style="list-style-type: none"> • Work that children have produced will not go home for at least 24 hours after production so that the risk of the spread of infection is minimised. Work will be labelled and dated so that we can ensure that this happens. <p>Minimising Home–School Contamination (Staff)</p> <ul style="list-style-type: none"> • minimise the number of objects brought to school e.g. bags • do not bring resources from home unless they are single use e.g. cornflour for messy play (if possible order through school) • do not take items home for work e.g. records of achievements <p>Cleaning and areas of provision</p> <ul style="list-style-type: none"> • Substantial touch areas to be cleaned regularly by the cleaning company and lunchtime staff. Bins will be emptied at the end of the day. • All provision to be reduced with a small number of resources being put out each day. 	
<p>Minimising infection transmission</p> <p>Infection transmission within school due to staff/pupils (or members of their household) displaying symptoms</p>	Pupils Staff	Moderate	<ul style="list-style-type: none"> • Robust collection and monitoring of absence data, including tracking return to school dates, is in place. • Procedures are in place to deal with any pupil or staff displaying symptoms at school. This includes the use of testing for both staff and pupils and appropriate action, in line with government guidance, should the tests prove positive or negative. • Pupils, parents and staff are aware of what steps to take if they, or any member of their household, display symptoms. • A record of any COVID-19 symptoms in staff or pupils is reported to the local authority and escalated to UKHSA if necessary 	Moderate Transmission rate reduced
Staff, pupils and parents are not aware of the school's procedures (including on self-isolation and testing) should anyone display symptoms of COVID-19	Pupils Staff	Moderate	<ul style="list-style-type: none"> • Staff and parents have received clear communications informing them of current government guidance on the actions to take should anyone display symptoms of COVID-19 and how this will be implemented in the school. • This guidance has been explained to staff and parents as part of the induction process. • Any updates or changes to this guidance are communicated in a timely and effective way to all stakeholders. • Specific Coronavirus section on the website that includes all copies of Government guidance, risk assessment and public health England information • ALL members of staff have completed online Covid 19 training <p>NHS Test and Trace will work with the positive case and/or their parent or guardian to identify close contacts</p> <ul style="list-style-type: none"> • Contacts from a school setting will only be traced by NHS Test and Trace where the case or parent has identified close contacts. • School and childcare settings are not expected to undertake contact tracing. 	Minor

			<ul style="list-style-type: none"> • Close contacts are close friendship groups and regular contacts (i.e. a small number of individuals who would be most at risk). • Whole class or year groups should not be routinely identified as close contacts. <p>Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test.</p> <p>Household contacts of a positive Covid 19 case Non vaccinated household members -if someone tests positive, they should follow COVID-19: guidance for households with possible coronavirus infection and should continue to self-isolate for at least 10 days.</p> <p>Household contacts who are under 5 years are exempt from self-isolation and can continue to attend settings. Under 5s who are a household contact are recommended to get a PCR test, but they do not need to self-isolate whilst waiting for the result. Parents, carers and staff to immediately inform the school of the results of the test:</p> <p>Anyone who tests positive or develops symptoms needs to take a PCR test and self-isolate for 10 days (reduced to 5 days if a negative LFT on days 5 and 6).</p> <p>Self-isolation guidance <i>Please note that this replaces all previous guidance on isolation for COVID-19 cases and contacts.</i> If you develop symptoms of COVID-19, stay at home and self-isolate immediately. If you have a positive test result but do not have symptoms, stay at home and self-isolate as soon as you receive the results. You should do this even if you have received one or more doses of COVID-19 vaccine.</p> <p>You can return to your normal routine and stop self-isolating after 10 full days if your symptoms have gone, or if the only symptoms you have are a cough or anosmia, which can last for several weeks. You may be able to end your self-isolation period earlier if lateral flow test results are negative on day 5 and day 6.</p> <p>Contacts of someone with COVID-19 who are fully vaccinated or under 18 yrs. should now take LFDs every day for 5 days (or until the 10th day from their contact with the confirmed case). They do not need to self-isolate unless they test positive.</p> <p>In Bradford, in line with national guidance, the agreed thresholds that should trigger additional assessment and seeking advice as necessary are:</p> <ul style="list-style-type: none"> • 5 cases or 10% (whichever is reached first) test-confirmed cases of COVID-19 within 10 days among students or staff clustered in a consistent group (i.e. evidence of close contact in family household and/or school settings) • Evidence of severe illness e.g., students or staff members admitted to hospital or a death as a result of a COVID–19 infection. 	
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			<p>Once these thresholds are met, advice on additional control measures should be followed. This will usually be subsequent to risk assessment by a public health or education support professional. If further assessment indicates that transmission is occurring in the setting, further control measures may be advised, including:</p> <ul style="list-style-type: none"> • Reintroduction of face coverings • Additional asymptomatic LFD testing • Targeted advice to anyone at increased risk of severe infection • Temporary suspension of some activities to reduce crowding, e.g., assemblies, residential educational visits, open days, parental attendance in settings, live performances <p>Where it is judged that sustained transmission is occurring, or there are other risks such as a variant of concern (VOC) or increased severity of illness, the LA/ HPT may decide to convene an outbreak control meeting (OCT) or incident management team (IMT).</p>	
<p>Interactions</p> <p>COVID-19 infection spreading between children and staff during the school day.</p>	<p>Pupils Staff</p>	<p>Substantial Illness</p> <p>Moderate Death</p>	<p>Children in the early years cannot realistically be expected to remain 2 metres apart from each other so staff, therefore it is vital to ensure: -</p> <ul style="list-style-type: none"> -reductions in close face to face contact with children e.g. cuddle from the side. -parents are advised to keep children with any symptoms at home. -staff who are symptomatic do not attend work and are tested. - frequent hand cleaning and good respiratory hygiene practices of catch it, bin it, kill it. -regular cleaning of setting. -minimising contact and mixing. <ul style="list-style-type: none"> ✓ Ensure that the setting has enough hand washing or hand sanitiser 'stations' available so that all children and staff can clean their hands regularly. ✓ Adults to supervise use of hand sanitiser use, given risks around ingestion. Small children and those with complex needs should continue to be helped to clean their hands properly. ✓ Ensure that we build these routines into our culture, and ensure younger children and those with complex needs understand the need to follow them. ✓ Ensure adequate ventilation, each room to have windows open as much as practicable <p>Staff</p> <ul style="list-style-type: none"> • Each member of staff to sanitise their hands after completing the sign in sheet in Reception • A box of gloves will be adjacent to the signing in sheet and these can be worn when entering the security code in the key pad and for the door handle opening, otherwise staff are expected to wash and sanitise their hands after using the keypad • To minimise interactions/meetings with visitors, to only those deemed essential. To adhere to relevant control measures when meeting with others face to face. 	<p>Moderate Infection Risk Reduced</p>

			<p>Classrooms</p> <ul style="list-style-type: none"> • create larger spaces so that children don't play as closely to each other • open windows at both sides of the room where possible • ongoing cleaning of substantial touch areas / sprayed with Ozone throughout the day • equipment to be cleaned between use (for multi-purpose rooms) and at the end of each day • foot operated pedal bins to be emptied at the end of each day • as far as possible reduce the sharing of equipment and resources • Lending library allocated to each class group – books to be returned and put away for at least 72 hours before being redistributed • Wellies and waterproofs – are allocated to each class group and are sprayed with Ozone before and after use <p>Intimate Care</p> <ul style="list-style-type: none"> • children to arrive with 'once a day' sun cream applied depending on weather • encourage children to be as independent as possible • wear the level of PPE you feel comfortable with – mask, gloves, visor, apron • minimise the duration of contact when administering first aid • wash hands after any form of interaction <p>Moving Around School/Communal Areas Use of face coverings in communal areas</p> <p>Communication</p> <ul style="list-style-type: none"> • Copies of weekly planning to be given to parents each week • All staff to receive regular updates from the Headteacher on the current national and local situation regarding Covid 19. These may be via email or communicated on the noticeboard in the staffroom. Staff to be encouraged to assess their own personal risk and to discuss any concerns with the HT, where necessary. 	
<p>Coughs, Sneezes & Illness</p> <p>COVID-19 infection spreading due to an ill member of staff or child.</p>	<p>Pupils Staff</p>	<p>Substantial Illness Moderate Death</p>	<p>Children and staff to only attend school if they feel well. Government guidelines are to be followed for self-isolating. Government quarantine guidelines are to be followed.</p> <p>Coughs and Sneezes Children and adults are advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin.</p> <ul style="list-style-type: none"> • disposable tissues in all the rooms in use • lidded bins in classrooms and bathrooms for the disposal of tissues and any other waste (emptied at the end of each day) • double bagging waste when bins are emptied • implement the 'catch it, bin it, kill it' approach – display posters in all rooms • if tissues are not available people should cough and sneeze into the crook of their elbow • the location of hand sanitiser in the all rooms • Any items that are heavily contaminated with bodily fluids and cannot be cleaned by washing should be double bagged then stored for 72 hours (in the laundry room) before being thrown away in the external bins 	<p>Moderate Infection Risk Reduced</p>

			<p>Child with symptoms A child with Coronavirus symptoms should be isolated in the sensory room. Explain to them that they are safe and that you will sit by the door. Open the window for ventilation. The child should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin. If they need to go to the bathroom whilst waiting for their parent they should use the staff toilet. The toilet and sensory room should be cleaned once they have left. PPE should be worn to supervise an ill child – mask, visor, gloves and apron. PPE kit for the sensory room.</p> <p>Adult with symptoms An adult with symptoms should inform the safeguarding lead then go home to self-isolate. before coming to work, please telephone Jayne Taylor on 07949 200598 as soon as possible.</p> <p>Suspected and confirmed cases When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 10 days, or until they receive a negative LFT test.</p> <p>Staff and students should request a test if they display symptoms of coronavirus. If the test returns negative, they can return to their setting and the fellow household members can end their self-isolation.</p> <p>If for whatever reason a child cannot take a LFD test, they must self-isolate for the full 10 day period.</p> <p>Advise parents / carers of Wellbeing and economic support If you are required to self-isolate by law and as a result you cannot work from home and/or lose income, you might be able to get a self-isolation support payment of £500 if you fit one of the following situations:</p> <ul style="list-style-type: none"> • If you test positive for coronavirus • If you are a close contact of a coronavirus case and you have not been fully vaccinated • If you're the parent or guardian of a child or young person who has tested positive and been told to self-isolate <p>Contingency planning Contingency planning must be in place to cover key roles such as DSL, first aid and SENDCO. In nursery classes in maintained schools, caring for children aged 3 and over, reasonable endeavours should be used to ensure that at least one member of staff is a school teacher. Where this is not possible, there must be at least one member of staff for every 8 children, with at least one member of staff who holds at least a full and relevant level 3 qualification. Providers should use their reasonable endeavours to ensure that at least half of other staff hold at least a full and relevant level 2 qualification.</p>	
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<p>First Aid</p> <p>A child or adult being put at risk due to inadequate first aid cover.</p>	<p>Pupils Staff</p>	<p>Substantial Illness Moderate Death</p>	<p>First Aiders</p> <ul style="list-style-type: none"> a qualified first aider will be on site at all times where at all possible, staff availability permitting as far as possible each group will have a qualified first aider First Aid certificates extended for three months minor first aid must be dealt with by an adult in the group wear PPE if an incident is likely to require sustained contact you are not required to complete a bump note to send home to parents, please complete the accident recording section on EYLog and parents will be notified immediately. If the accident is of a more serious nature, please advise the office who will ring the parent before they receive an EYLog notification of an accident. <p>Care plans and medicine</p> <ul style="list-style-type: none"> care plans and medicines to be stored in the medical box in the classroom a contingency plan must be in place to cover the role of first aider if they are absent 	<p>Moderate</p>
<p>Changes to Procedures</p> <p>Existing procedures which could cause COVID-19 infection to spread between children and staff during the school day.</p>	<p>Pupils Staff</p>	<p>Substantial Illness Moderate Death</p>	<p>Registers</p> <ul style="list-style-type: none"> staff to take the attendance register recommended that each colleague has their own individual pen for personal use Ensure that parents understand the need to inform School of any absences on the first day of non-attendance and the reason for this Unexplained absence is followed up on the first day to ascertain the reason for not being in school <p>Computers & copiers</p> <ul style="list-style-type: none"> if you use shared computers and copiers wipe the keyboard / key pad and spray with Ozone all equipment will be cleaned daily with Ozone at the end of each day <p>Keypads</p> <ul style="list-style-type: none"> key pads to be frequently cleaned hand sanitiser placed next to the main door and corridor door all equipment will be cleaned daily with Ozone <p>Small rooms</p> <ul style="list-style-type: none"> minimise the amount of time spent in small rooms open windows no more than two people in the Professional Practice room <p>Staff room</p> <ul style="list-style-type: none"> minimise the amount of time in the staff room wear face coverings in communal areas wipe the handles of 'substantial touch' staff room equipment or spray with Ozone <p>Corridors</p> <ul style="list-style-type: none"> stay 2 metres apart if possible walk on the left avoid crossing where possible or step into a doorway 	<p>Moderate Infection Risk Reduced</p>

			<ul style="list-style-type: none"> • windows open <p>Toilets</p> <ul style="list-style-type: none"> • wash hands after using the toilet • use the cleaning materials available to maintain hygiene (spray door handle, toilet flush and taps with Ozone so that it is sanitised for the next person to use) • all areas cleaned daily with Ozone and after each use 	
<p>Procedures at Lunchtime and for Snack</p> <p>Existing procedures which could cause COVID-19 infection to spread between children and staff during the school day.</p>	Pupils Staff	<p>Substantial Illness</p> <p>Moderate Death</p>	<p>Setting up for dinners</p> <ul style="list-style-type: none"> • wash hands before starting to set up and apply Ozone spray • wash hands and spray with Ozone before setting out places for children <p>Cleaning</p> <p>When the children return to their teacher / EYP clean the following areas with Ozone:</p> <ul style="list-style-type: none"> • bathrooms (including staff) • door handles and keypads • substantial touch areas in the staffroom <p>Snack</p> <ul style="list-style-type: none"> • wash hands, apply Ozone spray • wipe the table • children eat snack at the same time (not free flow or independent access) • use of plastic cups (each class to have their own set in a particular colour) these are then put through the dishwasher at the end of each day on a high temperature cycle 	<p>Moderate Infection Risk Reduced</p>
<p>Behaviour</p> <p>Existing approaches in the behaviour policy which could compromise COVID-19 infection to spread between children and staff during the school day.</p>	Pupils Staff	<p>Substantial Illness</p> <p>Moderate Death</p>	<p>Ensure that our approach to behaviour includes age appropriate expectations on:</p> <ul style="list-style-type: none"> • Following new routines for arrival or departure to and from School • follow school procedures on hygiene, such as handwashing and sanitising • expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching mouth, nose and eyes with hands • letting an adult know if they feel unwell • using shared resources 	<p>Moderate Infection Risk Reduced</p>
<p>Response to suspected COVID-9 case -</p> <p>See- implementing protective measures in education and childcare settings/ cleaning in non-healthcare settings</p> <p>See also Cleaning after a suspected or confirmed case of Coronavirus.</p>	Pupils Staff	<p>Substantial Illness</p> <p>Moderate Death</p>	<ol style="list-style-type: none"> 1. If a child or staff member displays COVID symptoms they should be sent home from the school. Contact parent/carer immediately. 2. Isolate child with appropriate adult supervision until collection – PPE should be worn if social distancing cannot be maintained (care needs or age of child) 3. You should move children and staff from affected area to enable cleaning-see cleaning after a suspected case. 4. If life at risk or injury call 999 5. Members of staff who support children who are unwell do not need to go home unless they display symptoms or the child subsequently tests positive. 6. Members of staff should wash their hands following contact with the child 7. You do not need to inform other parents and carers of suspected cases 	<p>Moderate Infection Risk Reduced</p>

The number of staff who are available is lower than that required to teach classes in school and operate effective remote learning			<p>8. The child should isolate for 10 days and immediate household members for 10 days and advice</p> <p>Parents/carers are asked to inform school immediately of the results of a test.</p> <p>Leaders will contact the Local Authority with numbers of positive cases. Childcare settings that are experiencing staff shortages should work with their local authority to identify how appropriate provision can be put in place while keeping staffing arrangements as consistent as possible.</p>	
<p>Designated Safeguarding Lead</p> <p>Opportunities to safe guard child are missed potentially placing them in harm.</p>	Pupils	Moderate	<ul style="list-style-type: none"> • a DSL or named person must be on site or at the very least contactable by phone • a contingency plan must be in place to cover the role of DSL if they are absent • there are 5 named persons available and at the very least if illness or other circumstances meant that the DSL / deputy DSL were unavailable there are 3 other people who could lead on safeguarding <p>Settings must continue to have a practitioner designated to take lead responsibility for safeguarding. It is acceptable for the safeguarding lead not to be based on-site if this is not practical, for example they may be working from home or be based at another setting, as long as they are still available to provide support, advice and guidance to staff.</p> <p>It is important that all childcare staff and volunteers have access to a designated safeguarding lead practitioner and know on any given day and who that person is and how to speak to them. Any changes to the safeguarding lead will be updated on the staffroom noticeboard that colleagues check daily.</p>	Minor
<p>Communication with parents</p> <p>Parents and carers are not fully informed of the health and safety requirements</p>	Pupils Staff	Moderate	<ul style="list-style-type: none"> •As part of the overall communications strategy parents are kept up to date with information, guidance and the school's expectations on a weekly basis using a range of communication tools. •A COVID-19 section on the school website is created and updated regularly with guidance, announcements and risk assessments. •Parent and pupil information packs created <p>Parents are offered the opportunity to sign up for the EYLog electronic assessment system that they can view observations, photographs and videos of their children on a regular basis. They can also make comments in reference to observations and also upload their own observations.</p> <p>During 'getting to know you sessions' for new children, the health and safety procedures are explained and children are shown where to wait for drop off and pick up, where to hang their coat and how the Ozone spray is used.</p> <p>Consultations will be held via 'communication calls' using the School telephone system to maintain information sharing and relationships</p>	Minor

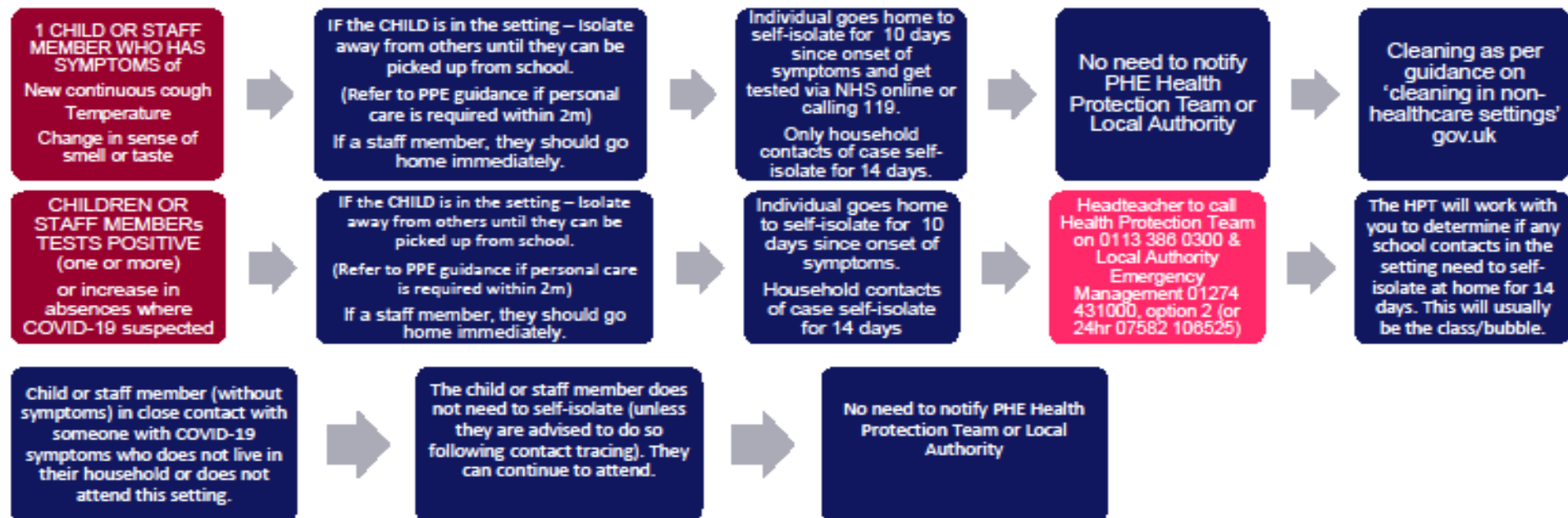
Parents and carers may not fully understand their responsibilities should a child show symptoms of COVID-19	Pupils Staff	Moderate	<ul style="list-style-type: none"> •Key messages reinforced through clear guidelines before children return / join •Key messages reinforced by room staff daily as children are delivered and collected from nursery •Updated risk assessment shared with all parents & carers 	Minor
Site safety Electrical supply systems and equipment, heating and ventilation, hot and cold water and fire alarm systems	Pupils Staff	Minor	Further safety checks on systems completed by the council's Health and Safety Team. Catering equipment checks by ECS Aqua trust regular scheduled monitoring visits for legionella Zurich School Site Reopening: Property Risk Management Checklist completed. Settings should consider how to manage other visitors to the site, such as contractors, and ensure site guidance on social distancing and hygiene is explained to visitors on or before arrival. Where visits can happen outside of setting hours, a record should be kept of all visitors where this is practical.	Minor
Fire Safety	Pupils Staff	Minor	Existing measures in place for evacuation and assembly in the outdoor area - see evacuation plans, maps and health and safety policy. Existing muster points will be changed to Guidance to staff on decisions around what becomes the greater risk in the ability to socially distance during evacuation if there is a risk of fire. Practice fire evacuation procedures once all new children are in settled in to the School followed by unannounced evacuations.	Minor
Invacuation and lockdown	Pupils staff	Moderate	Existing Invacuation plans in place for lockdown in each room. Guidance to staff on decisions around what becomes the greater risk in the ability to socially distance during invacuation and lockdown if there is a risk to safeguarding. Where possible children to sit /stand spaced out near member of staff. Consider games and songs to use with children until the all clear is given. Ensure invacuation and lockdown procedure is planned, explained and practiced.	Minor
Impact on Mental Health / staff well being	Pupils Staff	Substantial Illness	If staff have concerns work out a sensible way forward for individual cases that acknowledge any specific anxieties but which also enables the school's responsibilities to be effectively discharged. Well-being support is available – the telephone number is 01274 431000 and via Bright Bird positive coaching service	Moderate
Leadership, management & Governance	Pupils staff	Minor	<ul style="list-style-type: none"> • Headteachers report to Governors includes content & updates on how the School is responding to the current circumstances • The governing body continues to meet half termly 	Minor

Governors are not fully informed or involved in making key decisions			<ul style="list-style-type: none"> The governing body agendas are structured to ensure all statutory requirements are discussed and school leaders are held to account for their implementation. The Headteacher's report to governors includes content and updates on how the school is continuing to meet its statutory obligations in addition to covering the school's response to COVID-19. Regular dialogue with the Chair of Governors and those governors with designated responsibilities is in place. Minutes of governing body meetings are reviewed to ensure that they accurately record governors' oversight and holding leaders to account for areas of statutory responsibility continuing to meet its statutory duties in addition to covering the response to COVID 19 	
Key stakeholders are not fully informed about changes to policies and procedures due to COVID-19, resulting in risks to health	Pupils staff	Minor	<p>Communications strategies for the following groups are in place:</p> <ul style="list-style-type: none"> Staff Pupils Parents Governors Local authority Other partners 	
Risk assessments Risks are not comprehensively assessed in every area of the school in light of COVID-19, leading to breaches of social distancing and hygiene guidance.	Pupils Staff	Moderate	<ul style="list-style-type: none"> Risk assessments are updated or undertaken before the school reopens and mitigation strategies are put in place and communicated to staff covering: Different areas of the school When pupils enter and leave school During movement around school Delivering aspects of the curriculum, especially where shared equipment/resources is used This risk assessment will be updated regularly (half termly as a minimum) and reviews will be shared with colleagues (staff governors) ALL colleagues have a responsibility to report concerns regarding risks ALL colleagues have a responsibility to read the risk assessment and query any areas that they feel are insufficient or unclear. 	Minor Control measures in place
Bereavement support Pupils and staff are grieving because of loss of friends or family	Pupils Staff	Moderate	<ul style="list-style-type: none"> Ensure that all colleagues are trained to observe and identify changes in behaviour that may indicate the need for additional support Establish and maintain strong parental relationships to foster open and honest communication The school has access to trained staff who can deliver bereavement counselling and support. Support is requested from other organisations when necessary. 	

***SELF ISOLATION PERIOD NOW AMENDED TO 5 DAYS FOR ALL (or 5 DAYS IF HAVE A NEGATIVE LATERAL FLOW TEST ON DAYS 5 AND 6) with effect from Monday 17th January 2022**

3/9/2020

What to do if you have a case of COVID-19 in your school



If you have symptoms and start isolating but then have a negative test result, you can end isolation and return to school if well. However, if you are isolating because you live with someone who has symptoms, you must continue to isolate even with a negative test result. You may end isolation early if the person with symptoms in your household receives a negative test

Other important control measures to reduce risk to other children and staff include: minimising contact with those who are unwell, handwashing, respiratory hygiene, cleaning, minimising mixing and contact by altering the environment and daily schedules.

