

**Premises:** Wickersley Partnership Trust  
**Activity and/or Environment to be assessed:** Covid-19  
Turton, Mr. M. Sutton

**Assessors:** Mrs. A. Lee, Mr. L. Rushforth, Mr. T. Hardcastle, Mr. M.

**Date:** August 2021

**Review Date:** October 2021

Key (People at risk)	Likelihood (L)	Severity (S)	Risk Calculation	Risk Rating
E = Employee YP = Young Persons P = Public C = Contractors V = Visitors EM = Expectant Mothers	1. Very Low (rare/very unlikely) 2. Low (unlikely) 3. Medium (Could occur/Possible) 4. High (likely to occur/probable) 5. Very High (near certain to occur)	1. Insignificant (nuisance/discomfort) 2. minor (no lost time) 3. Moderate (time loss) 4. Significant (serious/incapacity to work) 5. Major (death)	Likelihood x Severity = Rating	1-6 Low Risk = Monitor 8-12 Medium Risk = Monitor, review & reduce risk where possible 14-25 High Risk = Further action required

**Premises:** Wickersley Partnership Trust – mitigation of risk addendum to Trust COVID-19 risk assessment

**Activity and/or Environment to be assessed:** The purpose of this risk assessment is to address the additional risk of the transmission of COVID-19 infection during school operating hours. It has been updated in line with guidance from the UK Government as this has changed most recently in August 2021

**PLEASE NOTE: A 'ONE-SIZE FITS ALL' APPROACH IS NOT FEASIBLE, SO HEADTEACHERS WILL MAKE INFORMED JUDGEMENTS AND ADAPT THE GENERIC WPT RISK ASSESSMENT TO MEET THEIR OWN SPECIFIC PRIMARY/SECONDARY SCHOOL CONTEXT AND WILL ASSIGN DAILY RESPONSIBILITIES TO STAFF (END OF COLUMN).**

**THE RISK ASSESSMENT WILL:**

- **BE KEPT UNDER CONSTANT REVIEW BY ALL TRUST/SCHOOL LEADERS TO ENSURE THE SAFETY OF ALL EMPLOYEES AND STUDENTS**
- **RESPOND TO ANY CHANGES IN NATIONAL AND LOCAL GUIDANCE**
- **BE SHARED WITH THE WORKFORCE, PARENTS/CARERS & STUDENTS**

1. Hazards Identified and potential harm it could cause	2. People At Risk	3. Controls in Place	4. Risk Rating				5. Further Action Required/Recommendations	6. Completed by (DATE) 7. Responsibility (NAME)
			L	S	Score	Risk		
a) Contact with individuals who are unwell - ensure that those who have coronavirus (COVID-19) symptoms or are required do not attend school;  Transmission of virus due to insufficient hygiene  Transmission of virus due to insufficient respiratory hygiene  Transmission of virus through insufficient	Staff, students and visitors	<b>PREVENTION</b>  Managing children and adults in line with PHE guidance to reduce the spread of the virus  Hand washing facilities with soap and water are available in all toilet areas.  Guidance on hand washing can be found at the below link; <a href="https://www.nhs.uk/live-well/healthy-body/best-way-">https://www.nhs.uk/live-well/healthy-body/best-way-</a>	3	4	12	M	<p><b>Child or fully vaccinated adult outside WPT/School</b></p> <p>Students (up to the age of 18 years and 6 months) and fully vaccinated staff must not come into the school if:</p> <ul style="list-style-type: none"> <li>• they have one or more COVID-19 symptoms</li> <li>• they have had a positive COVID-19 test</li> <li>• have been told to quarantine after travel abroad</li> </ul> <p>They must immediately cease to attend and not attend for at least 10 days from the day after:</p> <ul style="list-style-type: none"> <li>• the start of their symptoms</li> <li>• the test date if they did not have any symptoms but have had a positive LFD or PCR test (if an LFD test is taken first, and a PCR test is then taken within 2 days of the positive lateral flow test, and is negative, it overrides the LFD test and the student or staff member can return to school)</li> </ul> <p>Self-isolation period includes the day the person's symptoms started (or the day they had the test, if they did not have symptoms) and the next 10 full days.</p> <p>It remains essential that anyone who gets a positive result from an LFD result self-isolates immediately, while they get a confirmatory PCR test. If the PCR test is negative they can then return to school.</p> <p>Students (up to the age of 18 years and 6 months) and fully vaccinated staff will not need to self-isolate if they are a close contact of a person who tests positive.</p>	<p>All relevant staff and students</p> <p>All relevant staff and students</p> <p>All relevant staff and students</p> <p>All relevant staff and students</p>

cleaning of surfaces		<p>to-wash-your-hands/</p> <p><b>Cleaning</b> Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches and reception area using appropriate cleaning products and methods.</p> <p><b>Hand sanitiser</b> Hand sanitiser dispensers are located throughout all schools and are refilled regularly.</p>				<p><b>Non-fully vaccinated adult outside WPT/School</b></p> <p>Staff who are not fully vaccinated staff must not come into the school if:</p> <ul style="list-style-type: none"> <li>• they have one or more COVID-19 symptoms</li> <li>• they have had a positive COVID-19 test</li> <li>• have been told to quarantine after travel abroad</li> <li>• they have been told to self-isolate by the NHS Test and Trace service or the NHS COVID-19 app</li> </ul> <p>They must immediately cease to attend and not attend for at least 10 days from the day after:</p> <ul style="list-style-type: none"> <li>• the start of their symptoms</li> <li>• the test date if they did not have any symptoms but have had a positive LFD or PCR test (if an LFD test is taken first, and a PCR test is then taken within 2 days of the positive lateral flow test, and is negative, it overrides the LFD test and the student can return to school)</li> </ul> <p>Self-isolation period includes the day the person's symptoms started (or the day they had the test, if they did not have symptoms) and the next 10 full days.</p> <p>It remains essential that anyone who gets a positive result from an LFD test self-isolates immediately, while they get a confirmatory PCR test.</p> <p>Anyone told to isolate by NHS Test and Trace, the NHS COVID-19 app or by their public health protection team has a legal obligation to self-isolate, but may leave home to avoid injury or illness or to escape the risk of harm. More information can be found on NHS Test and Trace: how it works.</p> <p>If an adult who is not fully vaccinated is self-isolating, following NHS direction, starts to display symptoms while self-isolating they need to book a PCR test. If this PCR test is positive they need to re-start a 10-day period of self-isolation from the day their symptoms started. If this PCR test is negative they need to finish their original self-isolation period.</p> <p><b>All children and adults</b></p> <p>If anyone in school develops COVID-19 symptoms, the school should send them home and advise them to follow public health advice.</p> <p>Schools do not conduct their own contact tracing. Contact tracing is completed by NHS Test and Trace.</p> <p>For a Student or adult who develops symptoms during the school day, please see a section in this risk assessment below - 'dealing with a suspected case of COVID-19 in school'.</p> <p><b>Contact tracing and NHS Test and Trace</b></p> <p>Schools only needed to do contact tracing up to and including 18th July, 2021. Close contacts are now identified via NHS Test and Trace, and education settings will no longer be expected to undertake contact tracing. Schools no longer need to keep a record of visitor details for the purpose of contact tracing. Schools no longer need to keep seating plans for the purpose of assisting with NHS Test &amp; Trace..</p> <p>As with positive cases in any other setting, NHS Test and Trace will work with the positive case and / or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and / or their parent 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. Schools may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.</p>	<p>All relevant staff</p> <p>All relevant staff</p> <p>All relevant staff</p> <p>All relevant staff</p> <p>All relevant staff</p> <p>SLT</p> <p>SLT</p> <p>SLT</p> <p>SLT</p>
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Spread of COVID-19 (Coronavirus)	Staff, students and visitors		3	4	12	<p><b>PREVENTION, CONTAINMENT AND DELAY MEASURES</b></p> <p><b>Mixing and ‘bubbles’</b></p> <p>It is no longer necessary to keep students in consistent groups (‘bubbles’). This means that bubbles will not need to be used in schools from 1st September 2021. One way systems can be removed.</p> <p>Assemblies and other gatherings can resume in person and alternative arrangements no longer need to be made for lunch. Should it be judged appropriate to do so, there can be a phased return to the original arrangements.</p> <p><b>Staggered start and end times</b></p> <p>It is no longer necessary to have staggered start and end times to the school day and within the school day regarding lunch and breaks.</p>	<p>SLT</p> <p>SLT</p> <p>SLT</p>

					<p><b>Arrangements within the classroom</b></p> <p>It is no longer necessary to produce seating plans in a manner that sees students face the front of the room specifically for the purposes of COVID-19 control. However, where possible, and only in situations where it is not detrimental to the delivery of education, staff should continue to teach from the front of the classroom to minimise unnecessary contact.</p> <p>All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.</p> <p>Equipment may be used without restriction. However, as detailed elsewhere in this risk assessment, cleaning should focus on frequently touched surfaces and equipment.</p> <p><b>Practical lessons</b></p> <p>There are no restrictions on lessons such as music, dance and drama and PE. Changing facilities can be used again. It is no longer necessary to move certain lessons outdoors due to COVID-19 considerations, nor is it necessary to reduce the amount of participants or space between them. There is no longer any government guidance on 'safer singing'. As detailed elsewhere in this risk assessment, cleaning should focus on frequently touched surfaces and equipment.</p> <p>Performances - If planning an indoor or outdoor face-to-face performance in front of a live audience, schools should follow the latest advice in the working safely during COVID-19 in the performing arts guidance <a href="https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts">https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts</a> which provides details of how to manage audiences as well as carry out performing arts safely. If planning an outdoor performance schools should also give particular consideration to the guidance on delivering outdoor events <a href="https://www.eventsindustryforum.co.uk/index.php/11-features/14-keeping-workers-and-audiences-safe-during-covid-19">https://www.eventsindustryforum.co.uk/index.php/11-features/14-keeping-workers-and-audiences-safe-during-covid-19</a></p> <p>Schools are able to work with external coaches, clubs and organisations for curricular and extracurricular activities. Indoor and outdoor competition between different schools can take place.</p> <p><b>Extracurricular provision, including breakfast clubs</b></p> <p>There are no restrictions on these provisions. However, the school must have a copy of the external provider's risk assessment and consider this risk assessment adequate prior to any agreement being made.</p> <p><b>Trust transport</b></p> <p>The front row of seats on WPT minibuses no longer need to be kept empty.</p> <p>Face coverings are no longer required.</p> <p><b>Lettings</b></p> <p>Schools are permitted to let out their premises. Each organisation / private individual requiring a letting must produce a risk assessment for their safe use of space. This must be shared by the organisation / private individual and approved by the school and WPT (David Walker email: <a href="mailto:dwalker@wickersleypt.org">dwalker@wickersleypt.org</a>) before a decision is made to accept the letting. National Governing Body guidance specific to the activity or sport must be consulted before approval is given.</p> <p>Changing facilities can now be used. NHS Test and Trace QR codes are not required on premises. There is no limit on spectators for reasons of COVID-19 control.</p> <p><b>Educational visits</b></p> <p>Residential, domestic and international educational visits are permitted. Planning for any educational visit needs to include adequate financial protection. Planning for international visits needs to consider travel restrictions.</p> <p>You should 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. You should consult the health and safety guidance on educational visits when considering visits.</p>	<p>SLT and All teaching staff</p> <p>SLT and All teaching staff</p> <p>All Staff</p> <p>HoF/HoD of ADT, Art, Dance, Drama ,Music, Science and PE.</p> <p>HoF/HoD of Drama, Dance and Music.</p> <p>HoF/HoD of Dance, Drama, Music and PE</p> <p>HoF/HoD of Dance, Drama, Music and PE</p> <p>Trust Mini Bus Drivers, PE Department and Pastoral Staff</p> <p>Facilities Officer</p> <p>Facilities Officer</p> <p>All Staff</p> <p>All Staff</p>
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							<b>Testing</b> On their return to school in September, each secondary school student will be offered two lateral flow tests on school premises as part of the Asymptomatic Test Site (ATS) testing. Additional specific Trust guidance has been produced and provided to schools to help them facilitate this.  Schools will ensure that every staff member and secondary school student will continue to be provided with access to a sufficient supply of lateral flow tests to allow them to undertake two tests a week at home. The result of these home tests should be registered with the government.	Trust and SLT
<b>Response to infection</b>								
Suspected case whilst on site	E YP P C V EM	<b>CONTAINMENT</b> If a member of staff/student develops a high temperature or a persistent cough while on site.	2	4	8	Med	Schools will have a designated room available to isolate students until they can be collected.  <b>Student</b> <ul style="list-style-type: none"> <li>they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the student, with appropriate adult supervision if required</li> <li>a window should be opened for fresh air ventilation if it is safe to do so</li> <li>if it is not possible to isolate them, move them to an area which is at least 2 metres away from other people</li> <li>if they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible - the bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else</li> <li>personal protective equipment (PPE) must be worn by staff caring for the student while they await collection if a distance of 2 metres cannot be maintained</li> </ul> <b>Staff</b> <ul style="list-style-type: none"> <li>Return home immediately</li> <li>Avoid touching any surfaces</li> <li>Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.</li> <li>They must then follow the PHE guidance on self-isolation and not return to school until their period of self-isolation has been completed.</li> </ul>	Ongoing  Health Support Worker and Pastoral Staff  All Staff
Multiple COVID-19 infections on site	E YP P C V EM	In the case of multiple COVID-19 infections, schools will contact Public Health England and initiate guidelines and advised protocols					<b>Multiple COVID-19 infections</b>  In circumstances where there is an increase in transmission the Trust will consult with the Local Authority and local Public Health to determine if further action should be taken.	Trust and SLT
Spread of COVID-19 (Coronavirus)  Availability of staff	E YP	<b>PREVENTION and DELAY</b>	2	4	8	Med	<b>School workforce</b>  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.  Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else.	Ongoing  All Staff  All relevant staff
Spread of COVID-19 (Coronavirus)  Attendance and vulnerable children	E YP P C V EM	<b>Role of classroom teacher and senior leadership team</b>	2	4	8	Med	<b>Attendance</b>  School attendance is mandatory. The exceptions to this are: <ul style="list-style-type: none"> <li>If a student is following public health guidance and self-isolating</li> </ul>	Ongoing  Attendance Team and all students

						<p>Schools should not encourage parents to request unnecessary medical evidence such as doctors' notes from their GP when their child is absent from school due to illness.</p> <p>Schools are required to provide remote education to students who are unable to attend school because they are complying with government guidance or legislation around coronavirus (COVID-19). Schools should keep a record of this activity but do not need to record it in the attendance register.</p> <p>Schools should use code X if a child is self-isolating or quarantining because of coronavirus (COVID-19) in accordance with relevant legislation or guidance published by PHE or the DHSC.</p> <p>From Thursday 1st April, 2021 clinically extremely vulnerable (CEV) students are no longer advised to shield. CEV students must continue to follow the national restrictions that are in place for everyone.</p> <p>Where students are classed as vulnerable and are self-isolating, schools should notify their social worker, where they have one, and agree the best way to maintain contact and offer support.</p>	<p>Attendance Team and Pastoral Team</p> <p>All Staff</p> <p>Attendance Team</p> <p>All relevant students</p> <p>Attendance Team, Child Protection Team and Pastoral Team.</p>
<p>KEY DOCUMENTATION:  <a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance?utm_source=18%20August%202021%20C19&amp;utm_medium=Daily%20Email%20C19&amp;utm_campaign=DfE%20C19#school-meals">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance?utm_source=18%20August%202021%20C19&amp;utm_medium=Daily%20Email%20C19&amp;utm_campaign=DfE%20C19#school-meals</a></p>							