

Health and Safety Risk Assessment – *School Opening September 2021*

School	Northampton School <i>for Boys</i>	Assessment No.	024 + Outbreak Management Plan		
Site	Billing Road	Location	Full site		
Subject of Assessment	<p>This assessment will consider the risk associated with COVID-19 on the school site including the Government’s latest guidance ‘Schools coronavirus (COVID-19) operational guidance’ Updated 27th August 2021 for the start of Academic year September 2021.</p> <p>This risk assessment refers to the 4 control measures highlighted in the operational guidance which are grouped into:</p> <ul style="list-style-type: none">1. Ensure good hygiene for everyone.2. Maintain appropriate cleaning regimes.3. Keep occupied spaces well ventilated.4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. <p>Following these control measures will effectively reduce risk and create an inherently safe environment.</p> <p>An Outbreak Management Plan is included to help manage a COVID-19 outbreak.</p>				
Assessed by	RMU / RBE	Date	31 st August 2021	Review date	Term 2 October 2021 or sooner in the event of a significant change
Details of workplace/activity	School opening September 2021.			Persons Affected (Who may be harmed)	
				Students, staff, visitors, contractors	

Hazards and Risks	Existing Control Measures	Risk Level following application of the control measures <small>(Very High, High, Medium, Low)</small>	Further Actions Yes/No <small>(If Yes See Actions)</small>
1 Ensure good hygiene for everyone			
Spread/contraction of COVID-19 due to lack of hand-washing and general poor hygiene.	<p>A culture of hand cleaning has been instilled in all users of the school.</p> <ul style="list-style-type: none"> Students, staff, visitors, and contractors clean their hands when they arrive at school Wall mounted hand sanitiser units are installed in each public and student entrance and outside each classroom and office Students are encouraged to clean their hands more regularly. This includes: <ul style="list-style-type: none"> when they arrive at school when they change rooms when they return from breaks before and after eating before and after sport before they leave the school Students clean their hands with hot water and soap after using the toilet Anti-bacterial wipes are available in every classroom and office Staff can request more supplies of hand sanitiser and anti-bacterial wipes by emailing the Estates team: <ul style="list-style-type: none"> help@nsbestateteam.on.spiceworks.com <p>Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach</p> <ul style="list-style-type: none"> The 'catch it, bin it, kill it' approach is used in the school <ul style="list-style-type: none"> Students have been instructed to use a tissue to blow their nose and when sneezing and that the tissue must be placed in a waste bin Every classroom has a bin that can be used for general waste and tissues A 'catch it, bin it, kill it' poster is displayed in every classroom <p>Use of personal protective equipment (PPE)</p> <p>Most staff in schools will not require PPE beyond what they would normally need for their work.</p> <ul style="list-style-type: none"> The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19 and will be followed. 	Low	No

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2 Maintain appropriate cleaning regimes			
Spread/contraction of COVID-19 due to lack of adequate cleaning measures.	<p>Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products, such as detergents</p> <p>The Public Health England guidance document ‘COVID-19: cleaning in non-healthcare settings outside the home’ (updated 20 July 2021) will be followed.</p> <ul style="list-style-type: none"> Cleaning schedules ensure: <ul style="list-style-type: none"> more frequent cleaning of rooms or shared areas that are used by different groups frequently touched surfaces are being cleaned more often than normal toilets are cleaned more regularly dining tables are cleaned between bubble groups 100% non-toxic / non-allergenic fluid that meets appropriate technical standards and kills 99.9% of viruses including coronaviruses is used to clean surfaces: <ul style="list-style-type: none"> Staff or students spray and wipe each table between lessons Cleaning fluid and cloths are replaced regularly by cleaners If cleaning fluid runs out during the day, staff can request replacements by emailing the Estates team: help@nsbestateteam.on.spiceworks.com 	Low	No
3 Keep occupied spaces well ventilated			
Spread/contraction of COVID-19 due to lack of good ventilation.	<p>When school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p> <ul style="list-style-type: none"> Mechanical ventilation systems have been adjusted to increase the ventilation rate wherever possible: Systems have been adjusted to full fresh air or, if not, systems are operating as normal within a single room and supplemented by an outdoor air supply Natural ventilation: opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air (if they are not fire doors and where safe to do so). If necessary external opening doors may also be used (if they are not fire doors and where safe to do so) To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures could also be used as appropriate: Opening high level windows (where available) in preference to low level to reduce draughts 	Low	No

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	<ul style="list-style-type: none"> Increasing the ventilation while spaces are unoccupied (for example between classes, during break and lunch, when a room is unused) Staff have discretion to allow coats to be worn in classrooms during colder periods Normal heating will be used as necessary to ensure comfort levels are reasonably maintained particularly in occupied spaces The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE coronavirus (COVID-19) advice provides more information and has been considered by Estates 		
4 Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19			
<p>Spread/contraction of COVID-19 due to interaction with a person who has symptoms of the disease, a person who may be asymptomatic or lack of information on how infection risks are controlled in the school.</p> <p>Stress or anxiety caused due to lack of support, information or staff consultation.</p> <p>Those who are clinically extremely vulnerable becoming ill.</p>	<p>When an individual develops COVID-19 symptoms or has a positive test Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do.</p> <ul style="list-style-type: none"> 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) If anyone in school develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. If a pupil is awaiting collection, they will be isolated in the medical room. A window should be opened for fresh air ventilation if possible. Appropriate PPE will be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children's social care settings guidance. Any rooms they use will be cleaned after they have left. The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. <p>Asymptomatic testing</p> <p>Testing remains important in reducing the risk of transmission of infection within schools. That is why, whilst some measures are relaxed, others will remain, and if necessary, in response to the latest epidemiological data, we all need to be prepared to step measures up or down in future depending on local circumstances.</p>	Low	No

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	<ul style="list-style-type: none"> As students will potentially mix with lots of other people during the summer holidays, all students will receive 2 on-site lateral flow device tests, 3 to 5 days apart, on their return in the autumn term Students will continue to test twice weekly at home until the end of September, when this will be reviewed by the Government Staff should undertake twice weekly home tests until the end of September, when this will also be reviewed by the Government The school will retain a small asymptomatic testing site (ATS) on-site until further notice so we can offer testing to students who are unable to test themselves at home Students new to the school will be offered the 2 tests at an on-site ATS at the beginning of the autumn term when they start as a new year 7 or year 12 <p>Confirmatory PCR tests</p> <ul style="list-style-type: none"> Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19 Whilst awaiting the PCR result, the individual should continue to self-isolate. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms The DfE guidance 'Coronavirus (COVID-19): test kits for schools and FE providers' (updated 22 April 2021) will be followed <p>Other considerations</p> <p>All clinically extremely vulnerable (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 clinician or other specialist not to attend.</p> <ul style="list-style-type: none"> Further information is available in the guidance on supporting pupils at school with medical conditions. Key contractors are aware of the school's control measures and ways of working. 		

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	<p>Admitting children into school</p> <p>In most cases, parents and carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others.</p> <ul style="list-style-type: none"> ▪ If a parent or carer insists on a pupil attending school, we can take the decision to refuse the pupil if, in reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19 ▪ The decision would need to be carefully considered in light of all the circumstances and current public health advice <p>Attendance</p> <p>School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school</p> <ul style="list-style-type: none"> ▪ Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they will be recorded as code X (not attending in circumstances related to coronavirus). ▪ Where they are unable to attend because they have a confirmed case of COVID-19 they will be recorded as code I (illness) ▪ For pupils abroad who are unable to return, code X is unlikely to apply. In some specific cases, code Y (unable to attend due to exceptional circumstances) will apply ▪ Further guidance about the use of codes is provided in the school attendance guidance. <p>Travel and quarantine</p> <ul style="list-style-type: none"> ▪ All pupils travelling to England must adhere to travel legislation, details of which are set out in government travel advice. ▪ Additional guidance has been issued on the quarantine arrangements for boarding school pupils travelling from red-list countries to attend a boarding school in England. <p>Remote education</p>		

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	<p>Not all people with COVID-19 have symptoms. Where appropriate, we will support those who need to self-isolate because they have tested positive to work or learn from home if they are well enough to do so.</p> <ul style="list-style-type: none"> ▪ The school is subject to the remote education temporary continuity direction and is required to provide remote education to pupils covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19 ▪ The school will maintain capacity to deliver high-quality remote education for the next academic year, including for pupils who are abroad, and facing challenges to return due to COVID-19 travel restrictions, for the period they are abroad ▪ We will work collaboratively with families and put in place reasonable adjustments so that pupils with special educational needs and disabilities (SEND) can successfully access remote education. ▪ Full expectations for remote education, support and resources can be found on the get help with remote education service. <p>Pupil wellbeing and support Some pupils may be experiencing a variety of emotions in response to the COVID-19 pandemic, such as anxiety, stress or low mood.</p> <ul style="list-style-type: none"> ▪ Students and parents can access useful links and sources of support on promoting and supporting mental health and wellbeing in schools ▪ The school will support students through their Form Tutor, Head of Year and PSHE lessons <p>Supporting staff</p> <ul style="list-style-type: none"> ▪ The Headmaster has explained to all staff the measures put in place ▪ This risk assessment has been shared with staff ▪ Staff training has taken place during the September training days before students returned to school ▪ The Health and Safety Executive (HSE) has published guidance on protecting vulnerable workers, including advice for employers and employees on how to talk about reducing risks in the workplace which has been considered by the school ▪ <p>Information about extra mental health support is available here</p>		

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	<ul style="list-style-type: none"> ▪ Staff can request one on one discussions to express and discuss through concerns and any relevant mitigating actions that can be taken to help remove them ▪ Counselling or one on one support meetings with a medical expert can be arranged for staff who feel particularly anxious about returning to school ▪ Education Support provides a free helpline for school staff and targeted support for mental health and wellbeing <p>Staff and students who are clinically extremely vulnerable Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. It is important that everyone adheres to this guidance, but CEV people may wish to think particularly carefully about the additional precautions they can continue to take.</p> <ul style="list-style-type: none"> • Further information can be found in the guidance on protecting people who are CEV from COVID-19 • Social distancing measures have now ended in the workplace and it is no longer necessary for the government to instruct people to work from home • All clinically extremely vulnerable (CEV) people should attend their education setting or workplace 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 clinician or other specialist not to attend • The DfE guidance 'supporting pupils at school with medical conditions' (December 2015) will be followed • The Public Health England guidance 'Protecting people who are clinically extremely vulnerable from COVID-19' (updated 11 August 2021) will be followed <p>Pregnancy</p> <ul style="list-style-type: none"> • The school will follow the specific guidance for pregnant employees (updated 20th July 2021) • The school will conduct an assessment to help identify any additional action that needs to be taken to mitigate risks • The school will follow the same principles for a pregnant student <p>Educational visits</p>		

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	<ul style="list-style-type: none"> From the start of September, international visits can start to be planned The travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit and we will comply with international travel legislation and have contingency plans in place to account for these changes Full and thorough risk assessments in relation to all educational visits will be conducted and the school will ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP) <p>Safeguarding</p> <ul style="list-style-type: none"> The school will continue to have regard to the statutory safeguarding guidance keeping children safe in education DSLs will be given more time, where possible, to: <ul style="list-style-type: none"> support staff and pupils with new safeguarding and welfare concerns handle referrals to children's social care and other agencies where appropriate <p>Face coverings</p> <p>Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas. The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school or college.</p> <p>In circumstances where face coverings are recommended</p> <p>If there is an outbreak in school, a director of public health might advise that face coverings should temporarily be worn in communal areas or classrooms (by pupils staff and visitors, unless exempt).</p> <ul style="list-style-type: none"> The outbreak management plans cover this possibility Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn Face visors or shields can be worn by those exempt from wearing a face covering but they are not 		

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	<p>an equivalent alternative in terms of source control of virus transmission.</p> <ul style="list-style-type: none"> Reasonable adjustments will be made for disabled pupils to support them to access education successfully No student will be denied education on the grounds of whether they are, or are not, wearing a face covering <p>Stepping measures up and down</p> <p>If restrictions in schools are needed to help contain the spread of the virus, we may be asked to revise our delivery model for a short period of time.</p> <ul style="list-style-type: none"> The Government has published a contingency framework (updated 17th August 2021), which outlines how schools could operate in the event of any restrictions The school has an outbreak management plan outlining how we would operate if there were an outbreak in the school or local area 		

Outbreak Management Plan

Consider extra action when:	Control Measures to consider implementing:	Measures to be actioned by:	How students will continue to be educated:
Contingency planning			
5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period	<ul style="list-style-type: none"> Seek additional public health advice by phoning the DfE helpline (0800 046 8687, option 1) Could activities take place outdoors Improve ventilation in areas One-off enhanced cleaning on touch points and any shared 	Headmaster, Senior Staff, Year Team Leaders	In school

Consider extra action when:	Control Measures to consider implementing:	Measures to be actioned by:	How students will continue to be educated:
	<p>equipment</p> <ul style="list-style-type: none"> • Advise parents to conduct more frequent LFD testing at home • Face coverings in communal areas and/or classrooms, for pupils, students and staff • Reintroduction of asymptomatic testing centre (ATS) • In the event of a major outbreak or VoC that poses a significant risk to individuals on the shielded patient list (SPL), Government ministers can agree to reintroduce shielding • Limit: <ul style="list-style-type: none"> • residential educational visits • open days • transition or taster days • parental attendance in settings • live performances in settings • Attendance restrictions as a short-term measure and as a last resort (onsite for vulnerable and children of critical workers) 		Remote education
<p>10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</p>	<ul style="list-style-type: none"> • Seek additional public health advice by phoning the DfE helpline (0800 046 8687, option 1) • Advise parents to conduct more frequent LFD testing at home • Face coverings in communal areas and/or classrooms, for pupils, students and staff • Reintroduction of asymptomatic testing centre (ATS) • In the event of a major outbreak or VoC that poses a significant risk to individuals on the shielded patient list (SPL), Government ministers can agree to reintroduce shielding • Limit: <ul style="list-style-type: none"> • residential educational visits • open days • transition or taster days • parental attendance in settings • live performances in settings • Attendance restrictions as a short-term measure and as a last resort (onsite for vulnerable and children of critical workers) 	Headmaster, Senior Staff, Year Team Leaders	<p>In school</p> <p>Remote education</p>

Consider extra action when:	Control Measures to consider implementing:	Measures to be actioned by:	How students will continue to be educated:
Examples of close Mixing in schools			
<ul style="list-style-type: none">• a form group or subject class• a friendship group mixing at breaktimes• a sports team• a group in an after-school activity		Identifying a group that is likely to have mixed closely will be different for each setting.	
Additional action that could be advised by public health experts			
<ol style="list-style-type: none">1. Strengthened communications to encourage pupils / students to undertake twice weekly rapid asymptomatic home testing and reporting2. Temporarily reinstating face coverings for pupils/students, staff and visitors in indoor and/or communal spaces in secondary schools, FE and HE settings, and for staff in primary, early years, out-of-school, and specialist settings. This should be for two weeks in the first instance, pending regular review3. Reinstating on-site rapid LFD testing in secondary schools, colleges and universities for a two-week period to encourage uptake of twice weekly testing4. Increased frequency of testing		In extreme cases, and as a last resort where all other risk mitigations have not broken chains of in-school transmission, a DPH may advise introducing short-term attendance restrictions in a setting, such as sending home a class or year group (as they could any workplace experiencing a serious infectious disease outbreak).	
Contingency framework: education and childcare settings (August 2021)			
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf			

ACTION PLAN

(Additional Control Measures Required/Recommended Actions)

Hazards and Risks	Recommended Actions
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