

Catalyst Academies Trust		COVID RISK ASSESSMENT FORM – JANUARY 2022					Completed in accordance with Gov Guidance for SCHOOLS COVI19 OPERATIONAL GUIDANCE JULY 2021		
Location/Site: Catalyst Schools			Date of Assessment: 13 th May 2020 Updated 26 th June 2020 Updated 3 rd July 2020 Updated 7 th July 2020 Updated 8 th July 2020 Updated 9 th September 2020 Updated 22 nd September 2020 Updated 2 nd November 2020 Updated 8 th March 2021 Updated 8 th June 2021 Updated 1 st September 2021 Updated 29 th September 2021 Updated 4 th January 2022		Assessor(s): Trust SLT		Reference: QUARRY HILL ACADEMY		
Activity/Task/ Situation	What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed		
Lateral Flow Device – Staff Testing for Covid 19/ Testing positive for Covid19	Identifying positive cases resulting in direct transmission of the virus	Staff Children Parents Wider Community	1.All staff on site test twice weekly using LFD kits (every Sunday and Wed) 2.Results are submitted via Forms to school and to the NHS 3.Logs of results are printed and kept in folder every Monday and Thursday 4. When kits are distributed, the distributor will wear gloves and masks. All stakeholders to sign receipt of test. Log of collection to be printed and kept in folder every ¼ weeks. 5. Covid Test co-ordinator to monitor and ensure all staff test twice weekly and report accordingly 6. All visitors to school are expected to present evidence of a recent negative Covid test before being allowed entry;	Covid test co-ordinator to keep track of test kits and ensure replacements are received in good time.	SLT	Ongoing			

		<p>expectations are that all visitors strictly adhere to our Covid RA</p> <p>7. In event of outbreak (5 or more linked cases) all staff within given cohort will be asked to complete daily LFD.</p> <p>8. In the event of a positive LFD staff and pupils will be asked to seek a PCR test and isolate until they are in receipt of a negative result or until the following is completed, if result is positive:</p> <p>If your PCR test result is positive, you usually have to self-isolate for 10 full days. The day of the test is day 0. You can stop self-isolating after 7 days if you do a rapid lateral flow test on days 6 and 7 of your self-isolation period and:</p> <ul style="list-style-type: none">• both tests are negative• you did both tests at least 24 hours apart• you do not have a high temperature <p>If you do a rapid lateral flow test on day 6 and test positive, wait 24 hours before you do the next test.</p> <p>Evidence will need to be provided of two negative lateral flow tests, taken at least 24 hours apart until staff or pupils may return to school if under 10 days.</p> <p>Those who leave self-isolation on or after day 7 are strongly advised to limit close contact with other people in crowded or poorly ventilated spaces, work from home and minimise contact with anyone who is</p>				
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			<p>at higher risk of severe illness if infected with COVID- 19.</p> <p>There is no change to the guidance for unvaccinated contacts of positive COVID-19 cases, who are still required to self-isolate for 10 full days after their date of exposure to the virus.</p>			
<p>Travelling abroad – pupils returning from other countries</p>	<p>Resulting in direct transmission of the virus</p>	<p>Staff Children Parents Wider Community</p>	<p>1.For families travelling from or through a RED country, all travellers must isolate for 10 days, including Covid-19 test</p> <p>2.Evidence of flights landing in the UK, quarantine and the negative Covid test will be requested for all pupils before being allowed back into the school</p> <p>3.After you arrive in England you must take a COVID-19 PCR test. This is the test that you booked before travel.</p> <p>4.You can take the test any time after you arrive and before the end of day 2 at the latest. The day you arrive is day 0. You must quarantine in your home or the place you are staying while you await your test result.</p> <p>If your PCR test result is negative, you can end your quarantine.</p> <p>If your PCR test result is positive, you usually have to self-isolate for 10 full days. The day of the test is day 0.You can stop self-isolating after 7 days if you do a rapid lateral flow test on days 6 and 7 of your self-isolation period and:</p> <ul style="list-style-type: none"> • both tests are negative 		<p>SLT</p>	<p>Ongoing – update as per government guidance</p>

			<ul style="list-style-type: none"> • you did both tests at least 24 hours apart • you do not have a high temperature <p>If you do a rapid lateral flow test on day 6 and test positive, wait 24 hours before you do the next test.</p> <p>Children aged 4 and under do not have to take any COVID-19 travel tests. On arrival in England, they must quarantine until their responsible adult receives their day 2 test result back.</p> <p>Children aged 5 to 17 have to follow the testing and quarantine rules for people who qualify as fully vaccinated on arrival in England.</p> <p>This means that they have to quarantine on arrival and take a PCR test on or before day 2.</p>				
<p>Lack of social distancing in the classroom</p> <p>See Behaviour Policy Appendix</p>	Resulting in direct transmission of the virus	Children Staff Families Wider Community	<ol style="list-style-type: none"> 1. Where possible keep classes to 30 2. Support pupils to maintain distance and limit physical contact with staff and their peers where possible. 3. Social distancing rules created for and with the children and strictly adhered to – (Include instructions how to line up, use of toilet, moving around the classroom etc) 4. Rules re-visited and modelled many times a day and linked to school behaviour system – lots of praise for adherence and sanctions for non-compliance 		All staff and pupils	Daily	

			<ol style="list-style-type: none"> 5. Adults should ideally maintain 2 metre distance from other adults and children where possible 6. Hands sanitised/washed on entry and exit of classroom 7. Ventilation of classrooms – windows/doors to be opened to ensure air flow is enabled at all times 8. CO2 monitors fitted in each classroom and regulated. If appears RED – above 1500 – increase/enhance ventilation. 				
<p>Lack of social distancing using toilets and poor hygiene</p> <p>See H&S Appendix</p>	Resulting in direct and indirect transmission of the virus		<ol style="list-style-type: none"> 1. One child allowed to go to the toilet at a time from each class 2. Children reminded of good hand hygiene regularly and soap is available at all sinks. 3. Extra Signs in toilet/sink areas re washing hands 4. Wedges for the toilet external toilet doors if not fire doors. 5. Only disposable towels to be used and disposed of in lidded bins 6. Enhanced cleaning of toilets in place (x 3 times per day) 	Extra soap/sanitiser ordered to ensure supply Regularly check display of extra signs for the toilets/doors	Site manager		
<p>Lack of social distancing during drop off and collection</p>	Resulting in direct transmission of the virus		<ol style="list-style-type: none"> 1. Instructions shared re social distancing between families in the morning with parents and children; SLT on duty outside daily to remind parents of expectations 2. Signage for parents and children displayed outside the gates, classrooms and on floor markings to encourage safe practice 3. SLT to be on duty to supervise and remind parents of expectations where necessary 4. Staggered drop off and pick up times for different year groups/provisions 5. All parents/carer/visitors to no longer be formally asked to wear masks however 	Markings on floor by each classroom door to indicate safe distance for parents to stand	All stakeholders	Ongoing	

			whilst on site this will be encouraged in letters where social distancing cannot be maintained. Letters to confirm arrangements.				
Lack of social distancing during playtimes and lunchtimes	Resulting in direct transmission of the virus		1. Staggered lunchtime to continue to support continued social distancing – children are able to move between playgrounds and areas freely.		All staff	Ongoing	
See Lunchtime RA							
Emotional distress of the staff – including anxiety and workload			<ol style="list-style-type: none"> 1. Sharing of risk assessment - hazard identification and control measures 2. Clear open communication of intentions and practices in risk assessments to reassure those who are anxious 3. Support from SLT/ Well-being team if needed 4. Staff meetings to discuss concerns and evaluate well being 5. Sharing of support helplines 6. Risk assessments reviewed regularly 7. Where signs of distress are recognised – support plans put in place. 		SLT		
Risk of spreading virus due to close contact with children – 1:1 and restraint	Resulting in direct transmission of the virus		System of Controls Prevention: <ol style="list-style-type: none"> 1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms do not attend school. 2. Clean hands thoroughly more often than usual. 				

			<ol style="list-style-type: none"> 3. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. 4. Introduce enhanced cleaning, including frequently touched surfaces often, using standard products such as detergents and bleach. 5. Minimise contact between individuals and maintain social distancing wherever possible. 6. Where necessary, wear appropriate personal protective equipment (PPE) <p>Numbers 1 to 4 must be in place in all schools all the time. Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.</p>				
Staff movement around the school	Resulting in indirect transmission of the virus		<ol style="list-style-type: none"> 1. Offices to remain closed to parents 2. Only office staff to enter the office 3. Maintain 2m distance in staff room. 4. Appropriate cleaning materials and wipes to be available in all shared areas. 5. In the event of an outbreak, all staff to resume wearing face masks when in communal areas. 		All staff	Ongoing	
Children/ Staff falling ill and showing symptoms in School	Resulting in direct transmission of the virus		<ol style="list-style-type: none"> 1. Members of the senior leadership team and CEO of Catalyst Academies Trust will continually check for further updates and amend the risk assessment accordingly and in line with new guidance. 2. If any child displays symptoms, parents will be immediately contacted to take their child home and seek a PCR test. Any child waiting to be collected will be in a room with windows and doors that are opened. Staff members showing 				

			<p>symptoms will be sent home immediately.</p> <p>3.If a child or staff member displays symptoms they must isolate immediately and seek a PCR test.</p> <p>Child or staff member to be tested via NHS test and trace and follow procedures as outlined in the document below.</p> <p>4. If a family /household member tests positive for Covid, children will be asked to provide evidence of a negative daily LFD tests for 7 days.</p> <p>System of Controls</p> <p>Response to any infection:</p> <ol style="list-style-type: none"> 1. Engage with Public Health/ NHS Test and Trace process. 2. Manage confirmed cases of coronavirus amongst the school community. 3. Contain any outbreak by following local public health protection team advice. 4. Outbreak management plans in place detailing responses as to how we will operate if there were an outbreak in our school or local area. <p>These must be followed in every case where they are relevant.</p>				
Visitors to school.	Virus transmission from a visitor coming into the school.	Employees, pupils, and visitors.	<ol style="list-style-type: none"> 1. All visitors handed protocol of expectations to adhere to 2. All visitors (e.g. Speech and Language Therapist) will work in one space wherever possible that is thoroughly cleaned before and after use. 3. Where visitors visit frequently they may be given their own 	Visitors need to be asked to provide their own risk assessment.			

			<p>lanyard. All lanyards are cleaned in between use</p> <ol style="list-style-type: none">4. Other professionals should supply the school with their organisations' risk assessment.5. In the event of a local outbreak we may ask visitors to provide us with evidence of a negative LFD				
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