

Woodlane High School



Covid-19 Risk Assessment – Living With Covid-19

School name	Woodlane High School (relevant for all staff/visitors/pupils)		
Assessment carried out by (name/role)	Tim Heapy (Deputy Headteacher) and Claire Maynard (Headteacher)		
Date of assessment	18/04/22	Date of next review	03/09/22 (or at a change in guidance)

This document contains the school's *Living With Covid-19* risk assessment. This has been put in place following the Government's 'COVID-19 Response: Living with COVID-19' active from 24/02/22. This can be found here: <https://www.gov.uk/government/publications/covid-19-response-living-with-covid-19>

The Government's "Living With Covid" plan sets out a number of important changes as we all move into a new phase of managing Covid-19. It is clear the pandemic is not yet over and there remains considerable uncertainty about the path, however it is considered the correct time to make these changes. Woodlane is an SEND school with a higher number of vulnerable pupils. This means that we need to be more mindful of the impact of changes, even with case numbers falling and the threat of serious illness significantly reduced.

Changes to Control Measures

Testing and Self-isolation: We know that pupils attending school for face to face learning make the greatest progress. Therefore, the following changes are designed to ensure as little disruption as possible to your child's education moving forward.

- Pupils in SEND schools are no longer expected to test twice weekly using Lateral Flow tests, nor are they required to PCR test with symptoms. Testing is no longer available through the NHS website.
- The wearing of face coverings is no longer expected in communal areas.
- Woodlane staff will continue to test twice weekly if tests are available.
- There will be an expectation that staff work from home for 5 full days if they test positive. We will continue this practice with staff to protect pupils with increased vulnerability.

Illness and Covid-19: As we learn to live with Covid-19, school will begin to treat Covid-19 like most other illnesses.

- If a pupil is well enough to attend, e.g. with light 'cold like' symptoms, they are permitted to attend.
- Parents will only be asked to collect children from school if they are too unwell to attend school.

- The school and parents are advised to make reasonable judgements regarding when a child is well enough to return to school on a case by case basis.
- If a pupil tests positive on privately purchased Covid-19 testing, they would be expected to stay at home for 5 full days.

General Safety: With the legal requirement for self-isolation removed, the school believes it is sensible to retain a number of general safety measures to balance out the wider changes to guidance. The recent Government guidance for SEND schools also places emphasis on continuing a number of beneficial practices. These include:

- School will ensure high levels of ventilation remain in place and will retain a one-way system to improve the circulation of pupils in the corridors.
- Parents' Evening and Annual Reviews will remain online for the remainder of this school year. This will be reviewed for the academic year 2022/23.
- Other times when adults meet together in a larger group, (e.g. staff meetings), will be reviewed to ensure it is necessary and safe.

Pre-Pandemic Practices: The school will return to some practices that have not been in place since before the pandemic began.

- School will return to wearing uniform at all times. Pupils should bring PE kit in their school bag and will be able to get changed before their lesson.
- School will return to some larger group activities where appropriate, such as key stage assemblies.

Risk Assessment Control Measures:

Within the following risk assessment, the '4 Control Measures' have been retained to ensure the school is able to operate safely. Contingency planning is also described within each of the categories which may become active at any time, and will be communicated to staff, parents and pupils through usual methods. The control measures are:

1. Ensure good hygiene for everyone.
2. Maintain appropriate cleaning regimes.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

Control Measure

1. Ensure good hygiene for everyone.

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<ul style="list-style-type: none"> • Staff • Pupils • Parents • Volunteers / Governors • Visitors • Contractors <p>Risk of contracting Covid-19 and risk of transmission to others.</p> <p>Heightened risk for those in vulnerable groups (clinically vulnerable or extremely clinically vulnerable).</p>	Ensuring good hand hygiene from all pupils, staff and visitors.	<ul style="list-style-type: none"> • All pupils are encouraged to wash hands regularly for 20 seconds with soap and hot water with verbal and visual reminders (signage) provided. • Hand sanitiser provided to all rooms in the school and in regular use. 	<ul style="list-style-type: none"> • Provision of hand soap and disposable paper towels instead of hand dryers (where practical), to remain in toilets. Regular checks of supply required. Staff to report back to site manager if provision is not available. 	<p>SMT</p> <p>Site Manager</p> <p>All Staff</p>	Ongoing.	
	Ensuring high standards of respiratory hygiene.	<ul style="list-style-type: none"> • Signage displayed around school to ensure all staff are aware of and the 'catch it, bin it, kill it' approach. • No pupils in the school currently require Aerosol Generating Procedures, so there is currently no requirement to meet these guidelines within the building. 		<p>SMT</p> <p>Site Manager</p>	Ongoing.	
	The use of personal protective equipment, (PPE).	<ul style="list-style-type: none"> • Enhanced PPE will be necessary when working with pupils with certain medical conditions that place them at higher risk. 	<ul style="list-style-type: none"> • Health Care Plans have recently been updated and detail which pupils require certain levels of PPE when staff are working with them, and in which circumstances. • Visitors to the school should still be considered carefully. Is meeting face to face 	All Staff	Ongoing.	

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
			<p>necessary, or could it take place remotely?</p>			
	Contingency planning:	<p>If case numbers are high nationally or locally, the school may put the following in to place:</p> <ul style="list-style-type: none"> • The school may instruct, (or encourage) all staff and pupils to wear face coverings in communal areas. • Visitors to the school may be required to wear a face covering around the building, although they will be able to remove these for specific tasks that require communication, e.g. Annual Reviews. 	<ul style="list-style-type: none"> • The school will always ensure to the best of its ability, that there is adequate stock of face coverings on-site in case of increases in expected use. 	SMT	If/when required	

System of Control

2. Maintain appropriate cleaning regimes, using standard products such as detergents

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<ul style="list-style-type: none"> • Staff • Pupils • Parents • Volunteers / governors • Visitors • Contractors <p>Risk of contracting Covid-19 and risk of transmission to others.</p> <p>Heightened risk for those in vulnerable groups (clinically vulnerable or extremely clinically vulnerable).</p>	<p>Maintain an appropriate cleaning schedule.</p>	<ul style="list-style-type: none"> • Thorough cleaning protocols are in place. These include: <ul style="list-style-type: none"> ○ Thorough cleaning of classrooms and communal areas at the end of each day. ○ Specific focus on cleaning of frequently touched surfaces throughout the day by teachers/TAs, with anti-bacterial cloths or gel. ○ Bins in each toilet to allow for staff/pupils to use for tissues emptied at the end of the pupil day. ○ Cleaning of equipment for practical lessons between groups including PE equipment and computers. • Site manager is responsible for a midday clean of high traffic areas: <ul style="list-style-type: none"> ○ Cleaning the ‘touch points’ in all toilets prior to lunch. ○ Cleaning all light switches and door handles. ○ Cleaning around hand sanitising stations. 	<ul style="list-style-type: none"> • Additional protocols, including provision of PPE, will be followed for cleaning any area where a person with possible or confirmed coronavirus has spent time, using gloves and mask. • Site manager and Business Manager regularly review cleaning contract. • Site manager holds list of chemicals used by cleaning team. 	<p>Cleaning Team (Purgo)</p> <p>Site Manager/BS</p> <p>Teaching Staff</p>	<p>Ongoing.</p>	

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
		<ul style="list-style-type: none"> Healthcare waste will be disposed of securely to avoid contamination of others through agreed practices with H&F. 				
	Contingency Planning:	<p>If case numbers are high nationally or locally, the school may put the following in to place:</p> <ul style="list-style-type: none"> In the event of an outbreak being established, school may close for a short period of time to enable a deep clean. The school's cleaning company can facilitate this cleaning as an additional expense. 	<ul style="list-style-type: none"> Ensure contact details are available for cleaning teams out of hours in the event of a deep clean being required at short notice. 	SMT Cleaning Team (Purgo) Site Manager	If/when required	

System of Control

3. Keep occupied spaces well ventilated

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<ul style="list-style-type: none"> • Staff • Pupils • Parents • Volunteers / governors • Visitors • Contractors <p>Risk of contracting Covid-19 and risk of transmission to others.</p> <p>Heightened risk for those in vulnerable groups (clinically vulnerable or extremely clinically vulnerable).</p>	<p>Ensure appropriate ventilation in all areas of the school.</p>	<ul style="list-style-type: none"> • Continuation of a one-way system to utilise all space within the school and improve air-flow. • Windows opened to encourage natural ventilation. • Site Manager to open all communal area windows on arrival to school. • Continuation of dismissal of all pupils from the playground at the end of the school day to ensure areas with lower ventilation, (e.g. cloakroom) do not become overcrowded. • Staff room no longer has a limit on numbers, but staff are asked to use their judgement on what a safe number is. 	<ul style="list-style-type: none"> • Some rooms will be able to accommodate much less staff. All staff are asked to be considerate and use their judgement on numbers in places such as the staff room. • On days where the temperature drops significantly, all rooms are checked to ensure heating is effective to allow windows to remain open when required. • Alternative places to eat lunch and spend staff breaks remain open. 	<p>Site Manager All Staff</p>	<p>Ongoing.</p>	
	<p>Events requiring multiple visitors to school will continue to take place remotely where possible.</p>	<ul style="list-style-type: none"> • Parents’ Evening will remain an online event for both KS3 and KS4 this year. • Annual Reviews will continue remotely apart from in specific circumstances where school determines that in-person is absolutely necessary. • Certain school events, such as the school’s Open Evenings will remain 	<ul style="list-style-type: none"> • Whilst there are benefits to in-person events, where numbers in one room will naturally be high and cannot be safely ventilated, this will continue to take place online. School will however review each case individually. • The School Hall will be used where necessary, to allow for 	<p>SMT Visitors All Staff</p>	<p>On going</p>	

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
		remote in the Spring and Summer terms this academic year. Where this is not appropriate, (e.g. Year 6-7 Transition Evening) the school will ensure adequate measures are in place to facilitate events safely.	increased social distancing between adults.			
	Monitor the quality of ventilation.	<ul style="list-style-type: none"> • School conducted a full review of the quality of ventilation in school using CO2 metres supplied by DfE. • Areas with naturally poor ventilation, e.g. rooms without windows, will continue to see a limit to the numbers able to be inside. 		SMT Site Manager	Ongoing.	
	Contingency planning:	<p>If case numbers are high nationally or locally, the school may put the following in to place:</p> <ul style="list-style-type: none"> • School may allow pupils to wear coats, return to wearing PE kit to school, or invest in temporary heating if cases in winter require significant levels of ventilation to continue. • School will regularly research and review new ideas and technology designed to improve air quality and ventilation in rooms. 		SMT	If/when required	

System of Control

4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<ul style="list-style-type: none"> • Staff • Pupils • Parents • Volunteers / governors • Visitors • Contractors <p>Risk of contracting Covid-19 and risk of transmission to others.</p>	<p>Ensure staff, parents and pupils understand the changes in testing and isolation guidance.</p>	<ul style="list-style-type: none"> • The Government have removed the <u>legal requirement</u> to self-isolate following a positive test. • Adults and children who test positive will continue to be <u>advised</u> to stay at home for 5 days and avoid contact with other people. However the availability of testing, and therefore our understanding of whether someone is 'positive' is also set to reduce substantially. • Close contacts of positive cases no longer need to test or self-isolate regardless of vaccination status. 	<ul style="list-style-type: none"> • Continued clear communication with staff, parents and pupils regarding the guidelines is extremely important. 	<p>SMT All Staff</p>		
<p>Heightened risk for those in vulnerable groups (clinically vulnerable or extremely clinically vulnerable).</p>	<p>Ensure staff continue to test regularly and follow the school's agreed processes around testing positive.</p>	<ul style="list-style-type: none"> • School are not expecting Lateral Flow Testing to be widely available, but where it is possible staff will continue to be given tests and asked to test twice weekly and report their tests through the usual processes. • A staff member testing positive will be asked to self-isolate for 5 days by school. If well enough, staff should work from home during this time unless unwell. 	<ul style="list-style-type: none"> • Ensure the school maintains a supply of LFTs for use with staff. 	<p>SMT All Staff</p>	<p>Ongoing.</p>	

Who might be harmed and how?	Measures to control the risk	How are you already controlling this risk?	What further action (if any) do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
	School engages fully in the wider vaccination programme.	<ul style="list-style-type: none"> All staff were offered early 1st and 2nd jabs and their boosters. Any further vaccination rounds would be publicised and supported by school. All pupils with increased vulnerabilities were offered the vaccine and will continue to be offered these through their GP. School supports all eligible pupils to gain access to vaccinations. All other pupils aged 12+ were offered 1st and 2nd jabs in school. Pupils under this age and those who missed this will be offered further rounds of vaccination in the Spring and Summer terms. 	<ul style="list-style-type: none"> Ensure lines of communication with NHS services remain in place to pick up vaccination dates for pupils. Ensure local authority publications are shared with staff/parents in relation to dates and the effectiveness of vaccinations. 	SMT All Staff	Ongoing – in place for September 3 rd .	
	Contingency Planning:	<p>If case numbers are high nationally or locally, the school may put the following in to place:</p> <ul style="list-style-type: none"> If advised by Public Health, school may close for a short period of time, with pupils returning following a ‘circuit breaker’ and teaching and learning taking place online. All lessons would continue to be taught. 	<ul style="list-style-type: none"> Staff who are working from home require continued support to enable them to meet the required full curriculum. 			