

Safety, Health and Environment (SHE)

GCC COVID-19 RISK ASSESSMENT PROCESS FOR SCHOOLS Updated 10/01/22

This is an update of the GCC COVID-19 Risk Assessment to support schools and educational settings in Step 4 of the Government Roadmap from 19 July 2021*. The aim of the risk assessment is to protect staff, pupils and the community.



COVID-19 Risk Assessment for Schools & Educational Settings

Hazards	Who is at risk?	What are you already doing?	Is enough to manage the risks?	What further action is necessary?	Action by whom?	Action by when?
Rise in infections in locality	Employees Pupils Young People Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> No whole school assemblies. Lunch time eating-separation of classes within hall. Classes to line up in playground at start of day. Lunchtime-classes kept separate within each sitting. Teams Parents evenings. Teams Phonics meetings. Playtime bubbles for classes 	Y	Continue to monitor and assess.	Head Teacher CTS	10/12/21 and ongoing.
Person showing symptoms or positive test result	Employees Pupils Young People Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> Confirmed cases of the Omicron variant of COVID 19 MUST self-isolate. A positive lateral flow indicates a confirmed case. Someone testing positive can leave isolation after day 7 if they get a negative LFT on day 6 and day 7. Tests must be 24 hrs apart. If either test is positive, they must continue to isolate until they take 2 negative LFTs 24 hours apart or have completed the full 10 days of isolation. Day 1 of isolation is counted as the day after your symptoms started-but you must isolate from the moment you have a positive LFT. Refer to GCC COVID Response Checklist and public health advice on testing, self-isolation and managing confirmed cases of COVID-19. Regular communications that persons are not to come into school if they have symptoms, have had a positive test result by LFT or PCR (or other reasons requiring them to stay at home due to the 	Y	<p>Test and trace or Local Health Protection teams will contact close contacts directly. School is not expected to undertake contact tracing except in exceptional circumstances.</p> <p>Continue to support and encourage the</p>	Head Teacher	10/12/21 and ongoing

		<p>risk of them passing on COVID-19 (e.g. they are required to quarantine).</p> <ul style="list-style-type: none"> • If anyone in your school develops COVID-19 symptoms they will be sent home. • An unwell child awaiting collection will be isolated in the sunny room with adult supervision (depending on age and needs of the child). • Staff caring for a child awaiting collection to keep a distance of 2 metres. • PPE to be worn by staff caring for the child, including: <ul style="list-style-type: none"> ○ a face mask worn if a distance of 2 metres cannot be maintained. ○ if contact is necessary, then gloves, an apron and a face mask should be worn ○ eye protection where there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting. • Staff to wash their hands after caring for a child with symptoms. • All areas where a person with symptoms has been to be cleaned after they have left. • If there are more than two positive tests, the school's outbreak management plan will be initiated. • School has sufficient supplies of PPE, face coverings, cleaning materials and hand washing/sanitising liquids. • Update staff, pupils, stakeholders and visitors on changes in practice – Step 4 measures. • If a parent/carer insists on a pupil attending your school with symptoms, Head teacher may refuse the pupil if, in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. 		<p>use of home testing by staff</p> <p>Consider reintroducing face coverings and bubbles temporarily</p> <p>Attendance restriction will only be recommended by the government as a last resort.</p>		
Poor Personal Hygiene	Employees Pupils Young People	<ul style="list-style-type: none"> • COVID-19 posters/ signage displayed. • Frequent and thorough hand cleaning is regular practice. 	Y	Monitoring and supervision by SLT to ensure people are	Office (CB)	10/12/21 and ongoing

	Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> • Pupils and staff to clean their hands when they arrive at school, when they return from breaks, when they change rooms and before and after eating. • Sufficient handwashing facilities are available. • Where there is no sink, hand sanitiser provided in classrooms. • Skin friendly skin cleaning wipes used as an alternative to hand washing or sanitiser. • Staff help is available for pupils who have trouble cleaning their hands independently (e.g. small children and pupils with complex needs). • Use resources such as “e-bug” to teach effective hand hygiene etc. • Adults and pupils are encouraged not to touch their mouth, eyes and nose. • Adults and pupils encouraged to use a tissue to cough or sneeze and use bins for tissue waste (‘catch it, bin it, kill it’). • Tissues to be provided. • Bins for tissues provided and are emptied throughout the day. 		following any controls in place, including enhanced cleaning.	Teachers	
Spreading coronavirus from contact with surfaces, equipment and workstations	Employees Pupils Young People Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> • Reduced clutter and removing difficult to clean items to make cleaning easier. • Cleaning using standard cleaning products such as detergents and bleach, paying attention to all surfaces but especially ones that are touched frequently, such as door handles, light switches, work surfaces, remote controls and electronic devices. • Surfaces that are frequently touched and by many people in common areas to be cleaned twice a day. • Avoid sharing work equipment by allocating it on a personal basis or put cleaning regimes in place to clean between each user. Identify where you can reduce people touching surfaces, for example by leaving doors open (except fire doors) 	Y	Monitoring and supervision to ensure people are following controls, for example by implementing cleaning regimes. Continue to provide instruction and training to people who need to clean.	SLT and SBM SBM	10/12/21 and ongoing

clinically extremely vulnerable and workers in higher- risk groups	Visitors Members of the public	<ul style="list-style-type: none"> Carry out a risk assessment of pregnant workers to identify the risk and measures to be taken. Some pregnant workers will be at greater risk of severe illness from coronavirus and they should stay at home as much as possible and work from home if they can. 		support may be available from Public Health England. Keep under review completed individual risk assessments for pregnant workers.		
Airborne spread of COVID	Employees Pupils Young People Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> All staff to wear facemasks in enclosed and crowded spaces and corridors. Adults in playground encouraged to wear masks. Visitors into school to wear masks. 	Y			10/12/21 and ongoing
Returning to work after October HT	Employees Pupils Young People Families Contractors Visitors Members of the public	<ul style="list-style-type: none"> Buildings and health and safety compliance checks continue to be undertaken (e.g. fire alarm, emergency lighting, water hygiene, lifts, etc.). Provide information and instruction for returning workers to ensure clarity on arrangements for cleaning and hygiene and ventilation. Communicate updates with supply staff and other temporary or peripatetic staff and volunteers to follow the school's arrangements for managing and minimising risk. Staff to undertake twice weekly home tests whenever they are on site. Review/update of policies to reflect changes brought about by updated COVID-19 requirements. 	Y		SBM Office (CB) Head Teacher	10/12/21 and ongoing

		<ul style="list-style-type: none">• Ensure website is compliant with regards to the publishing of policies and risk assessment.				
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Completed by:	Liz Geller	Date	10/12/21
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