

**This risk assessment is correct as of the time of publication 2.3.2022 and will be constantly reviewed and is subject to change. For a copy of the latest school risk assessment please contact the school office ([office@oxenhope.bradford.sch.uk](mailto:office@oxenhope.bradford.sch.uk)).**

## September 2021 Reopening of Schools Risk Assessment

Assessor: <b>Helen Williams</b>	Date: 26/08/2021	Activity September Reopening of Schools Risk Assessment 2021	Location: <b>Oxenhope CE Primary</b>
Standard of dress for activity (if relevant)		PPE required: <b>Disposable Gloves, Aprons, Face coverings</b>	Other equipment used during activity: <b>Cleaning equipment + household cleaning products</b>

Activity/Task/ Risk From	Hazard	Persons at Risk	Existing Control Measures	S	L	R	Res	Further Control Measures required	Date further measures completed by
<b>Students &amp; staff with prior medical conditions deemed as 'Clinically extremely vulnerable'.</b>	Persons with prescribed medical conditions and previously deemed as 'clinically extremely vulnerable' are no longer deemed as more at risk from COVID19 effects, whenever community transmission rates are high. However, this is being monitored.	Students / Staff	We encourage all students and staff to follow the guidance for people previously considered clinically extremely vulnerable from COVID dated 25/02/2022. <a href="https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19">https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</a> Staff with a weekend immune system should follow. <a href="https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk/covid-19-guidance-for-people-">https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk/covid-19-guidance-for-people-</a>	5	2	10	M	All students and staff who eligible are to be encouraged to consider take up of vaccinations available, unless medically exempt.  GDPR compliant records to be maintained of vaccinated staff to assist with maintaining continuous support of schools functions throughout the year. Through sight of vaccine certificates.  You should also take advice from your health professional on whether	01/04/2022

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			<p><a href="#"><u>whose-immune-system-means-they-are-at-higher-risk</u></a></p> <p>All CEV children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their GP or clinician not to attend. Further information is available in the guidance on supporting pupils at school with medical conditions.</p> <p>School leaders are best placed to determine the workforce required to meet the needs of their pupils. Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus.</p> <p>Staff in schools who are CEV should currently attend their place of work, and follow DHSC guidance.</p>				<p>additional precautions are right for you and inform your line manager/teacher where an individual RA can be drawn up.</p> <p>Considering: - When you were vaccinated and continuing to follow government guidance.</p> <p>Wearing and asking others to wear a face covering around you. Avoiding crowded spaces.</p> <p>Where genuine confusion exists in determining whether a student or staff member is required not to attend school, a copy of the GP/clinician notification letter should be provided to the Headteacher;</p> <p>Ensure that key contractors are aware of the school's control</p>	
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			<p>We encourage vaccine take up by enabling staff who are eligible for a vaccination to attend booked vaccine appointments where possible even during term time.</p> <p>Increased hygiene measures are followed – more frequent hand washing, respiratory hygiene and enhanced cleaning of surfaces and ventilation.</p>					<p>measures and ways of working.</p> <p>When school is informed of a rise in community transmission rates to 3high, the academy will follow the BDAT outbreak management plan in conjunction with the local authority outbreak management plan. See link  <a href="http://www.bdat-academies.org/wp-content/uploads/2021/08/Outbreak-management-plan-Sep-21-002.pdf">http://www.bdat-academies.org/wp-content/uploads/2021/08/Outbreak-management-plan-Sep-21-002.pdf</a>  along with the local authority outbreak management plan.</p>	
<b>Persons entering site with COVID19 symptoms</b>	Transmission of COVID19 to the School community.	Students/ Staff/ Others	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 or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for	3	2	6	M	Anyone who tests positive should stay at home for 5 days and return once fit following 2 clear LFD tests on day 5 and 6. Staying away from school for up to 10 days maximum.	01/04/2022

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			<p>example, they are required to quarantine).</p> <p>Should the academy have 5 cases who could have mixed closely or 10% of pupils/children/students or staff who have mixed closely within a 10 day period, this may be viewed as a potential outbreak.</p> <p>Leaders must inform BDAT and the dedicated advice service who will escalate the issue to the local health protection team where necessary and advise if any additional action is required, such as implementing elements of the academy outbreak management plan.</p> <p>Contact to be made with the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to the potential outbreak.</p>				<p>This is no longer a legal requirement but it is still the government guidance to do so and the school is adhering to this guidance. Contact should then be limited for the remaining 5 days, and staff should work from home where practical. Staff and students should continue to undertake LFD testing on day 7, 8,9 and 10 when in school in accordance with current guidance: <a href="#">COVID-19: management of staff and exposed patients or residents in health and social care settings - GOV.UK (www.gov.uk)</a></p> <p>Students and staff should continue to isolate if displaying symptoms or with a positive LFD test.</p> <p>We will also continue with regular reminders to the children about the main symptoms of covid 19 and about hand</p>	
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								<p>hygiene and to staff about keeping windows open and the continued importance of good ventilation etc.</p> <p>RAs to be checked by BDAT central team.</p> <p>Face coverings – Staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school.</p> <p><a href="https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own">https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own</a></p> <p>Face coverings - No pupil should be denied education on the grounds that they are, are not, wearing a face covering.</p>	
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								<p>Face coverings – A director of public health might advise that face coverings should be temporarily be worn by all in communal areas or classrooms (unless exempt)</p> <p><b>Face Coverings</b> Face Coverings are <b>not</b> recommended for staff and visitors in corridors and in communal areas. From 27/01/2022, should individuals choose to wear face coverings within parts of the building this will be acceptable practice as long as this doesn't impede communication or discriminate against individuals. The use of face coverings may have a particular impact on those who rely on visual signals for communication. Those who communicate with or provide support to</p>	
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								<p>those who do, are exempt from any recommendation to wear face coverings in education and childcare settings. Transparent face coverings, visors or shields should be worn as an alternative to opaque face coverings in such instances to aid communication, for example lip reading or allowing for full visibility of facial expressions when needed.</p> <p><b>School events/performances</b></p> <p>We have increased the number of performances to accommodate reduced numbers at each event. We may restrict how many adults can attend performances depending on the number of children performing. We plan the audience space and entrance and exit routes carefully to limit congestion. We ventilate</p>	01/04/2022
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								the space and provide hand sanitiser and spare face coverings for those that wish to use these. Cleaning patterns are enhanced before and after events.	
<b>COVID19 virus being accidentally brought onto the site and/or displays COVID19 symptoms whilst at School.</b>	Transmission of COVID19 to the school community	Students/ Staff/ Others	<p><b>Ensure good hygiene for everyone.</b></p> <p><b>Hand hygiene:</b> Frequent and thorough hand cleaning is now regular practice. Ensuring that pupils and staff clean their hands regularly, with soap and water or hand sanitiser.</p> <p><b>Respiratory hygiene:</b> The 'catch it, bin it, kill it' approach continues to be very important to us.</p> <p>The e-Bug COVID-19 website is used to access resources including materials to encourage good hand and respiratory hygiene.</p> <p><b>Use of personal protective equipment (PPE)</b> Most staff in schools will not require PPE beyond what they would normally need for their work. Further guidance on the use of PPE in education, childcare and children's social care settings</p>	3	2	6	M	<p>Should anyone develop COVID-19 symptoms, however mild, they will be sent home and they should follow the latest government guidance. This includes booking a free NHS PCR test <a href="https://www.gov.uk/get-coronavirus-test">https://www.gov.uk/get-coronavirus-test</a>.</p> <p>Whilst awaiting collection students should be isolated in a well-ventilated area, with appropriate adult supervision.</p> <p>Any rooms they use should be cleaned after they have been collected.</p>	01/04/2022

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			<p>provides more information on the use of PPE for COVID-19.</p> <p><b>Maintain appropriate cleaning regimes.</b> We have put in place and maintain an appropriate cleaning schedule, including increased cleaning hours, products and budget. This includes regular cleaning of areas and equipment, with a particular focus on frequently touched surfaces. Children will also continue with more regular handwashing and sanitising routines.</p> <p><b>Keep occupied spaces well ventilated.</b> It is important to ensure the academy is well ventilated and that a comfortable teaching environment is maintained. All areas have been assessed to identify any poorly ventilated spaces as part of the risk assessment and improvements to improve fresh air flow in these areas has been actioned.</p> <p>Government issued CO2 monitors to be used around school to</p>				<p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>Existing LFD stockpiles will be recorded and made available to staff for day 5 &amp; 6 home testing following confirmation of COVID positive result following PCR test as required. Staff and pupils can access test kits through local pharmacists and online.</p> <p><b>Face Coverings</b> Face Coverings are <b>not</b> recommended for staff and visitors in corridors and in communal areas. From 27/01/2022, should</p>	
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			<p>monitor CO2 levels across the school day. Average readings to be evaluated and additional control measures put in place if readings more than 1500ppm CO2 in occupied classrooms or 800ppm in areas used for physical activity including singing or sporting activities.</p> <p>Mechanical ventilation systems have been adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. The systems have been adjusted to full fresh air or, if this was not possible, then systems will be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.</p> <p>We will balance the need for increased ventilation while maintaining a comfortable temperature.</p> <p><b>Follow public health advice on testing, self-isolation and managing confirmed cases of</b></p>				<p>individuals choose to wear face coverings within parts of the building this will be acceptable practice as long as this doesn't impede communication or discriminate against individuals.</p> <p>Where CO2 levels trigger the need for further action the relevant spaces will be addressed to reduce CO2 levels by increasing natural ventilation. Air Cleaning units will be considered where levels cannot be naturally reduced or improvements to mechanical ventilation will be required.</p>	
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			<p><b>COVID-19</b></p> <p>All pupils, staff and other adults should follow public health advice on when to self-isolate and what to do.</p> <p>They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). Anyone with symptoms should book a free NHS test <a href="https://www.gov.uk/get-coronavirus-test">https://www.gov.uk/get-coronavirus-test</a> and follow the latest government guidance.</p> <p>If a student becomes unwell with symptoms of coronavirus while in the school setting and needs direct personal care until they can return home, a face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an</p>							
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			<p>apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.</p> <p>Provide tests to student or staff to facilitate testing were this will improve likelihood of them getting tested.</p>						
<b>Travelling to and from school on public and/or dedicated transport.</b>	Transmission of coronavirus through mixing of students outside of normal peer group.	Student	<p>Face coverings – Staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school.</p> <p><a href="https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own">https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own</a></p> <p>Windows and ceiling vents to be opened and remain open for the duration of the journey to maximise natural ventilation</p>	3	2	6	M	<p>Unnecessary risks such as overcrowding will be minimised through staff supervision and working with transport companies.</p> <p><a href="https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/dedicated-transport-to-schools-and-colleges-covid-19-operational-guidance">https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/dedicated-transport-to-schools-and-colleges-covid-19-operational-guidance</a></p>	01/04/2022

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			wherever possible.						
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<b>Wellbeing and anxiety mitigation for pupils and staff</b>	Increase of stress or anxiety during this period	Students/ Staff	<p>1. The school has a wide range of measures currently in place to support pupils and staff and there is a very strong emphasis on this. These include:</p> <ul style="list-style-type: none"> <li>• welfare support phone calls from Pastoral Manager, MHFA, SLT, teachers and admin staff</li> <li>• liaison with class teachers</li> <li>• Play therapy for specific pupils if this is identified as a need</li> <li>• 1:1 sessions with Pastoral Manager or Mental Health First Aider for pupils and staff</li> <li>• Signposted support to parents via social media. Additional share group on social media</li> </ul> <p>2. Regular feedback &amp; updates for staff;</p> <p>3. Staff kept informed of developments before Students/</p>	3	3	9	M	<p>a) all pupils and staff will have access to pastoral support, as and when identified as needed.</p> <p>b) pupils remote learning due to self isolate or shielding will receive remote pastoral support as and when identified as needed.</p> <p>c) welfare checks noted on CPOMS.</p> <p>Scarf programme of work based around mental health and wellbeing is available for pupils at school and at home.</p>	01/04/2022
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			<p>children &amp; parent community;</p> <p>4. Staff aware of need to report concerns to School Management;</p> <p>5. Governing Body aware of the need to support Headteacher &amp; Leadership Team.</p> <p>6. In addition to the schools support mechanisms already in place to support staff/students wellbeing some staff/pupils may be identified as being particularly anxious about attending school. The DfE has provided additional support for both pupil and staff wellbeing in the current situation and this can be accessed through.</p> <p><a href="https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers">https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers</a></p> <p>and</p> <p><a href="https://www.gov.uk/guidance/mental-health-and-wellbeing-support-in-schools-and-colleges">https://www.gov.uk/guidance/mental-health-and-wellbeing-support-in-schools-and-colleges</a></p>						
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Educational visits and wrap around provision and extra-curricular activity.		Students/ Staff/ Others	<p>When considering booking a new visit, whether domestic or international, we will ensure there is adequate financial protection in place.</p> <p>The school has not historically conducted international visits and has no plans to do so in the near future.</p> <p>More information on planning in relation to extra-curricular provision will be in accordance with the guidance for providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children.</p>	3	2	6	M	Risk assessments will refer to general guidance about educational visits which is available and supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).	01/04/2022
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### Assessment authorised by Headteacher

Print Name:  
Alice Jones

Signature:  
Signed hard copy to be retained in school

Date:  
26.08.21



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RISK RATING SCORE	RESIDUAL RISK LEVEL	MANAGERIAL ACTION	RISK RESULT
1 - 5	L - LOW	Monitor, no action normally required	Acceptable = Risk Level & Controls Acceptable
6 - 10	M - MEDIUM	Attempt to improve controls so far as is reasonably practicable	
11 - 25	H - HIGH	Priority action to be taken to apply control measures	Not Acceptable = Risk Level & Controls Not Acceptable – Further Action Required
<p>The Risk Assessment should be reviewed where circumstances change and/or at least annually. Significant changes will require a new risk assessment. For minor changes complete the boxes below. Attach additional Assessment Review Pages as necessary.</p>			
<p align="center"><b>Assessment Review</b></p>			
Reviewed by: Alice Jones		Review date: 6.10.21	Existing risk assessment valid? (Y/N): Y
Has the activity changed? (Y/N):	How: N		<p><b>New controls:</b> Y – Enhanced measure added</p> <p>If a member of a household tests positive on a PCR or lateral flow test, we advise that all members of the household have a PCR test as soon as possible. We also ask them not to send the child into school until they have received a negative PCR result for them. We also ask the household to do regular lateral flows for the next 10 days, even after any PCR tests come back negative.</p>

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Have new equipment or materials been introduced? (Y/N):	What:	New controls:	
Reviewed by: Alice Jones	Review date: 2.12.21		Existing risk assessment valid? (Y/N): Y
Has the activity changed? (Y/N):	How: N	<b>New controls:</b> Y – Enhanced measure added <ul style="list-style-type: none"> <li>• Face Coverings are recommended for staff and visitors in corridors and in communal areas. To protect our school community we expect all staff, parents and visitors to adhere to wearing a face covering unless they are exempt for medical reasons.</li> <li>• Individuals will need to self-isolate if contacted by Test and Trace as a close contact of the new variant despite vaccination status.</li> <li>• Enhanced measures related to performances and gatherings in school.</li> </ul>	
Have new equipment or materials been introduced? (Y/N):	What:	New controls:	
Reviewed by: Alice Jones	Review date: 14.12.21		Existing risk assessment valid? (Y/N): Y
Has the activity changed? (Y):	How: N	<b>New controls:</b> Y <ul style="list-style-type: none"> <li>• All adults who are fully vaccinated and children aged 5 to 18 years and 6 months, identified as a contact of someone with COVID-19 – whether Omicron or not – should take a lateral flow device (LFD) test every day for 7 days instead of self-isolating.</li> <li>• Information related to CO2 monitoring</li> </ul>	

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Reviewed by: Alice Jones	Review date: Daily/ Weekly 03/01/2022	Existing risk assessment valid? (Y/N): Y
Has the activity changed? (Y/N):	How: updated government recommendations	New controls:. CEV section updated. Visitor LFD updates, and isolation periods reduced from 10 to 7 days.
Have new equipment or materials been introduced? (Y/N):N	What:	New controls:
Reviewed by: Alice Jones	Review date: Daily/ Weekly 15/01/2022	Existing risk assessment valid? (Y/N): Y
Has the activity changed? (Y/N):	How: updated government recommendations	New controls:. Minimum isolation periods reduced from 7 days to 5 full days.
Have new equipment or materials been introduced? (Y/N):N	What:	New controls:
Reviewed by: Alice Jones	Review date: Daily/ Weekly 26/01/2022	Existing risk assessment valid? (Y/N): Y
Has the activity changed? (Y/N):	How: updated government recommendations	New controls: Face Coverings are no longer recommended for staff and visitors in corridors and in communal areas and are no longer a legal requirement on public transport. Enhanced measure related to PCRs for household contacts has been removed as this contradicts current national guidance related to PCRs.
Have new equipment or materials been introduced? (Y/N):N	What:	New controls:

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Reviewed by: Alice Jones	Review date: Daily/ Weekly 28/02/2022	Existing risk assessment valid? (Y/N): Y
Has the activity changed? (Y/N):	How: updated government recommendations	<ul style="list-style-type: none"> <li>• New controls: Updated to reflect current government guidance in relation to twice weekly LFTs, testing and isolation for close contacts, use of face coverings, specific guidance for clinically vulnerable staff and pupils or anyone with symptoms.</li> <li>• All references to test and trace programme have been removed.</li> </ul>
Have new equipment or materials been introduced? (Y/N):N	What:	New controls: