

Whole School / Site – Covid 19 - protective measures/outbreak management plan			
Applicable to: Whole School		→ Specify: Whole School	
Assessment Date: <u>August 2021</u>		Persons completing: Hayleigh Rogers	
Previous versions linked below: From September 2020 From March 2021		Responsible Person Key PJ - Paul Jensen Headteacher JL - Jez Lord Deputy Headteacher HR - Hayleigh Rogers SBM All - All those listed on staff list	
Review Date: Ongoing following PHE and SCC Guidance	Further Action Required?	YES - (Live document)	

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes.

Most infected people will develop mild to moderate illness and recover without hospitalisation. In some cases, and if a person has a underlying health conditions, COVID-19 can cause serious ill health.

It is essential that schools keep their own up to date protective measures risk assessment/outbreak management plan relevant to their unique setting, which should reference the government's COVID-19 Contingency Framework and the Surrey County Council local outbreak control plan. Below is Sunnydowns assessment and plan.

As the country moves to Step 4 of the roadmap (scheduled for 19th July 2021) this marks a new phase in the government's response to the pandemic, moving away from stringent restrictions on everyone's day-to-day lives, towards advising people on how to protect

themselves and others, alongside targeted interventions to reduce risk. Many protective measures that have been in place in schools are now no longer required in normal circumstances. This risk assessment reflects these changes, setting out the protective measures which will remain in place.

“Temporary Additional Measures in the event of an Outbreak” and are shown in green italic text.

The risk assessment should be used alongside the government guidance below:

<https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/guidance-for-full-opening-special-schools-and-other-specialist-settings>

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

<https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

<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>

<https://www.hse.gov.uk/coronavirus/assets/docs/risk-assessment.pdf>

<https://www.gov.uk/guidance/national-lockdown-stay-at-home#going-to-work>

<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>

[Dedicated transport to schools and colleges COVID-19 operational guidance \(publishing.service.gov.uk\).](#)

[Contingency framework: education and childcare settings - GOV.UK \(www.gov.uk\)](#)

Educational settings risk assessment content:

[Awareness of and adherence to policies and procedures](#)

1. [Prevention: Minimise contact with individuals who are unwell with COVID-19 symptoms](#)
2. [Prevention: Where recommended, use of face covering](#)
3. [Prevention: Clean hands thoroughly more often than usual](#)
4. [Prevention: Good respiratory hygiene](#)
5. [Prevention: Cleaning and disinfection](#)
6. [Prevention: Minimise contact](#)
7. [Prevention: Keep occupied spaces well ventilated](#)
8. [In specific circumstances: Wear PPE where necessary.](#)
9. [In specific circumstances: Promote and engage in asymptomatic testing, where available](#)

- 10. [Response to infection: Test and trace](#)
- 11. [Response to infection: Managing confirmed COVID-19 cases](#)
- 12. [Response to infection: Contain any outbreaks](#)
- 13. [Attendance](#)
- 14. [Workforce](#)
- 15. [Testing](#)
- 16. [Emergencies](#)
- 17. [Managing School Transport](#)
- 18. [Residential/Boarding](#)
- 19. [Aerosol Generating Procedures](#)

Changes and updates made are documented here:

Date of change	Section and change
23/02/2021	Face coverings ,, face coverings recommended to be worn in classrooms and activities where social distancing cannot be maintained for children aged 11 and over
23/02/2021	Minimise contact ,, educational visits are currently not advised.
23/02/2021	Ventilation , new sections on ventilation.
23/02/2021	Testing ,, new guidance on testing in different settings
17/03/2021	Introduction ,, update on variants and controls
30/03/2021	Introduction ,, link to updated government guidance on protective measures for holiday and after-school clubs, and other out-of-school settings
30/03/2021	Minimise contact , update on guidance for physical activity in schools
30/03/2021	Educational visits , proposed date and note regarding roadmap
30/03/2021	Attendance , expectations for clinically extremely vulnerable pupils
30/03/2021	Workforce , expectations for clinically extremely vulnerable staff
30/03/2021	Workforce , expectations for clinically vulnerable staff
17/05/2021	Face coverings , change in guidance including that face coverings no longer recommended for children in all schools
17/05/2021	Music, dance and drama , updated guidance for curriculum and performances.
17/05/2021	Educational visits , guidance for day visits and domestic residential visits.
17/05/2021	Wraparound provision and extra-curricular activity , updates regarding group sizes and avoiding parental attendance

17/05/2021	<u>Rapid Testing</u> , update regarding tests at on-site ATS requiring nasal swabs only
17/05/2021	<u>Attendance</u> , new guidance relating to travel from 'red-list' countries and quarantine for pupils travelling to England.
30/06/2021	<u>Response to infection and outbreak plan</u> ,; <u>face coverings</u> , page 9; and <u>promote and engage in asymptomatic testing</u> information provided for outbreak management plan.
12/07/2021	<p><u>Prevention: Minimise contact with individuals who are unwell with COVID-19 symptoms</u>, updated guidance in the case of COVID-19 symptoms</p> <p><u>Prevention: Ensure face coverings are used in recommended circumstances</u>, face coverings no longer recommended for staff or pupils in school; steps to take in an Outbreak</p> <p><u>Prevention: Cleaning and disinfection</u>, previously 'Enhanced Cleaning', school now required to maintain appropriate cleaning regimes</p> <p><u>Prevention: Minimise contact</u>, 'Bubbles' no longer recommended, although the school may choose to maintain until the end of term; steps to take in an Outbreak</p> <p><u>Educational visits</u>, updated guidance for running educational visits</p> <p><u>Wraparound provision and extra-curricular activity</u>, updated guidance including sports provision, performances and events, and parental attendance</p> <p><u>In specific circumstances: Promote and engage in asymptomatic testing, where available</u>, new guidance on how and when to test</p> <p><u>Response to infection: Test and trace</u>, schools are no longer expected to undertake contact tracing; close contacts will be identified via NHS Test and Trace</p> <p><u>Response to infection: Managing confirmed COVID-19 cases</u>, updated guidance for if an individual develops COVID-19 symptoms or has a positive test</p> <p><u>Response to infection and outbreak plan: Contain any outbreaks</u>, action to take in case of an outbreak</p> <p><u>Attendance</u>, updates on supporting children with medical conditions, ensuring pupils travelling to England follow government travel advice, and updated quarantine arrangements for boarding school pupils.</p>
24/08/2021	<u>Prevention: Minimise contact with individuals who are unwell with COVID-19 symptoms</u> , page 8, updated and reordered guidance for minimising contact with any individual who develops COVID-19 symptoms or has a positive test

Prevention: Ensure face coverings are used in recommended circumstances, page 11, updated “**Temporary additional measures in the event of an outbreak**”

Prevention: Minimise contact, page 18, updated “**Temporary additional measures in the event of an outbreak**”

Prevention: Ventilation, page 22, update regarding anticipated CO2 monitors being provided to the school during the Autumn term.

In specific circumstances: Promote and engage in asymptomatic testing, where available, page 25,

additional detail on what close contacts should do whilst awaiting their PCR test results

Response to infection: Test and trace, page 25, with schools no longer expected to undertake contact tracing themselves, further update to make clear who is no longer required to isolate if identified as a close contact

Response to infection: Managing confirmed COVID-19 cases, page 27, updated to cite updated section 1 (Prevention) of this risk assessment

Response to infection and outbreak plan: Contain any outbreaks, page 27, updated in relation to school’s Outbreak Management Plan and use of headings “**Temporary additional measures in the event of an outbreak**” throughout this risk assessment.

Attendance, page 29, expectations for clinically extremely vulnerable (CEV) pupils have been updated to mirror wording in recently published guidance for CEV people, pre-Step 4 wording removed, and updated information on boarding school pupils attending from abroad, as quarantine rules have changed.

Workforce, page 30, expectations for CEV staff have been updated to mirror wording in recently published guidance for CEV people and pre-Step 4 wording removed.

Managing School Transport, page 32, updated “**Temporary additional measures in the event of an outbreak**”

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	Recommended controls/Mitigation and Protective Measures	In place? Yes/No or N/A	Additional control measures to reduce the risk or the reasons why the recommended standard cannot be met.	Actioned by when and by who?
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<p>Awareness of and adherence to policies and procedures</p>	<ul style="list-style-type: none"> ● Health and Safety Policy has been updated in light of the COVID-19 advice ● All staff, pupils and volunteers are aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> - Health and Safety Policy - Infection Control Policy - First Aid Policy ● All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> - The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 - The Health Protection (Notification) Regulations 2010 - Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' - DfE and PHE (2020) 'COVID-19: guidance for educational settings' ● The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. ● The school keeps up-to-date with advice issued by, but not limited to, the following: <ul style="list-style-type: none"> - DfE; NHS; Department of Health and Social Care; PHE ● Staff are made aware of the school's infection control procedures in relation to coronavirus. ● Parents are made aware of the school's infection control procedures in relation to coronavirus via letter and social media – they are informed that they must not send their 	<p>YES</p>	<p>N/A</p>	<p>HR</p>
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	<p>child to school if they have <u>coronavirus (COVID-19) symptoms</u>, or have tested positive in the last 10 days, or if another household member develops coronavirus symptoms. In both these circumstances the parents/carers should call the school to inform the school of this and that they will be following the national <u>Stay at Home</u> guidance.</p> <ul style="list-style-type: none">● Pupils are made aware of the school's infection control procedures in relation to coronavirus and are informed that they must tell a member of staff if they begin to feel unwell.● Staff and pupils are made aware of the process for removing face coverings when pupils and staff who use them arrive at school, and this is communicated clearly to parents and staff.● The Staff and Volunteer Confidentiality Policy and Pupil Confidentiality Policy are followed at all times – this includes withholding the names of staff, volunteers and pupils with either confirmed or suspected cases of coronavirus.			
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<p>Prevention</p> <p>1. Minimise contact with individuals who are unwell with COVID-19 symptoms</p>	<p>When an individual develops COVID-19 symptoms or has a positive test</p> <ul style="list-style-type: none"> • If a pupil or staff member develops COVID-19 symptoms or has a positive test they will follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). • If anyone in the school develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice. • For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. • If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children’s social care settings guidance. Any rooms they use should be cleaned after they have left. • The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. • If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they are sent home and advised to follow ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’. 	<p>YES</p>	<p>N/A</p>	<p>HR</p>
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	<ul style="list-style-type: none"> • Everyone will wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household disinfectant after they have left to reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance. • PPE will be worn by staff caring for the child while they await collection (such as for a very young child or a child with complex needs). More information on PPE use can be found in the safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE) guidance. • In an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital. • Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or they have been requested to do so by NHS Test & Trace. • The Infection Control Policy and Cleaning in non-healthcare settings guidance to be followed to clean the area. • Any medication given to ease the unwell individual’s symptoms, e.g. paracetamol, is administered in accordance with the Administering Medications Policy • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the 			
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	Infection Control Policy and <u>Cleaning in non-healthcare settings guidance</u>			
<p>Prevention</p> <p>2. Where recommended, use of face covering</p>	<ul style="list-style-type: none"> From Step 4, face coverings are no longer recommended for pupils, staff and visitors either in classrooms or in communal areas. Pupils aged 11 and over should wear a face covering when travelling on dedicated transport to secondary school or college. <p><i>Temporary Additional Measures in the event of an Outbreak</i></p> <p>If a specific threshold in the school's Outbreak Management Plan is met the following additional measures will be considered</p> <ul style="list-style-type: none"> <i>Face coverings will temporarily be re-introduced in communal areas and classrooms for pupils (aged 11 and over), staff and visitors, unless exempt.</i> <i>Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn.</i> <i>Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.</i> <i>In the event of an outbreak, <u>Contingency framework: education and childcare settings - GOV.UK (www.gov.uk)</u> to be referred to reimplement the use of face coverings.</i> 	YES	N/A	HR

<p>Prevention</p> <p>3. Clean hands thoroughly more often than usual</p>	<ul style="list-style-type: none"> ● Sunnydown will support pupils to clean their hands regularly, including when they arrive at the setting, when they return from breaks, when they change rooms and before and after eating. ● Sunnydown will consider what frequency of hand washing is best for which pupils and staff and incorporate time for this in timetables or lesson plans. ● Supervision of hand sanitiser use will take place due to risk around ingestion. Younger pupils and pupils with complex needs will continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes can be used as an alternative. ● The school will build hand washing routines into school culture, supported by behaviour expectations set out in the school Behaviour Policy. ● Pupils arriving at school wearing a face covering are instructed not to touch the front of their face covering during use or when removing them. They immediately wash their hands-on arrival, dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they take home with them, and then wash their hands again before heading to their classroom. Guidance on <u>safe working in education, childcare and children’s social care</u> provides more advice. ● Sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitisers in classrooms and other learning environments. 	YES	N/A	HR
<p>Prevention</p> <p>4. Good respiratory hygiene</p>	<ul style="list-style-type: none"> ● ‘Catch it, bin it, kill it’ approach continues to be very important, suitable number of tissues and bins available in the school to support pupils and staff to follow this routine. ● Younger pupils and those with complex needs are helped to follow this. 	YES	N/A	HR

<p>Prevention</p> <p>5. Cleaning and disinfection</p>	<ul style="list-style-type: none"> • Surfaces that pupils are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters are cleaned daily. • Toilets will be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet - different groups being allocated their own toilet blocks could be considered but is not a requirement if the site does not allow for it • Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) are removed. • The <u>COVID-19: cleaning of non-healthcare settings guidance</u> is followed. • Outdoor playground equipment should be cleaned more frequently. • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line <u>with the Infection Control Policy and Cleaning in non-healthcare settings guidance</u> • Cleaners are employed by the school to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy. • The SBM arranges enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the local health team. Schools short of cleaning product supplies, should email <u>DfE-CovidEnquiries.COMMERCIAL@education.gov.uk</u> • The SBM monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. 	<p>YES</p>	<p>Allocated toilets for year groups will be maintained on site through to October half term and then reviewed further. The cloisters and DT area will be free for all to use.</p>	<p>HR</p>

<p>Prevention</p> <p>6. Minimise contact</p>	<ul style="list-style-type: none"> ● From Step 4, it is no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). <p>Educational visits</p> <ul style="list-style-type: none"> ● From the start of the new school term Sunnydown can go on international visits that have previously been deferred or postponed and organise new international visits for the future. ● The school is aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit and the school will comply with international travel legislation and will have contingency plans in place to account for these changes. ● The school will liaise with either its visit provider, commercial insurance company, or the Risk Protection Arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options can be sought from the British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI). Any school holding ATOL or ABTA refund credit notes may use these credit notes to rebook educational or international visits. ● The school will undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. <u>General guidance</u> about educational visits is available and is supported by specialist advice from the <u>Outdoor Education Advisory Panel</u> (OEAP). 	YES	N/A	HR

	<p>Sports provision</p> <ul style="list-style-type: none"> ● All sports provision, including competition between settings, will be planned and delivered in line with government guidance. ● Providers of sports activities will also refer to: <ul style="list-style-type: none"> ○ 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 <u>returning to pools guidance documents</u> ○ using changing rooms safely <p>Performances, Events and Music</p> <ul style="list-style-type: none"> ● Singing, wind and brass instrument lessons can be undertaken, following guidance provided by the DCMS working safely during coronavirus (COVID-19): performing arts. ● If planning an indoor or outdoor face-to-face performance in front of a live audience, the school will also follow the latest advice in the the DCMS working safely during coronavirus (COVID-19): performing arts. ● If delivering sporting or other organised events, more information can be found in the COVID-19: Organised events guidance for local authorities. ● Where the school premises are hired for use by external providers, such as after-school or holiday clubs, these organisations will: 			
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	<ul style="list-style-type: none"> ○ consider the relevant government guidance for their sector ○ put in place protective measures. <p>Temporary Additional Measures in the event of an Outbreak</p> <ul style="list-style-type: none"> ● <i>It may become necessary to reintroduce ‘bubbles’ for a temporary period, to reduce mixing between groups, as follows.</i> ● <i>of contacts between pupils and staff is reduced. This is achieved through keeping groups separate (in ‘Bubbles’). The school will consider:</i> <ul style="list-style-type: none"> ● <i>The layout of the school site;</i> ● <i>The feasibility of keeping distinct groups separate while offering a broad curriculum</i> <p><i>More information on groups can be found in COVID-19: Guidance for full opening</i></p> ● <i>The school will assess their circumstances and look to implement ‘bubbles’ of an appropriate size, to achieve the greatest reduction in contact and mixing, without unduly limiting the quality or breadth of teaching, or access for support and specialist staff and therapists.</i> ● <i>All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. This will be particularly important for secondary schools.</i> ● <i>Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. Supply teachers, peripatetic teachers or other temporary staff can move between settings. They should ensure they minimise contact as much as possible from other staff.</i> 			
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	<ul style="list-style-type: none"> ● <i>Large gatherings such as assemblies are avoided, and groups kept apart.</i> ● <i>The timetable is revised to implement where possible:</i> <ul style="list-style-type: none"> ○ <i>Plan for lessons or activities which keep groups apart and movement around the school site to a minimum;</i> ○ <i>Maximise the number of lessons or classroom activities which could take place outdoors;</i> ○ <i>Staggered assembly groups;</i> ○ <i>Break times (including lunch) are staggered so that all pupils are not moving around the school at the same time;</i> ● <i>Pupils use the same classroom or defined area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day. And are seated at the same desk;</i> ● <i>Mixing within education or childcare setting is minimised by:</i> <ul style="list-style-type: none"> ○ <i>accessing rooms directly from outside where possible;</i> ○ <i>considering one-way circulation, or place a divider down the middle of the corridor to keep groups apart as they move through the setting where spaces are accessed by corridors;</i> ○ <i>staggering lunch breaks and pupils clean their hands beforehand and enter in the groups they are already in or pupils are brought their lunch in their classrooms;</i> ○ <i>The number of pupils using the toilet at any one time is limited;</i> ● <i>The use of shared space such as halls is limited and there is cleaning between use by different group.</i> 			
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<p>Prevention</p> <p>7. Keep occupied spaces well ventilated</p>	<ul style="list-style-type: none"> ● Good ventilation reduces the concentration of the virus in the air, which reduces the risk from airborne transmission. When the school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained. These can be achieved by a variety of measures including: <ul style="list-style-type: none"> ○ mechanical ventilation systems – these should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. If possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply ○ natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air ○ natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so) The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE coronavirus (COVID-19) advice provides more information. ○ To balance the need for increased ventilation while maintaining a comfortable temperature, consider: ○ opening high level windows in colder weather in preference to low level to reduce draughts 	<p>YES</p>	<p>N/A</p>	<p>HR</p>

	<ul style="list-style-type: none"> ○ increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused) ○ providing flexibility to allow additional, suitable indoor clothing ○ rearranging furniture where possible to avoid direct draughts ● Heating to be used as necessary to ensure comfort levels are maintained particularly in occupied spaces. 			
<p>In specific circumstances</p> <p>8. Where necessary, wear PPE</p>	<ul style="list-style-type: none"> ● The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including: <ul style="list-style-type: none"> ○ where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools ○ Performing <u>aerosol generating procedures (AGPs)</u> 	YES	N/A	HR

<p>In specific circumstances</p> <p>9. Promote and engage in asymptomatic testing, where available</p>	<p>Asymptomatic testing</p> <ul style="list-style-type: none"> • Testing remains important in reducing the risk of transmission of infection within schools. • The school will only provide tests for twice weekly asymptomatic testing for pupils and staff over the summer period if they are attending school settings. • As pupils will potentially mix with lots of other people during the summer holidays, all secondary school pupils should receive 2 on-site lateral flow device tests, 3 to 5 days apart, on their return in the autumn term. • The school may commence testing from 3 working days before the start of term and can stagger return of pupils across the first week to manage this. Pupils should then continue to test twice weekly at home until the end of September, when this will be reviewed. • Staff undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed. • Secondary schools will also retain a small asymptomatic testing site (ATS) on-site until further notice so they can offer testing to pupils who are unable to test themselves at home. • Self-swabbing may cause significant concerns for some children and young people with SEND. If necessary, the school will retain minimal testing capacity on site so it can offer testing to pupils and students who are unable to test themselves at home. Testing is voluntary and no child or young person will be tested unless informed consent has been given by the appropriate person. <p>Confirmatory PCR tests</p> <ul style="list-style-type: none"> • Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance. They will also need to get a free PCR test to check if they have COVID-19. 	<p>YES</p>	<p>See Parent mail communicating testing schedule for students prior to returning to site.</p>	<p>HR</p>
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	<ul style="list-style-type: none">● Whilst awaiting the PCR result, the individual should continue to self-isolate.● If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms.			
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<p>Response to infection 10. Test and trace</p>	<ul style="list-style-type: none"> From Step 4, close contacts will be identified via NHS Test and Trace and the school is longer expected to undertake contact tracing. As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. The school encourages all individuals to take a PCR test if advised to do so. 18-year-olds will be treated in the same way as children until 4 months after their 18th birthday, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact. A small number of home testing kits available to be given directly to parents/carers collecting a child who has developed symptoms at school or staff who have developed symptoms at schools, where providing a test will increase the likelihood of them getting tested. 	YES	N/A	HR
<p>Response to infection</p>	<ul style="list-style-type: none"> If a pupil or staff member develops COVID-19 symptoms or has a positive test they will follow public health advice on when to self-isolate and what to do. They should not 	YES	N/A	HR

<p>11. Managing confirmed COVID-19 cases</p>	<p>come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</p> <ul style="list-style-type: none"> ● If anyone in the school develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice. ● For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. ● If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children’s social care settings guidance. Any rooms they use should be cleaned after they have left. ● The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. ● Flowchart school response to suspected or confirmed COVID-19 cases to be followed for suspected or confirmed cases. ● In the majority of cases, schools and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID-19). Any such decision would need to be 			
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	carefully considered in light of all the circumstances and the current public health advice.			
<p>Response to infection & Outbreak Planning</p> <p>12. Contain any outbreaks</p>	<ul style="list-style-type: none"> ● If the school has several confirmed cases within 14 days, this may signify an outbreak. ● The school will call the dedicated advice service who will escalate the issue to the local health protection team where necessary and advise if any additional action is required, such as implementing elements of the school's outbreak management plan. The school will call the DfE helpline on 0800 046 8687 and select option 1 for advice on the action to take in response to a positive case. ● The <u>contingency framework</u> describes the principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities. ● Additional measures may be necessary to help mitigate an outbreak, extremely high prevalence in the local community, or when responding to variants of concern. This risk assessment includes additional temporary measures to be introduced as part of the school's outbreak plan, and this will be reviewed to reflect government guidance government's <u>COVID-19 Contingency Framework</u> and the <u>Surrey County Council local outbreak control plan</u> ● Covid Clinics - consultation offer provides additional support to assist school leaders in their decision making in response to an outbreak. The consultation service is 	YES	N/A	HR

	delivered by Surrey County Council Public Health and School Relationships & Support Service.			
Attendance	<p>Clinically extremely vulnerable (CEV)</p> <ul style="list-style-type: none"> Shielding advice was paused nationally on 31 March. From 1 April, all clinically extremely vulnerable pupils should attend their school unless they are one of the very small number of pupils under paediatric or other specialist care and have been advised by their GP or clinician not to attend. Pupils who live with someone who is clinically extremely vulnerable should continue to attend school as normal. Further information is available in the <u>guidance on supporting pupils at school with medical conditions</u>. <p>Travel and quarantine</p> <ul style="list-style-type: none"> All pupils travelling to England must adhere to current legislation and <u>government travel advice</u>. Schools will check the current 'red list' and liaise with parents to ensure any pupils arriving from an affected country, or having transited through one in the past 10 days, will follow this advice. Additional guidance has been issued on the <u>quarantine arrangements for boarding school pupils travelling from red-list countries to attend a boarding school in England</u>. 	YES	N/A	HR
Workforce	<p>Clinically extremely vulnerable (CEV)</p> <ul style="list-style-type: none"> Shielding advice was paused nationally on 31 March. From 1 April, clinically extremely vulnerable individuals are no longer advised to shield but must continue to 	YES	N/A	HR

	<p>follow the rules in place for everyone under the current national restrictions.</p> <ul style="list-style-type: none"> ● Staff in schools who are clinically extremely vulnerable will be advised to continue to work from home where possible, but if they cannot work from home should attend their workplace. ● Those living with someone who is clinically extremely vulnerable can still attend work where home-working is not possible and should ensure they maintain good prevention practice in the workplace and home settings. <p>Pregnant women</p> <ul style="list-style-type: none"> ● Pregnant women are considered 'clinically vulnerable' or in some cases 'clinically extremely vulnerable' to coronavirus (COVID-19) and therefore require special consideration as set out in the <u>guidance for pregnant employees</u>. Employers should carry out a risk assessment to follow the Management of Health and Safety at Work Regulations 1999 (MHSW). Pregnant women of any gestation should not be required to continue working if this is not supported by the risk assessment. ● Women who are 28 weeks pregnant and beyond, or are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from COVID-19 at any gestation, should take a more precautionary approach. Employers should ensure pregnant women 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). <p>Clinically vulnerable</p>			
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	<ul style="list-style-type: none"> • Clinically vulnerable staff can continue to attend school. While in school they should follow the prevention measures in this document to minimise the risks of transmission. • People who live with those who are clinically vulnerable can attend the workplace but should ensure they maintain good prevention practice in the workplace and at home. 			
Testing	<ul style="list-style-type: none"> • See section 9, Promote and engage in asymptomatic testing, where available, for information about protective measures required. • Lateral flow device (LFD) tests are better at identifying people who are the most infectious, and so they act as an additional part of the armoury to reduce the risk of virus circulating in the school by finding people without symptoms who are carrying more virus. The school appreciates the importance of continuing with all the protective measures which are in place to reduce the risk of transmission at school. Information for testing can be found at Mass asymptomatic testing in specialist settings - GOV.UK (www.gov.uk) 	YES	N/A	HR
Emergencies	<ul style="list-style-type: none"> • All pupil emergency contact details are up-to-date, including alternative emergency contact details, where required. • Parents are contacted as soon as practicable in the event of an emergency. • Pupil alternative contacts are called where their primary emergency contact cannot be contacted. • The school has an up-to-date First Aid Policy in place which outlines the management of medical emergencies – medical emergencies are managed in line with this policy. 	YES	N/A	HR

Managing School Transport	<ul style="list-style-type: none"> • Parents and pupils are encouraged to walk or cycle to their education setting where possible. • Parents and pupils are discouraged from using public transport, where possible particularly during peak times. • For more information on home to school transport - Dedicated transport to schools and colleges COVID-19 operational guidance (publishing.service.gov.uk). • Where possible, transport arrangements are organised to cater for any changes to start and finish times. • Transport providers are advised that they do not work if they or a member of their household are displaying any symptoms of coronavirus. • Transport providers, as far as possible, are advised of the need to follow hygiene rules and try to keep distance from their passengers. • Revised travel plans are communicated clearly to contractors, local authorities and parents where appropriate (for instance, to agree pick-up and drop-off times). 	YES	N/A	HR
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This risk assessment has been agreed by the following:

Name	Date	Designation	Organisation	Signature