***Corporate Safety Unit***



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| **Risk Assessment** |

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| **Task / Activity:** | **Holmfirth J I & N School - Covid-19 Risk Assessment – March 2022** |

***This risk assessment should be produced in conjunction with the current government guidance as highlighted below:***

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

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| **Service Area/Division:** **Holmfirth JIN School** | **Assessed by:** **A Sykes/J Rose** | **Date of Assessment:** 7.3.22 | **Ref No:**  |

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| **Hazard** | **Risks** | **Control Measures** | **Actions Required** | **Person Responsible and Target Date** |
| Infection Control  | Infection of coronavirusDealing with direct transmission (e.g. close contact with those sneezing/coughing) and indirect transmission (e.g. touching contaminated surfaces  | * Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
* Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.
* Maintain appropriate cleaning regimes, using standard products such as detergents. This should include regular cleaning of areas and equipment (for example, twice per day) with a particular focus on frequently touched surfaces. PHE has published guidance on the [cleaning of non-healthcare settings](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings).
* Keep occupied spaces well ventilated. Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so).
* Where mechanical ventilation systems exist, if possible, systems should be adjusted to full fresh air or, if this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply. [HSE guidance on air conditioning and ventilation during the COVID-19 pandemic](https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation/index.htm) and [CIBSE COVID-19 advice](https://www.cibse.org/coronavirus-covid-19) provides more information.
* Identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas. CO2 monitors will also be provided to all state-funded education settings from September, so staff can quickly identify where ventilation needs to be improved. A ‘how to’ guide on using CO2 monitors in education and childcare settings is available on the DfE [ventilation document sharing platform](http://webdefence.global.blackspider.com/urlwrap/?q=AXicJczBCoIwGADgv0vnrr3EpsKcdQqCICgIo7PMbery19mmC1-oF-nFKrp-h2-xh2kF8F4DOJyTtCLeBdIJg9L2o7NIpO0gztKDy8s2ijPOGQgUvRS-MU7vnqLVldGoSG0DmVpoxnHwW0qVM0F_0daof8kfaGVRaedpnMhbcWSPKMRFN2_4fDkPZcZzfz0xxXC4A8BrCfABeMM0Nw&Z).
 | **Children/staff to continue regularly using hand sanitiser/washing hands****Reminders to pupils****Caretaker/cleaning staff continue to follow guidance issued by Kirklees Cleaning & Catering** **School staff to continue to clean equipment after use****Where possible open windows in classrooms.****NOT APPLICABLE****C02 monitors have been delivered and are available for use in classrooms.** | All ongoing until further noticeAll StaffAll StaffBartosz SwietonAll StaffAll StaffA Sykes |
| PPE (including face masks/coverings)  | Spread of infection (coronavirus) | * Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the [use of PPE in education, childcare and children’s social care settings](https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care) provides more information on the use of PPE for COVID-19.
 | Staff to follow guidance | All Staff |
| People who need to self-isolate | Transmission of the coronavirus | * All Covid-19 related restrictions have officially been lifted, meaning there is no legal requirement to self-isolate after a positive Covid test.
* However, pupils and staff who test positive are advised to remain at home for at least five full days and then continue to follow the guidance until they have received two negative test results on consecutive days.
* The recommendation for students and staff in most education settings to undertake twice-weekly asymptomatic testing has been removed.
* The advice for regular testing will, however, remain for secondary-age students and above in specialist special educational needs and disability (SEND) settings, alternative provision, and SEND units in mainstream schools or the equivalent in colleges.
* As the advice for testing remains in these specialist settings, free tests will be accessible through the usual channels after 1 April.
 | Continue to follow advise Request pupils/staff follow advice to stay at home for 5 full days and retestTest kits no longer being supplied to schools for staff. NOT APPLICABLE |  |
| Clinically extremely vulnerable (CEV) children | Infection of the coronavirus to CEV children | * All 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.
 | **Follow guidance** |  |
| CEV adults | Infection of the coronavirus to CEV adults | * CEV staff are advised, as a minimum, to follow the same guidance as everyone else.
* 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. Employers should be able to explain the measures they have in place to keep CEV staff safe at work. If this is the case, an individual risk assessment with the staff member should be undertaken and any discussion documented including the measures you have put in place. The Health and Safety Executive (HSE) has published guidance on [protecting vulnerable workers](https://www.hse.gov.uk/coronavirus/working-safely/protect-people.htm).
 | **Follow guidance****Follow guidance** |  |
| Local outbreak of COVID-19 in school | Transmission of the coronavirus | * Develop a contingency plan (sometimes called outbreak management plan). It makes sense to think about taking extra action if the number of positive cases substantially increases. A [school outbreak management plan template](https://kirkleesbusinesssolutions.uk/Page/13195) can downloaded from the Emergency Planning Resources page on Kirklees Business Solutions.
* Information on what circumstances might lead you to consider taking additional action, and the steps you should work through, can be found in the [contingency framework](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings).
 | **Contingency plan remains in place**  |  |

**Conclusions:**

If the above the measures are followed and employees and pupils with suspected symptoms do not attend the school or if they do are sent home immediately, and a high standard of hygiene is maintained then the risk of transmission will be low.

**Review Date:**

Review of this document should be annually or more frequent if:

* After an accident / incident involving an activity from this risk assessment
* Any significant changes to work practices, materials, equipment or legislation

**Assessor (Signed): Dated: 7.3.22**

**Alex Sykes**

**Head teacher (Signed): Dated: 7.3.22**

**Julian Rose**

**THIS RISK ASSESSMENT MUST BE SHARED WITH ALL INVOLVED IN THIS ACTIVITY**

The sharing of the risk assessment with all staff involved with the activity is vital to ensure all control measures are complied with, are practical and adhered to.

**Please note**: there is a collective agreement with unions which requires schools to share and discuss the Risk Assessment. If schools fail to do so, then you may be at risk of breaching section 4.4 of the Employment Rights Act and there could be challenge to your school from the unions.

Contact details for trade unions are as follows:

 **NASUWT NEU**

Paula Wescott; paula.wescott.nasuwt@gmail.com Hazel Danson; hazel.danson@neu.org.uk

 **NAHT** **UNISON**

Richard Dodd; Richarddodd64@hotmail.com kirkleescouncilunison@gmail.com

 **UNITE GMB**

 Unite@kirklees.gov.uk GMBConvenors@kirklees.gov.uk