



COVID-19- Reopening Risk Assessment



KING'S LEADERSHIP
ACADEMY LIVERPOOL

Approved By:		Date:	
Last Reviewed:	Mark O'Hagan	Next Review Due By:	21.08.22

Risk Assessment

No	Hazard	Initial			Existing Control Measures	Residual			Additional Controls
		Severity	Probability	Risk		Severity	Probability	Risk	
1	School reopening after easing of restrictions	4	3	12	<ul style="list-style-type: none"> Where necessary the building has been deep cleaned before reopening. All staff are competent and instructed with regards to the procedures in place for the protection against infection from Covid-19 during staff inset 02/09/21 From September, breakfast and after-school provision will operate as normal. Restrictions such as keeping children in small consistent groups and adults wearing face coverings in communal areas is no longer necessary and is down to personal preference. The school is retaining some of the 'class bubbles' mechanism. School will continue to regularly clean areas and equipment thoroughly including frequently touched surfaces. School have produced an outbreak management plan which will include the measures required following an outbreak as a result of several confirmed cases over a 10 day period. School will encourage vaccine take up and enable staff who are eligible for a vaccination to attend booked appointments where possible (even if during term time). <p>Contingency Plans</p> <ul style="list-style-type: none"> For groups of self-isolating pupils, remote education plans are in place and school will provide this provision when necessary. School have produced an outbreak management plan which will include the measures required following an outbreak as a result of several confirmed cases over a 10 day period. <p>Ventilation</p> <ul style="list-style-type: none"> Adequate ventilation is provided whilst pupils and staff are on site. Windows may be partially opened in conjunction with heating systems to maintain a comfortable balance. 	4	2	8	

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				<ul style="list-style-type: none"> School will ensure any events held in the school i.e. plays etc will be in a location where ventilation is maximised. <p>Testing</p> <ul style="list-style-type: none"> PCR tests are available via the gov website or via local testing centres. NOTE: if a PCR test is taken with 2-days of a positive lateral flow test, and is negative, it overrides the self-test LFD and staff and pupils can return to school as long as they don't have COVID-19 symptoms. Staff will be supplied with LFD test kits to self-swab and test themselves twice a week at home and will report their result to NHS Test and Trace as soon as the test is completed, this will be either online or by telephone as indicated in the home test kit. Staff will also share their result, whether void, positive or negative, with their school via the GST link as last academic year. This will reviewed at the end of September 2021. Close contacts will be identified by NHS Test and Trace. Staff and pupils are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply: <ul style="list-style-type: none"> ➤ they are fully vaccinated ➤ they are below the age of 18 years and 6 months ➤ they have taken part in or are currently part of an approved COVID-19 vaccine trial ➤ they are not able to get vaccinated for medical reason If contacted by NHS Track and Trace, staff and pupils (parents) will informed they have been in close contact with a positive case and advised to take a PCR test. School will encourage all individuals to take a PCR test if advised to do so. School will work with NHS Track and Trace to identify close contacts of a positive case if requested. Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, will be advised to continue to attend school as normal. They will 				<p>School will keep appraised of the pilot project to measure CO₂ levels and options to improve ventilation</p>
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					not be required to wear a face covering whilst in school however, it is expected and recommended that these are worn when travelling on public or dedicated transport.				
2	Coronavirus spread from one country to another	4	3	12	<ul style="list-style-type: none"> Current UK Government Travel guidelines will be followed. Children under the age of 18 and 6 months are exempt from quarantine on returning to England from amber countries. Staff who have been fully vaccinated with an NHS administered vaccine in the UK (plus 14 days) or are on a formally approved UK vaccine clinical trial, returning to England from amber list countries no longer need to quarantine. It is recommended that school do not go on any international visits this academic year up to and including 5 September 2021. <p>Up to date information on travel requirements can be found in the guidance below:</p> <p><u>Red, amber and green list rules for entering England - GOV.UK (www.gov.uk)</u></p>	4	1	4	
3	Staff/Pupils at increased risk (CEV/ BAME/Expectant Mothers)	5	4	20	<ul style="list-style-type: none"> Staff / pupils who may be at increased risk may attend the workplace/school as long as they are able to follow current control measures. Where necessary individual risk assessments will be carried out (school will consult with Compliance Education). Staff / pupils will follow advice given to them by their GP/Medical professional. Staff / pupils are to follow the latest government guidance at all times, regarding the workplace. Staff identified as being at increased risk can discuss with their Head Teacher any additional controls they feel necessary. 	5	2	10	School will support the mental health and wellbeing of all staff and pupils

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4	Staff and pupils displaying symptoms	4	4	16	<ul style="list-style-type: none"> • RMC and/or MOH (RCO in MOH absence) to be informed. • Staff and pupils displaying symptoms of Coronavirus will be sent home and asked to follow latest government guidance. • Where necessary, the infected person will be moved to a designated isolation room whilst arrangements are made for the person to be collected and taken home. In a case of a positive result, these areas will be deep cleaned. • Staff and pupils who have been in contact with anyone displaying symptoms will wash their hands thoroughly for 20 seconds. • If a pupil / staff member is sent home with a suspected case, their work area will be cleaned and wiped down, with appropriate cleaning protocols followed under direction of SPIE. • Where pupils cannot attend site, distance learning will be available via online learning. <ul style="list-style-type: none"> ○ Free School Meals: support will be provided to those who are eligible for benefits-related free school meals ○ SEND: school will work collaboratively with families to put in place reasonable adjustments ○ Access: school will work with families to ensure all pupils are able to access remote education (devices, internet etc) • If staff member or pupil develops symptoms away from site, they must not attend school and will follow local government guidance for isolation / testing. • School has developed an Outbreak Management Plan. • Following several cases over a 10 day period, school may activate their Outbreak Management Plan following advice from Public Health and discussion with GST or following advice due to increased cases in the local community. • If school identify several cases over a 10 day period, we will contact Local Health Protection via the DFE helpline for further advice on 0800 046 8687 and select option 1. <p>Positive Result</p> <ul style="list-style-type: none"> • From 16 August 2021, those who are fully vaccinated and children under the age of 18 years and 6 months old will no longer be required to self-isolate if they are contacted by 	4	2	8
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					<p>NHS Test and Trace as a close contact. Instead these individuals will be required to undertake a PCR test.</p> <ul style="list-style-type: none"> • Symptomatic individuals and those who record a positive test result, will still be required to self-isolate. <p>Further guidance for staff can be found in</p> <ul style="list-style-type: none"> • <u>Schools COVID-19 operational guidance (applies until Step 4) - GOV.UK (www.gov.uk)</u> 				
5	Lack of control over contractors/visitors coming onto site	4	2	8	<ul style="list-style-type: none"> • During school hours contractors or visitors will be allowed onto the school premises and into the school building by making a prior appointment with appropriate staff. This is either King’s SLT or PFI facilities management. • All contractors and visitors are instructed to report to the main school reception upon arrival. • All contractors and visitors are asked for verbal or written evidence to confirm that: <ol style="list-style-type: none"> 1. I am at present not suffering from any symptoms or have tested positive for coronavirus within the last 10 days. 2. No member of my household are displaying symptoms or have tested positive for coronavirus within the last 10 days. 3. I have not travelled abroad to any country on the ‘amber list’ within the last 10 days. 4. I have not been contacted by the NHS Test and Trace service within the last 10 days. • KLAL reserves the right to deny access or request a person to leave the school premises if the person was deemed to be displaying coronavirus symptoms or being aggressive or abusive to school staff. • Were possible, school will endeavour to ensure contractors and visitors attend outside of normal school operating hours if safe to do so (Fire Safety contractors will work night shift from October) • The school will adopt a flexible approach to interviews, with alternative options to face-to-face interviews offered where appropriate. 	4	1	4	
6	Group Activities/ Lessons	4	4	16	<ul style="list-style-type: none"> • Physical Education should take place outside where possible to maximise ventilation. • Resources that are shared between different learning groups, such as Science, Art, DT and sports equipment, will be cleaned frequently / after each use. 	4	2	8	

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					<ul style="list-style-type: none"> All outdoor sports and supervised activities for children can take place without restrictions on attendance. Activities taking place outdoors can happen in groups of any number. This is because the transmission risk is lower outside. If communal areas are used for group activities / lessons they should be cleaned down after use. All communal areas in use should remain well ventilated. Activities such as singing should be carried out following latest government guidance / risk assessment. CLEAPSS Covid 19 guidance will be followed for all DT, Science, Sports and Food Tech Practical lessons. Pupils will attend in PE kit for their designated PE day; this will eliminate the need for changing rooms. (Additional PE kit to be funded for all students to allow for easier all day wear in winter months) Changing areas will be cleaned regularly. School will remain vigilant and aware of the additional risk of infection in environments where singing, chanting, playing wind or brass instruments, dance or drama takes place. 				
7	Cleaning	4	3	12	<ul style="list-style-type: none"> A high standard of cleaning will be maintained. Cleaning checklists / records are kept. Additional cleaning will remain where required i.e. were toilets, outdoor/ indoor equipment is being shared by different learning groups. PPE is provided for cleaning staff as necessary. Staff are trained in the safe use of PPE and COSHH. The school is cleaned with normal household disinfectant. Any contaminated (suspected/confirmed) waste should be double bagged and stored for 72 hours before disposal. All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be reported to SPIE immediately for immediate cleaning. 	4	1	4	
8	Unable to social distance on public transport	4	4	16	<ul style="list-style-type: none"> Public Transport Staff and pupils are advised to follow current government guidelines. Wearing of face masks whilst travelling on public transport is advised, but no longer mandatory. 	4	2	4	

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				<ul style="list-style-type: none"> The school will endeavour to encourage staff and pupils to walk or cycle to school. Pupils are no longer required to wear face coverings when travelling on school dedicated transport. However, this is still advised <p>Car Sharing</p> <ul style="list-style-type: none"> All Staff and pupils will avoid car sharing where possible. If car sharing is essential, windows should be opened to maximise ventilation with passengers seated front to back. 					
9	Unable to social distance when administering first aid	5	2	10	<ul style="list-style-type: none"> The school will ensure an adequate number of First Aiders (Paediatric First Aid for EYFS, First Aid at Work, Emergency First Aid) are always available. The school will ensure all First Aiders receive refresher training as required. For advice on CPR during COVID-19 please follow the link below https://www.resus.org.uk/covid-19-resources/covid-19-resources-general-public/resuscitation-council-uk-statement-covid-19 The school will work closely with the Local Health Protection Team and follow their advice. The school will contact Compliance Education to report any confirmed Coronavirus cases or serious injuries as it may be necessary to file an HSE RIDDOR report. 	5	1	5	
10	Lack over control over external clubs hiring the school facilities	4	3	12	<ul style="list-style-type: none"> The school will only allow external clubs and organisations to use/hire their facilities in line with latest government guidance. SPIE to report to MOH re following of guidelines re H&S guidance 	4	1	4	
11	Educational Visits	4	4	16	<ul style="list-style-type: none"> Educational visits that are integral will take place following the completion of an individual risk assessment. NHOI to oversee. Individual local authority guidance will be followed if traveling between counties. Local government transport guidance will be followed 	4	2	8	<i>Ensure any new bookings have adequate financial protection in place</i>

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12	Unable to stop the virus from spreading Personal Hygiene	4	3	12	<p>Transmission</p> <ul style="list-style-type: none"> All staff and pupils are reminded on a regular basis to follow good respiratory and hand hygiene to minimise the chance of transmission. <p>Handwashing</p> <ul style="list-style-type: none"> Handwashing facilities are available throughout the school. Handwash notice and instructions are located throughout the school. All staff and pupils are aware of best practise. <p>Coughing and sneezing</p> <ul style="list-style-type: none"> All staff and pupils are encouraged to cover their mouth and nose with a tissue. Staff and pupils will wash hands after using or disposing of tissues. Spitting is discouraged. <p>Personal protective equipment (PPE).</p> <ul style="list-style-type: none"> PPE in place for cleaners as per MSDS and/or COSHH risk assessments PPE in place for cleaners when completing a Deep Clean The correct PPE should be used when handling cleaning chemicals. PPE is worn as per the cleaning chemicals COSHH risk assessment or MSDS. 	4	1	4	
13	Unable to stop the virus from spreading General Cleaning	4	3	12	<p>Cleaning of the environment,</p> <ul style="list-style-type: none"> MOH to use KIT meetings to assess and report on controls in place with PFI contractors (SPIE) MOH to be supplied with regular cleaning audits to ensure adequate QA of the standard of cleaning taking place. 	4	1	4	

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ACTION ARISING FROM RISK ASSESSMENT					
No	Risk Rating	Action Required:	Person (s) Responsible	Target Date	Date Completed

Useful Websites

Health and Safety Responsibilities	https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools
	https://www.hse.gov.uk/services/education/sensible-leadership/school-leaders.htm
	https://www.hse.gov.uk/services/education/faqs.htm#a1
Business Continuity Plan	https://www.gov.uk/guidance/emergencies-and-severe-weather-schools-and-early-years-settings
Guidance for full opening – schools (published 2 nd July 2020)	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools
Current guidance on shielding	https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
Current guidance on Clinically vulnerable	https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people
Other nonmedical vulnerable people	https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes
Providing extra mental health support	https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers
	http://www.educationsupport.org.uk/
	https://www.eventbrite.co.uk/e/dfc-supporting-pupil-and-student-mental-wellbeing-tickets-110796856380
Behaviour Expectations	https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools
Remote Education Support	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res
	https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources
	https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/
	https://edtech-demonstrator.lgfl.net/

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	https://get-help-with-tech.education.gov.uk/about-bt-wifi
Coronavirus Symptoms	https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus
Stay at home guidance	https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance
Arranging a Test	https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested
Testing and Tracing	https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/
Contacting your Local Health Protection Team	https://www.gov.uk/guidance/contacts-phe-health-protection-teams
Guidance on staff wearing PPE	https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe
Site Manager/Caretaker	https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm
	https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown
	https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm
Cleaning	https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings
Catering	https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19
Safer Travel	https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
Educational Visits	https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings
	https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits
Extra-curricular provision	https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak

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Physical Education and Sports	https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation
	https://www.sportengland.org/how-we-can-help/coronavirus
	https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf
Science and Design Technology	http://www.cleapss.org.uk/
	https://www.ase.org.uk/resources/health-and-safety-resources
	https://www.data.org.uk/for-education/health-and-safety

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Acknowledgement

The following members of staff have read this risk assessment.
Their signatures are confirmation that they have read and understood all of that which is within its contents.

Name	Signature	Date	Name	Signature	Date