VERSION 10

School:			
Headteacher:	Kate Stevens	**Persons undertaking the assessment:**	Headteacher/ Senior Leadership Team/ School Health and Safety Lead.
Work Activity being assessed:	COVID-19 Risk Assessment for Schools		
		VERSION NUMBER	*10*
Date of assessment:	1.9.21	**Date of next review:**	*1 October 2021 or sooner if Government advice changes*

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SCOPE OF OPERATION, LOCATION AND PERIOD	ASSOCIATED GUIDANCE
SCOPE OF OPERATION (description of tasks being undertaken): *facilities/activities relevant to your school* Education settings must be able to achieve the following controls as defined by the Department of Education guidance. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak - Schools COVID-19 operational guidance - GOV.UK (www.gov.uk) Updated 17 August 2021 Separate guidance is available for early years, further education colleges and for special schools. **What you should do** The current Risk Assessment must be updated and reviewed by the Headteacher, taking into account any practices and outcomes which have been developed. Where points are not completed but will need to be addressed, they should be placed in Further Actions Required column with a time frame for completion. Items that are not applicable to the school's specific settings should be deleted.	HSE - Coronavirus/working-safely HSE - New and Expectant Mothers HSE - Protecting New and Expectant Mothers at Work HSE - Coronavirus/Cleaning/Handwashing & Using Hand Sanitiser HSE - Coronavirus/Cleaning/Bathrooms-toilets-washbasins HSE - Respiratory-Protective-Equipment/Fit-Testing-Basics HSE - Coronavirus / PPE Face Masks HSE - Supply issues with PPE and working safely during the Coronavirus pandemic HSE - Protect home workers (Coronavirus) HSE - Coronavirus/Working Safely / Protect People HSE - Coronavirus - Legionella Risks HSE - Coronavirus / Equipment & Machinery / Air-Conditioning & Ventilation NHS - 111 - COVID-19 NHS UK / Coronavirus / Latest NHS Info. NHS / Coronavirus / Testing & Tracing Nursing Times - Research - Paper Towels much more effective at removing viruses than hand dryers

Reference should be made to the various guidance documents available from GOV.UK as on the right-hand side of this document. The guidance from UK GOV is constantly updated and changes frequently so best practice requires that attention to these guidance notes and their updates is required. Please note that when using this model template comments on hazards and control measures can be amended, deleted or added to depending on the individual school setting. It is a model that you can use as is or use to verify if you are using another preferred format.	Royal College of Obstetricians & Gynaecologists - Coronavirus Infection & Pregnancy GOV.UK - Coronavirus (COVID-19): advice for pregnant employees - GOV.UK Royal College of Paediatrics and Child Health - COVID-19 Chartered Institute of Building Services Engineers (CIBSE) - COVID-19 Chartered Institute of Building Services Engineers (CIBSE) - Emerging from lockdown Chartered Institute of Building Services Engineers (CIBSE) Coronavirus - SARS and Heating Ventilation and Air Conditioning Systems (HVAC) GOV.UK - COVID-19 Response: Summer 2021
LOCATION: *Name of school*	GOV.UK - Government Collections - Coronavirus COVID-19 Guidance GOV.UK - Government Publications - Actions for Schools during the coronavirus outbreak / Schools Operational Guidance
WHEN DOES THE ACTIVITY TAKE PLACE *(early hours, during normal hours, after 6pm or at weekends)* *Add in any other hours/days*	GOV.UK - Guidance for Schools Coronavirus COVID-19 GOV.UK - Publications - Guidance on Shielding and protecting Extremely Vulnerable Persons from COVID-19 Coronavirus: how to stay safe and help prevent the spread - GOV.UK (www.gov.uk) GOV.UK - Guidance / COVID-19 - Restrictions (what-you-can-and-cannot-do - clinically-vulnerable-people)

NOTES: As an employer, you must protect people from harm. This includes taking **reasonable steps** to protect your workers and others (pupils, visitors, contractors, delivery staff) from coronavirus. This is a COVID-19 model risk assessment and it'll help you manage risk and protect people. Applying the risk assessment process for COVID 19 requires that you must: •identify what work activity or situations might cause transmission of the virus •think about who could be at risk •decide how likely it is that someone could be exposed •act to remove the activity or situation, or if this isn't possible, control the risk This model risk assessment is designed to fulfil those requirements and is in line with the recommended process using the Health and Safety Executive's (HSE) approach as laid down in their 'Five Steps to Risk Assessment' This is a step-by-step process for controlling health and safety risks caused by hazards in the workplace- in this to reduce risks from COVID 19. You can use this document to help you make sure you have covered what you need to do to keep teachers, workers, pupils and others safe. Once you have completed your risk assessment you will also have to monitor to make sure that what you have put in place is working as expected. **The Layout**	[GOV.UK - COVID-19: Guidance on Protecting People Defined on Medical Grounds as Extremely Vulnerable - GOV.UK](#) [GOV.UK - Government / Publications / COVID-19 Stay at Home Guidance](#) [GOV.UK - Government / publications / COVID-19 (Asymptomatic-testing for staff in Primary Schools and Nurseries (Rapid Asymptomatic Testing for Staff)](#) [GOV.UK - Government / Publications / Coronavirus - COVID-19 (Asymptomatic testing in Schools and Colleges)](#) [GOV.UK - Safe working in Education, Childcare and Children's Social Care, including the use of Personal Protective Equipment (PPE)](#) [GOV.UK - Government / Publication Stay-at-Home Guidance](#) [GOV.UK - NHS Test & Trace - How it works](#) [GOV.UK - Guidance / Ccoronavirus-COVID-19 - Getting tested](#) [GOV.UK / Government / Publication COVID-19- Decontamination in non-healthcare Settings](#) [GOV.UK - Guidance / Contacts PHE Health Protection Teams](#) [GOV.UK - Coronavirus Test](#) [GOV.UK / Guidance / Coronavirus - Safer travel guidance for passengers](#) [GOV.UK / Guidance / How to Quarantine (when-you-arrive-in-England)](#)

This risk assessment is laid out in two sections; 'Part **1 – General Risk Assessment** for School and 'Part **2 – School Settings'**.

This document model aims to look at and use guidance and advice from authoritative sources, in this case the HSE and UK GOV. (DofE).

Part 1 – General Risk Assessment for School, which takes into account most activities and visitors etc and can also be used for other premises or sites used such as children's centres etc, it is taken from the HSE's general guidance on risk management and example risk assessment for COVID 19. The content in this section is taken directly from the HSE model and points raised are recommended areas to cover in all workplaces. By checking through this it will enable you to; make sure you are looking at areas or groups that may not be necessarily covered in a straightforward school risk assessment, provide assessment for non-school activity e.g. building work etc, and can be used to consider if it can be applied to your school setting.

Part 2- School Settings, is as stated and is specifically centred on normal school operation. The information here is sourced from UK GOV documents and the links for these are listed in the main body and on the left of this document.

LEGAL REQUIREMENT

The legal requirement in a nutshell is to reduce risk 'as low as reasonably practicable' (ALARP). You are required to do this using risk assessment and this document provides a model process for this. By so doing you are also meeting with the strong moral obligations to reduce risk in a school environment.

REMEMBER;

GOV.UK - Extra mental health support for pupils and Teachers

GOV.UK / Government Publications / COVID-19 for food businesses

GOV.UK - Government Publications - Health & Safety on Educational Visits

GOV.UK / Government / Publications / Protection Measures for Holiday or After School Clubs and other out of school settings during the COVID-19 outbreak

GOV.UK / Government / Publications / Coronavirus COVID-19 - Guidance on phased return of Sport and Recreation

GOV.UK / Government / Publication / Supporting Pupils at School with Medical Conditions

GOV.UK / Government / Publications / What Parents and Carers need to know about Early Years Providers and Colleges during Coronavirus (COVID-19) outbreak

GOV.UK - Face coverings: when to wear one, exemptions, and how to make your own

THIS DOCUMENT IS THERE TO BE USED AS A MODEL AND SHOULD BE ADAPTED FOR YOUR SCHOOL SETTING AND ITS NEEDS.	

Coronavirus Risk Assessment					
Activity:	Risk Assessment for Schools in response to Coronavirus		**No. of pages:**		**Page number:**
What are the hazards?	**Who is at risk and How would they be harmed?**	**CONTROLS** **What is currently done to reduce / control the risk?**	**What further action do you need to consider to control the risks?** **-What more can be done to reduce risk?**		**Action by whom, by when?**
PART 1 – GENERAL RISK ASSESSMENT FOR SCHOOL					
Increased risk of infection due to mutations of the Coronavirus.	All staff, pupils and others may be at greater risk of contracting the virus due to variant strains	All mitigation measures listed throughout the risk assessment are still relevant. The increased chance of infection highlights the importance of adherence to control measures. Where practicable consider reviewing controls and monitoring/checks on behaviours and controls taking place. To safeguard the health of the teaching workforce and keep as many staff, pupils and students in school and college as possible, the Government have made rapid lateral flow tests available to schools and colleges. Schools COVID-19 operational guidance - GOV.UK (www.gov.uk)	Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed.		Senior Leadership Team.

Getting or spreading coronavirus by not washing hands or not washing them adequately	Workers
	
	Customers
	
	Contractors
	
	Drivers coming to your school/centre
	
	Drivers going out for your school/centre
	
	Visitors
		Follow the HSE guidance on cleaning, hygiene and hand sanitiser
		
		HSE - Coronavirus/Cleaning/Handwashing & Using Hand Sanitiser
		
		HSE - Coronavirus/Cleaning/Bathrooms-toilets-washbasins
		
		- Provide water, soap and drying facilities at wash stations
		
		- Provide information on how to wash hands properly and display posters
		
		- Based on the number of workers and the number of people who come into your workplace decide:
		  ➢ how many wash stations are needed
		  ➢ where wash stations need to be located
		
		You may already have enough facilities
		- Provide hand sanitiser for the occasions when people can't wash their hands
		- There's a legal duty to provide welfare facilities and washing facilities for visiting drivers
		- You should talk to managers at any sites your drivers are visiting to ensure they are provided with hand washing facilities
			- Put in place monitoring and supervision to make sure people are following controls
			
			- Put signs up to remind people to wash their hands
			
			- Provide information to your workers about when and where they need to wash their hands
			
			- Identify if and where additional hand washing facilities may be needed
			
			- If people can't wash hands, provide information about how and when to use hand sanitiser
			
			- Identify how you are going to replenish hand washing/sanitising facilities
			
			- Make sure people are checking their skin for dryness and cracking	

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			and tell them to report to you if there is a problem	
Getting or spreading coronavirus in common use high traffic areas such as canteens, corridors, rest rooms, toilet facilities, entry/exit points to facilities, lifts, changing rooms and other communal areas	Workers

Customers

Visitors

Contractors

Drivers | Careful monitoring and procedures for:
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➢ areas where people will congregate, e.g. rest rooms, canteens, changing rooms, reception, meeting rooms, smoking areas, tea points, kitchens etc leave non-fire doors open to reduce the amount of contact with doors and also potentially improve workplace ventilation fire doors should normally be closed; HOWEVER; WHERE AREAS ARE OCCUPIED- providing staff are briefed to only keep open whilst area/vicinity is in use, there is robust monitoring on procedure, the Fire Risk Assessment is amended and records of briefing to staff maintained, then fire doors can be kept open to improve ventilation-
➢ In addition please note that for final fire exit doors (doors that lead to the outside world) there is no requirement to have these closed for purposes of fire precautions.

➢ areas where there are pinch points e.g. narrow corridors, doorways, customer service points, storage areas
➢ areas and equipment where people will touch the same surfaces, such as in | - Put in place monitoring and supervision to make sure people are following controls put in place, e.g. following hygiene procedures, washing hands, following one-way systems, fire door controls

- Near-miss reporting may also help identify where controls cannot be followed, or people are not doing what they should

Government guidance now states "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." | |

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| | | kitchens, e.g. kettles, shared condiments etc

➢ areas and surfaces that are frequently touched but are difficult to clean

➢ communal areas where air movement may be less than in other work areas, e.g. kitchens with no opening windows or mechanical ventilation

Agree the combination of controls you will put in place to reduce the risks. This can include but is not limited to:

➢ limiting the number of people in rooms e.g. stagger breaks, have maximum occupancy numbers for meeting rooms

➢ reorganise facilities in communal areas such as spacing out tables in meeting rooms, canteens etc

➢ where possible put in place physical impervious barriers (e.g. Perspex in reception areas) to reduce contact

➢ increase the use of online meeting facilities, even for people working in the same building, to reduce the number of people moving around

➢ put in place one-way systems in corridors or regularly used pedestrian traffic routes to manage the flow of people moving around workplaces | Employers should be able to explain the measures they have in place to keep CEV staff safe at work. 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. | |

		➤ provide lockers for people to keep personal belongings in so that they aren't left in the open ➤ keep surfaces, such as kitchen sides and tables, in communal areas clear for people to sit and eat at to make cleaning easier ➤ provide washing facilities and hand sanitiser at accessible places near to where people will have contact with high traffic communal areas, e.g. sanitiser/washing facilities at the entrance/exit to canteens ➤ put signs up to remind people to wash and sanitise hands and not touch their faces ➤ put in place cleaning regimes to make sure high traffic communal areas are kept clean – consider frequency, level of cleaning and who should be doing it		
Getting or spreading coronavirus through workers living together and/or travelling to work together	Workers	– Identify groups of workers who live together and group them into a work cohort – Identify groups of workers who travel to work together and group them into a work cohort	Discuss with workers who live and/or travel to work together to agree how to prevent the risks of spreading coronavirus	
Getting or spreading coronavirus by not cleaning surfaces,	Workers Customers	Use the guidance on cleaning and hygiene during the coronavirus outbreak	- Put in place monitoring and supervision to make sure people are following controls, i.e. are	

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| equipment and workstations | Visitors

Contractors

Drivers coming to your school/centre

Drivers going out for your school/centre. | HSE - Coronavirus/Cleaning/Handwashing & Using Hand Sanitiser

HSE - Coronavirus/Cleaning/Bathrooms-toilets-washbasins

- Identify surfaces that are frequently touched and by many people (often common areas), e.g. handrails, door handles, vehicle door handles (inside and outside), shared equipment etc and specify the frequency and level of cleaning and by whom

- Train people how to put on and remove personal protective equipment (PPE) that is used for normal work hazards and how to keep it clean

- Reduce the need for people to move around your site as far as possible. This will reduce the potential spread of any contamination through touched surfaces

- Avoid sharing work equipment by allocating it on personal issue or put cleaning regimes in place to clean between each user | implementing the cleaning regimes implemented

- Provide information telling people who needs to clean and when

- Provide instruction and training to people who need to clean. Include information on:
➢ the products they need to use
➢ precautions they need to follow
➢ the areas they need to clean

- Identify how you are going to replenish cleaning products | |

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		- Identify where you can reduce the contact of people with surfaces, e.g. by leaving open doors that are not fire doors, providing contactless payment, using electronic documents rather than paperwork - Identify other areas that will need cleaning to prevent the spread of coronavirus, e.g. canteens, rest areas, welfare facilities, vehicles and specify the frequency and level of cleaning and who will do it - Identify what cleaning products are needed (e.g. surface wipes, detergents and water etc) and where they should be used, e.g. wipes in vehicles, water and detergent on work surfaces etc - Keep surfaces clear to make it easier to clean and reduce the likelihood of contaminating objects - Provide more bins and empty them more often - Provide areas for people to store personal belongings and keep personal items out of work areas - clean things like reusable boxes regularly		

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		- Put in place arrangements to clean if someone develops symptoms of coronavirus at work. GOV.UK / Government / Publication COVID-19-Decontamination in non-healthcare Settings		
Mental health and wellbeing affected through isolation or anxiety about coronavirus Potential for Stress or Anxiety caused by fears associated with the virus, isolation, potential bereavement situations or other effects from the changes to living and working.	All staff and Workers- anxiety stress or other mental health issues	Follow guidance on stress and mental health GOV.UK - Extra mental health support for pupils and Teachers - Have regular keep in touch meetings/calls with people working at home to talk about any work issues - Talk openly with workers about the possibility that they may be affected and tell them what to do to raise concerns or who to go to so they can talk things through - Involve workers in completing risk assessments so they can help identify potential problems and identify solutions - Keep workers updated on what is happening so they feel involved and reassured	Further advice and support - Share information and advice with workers about mental health and wellbeing - Consider an occupational health referral if personal stress and anxiety issues are identified - Where you have an employee assistance programme encourage workers to use it to talk through supportive strategies	

		- Discuss the issue of fatigue with employees and make sure they take regular breaks, are encouraged to take leave, set working hours to ensure they aren't working long hours		
Contracting or spreading the virus by not social distancing	Workers Customers Contractors Delivery drivers to/from your workplace Visitors	- Identify and consider how you can or improve on keeping people apart This may include: ➢ using marker tape on the floor ➢ one-way systems ➢ holding meetings virtually rather than face to-face ➢ staggering start/end times ➢ limiting the number of people on site at one time ➢ having allocated time slots for customers ➢ rearrange work areas and tasks ➢ using empty spaces in the building for additional rest break areas where safe to do so ➢ implementing 'drop zones' for passing materials between people ➢ providing more parking areas or controlling parking spaces ➢ providing facilities to help people walk or cycle to work, e.g. bike racks	- Put in place arrangements to monitor and supervise - Provide information, instruction and training to people to understand what they need to do - Provide signage and ways to communicate to non-employees what they need to do	

		➢ minimising contact at security offices for drivers - Identify where it isn't possible to identify other physical measures to separate people. This can include: ➢ physical screens and splash barriers – if they are used in vehicles, they must be safe, not impair visibility and will probably need approval from the vehicle manufacturer to ensure they don't compromise safety ➢ place markers on the floor (e.g. in lifts) to indicate where people should stand and the direction, they should face ➢ reducing the numbers of people using lifts - and where physical measures can't be used then put in place other measures to protect people. This can include: ➢ enhanced cleaning regimes ➢ increase in hand washing ➢ limiting the amount of time people spend on the task ➢ placing workers back-to-back or side-by-side rather than face-to-face when working		

		➢ 'cohorting' work teams so they consistently work together ➢ improving ventilation Consider using signage to remind people of any procedures you may have that mitigate close contact e.g., keep one way notices etc. (Please note – personal protective equipment is needed in a limited number of workplaces to protect from the risk of coronavirus)		
Teachers working from home and pupils using DSE equipment. Note: This may have ceased or reduced in many cases. However, where home working has been decided upon these controls etc. should still be followed.	Staff working from home and pupils studying from home. Musculoskeletal disorders as a result of using DSE at home for a long period of time	For Schools with access to Schools Health & Safety Team Service, refer to the Schools Hub advice sheets; "DSE Self-Assessment – COVID-19 – Sheet No. 4 and Working from Home for Schools – COVID-19 CBT Advice Sheet". Follow guidance on display screen equipment in the HSE Protect homeworkers page HSE - Protect home workers (Coronavirus) HSE - Coronavirus/Working Safely / Protect People There is no increased risk for people working at home temporarily but if this	Further information on how to set up a workstation for short duration home working and also what to do for long term home working can be found on HSE's HSE - Protect home workers (Coronavirus) It is important to consider breaks from this work. 5 minutes every hour is better than 15 minutes every 2 hours. Consideration to how this can be scheduled in	

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		arrangement becomes long term the risks should be assessed - For all people working at home using display screen equipment (DSE) put in place information and training on how to protect themselves, e.g. take regular breaks, stretching exercises, set the equipment up properly - For people working at home longer term complete a DSE assessment with them and identify what equipment is needed to allow them to work safely at home - Schedule or build in breaks of minimum of 5 minutes every hour for pupils studying.	could include actual separate breaks or in lesson time outs.	
Poor workplace ventilation leading to risks of coronavirus spreading Chartered Institute of Building Services Engineers (CIBSE) - Emerging from lockdown Chartered Institute of Building Services Engineers (CIBSE) - COVID-19	Workers Customers Contractors	Please see COVID Advice – COVID-19 Schools Advice No. 5 – Ventilation and Air Conditioning Version 2. Follow guidance on heating ventilation and air conditioning (HVAC) Chartered Institute of Building Services Engineers (CIBSE) Coronavirus - SARS and Heating Ventilation and Air Conditioning Systems (HVAC)	- maintain air circulation systems in line with manufacturers' recommendations The Government are looking at supplying CO2 monitors for Schools. Once there is clarity on the provision and further advice on their use is available, we will update Schools further.	

		- Identify if you need additional ventilation to increase air flow in all or parts of your workplace - Fresh air is the preferred way of ventilating your workplace so opening windows and doors (fire doors should normally be closed; HOWEVER; WHERE AREAS ARE OCCUPIED- providing staff are briefed to only keep open whilst area/vicinity is in use, there is robust monitoring on procedure, the Fire Risk Assessment is amended and records of briefing to staff maintained, then fire doors can be kept open to improve ventilation) can help - If you need additional ventilation provide it, e.g. mechanical ventilation, desk fans, air movers etc - Switch heating ventilation and air conditioning (HVAC) systems to drawing in fresh air where they can be, rather than recirculating air		
Clinically Extremely Vulnerable (CEV) Staff Previously designated as being at increased	**WHO** Staff that are considered CEV **HOW** Those with underlying health	As restrictions have been eased following the move to Step 4 of the Government's roadmap, they are advising clinically extremely vulnerable people, as a minimum, to follow the same guidance as	CEV staff who are at a higher risk of becoming seriously ill if they were to catch COVID-19.	

| risk of infection and complications.

Guidance on protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK (www.gov.uk) | conditions could be factors that can affect people's vulnerability or is a 'risk factor' in relation to COVID-19. | everyone else. It is important that everyone adheres to this guidance.

Individuals may choose to limit the close contact they have with those they do not usually meet with in order to reduce the risk of catching or spreading COVID-19, particularly if they are clinically extremely vulnerable and if COVID-19 disease levels in the general community are high. It is important to respect and be considerate of those who may wish to take a more cautious approach as restrictions are lifted.

For Schools with access to Schools Health & Safety Team Service, they can carry out the Individual COVID-19 Risk Assessment for those at increased risk and for New and Expectant Mothers Briefing. | Schools should think particularly carefully about additional precautions they might wish to continue to take.

Headteachers/Managers should engage in discussions with CEV staff - consider risk factors and perception of the staff member. Where there is agreement that the risk factors can be mitigated with the existing control measures in the risk assessment to everyone's satisfaction no change is needed. | |
| Clinically Extremely Vulnerable (CEV) **Children**

GOV.UK - Government Publications - Actions for Schools during the coronavirus outbreak / Schools Operational Guidance | Parents or guardians for children that are clinically extremely vulnerable will have received a letter and advice from a doctor/clinician | 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. | Please monitor all Government guidance. | |

Delta Covid Risk asessment Enfield V10

24/8/2021

Staff with COVID-19 symptoms and potentially spreading to staff and others	Virus could spread to others from those with symptoms	Staff who develop symptoms of COVID-19 should stay at home and self-isolate immediately. The following link describes when to self-isolate and when not to self-isolate. When to self-isolate and what to do - Coronavirus (COVID-19) - NHS (www.nhs.uk) The NHS advice states: *"How long to self-isolate* *If you test positive, your self-isolation period includes the day your symptoms started (or the day you had the test, if you did not have symptoms) and the next 10 full days.* *You may need to self-isolate for longer if you get symptoms while self-isolating or your symptoms do not go away.* *Read more about how long to self-isolate."*	Staff who become symptomatic should self-isolate for 10 days. If someone a staff member lives with has symptoms of COVID-19, or has tested positive for COVID-19, they may not need to self-isolate. **Please read** the explanation from the link where criteria is clearly laid out. When to self-isolate and what to do - Coronavirus (COVID-19) - NHS (www.nhs.uk) •	

| Exposure to workplace hazards because it isn't possible to get normal PPE

Note: PPE will still need to be used in settings not related to Coronavirus e.g. operating machinery

HSE - Respiratory-Protective-Equipment/Fit-Testing-Basics

HSE - Coronavirus / PPE Face Masks | Workers that may be in situations where they are at increased risk of exposure and other general precautions are not adequate may require PPE or there may be a requirement for PPE as a control measure in certain settings not relating to Coronavirus. | Follow guidance from the HSE

Using PPE at work during the coronavirus (COVID-19) pandemic (hse.gov.uk)

HSE - Respiratory-Protective-Equipment/Fit-Testing-Basics

HSE - Coronavirus / PPE Face Masks

Face coverings and masks help control the risk of Coronavirus. However, they are not designated as PPE which is equipment of a higher standard for specified settings. It may be that a PPE standard face mask is required if so, it should meet the requirements of FFP3.

Generally, you will be aware of the other workplace situations where PPE is required that is not related to Coronavirus.

- Where required, ensure that those using RPE are face-fit tested.
HSE - Respiratory-Protective-Equipment/Fit-Testing-Basics

- Where supplies are difficult to obtain follow the HSE guidelines and put in place controls suitable to your workplace HSE - Supply issues with PPE and working safely during the Coronavirus pandemic | Put systems in place to keep PPE supplies under review so you can take action if necessary before you run out | |

		(Please note – face coverings are not PPE. PPE is predominately for specified tasks e.g., using machinery. Where it is used for risk reduction in the case of Coronavirus it would be for specific use – in general healthcare settings ordinary face masks are considered adequate.		

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Delta Covid Risk Assessment
(Enfield v10)

PART 2 – SCHOOL SETTINGS				
What are the hazards?	**Who is at risk and How would they be harmed?** (e.g. staff, public, contractors – trip, slip, fall, assault)	**CONTROLS** **What is currently done to reduce / control the risk?**	**What further action do you need to consider to control the risks?** **-What more can be done to reduce risk?**	**Action by whom, by when?**
Increased risk of infection due to mutations of the Coronavirus.	All staff, pupils and others may be at greater risk of contracting the virus due to variant strains.	All mitigation measures listed throughout the risk assessment are still relevant. The increased chance of infection highlights the importance of adherence to control measures. Where practicable consider reviewing controls and monitoring/checks on behaviours and controls taking place. To safeguard the health of the teaching workforce and keep as many staff, pupils and students in school and college as possible, the Government have made rapid lateral flow tests available to schools and colleges. Schools COVID-19 operational guidance - GOV.UK (www.gov.uk)	Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed.	Senior Leadership Team.
Teachers working from home and pupils	Staff working from home and pupils studying from home.	For Schools with access to Schools Health & Safety Team Service, refer to the Schools Hub advice sheets; "DSE	Further information on how to set up a workstation for short duration home	

| using DSE equipment.

Note: This may have ceased or reduced in many cases. However, where home working has been decided upon these controls etc. should still be followed. | Musculoskeletal disorders as a result of using DSE at home for a long period of time | Self Assessment – COVID-19 – Sheet No. 4 and Working from Home for Schools – COVID-19 CBT Advice Sheet".

Follow guidance on display screen equipment in the HSE Protect homeworkers page

HSE - Protect home workers (Coronavirus)

HSE - Coronavirus/Working Safely / Protect People

There is no increased risk for people working at home temporarily but if this arrangement becomes long term the risks should be assessed

- For all people working at home using display screen equipment (DSE) put in place information and training on how to protect themselves, e.g. take regular breaks, stretching exercises, set the equipment up properly

- For people working at home longer term complete a DSE assessment with them and identify what equipment is needed to allow them to work safely at home | working and also what to do for long term home working can be found on HSE's
HSE - Protect home workers (Coronavirus)

It is important to consider breaks from this work. 5 minutes every hour is better than 15 minutes every 2 hours. Consideration to how this can be scheduled in could include actual separate breaks or in lesson time outs. | |

		- Schedule or build in breaks of minimum of 5 minutes every hour for pupils studying.		
Preparation of school and ongoing compliance checks	Pupils Staff	Premises and utilities have been health and safety checked and building is compliant (use usual compliance checklist) • Usual premises checks • Water treatments/checks (e.g. legionella) • Fire alarm testing • Repairs • Grass cutting • Portable Appliance Testing • Fridges and freezers • Boiler/ heating servicing • Internet services • Any other statutory inspections • Insurance covers reopening arrangements Moving desks to be side to side and front facing, and if possible, allow social distancing Posters erected about handwashing and persons with COVID symptoms not to enter the school Review evacuation routes and signage	Carry out a formal / recorded full pre-opening premises inspection. Consider if there is space and ability to clean between lettings. Consider if lettings should be suspended at the current time.	

		Consideration given to premises lettings and approach in place.		
Clinically Extremely Vulnerable (CEV) Staff Previously designated as being at increased risk of infection and complications. Guidance on protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK (www.gov.uk)	WHO Staff that are considered CEV HOW Those with underlying health conditions could be factors that can affect people's vulnerability or is a 'risk factor' in relation to COVID-19.	As restrictions have been eased following the move to Step 4 of the Government's roadmap, they are advising clinically extremely vulnerable people, as a minimum, to follow the same guidance as everyone else. It is important that everyone adheres to this guidance. Individuals may choose to limit the close contact they have with those they do not usually meet with in order to reduce the risk of catching or spreading COVID-19, particularly if they are clinically extremely vulnerable and if COVID-19 disease levels in the general community are high. It is important to respect and be considerate of those who may wish to take a more cautious approach as restrictions are lifted. For Schools with access to Schools Health & Safety Team Service, they can carry out the Individual COVID-19 Risk Assessment for those at increased risk	CEV staff who are at a higher risk of becoming seriously ill if they were to catch COVID-19. Schools should think particularly carefully about additional precautions they might wish to continue to take. Headteachers/Managers should engage in discussions with CEV staff - consider risk factors and perception of the staff member. Where there is agreement that the risk factors can be mitigated with the existing control measures in the risk assessment to everyone's satisfaction no change is needed.	

		and for New and Expectant Mothers Briefing.		
Clinically Extremely Vulnerable (CEV) Children GOV.UK - Government Publications - Actions for Schools during the coronavirus outbreak / Schools Operational Guidance	Parents or guardians for children that are clinically extremely vulnerable will have received a letter and advice from a doctor/clinician	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.	Please monitor all Government guidance.	
Increased risk of infection to and from vulnerable children, SEND or children with disabilities	Staff and Pupils HOW Increased risk of infection due to either physical difficulties or behaviour issues related to children's needs	Whilst following all other mitigation and control measures in this risk assessment where there is a care/support plan in place then this should be reviewed and adjusted to take account of extra measures required relating to the Coronavirus and its spread.	Review relevant support/care/other plans relating to individual children.	
Pregnant workers/new and mothers contracting Corona virus, whilst at	Pregnant workers Infection of COVID 19 and resultant	Consultation on the general COVID-19 risk assessments for the school and its arrangements should also take place.	Consideration should also be given to requests from employees to be based at	

work or using public transport. Pregnant workers with defined conditions or at 28 weeks / third trimester or more, may be considered more ar risk.	illness with a wide range of symptoms. The effects of this disease are still being learned about and can vary.	Discussion with the new or expectant mother must take placed take place before any physical return to the school/workplace. **Carry out New and Expectant Mothers Risk Assessment.** Coronavirus (COVID-19): advice for pregnant employees - GOV.UK (www.gov.uk)	a site other than their usual workplace. Regularly review the risk assessment, (MINMUM EACH TRIMESTER) and do everything reasonably practicable to protect the worker from harm. There will be changes (ongoing) in government advice and possible outbreaks of COVID; this will require a full review of measures and this assessment.	
For women less than 28 weeks pregnant with no underlying health conditions that place them at a greater risk of severe illness from coronavirus (COVID-19)	*You must first have a workplace risk assessment with your employer and occupational health team.* *Then, you should only continue working if the risk assessment advises that it is safe to do so.* *This means that your employer should remove or manage any risks. If this cannot be done, you should be offered suitable alternative work or working arrangements (including working from home) or be suspended on your normal pay.* *Your employer should ensure they are able to adhere to any active national guidance on social distancing.* *Some higher risk occupations such as those with greater public contact or in healthcare may carry a higher risk of exposure to the virus. In healthcare settings this may include working in specific higher risk areas or higher risk*			

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	procedures as summarised in the Public Health England publication Guidance on Infection Prevention and Control https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control *You should be supported by your employer with appropriate risk mitigation in line with recommendations to staff arising from workplace risk assessment.* *If alternative work cannot be found, advice on suspension and pay can be found in HSE guidance.*			
The following recommendations apply for pregnant women who are 28 weeks pregnant and beyond or with underlying health conditions that place them at a greater risk of severe illness from coronavirus	*If you are 28 weeks pregnant and beyond, or if you are pregnant and have an underlying health condition that puts you at a greater risk of severe illness from COVID-19 at any gestation, you should take a more precautionary approach.* *This is because although you are at no more risk of contracting the virus than any other non-pregnant person who is in similar health, you have an increased risk of becoming severely ill and of pre-term birth if you contract COVID-19.* *Your employer should ensure you are able to adhere to any active national guidance on social distancing and/or advice for pregnant women considered to be clinically extremely vulnerable (this group may previously have been advised to shield).* *For many workers, this may require working flexibly from home in a different capacity.* *All employers should consider both how to redeploy these staff and how to maximise the potential for homeworking, wherever possible.* *Where adjustments to the work environment and role are not possible (e.g. manufacturing/retail industries) and alternative work cannot be found, you should be suspended on paid leave. Advice on suspension and pay can be found in HSE guidance.*			
Mental health and wellbeing affected	All staff and Workers- anxiety stress or	Follow guidance on stress and mental health	Further advice and support	

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	other mental health issues.	GOV.UK - Extra mental health support for pupils and Teachers - Have regular keep in touch meetings/calls with people working at home to talk about any work issues - Talk openly with workers about the possibility that they may be affected and tell them what to do to raise concerns or who to go to so they can talk things through - Involve workers in completing risk assessments so they can help identify potential problems and identify solutions - Keep workers updated on what is happening so they feel involved and reassured - Discuss the issue of fatigue with employees and make sure they take regular breaks, are encouraged to take leave, set working hours to ensure they aren't working long hours	- Share information and advice with workers about mental health and wellbeing - Consider an occupational health referral if personal stress and anxiety issues are identified - Where you have an employee assistance programme encourage workers to use it to talk through supportive strategies	
through isolation or anxiety about coronavirus Potential for Stress or Anxiety caused by fears associated with the virus, isolation, potential bereavement situations or other effects from the changes to living and working.				
Moving around, evacuation and use of	Staff and pupils **HOW**	Headteachers/Managers to discuss with and consider needs of staff on how the adjustments in the school will impact on	Put systems in place so people know when to notify you that they fall into one	

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the building by staff or pupils that may be affected by COVID-19 arrangements e.g., one-way systems	Disability might impact on how staff can move around the building or use the adjusted workplace	them or might pose a new or different risk to them. Considering whether you need to put in place any particular measures or reasonable adjustments to take account of duties under the equalities legislation. Carry out or employee needs risk assessments if appropriate. Please consider evacuation procedure for such staff that might be needed in an emergency.	of these categories, e.g. they start chemotherapy or are pregnant	
Staff with COVID-19 symptoms and potentially spreading to staff and others	Virus could spread to others from those with symptoms	Staff who develop symptoms of COVID-19 should stay at home and self-isolate immediately. The following link describes when to self-isolate and when not to self-isolate. When to self-isolate and what to do - Coronavirus (COVID-19) - NHS (www.nhs.uk) The NHS advice states: "How long to self-isolate If you test positive, your self-isolation period includes the day your symptoms started (or the day you had the test, if you	If someone a staff member lives with has symptoms of COVID-19, or has tested positive for COVID-19, they may not need to self-isolate. Please read the explanation from the link where criteria is clearly laid out. When to self-isolate and what to do - Coronavirus (COVID-19) - NHS (www.nhs.uk)	

		did not have symptoms) and the next 10 full days. You may need to self-isolate for longer if you get symptoms while self-isolating or your symptoms do not go away. Read more about how long to self-isolate."		
Getting or spreading coronavirus by not washing hands or not washing them adequately	Staff Pupils Contractors Visitors Drivers	Follow the HSE guidance on cleaning, hygiene and hand sanitiser HSE - Coronavirus/Cleaning/Handwashing & Using Hand Sanitiser HSE - Coronavirus/Cleaning/Bathrooms-toilets-washbasins - Provide water, soap and drying facilities at wash stations Hands should be washed for 20 secs with soap and running water, or use had sanitiser where this is not readily available.	Put in place monitoring and supervision to make sure pupils and staff are following controls - Put signs up to remind people to wash their hands - Provide information to your workers about when and where they need to wash their hands - Identify if and where additional hand washing facilities may be needed - If people can't wash hands, provide information	

		- Provide information on how to wash hands properly and display posters Ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. Avoid touching people, surfaces and objects where possible and regular handwashing. Based on the number of staff and pupils decide: ➣ how many wash stations are needed ➣ where wash stations need to be located You may already have enough facilities - Provide hand sanitiser for the occasions when people can't wash their hands - There's a legal duty to provide welfare facilities and washing facilities for visiting drivers	about how and when to use hand sanitiser - Identify how you are going to replenish hand washing/sanitising facilities - Make sure people are checking their skin for dryness and cracking and tell them to report to you if there is a problem	

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| Potential transmission of virus from working within enclosed spaces, including

Reception Office Classroom Staff Kitchen areas/Staff rooms Printers Meeting rooms Toilets | Staff in enclosed areas could be exposed to Coronavirus | Where there are Staff and Pupil Individual Risk Assessments these should be reviewed in consultation with the member of staff, or parents in the case of the pupil, in light of the information and circumstances regarding COVID-19.

The Government no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). This means that bubbles will not need to be used in schools from the autumn term.

You should make sure your contingency plans (sometimes called outbreak management plans) cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.

Consider Classrooms – desks placed side to side and front facing

Enhanced and regular cleaning of school/classrooms. Removal of any unnecessary items from classroom. Removal of soft furnishings, soft toys that are hard to clean. Regular cleaning of outdoor play equipment. | Put in place monitoring and supervision to make sure people are following controls put in place, e.g. following hygiene procedures, washing hands, following one-way systems

Put in place monitoring and supervision to make sure people are following controls, e.g. are implementing the cleaning regimes implemented

Contact cleaning company to discuss cleaning regime.

Check capacity of cleaning staff is adequate to enable enhanced cleaning regime.

Ensure that soap, sanitiser and paper towels are checked and are replenished regularly

Provide information telling people who needs to clean and when | |

| | | Premises Staff should carry out their usual health and safety checks (i.e., fire safety checks, regular flushing regime) to ensure the building remains safe.

Consider limiting the number of people in rooms so that e.g. stagger breaks, have maximum occupancy numbers for meeting rooms

Reorganise facilities in communal areas such as spacing out tables in meeting rooms, canteens etc

Where possible put in place physical impervious barriers (e.g. Perspex in reception areas) to reduce contact

Fixed/standalone sanitisers stations or containers of hand sanitiser will be set up at various locations including entry and exit points.

If possible open windows to ventilate rooms/corridors.

Toilets - Maintain hot water and soap at wash hand basins.

Consider reducing face to face meetings where possible and use other digital/remote means. | Provide instruction and training to people who need to clean. Include information on:
➢ the products they need to use
➢ precautions they need to follow
➢ the areas they need to clean and how often

Identify how you are going to replenish cleaning products

Additional support for SEND and children with challenging behaviour may need to be considered.

Frequently cleaning and disinfecting objects and surfaces, play equipment that are touched regularly particularly in areas of high use such as door handles, light switches, etc. using appropriate cleaning products and methods.

Consider putting in place one-way systems in | |

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		Using back-to-back or side-to-side working (rather than face-to-face) where possible. Access classroom via outside door if possible, using one-way system. Hand washing on entering all classrooms to have soap and sanitiser. Wipes and hand sanitisers available in class and pupils reminded to clean/wash their hands frequently. Resources that are shared between classes or, such as sports, art and science equipment should be cleaned frequently and meticulously	corridors or regularly used pedestrian traffic routes to manage the flow of people moving around the school Consider staggered break times and lunch times (and time for cleaning surfaces in the dining hall between groups). Consider use of shared staff spaces to help distance staff. Minimise use of staff rooms but ensure sufficient rest breaks for staff. Printers - social distancing if possible, Cleaning wipes available at printers for touch points. No unnecessary equipment to be brought into school. Pupils encouraged to bring their own pencil cases from home. Passing briefly in the corridor or playground is low risk, but avoid creating

			busy corridors, entrances and exits where possible.	
Poor workplace ventilation leading to risks of coronavirus spreading	Workers Customers Contractors	Please see COVID Advice – COVID-19 Schools Advice No. 5 – Ventilation and Air Conditioning Version 2. Follow HSE guidance on heating ventilation and air conditioning (HVAC) <u>HSE - Coronavirus / Equipment & Machinery / Air-Conditioning & Ventilation</u> Identify if you need additional ventilation to increase air flow in all or parts of the school Fresh air is the preferred way of ventilating your workplace so opening windows and doors (fire doors should normally be closed; HOWEVER; WHERE AREAS ARE OCCUPIED- providing staff are briefed to only keep open whilst area/vicinity is in use, there is robust monitoring on procedure, the Fire Risk Assessment is amended and records of briefing to staff maintained, then fire doors can be kept open to improve ventilation)	- maintain air circulation systems in line with manufacturers' recommendations The Government are looking at supplying CO2 monitors for Schools. Once there is clarity on the provision and further advice on their use is available, we will update Schools further.	

		If you need additional ventilation provide it, e.g. mechanical ventilation, desk fans, air movers etc Switch heating ventilation and air conditioning (HVAC) systems to drawing in fresh air where they can be, rather than recirculating air Chartered Institute of Building Services Engineers (CIBSE) Coronavirus - SARS and Heating Ventilation and Air Conditioning Systems (HVAC)		
Potential transmission of virus from pupils presenting complex needs or challenging behaviours (e.g. spitting and biting)	Staff and other pupils	Consider what measures are needed to manage behaviour and/or personal protective equipment that might be needed.	Carryout individual pupil risk assessment where appropriate to support Covid 19 control measures.	
Potential transmission of virus from Welfare office	Welfare Staff and pupils	Staff to adhere to infection control policy. Regular medication protocols to be followed. Washing facility and sanitisers available in the welfare room. Staff to frequently wash their hands. Avoid/reduce close contact with pupils where possible.		

		Use face mask/gloves where appropriate or close contact is unavoidable.		
Potential transmission of virus from desks, monitors, keyboards and mouse	All	Desks to be located 2 metres apart if possible. If appropriate, staff to be provided with their own portable keyboard and mouse for use (take with them to use at whichever desk is made available) or clean between use by different users. Clear desk policy will be robustly applied so as to enable effective cleaning Enhanced cleaning regime - including desks every night. Cleaning wipes available on each desk to clean desks and equipment as needed before and after use desk and throughout day as needed Regular handwashing by staff and pupils or use a sanitiser if not near a wash hand basin. **Above applies to the ICT suite for pupil use as well.**		

Kitchen Operations/food preparation	Kitchen Staff	School kitchens can continue to operate, but must comply with GOV.UK / Government Publications / COVID-19 for food businesses	Online refresher training for all staff including food hygiene for kitchen staff Consistent monitoring of staff absence because of covid-19 symptoms/contact to ensure prompt return to work.	
Potential transmission of virus during lunch/play breaks / food served in the dining hall	Staff and pupils	Consider staggering lunch breaks for pupils and limiting the number of pupils in the dining hall. Where possible pupils to queue and collect lunch and eat it outdoors. Seek to maintain separation in dining hall if possible. Separate entry and exits to the dining hall where possible with one way in and out. Mark out queuing arrangements. Pupils encouraged to dispose of their left- over food in the bins. Bins provided at various location in the dining hall. Pupils will be supervised as normal.		

Handling Deliveries	Staff required to deal with deliveries	Considering methods to reduce frequency of deliveries, for example by ordering larger quantities less often. Local arrangements to be made whether deliveries made external to the building or to pre-allocated area as appropriate. Staff wiping the outer surfaces of delivery boxes before handling/relocating/sorting the delivery Wash hands after handling deliveries/packaging.		
Potential transmission of virus from visitors/parents	All those that would come into contact with Visitors	Parents to observe social distancing when dropping and picking children from school. Where possible, only one parent to pick/drop the children. Consider - staggered school start and finish timings to avoid crowding by the school gates. Parents visiting reception office to wait outside. Consider distancing arrangements are put in place with good signage, floor markings etc	Where parents wish to discuss any concerns with the teacher, this to be done outdoors where possible Notices displayed in Reception office reminding the parents not to send their child to school if they or anyone in the household have symptoms Update pre-recorded advisory message on the school phone line about	

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		Parent will be allowed into the school by appointment.

Fixed/standalone sanitisers stations will be set up at various locations including entry and exit points.

Screens installed at reception desk.

Staff are to regularly wash hands or use hand gel frequently i.e. on arriving at work, after handling parcels/post/books, moving from room to room.

Reduce intake of any paper documentation from parents. Advise parents to email any documentation. Where it is unavoidable, staff to ensure wash and sanitise hands regularly. | the COVID-19 symptoms and isolation. | |
| Potential transmission of virus from contractors attending the school site | All those that would come into contact with Contractors | Contractors to be notified in advance not to attend the premises if they have symptoms

Attendance by contractors notified to reception desk in advance

Contractors to sign in at reception desk and declare they do not have symptoms. | Staff to observe and ask any contractors to leave the building if they have symptoms | |

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		Site manager to ensure area of the work is clear before-hand. Any pupils and staff to leave that area. Site manager to liaise with and monitor the contractor maintaining social distancing where possible. Sanitisers stations will be set up at various locations including entry and exit points. Supervised and limited access to other parts of the building Regular cleaning regime of public/communal areas.		
Potential Spread of virus from School Library	All Library Users and Staff	Staff to make use of any digital resources for pupils. Once operational only limited number of pupils can attend the library at any one time. Online reservation/book catalogue available to help pupils to reserve books. Pupils encouraged to drop the returning items in a collection box/trolley.		

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		Consider returned items to be quarantined for 72 hours.		
Potential enhanced infection risk from music (e.g. singing, playing wind/brass instruments)	Music students and teachers	Consider physical distancing and playing outside wherever possible, limiting group sizes to no more than 15, positioning pupils back-to-back or side-to-side, avoiding sharing of instruments, and ensuring good ventilation. Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies. Singing indoors is not recommended as it increases the exhalation of droplets etc.		
Physical education, sport and physical activity (enhanced risk via exhalation during exercise)	Pupils and teachers	You have the flexibility to decide how physical education, sport and physical activity will be provided while following the measures in your system of controls. Guidance on coronavirus (COVID-19) measures for grassroots sport participants, providers and facility operators - GOV.UK (www.gov.uk) You can hold PE lessons indoors, including those that involve activities related to team sports, for example		

		practising specific techniques, within your own system of controls. Refer to: - guidance on grassroot sports for public and sport providers, safe provision and facilities, and guidance from Sport England - advice from organisations such as the Association for Physical Education and the Youth Sport Trust - guidance from Swim England on school swimming and water safety lessons available at returning to pools guidance documents - using changing rooms safely		
Accidents, security and other incidents:	All	In an emergency, for example, an accident or fire, people do not have to stay apart if it would be unsafe. People involved in the provision of assistance to others should pay attention to sanitation measures immediately afterwards including washing hands.		

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| Potential stress/anxiety caused by COVID-19 | Staff can be affected by stressors more than is usual due to COVID-19 crisis. | Reassurance to staff of measures taken seriously to protect their safety.

Communication of message that for most people Covid 19 results in mild illness. Also, that transmission of the virus is more likely if in contact with someone with symptoms at less than 2 metres for 15 minutes or more. The incidence of covid-19 is lower than it was.

Regular communications from Headteacher.

Mental Health
Senior Leadership Team will promote mental health & wellbeing awareness to staff and will offer whatever support they can to help.

Regular contact with managers and colleagues

One to one supervision meetings with manager

Insert school's own arrangements for access to Employee assistance line/occupational health service. | Regular communication of mental health information should be communicated to all staff.

Consider use of Occupational Health Service or equivalent. | |

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		The Education Support Partnership provides mental health & wellbeing support to the Education sector. Insert school's own arrangements for any access to computer- based training on coronavirus, stress etc (e.g. through schools SLA) Signpost to any online guidance regarding bereavement during the coronavirus period		
Face Coverings and General spread or transmission of coronavirus from pupils and staff Note: No pupil should be denied education on the grounds that they are not wearing a face covering	Pupils and staff Contracting and spreading virus	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. You may assess that in some circumstances that it would be better to wear face coverings and in which case you can decide to do so.	If you have a substantial increase in the number of positive cases in your school (see the section on "Stepping measures up and down in the link Schools COVID-19 operational guidance - GOV.UK (www.gov.uk) For more information), a director of public health might advise you that face coverings should temporarily be worn in communal areas or classrooms (by pupils staff and visitors, unless exempt). You should make	

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		If it is decided that face coverings are required face visors or shields should not be worn as an alternative to face coverings. They may protect against droplet spread in specific circumstances but are unlikely to be effective in reducing aerosol transmission when used without an additional face covering. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.	sure your contingency plans cover this possibility.	
Travel between schools or other travel whilst at work Note: This practise may vary greatly or not apply to all schools.	All travelling staff and pupils	Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. They should ensure they follow any school procedures and consider measures they may need to take to minimise consider risk. 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.		

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Travelling to and from school	All	Encourage greater use of walking, cycling or own car rather than public transport if possible Families using public transport should refer to the https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers		
Fire Evacuation Procedures during the COVID-19 Pandemic	All occupiers of school buildings. Evacuations require movements of large amounts of people which may compromise social distancing etc.	Generally, review procedures consider lower frequency of fire drills, zonal evacuation for drills etc. For Schools with access to Schools Health & Safety Team Service, refer to the Schools Hub advice sheets; "Fire Evacuation Procedures" – COVID-19 – Sheet No. 5	Review procedures	
Educational visits during the COVID-19 Pandemic	Pupils, staff and others can pass on or pick up infection	**Educational day visits** Any educational day visits must be conducted in line with relevant coronavirus (COVID-19) secure guidelines and regulations in place at that time. This includes system of controls, such as keeping children within their consistent groups and the COVID-secure measures in place at the destination. Refer to Government	Schools should undertake full and thorough risk assessments in relation to all educational visits to ensure they can be undertaken safely. As part of this risk assessment, schools will need to consider what control measures need to be used and follow wider advice on	

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		guidance on the link below as situations might change. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidance#educational-visits	visiting indoor and outdoor venues. Schools should consult the health and safety guidance on educational visits when considering visits.	
Extra-Curricular activity	Spread of infection in breakfast or after school club or extra-curricular activity	This is a complex area that changes quite a lot and direct reference should be made to the Government guidance. GOV.UK - Government Publications - Actions for Schools during the coronavirus outbreak / Schools Operational Guidance	Monitor Government guidance for latest advice on what more can be done.	