


IMPORTANT – please read this information before completing this risk assessment.

This is a model Covid-19 risk assessment and **MUST be adapted to reflect the significant hazards and control measures present in your site** This is a live document and it came into place on February 24th and whilst there is no longer a legal requirement for people with Covid-19, the updated published guidance outlines measures align with the previous legal requirement to manage risk. [COVID-19: people with COVID-19 and their contacts - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/covid-19-people-with-covid-19-and-their-contacts) Specific schools guidance is outlined in the updated [Contingency Framework](#) and [Operational Guidance](#)

The control measures listed **are prompts** and will not necessarily reflect those in all establishments and you **MUST** adapt it by adding (or removing) **and outlining in detail the control measures as appropriate to your establishment.**

If you need help to complete this risk assessment, please refer to HS47 (Risk Assessment Arrangements) or telephone the Devon Health & Safety Service on 01392 382027.

The public health advice via the DfE helpline will continue to the end of March 2022. However as prior to half term any mainstream schools will be directed to DCC public health to offer support. The Smart Survey ([smart survey link](#)) reporting has an additional comments section, and this is viewed by the education team, Early years teams, schools transport and the DCC public health team and so if a specific request for support is noted in this it will get the same response as calling the DfE helpline.

	Establishment/Department: Barley Lane School	Establishment Risk Assessment	RA100 V2.9 (06.03.22)
	Address: Barley Lane. Exeter Devon EX4 1TA		
Person(s)/Group at Risk Staff, Pupils, Visitors and Contractors This risk assessment explains the actions school leaders should take to minimise the risk of transmission of COVID-19 in their school Living with Covid February 2022 onwards. This includes public health advice, endorsed by UK Health Security Agency (UKHSA), or from the Southwest Directors of Public Health		Date assessment completed: This document is to remain under constant review due to the fastchanging nature of DfE / Government guidance in response to the challenges posed by Covid-19.	

This risk assessment is generic and outlines control measures. Each school is responsible for reviewing and amending to ensure it is applicable to their setting and the latest government guidance and must consult with their staff regarding the risks and control measures being implemented.

Assessor(s):

Vicki Sessions – Interim Deputy Head

School SLT

Dave Jones – Interim Headteacher

Vicki Sessions – Interim Deputy Head

Carl Moore – Head of Pastoral Care

SLT Updated: 06.09.21

Governing Body Ratified:

Headteacher Reviewed: 06.03.22

Barley Lane School recognises that most of its students struggle with this safer but more restrictive way of having to work during this ongoing pandemic and that they will need considerable support from staff to help them to safely cope. Also, that their respective complex / severe SEMH needs are likely to exacerbate cross contamination risk during period and that extreme caution will always need to be deployed to mitigate all such potential risk.

Due to this and the students' complexity / severity of SEMH needs, the school will undertake the following approach on an ongoing basis:

1. Maximise / prioritise full time attendance in school for all students on a necessary covid risk assessed basis wherever safely feasible.
2. Provide all students with supportive guidance / instruction on how to behave and function in as safe a way as possible during this pandemic period.
3. Adjust all working practices to mitigate risk, reduce potential cross contamination and protect all students and staff as much as practically viable / possible in full compliance with the latest DfE / PHE Guidance.
4. Apply lessons learnt from past remote delivery of learning to offer bespoke support where students present special need that cannot be safely met within the multi-occupancy school environment.
5. Apply lessons learnt from successful 2020-22 on-site delivery of learning to continue to improve Covid safety, including but not limited to, the offer of bespoke support where students present special need that cannot be safely met within the multi-occupancy school environment.
6. Continue the offer of twice weekly 'Covid-19 Lateral Flow Testing' in accordance with current DfE / NHS / PHE guidance.
7. Daily:
 - a. Monitor the effectiveness of all the measures taken.
 - b. Keep abreast of any national 'Guidance' changes.
 - c. Take any required necessary actions accordingly.

Significant Hazard Section	Control measures in place	Optional: School's comments re. mitigations put in place
Keep occupied spaces well ventilated		

<p>Poorly ventilated spaces leading to risks of coronavirus spreading Ventilation to reduce transmission</p> <p><u>Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak</u> and <u>CIBSE COVID-19 advice</u> provides more information. DfE is working with the Scientific Advisory Group for Emergencies (SAGE) and NHS England on a pilot project to measure CO2 levels in classrooms and exploring options to help improve</p>	<ul style="list-style-type: none"> • Ventilation and AC systems working optimally. • Heating used as necessary to ensure comfort levels are maintained when the building is occupied. • Keep windows open wide enough to provide some natural background ventilation and open external and internal doors to increase air flow. • Open windows fully when rooms are unoccupied for longer periods to purge the air (before and after school). • Action taken to prevent occupants being exposed to draughts. For example, partially open high-level windows as opposed to low-level windows, open external doors minimally; wedge open a small amount if appropriate and possible. • Use fans for good air circulation. • Air conditioning systems that normally run with a recirculation mode set up to run on full outside air. • CO2 monitors checked regularly. 	
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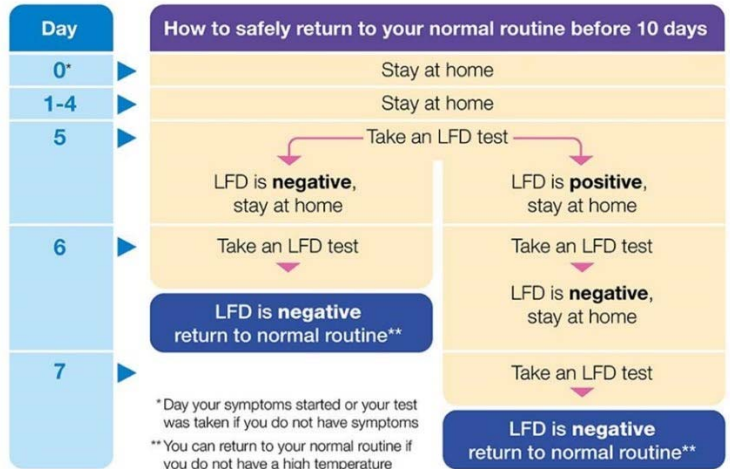
<p>ventilation in settings where needed.</p>	<ul style="list-style-type: none"> • Occupants encouraged to wear additional, suitable indoor clothing. (Coats are allowed if appropriate, according to the temperature) • Ensure staff meetings and insets are in rooms with suitable and sufficient ventilation, or held outside in the quad where weather allows. <p>A robust risk assessment process should include the following:</p> <ul style="list-style-type: none"> • How is each room in the establishment being ventilated? • How many people are going to be using the room – more people greater the risk • What activities are being done in that room – lots of people talking, shouting, more risk • CO2 monitors are only a tool to identify poorly ventilated areas – they are not to be used as a mechanism to ‘<u>measure safe thresholds</u>’ and to be used with the HSE suitability chart. • DfE guide Ventilation - Google Drive • Risk assessment video link https://youtu.be/hkK_LZeUGXM • Simple resource to support schools with ventilation and CO2 monitoring: CoSchools - tools for healthy schools <p>It is advisable to use a thermometer to monitor temperatures where opening windows and doors is being used as a mechanism to aid ventilation. For more information on suitable workplace temperatures see HSE: Guidance on temperature in the workplace</p>	
<p>Maintain appropriate cleaning regimes</p>		

<p>You should put in place and maintain an appropriate cleaning schedule.</p>	<ul style="list-style-type: none"> • Reduced clutter and removing difficult to clean items to make cleaning easier. • Cleaning using standard cleaning products such as detergents and bleach, paying attention to all surfaces but especially ones that are touched frequently, such as door handles, light switches, work surfaces, remote controls and electronic devices. • Surfaces that are frequently touched and by many people in common areas to be cleaned twice a day. • Avoid sharing work equipment by allocating it on a personal basis or put cleaning regimes in place to clean between each user. Students are allocated their own individual pens, pencils etc... 	
	<ul style="list-style-type: none"> • Identify where you can reduce people touching surfaces, for example by leaving doors open (except fire doors). • Keep surfaces clear to make it easier to clean and reduce the likelihood of contaminating objects. • Provide covid bins in every room which are regularly emptied. • Toilets and communal areas to be cleaned regularly. • Sanitising spray and paper towels to be provided in every room for use by members of staff. If using cloths – disposable or appropriate washing and drying process. <p>Thorough cleaning of rooms at the end of the day. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.</p> <p>PHE has published guidance on the cleaning of non-healthcare settings</p>	
<p>Ensure good hygiene for everyone</p>		

<p>Hand & Respiratory hygiene</p>	<p>Key messages: Control measures to remain in schools to reduce risk:</p> <ul style="list-style-type: none"> ○ Ensure good hygiene for everyone. <ul style="list-style-type: none"> ○ Maintain appropriate cleaning regimes. ○ ○ Keep occupied spaces well ventilated. ○ Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19 <p>Face coverings are no longer advised for pupils, staff and visitors in classrooms or communal areas. Staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school. (The legal requirement to wear a face covering no longer applies. However, the government suggests that you continue to wear a face covering in crowded and enclosed spaces where you may come into contact with people you do not normally meet). As a school we ask staff to wear face coverings in vehicles when travelling with other staff and students and have windows open to allow ventilation.</p> <p>Respiratory hygiene The 'catch it, bin it, kill it' approach continues to be very important. The e-Bug COVID-19 website contains free resources for you, including materials to encourage good hand and respiratory hygiene. There are good hygiene measures that can be used in:</p>	
	<p>https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2021/08/spottybook-2021.pdf</p> <p>https://www.england.nhs.uk/south/info-professional/public-health/infectionwinter/schools-and-nurseries-guidance/</p> <p>DCC Health and Safety Arrangements: - Infection Control HS26</p>	

<p>Conditions for use of fluid resistant face mask and other equipment when dealing with a symptomatic child are clear and understood by staff.</p>	<p>If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home a face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained.</p> <p>If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn. Ensuring that fluid resistant face masks are available for all schools and that a supply is maintained. https://www.gov.uk/government/publications/safe-working-in-educationchildcare-and-childrens-social-care/safe-working-in-education-childcare-andchildrens-social-care-settings-including-the-use-of-personal-protectiveequipment-ppe</p>	
<p>Staff use of PPE</p>	<p>Pupils / students whose care routinely already involves the use of PPE due to their intimate care needs will continue to receive their care in the same way. Follow guidance https://www.gov.uk/government/publications/safe-working-in-educationchildcare-and-childrens-social-care/safe-working-in-education-childcare-andchildrens-social-care-settings-including-the-use-of-personal-protectiveequipment-ppe</p>	
<p>Self-isolation – staff / pupils / students:</p>	<p>If someone develops symptoms or has a positive test result the guidance still advises people to stay at home to avoid passing the infection on to others. There is no longer a legal requirement for people with COVID-19 to isolate BUT public health guidance STILL advises people to stay home for 10 days (or until they have 2 negative LFDs on consecutive days from day 5).</p>	<p><i>Barley Lane School continues to follow this guidance.</i></p>
<p>Symptoms</p>	<p>Deliver strong messaging about signs and symptoms of Covid-19.</p> <p>Children who are unwell should not attend the setting and should remain at home until their acute symptoms resolve (+24 hours for a fever).</p>	

	<ul style="list-style-type: none"> • IF these symptoms develop into cough, temperature, changes to taste and smell, they should isolate and test. • IF test negative to COVID-19, still need to remain at home until at least 24 fever free and acute symptoms resolved. <p>Parents and settings should not try and ‘second guess’ diagnosis – if have the key symptoms, isolate and test.</p> <p>Examples of acute symptoms with which children should not attend school include fever, muscle aches, hacking cough, loss of sense of taste or smell.</p> <p>The school’s operational guidance outlines that in most cases parents and carers agree that a pupil with the key symptoms should not attend the school given the potential risk to others.</p> <p>If a parent or carer insists on a pupil attending your school as a confirmed or suspected case of Covid-19, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with Covid-19.</p> <p>We advise schools to communicate this to parents and encourage parents to follow the latest guidance around isolation if symptomatic.</p>	
<p>Close Contacts</p>	<p>Close contacts are no longer required to self-isolate or advised to take daily tests and contact tracing has ended. Routine contact tracing (provided by NHS Test and Trace) has now ended, and close contacts will no longer be required to self-isolate or advised to take daily LFD tests. People with COVID-19 will be encouraged to inform their close contacts, Household and overnight contacts advised to take additional precautions for 10 days.</p>	

	<p style="text-align: center;">How to safely return to your normal routine before 10 days</p>  <p>The flowchart details the following steps:</p> <ul style="list-style-type: none"> Day 0*: Stay at home. Days 1-4: Stay at home. Day 5: Take an LFD test. <ul style="list-style-type: none"> If LFD is negative, stay at home. If LFD is positive, stay at home. Day 6: Take an LFD test. <ul style="list-style-type: none"> If LFD is negative, return to normal routine**. If LFD is positive, take an LFD test. Day 7: Take an LFD test. <ul style="list-style-type: none"> If LFD is negative, return to normal routine**. <p>* Day your symptoms started or your test was taken if you do not have symptoms ** You can return to your normal routine if you do not have a high temperature</p>	
<p>Testing:</p>	<p>PCR testing is still currently available for anyone with Covid-19 symptoms.</p> <p>Staff and pupils in specialist SEND settings (Barley Lane School) are advised to continue regular twice weekly testing. For further information, see SEND and specialist settings: additional COVID-19 operational guidance (publishing.service.gov.uk).</p>	
<p>Dealing with outbreak.</p>	<p>Schools are required to update their contingency plan (or outbreak management plan) and describe how they will respond if children, pupils, or staff test positive for COVID-19, how they will operate if they are advised to reintroduce any measures to help break chains of transmission.</p>	
<p>Thresholds - most settings, it will make sense to think about taking extra action if they face severe operational disruption to face-to-face education, however thresholds for when to consider seeking further advice:</p>	<p>For most education and childcare settings may consider seeking advice when:</p> <ul style="list-style-type: none"> • a higher than previously experienced and/or rapidly increasing number of staff or student absences due to COVID-19 infection • evidence of severe disease due to COVID-19, for example if a pupil, student, child or staff member is admitted to hospital due to COVID-19 • a cluster of cases where there are concerns about the health needs of vulnerable staff or students within the affected group 	

<p>For special schools, alternative provision, SEND/AP units within schools and colleges, open and secure children's homes and settings that operate with 20 or fewer children, pupils, students and staff at any one time, may consider when:</p>	<p>2 children, pupils, students, and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period and/or there are concerns about the health needs of vulnerable individuals within the affected group</p>	
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Pupil /staff related issues	Settings should continue to encourage coronavirus (COVID-19) vaccination uptake for eligible students and staff.	
Vulnerable groups who are clinically, extremely vulnerable.	Following successful roll-out of vaccine programme + rapid access to therapeutics for those at highest risk, people previously considered clinically extremely vulnerable (CEV) will not be advised to shield again. People at higher risk advised to follow same guidance as everyone else with additional advice available here COVID-19: guidance for people whose immune system means they are at higher risk - GOV.UK (www.gov.uk)/ Guidance for people previously considered clinically extremely vulnerable from COVID-19 GOV.UK (www.gov.uk)	
Assessment of all staff, including high risk staff with vulnerable / shielding family member, underlying health conditions or other risk factors	A risk assessment should be undertaken with clinically extremely vulnerable and clinically vulnerable. A risk assessment should also be undertaken (or reviewed/updated if one was previously undertaken) with staff who may be anxious about returning to school and/or due to the increased numbers. The 'Risk assessment for all staff including vulnerable groups' can be used to aid and record this assessment - https://devoncc.sharepoint.com/:w:/s/PublicDocs/Education/ESoXeZkAQyILupPG5VVG6yQB2iEFDD4pgkko5qBbtOSEkw?e=040Qiy	
Pregnant staff	Coronavirus (COVID-19): advice for pregnant employees - GOV.UK (www.gov.uk) - should have a risk assessment in place: Coronavirus (COVID-19) infection and pregnancy (rcog.org.uk) can support risk assessment. - a more precautionary approach advised for those >28 weeks pregnant or for individuals with underlying health conditions that place them at greater risk.	
Transport		
Travel and quarantine	Where pupils travel from abroad to attend a boarding school, you will need to explain the rules to pupils and their parents before they travel to the UK. All pupils travelling to England must adhere to travel legislation , details of which are set out in government travel advice . Additional guidance has been issued on the quarantine arrangements for boarding school pupils travelling from redlist countries to attend a boarding school in England .	N/A

Transport to / from school	There is no longer a legal requirement to wear a face covering but the government suggests people continue to wear one in crowded and enclosed spaces where they may come into contact with people they do not normally meet	
	You may wish to consider, in light of this advice, whether to ask children and young people aged 11 and over to continue to wear face coverings on dedicated school and college transport. Dedicated transport to schools and colleges COVID-19 operational guidance (publishing.service.gov.uk)	<i>Many students do this in taxis and during travel to college.</i>
Curriculum considerations		
Educational visits	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. General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP) .	
Resources		

	<p>DfE daily email- DfE - COVID daily email subscription service (office.com)</p> <p>Posters and promotional material - https://coronavirusresources.UKHSAGov.uk/back-to-school/resources/</p> <p>NHS resources and videos</p> <ul style="list-style-type: none"> • Handwashing for teachers • Handwashing for children • Coronavirus factsheet for kids • PPE Donning and Doffing advice <p>Other resources and videos</p> <ul style="list-style-type: none"> • COVID-19: the facts Scouts • eBug https://e-bug.eu/ • UKHSA webcast - Breaking the chain of infection 	
Oversight of the governing body		
Lack of governor oversight during the COVID-19 crisis leads to the school failing to meet statutory requirements	The governing body continues to meet regularly via online platforms and this academic year reinstating 'face to face' on site meetings and site monitoring visits where safe to do so.	
	<p>The governing body agendas are structured to ensure all statutory requirements are discussed and school leaders are held to account for their implementation.</p> <p>The Headteachers' reports to governors include content and updates on how the school is continuing to meet its statutory obligations in addition to covering the school's response to COVID-19.</p> <p>Regular dialogue with the Chair of Governors and those governors with designated responsibilities is in place.</p> <p>Minutes of governing body meetings are reviewed to ensure that they accurately record governors' oversight and holding leaders to account for areas of statutory responsibility.</p>	

Section	List Actions / Additional Control Measures	Date action to be carried out	Person Responsible

Signed: Interim Headteacher: *D. Jones*

Date: 06.03.2022

The outcome of this assessment should be shared with the relevant staff and Governing Body.
 A copy of the completed assessment to be kept on file and copied to the Health & Safety Co-ordinator.