

**Portesham C of E VA Primary School**  
**Covid-19**

**September 2021**

**THIS IS A WORKING DOCUMENT AND AS SUCH IT IS SUBJECT TO CHANGE AND  
REGULAR REVIEW**

Appendix A: Covid-19 Site Plan- Collection and Drop Off

Appendix B- Isolation information

**Red texts – Government Guidance : Schools coronavirus (Covid-19) operational guidance 27<sup>th</sup> August 2021**  
[Schools COVID-19 operational guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/schools-coronavirus-operational-guidance)

**Blue text: Stay at home: guidance for households with possible or confirmed (COVID-19) infection- 31<sup>st</sup> August 2021**

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

## Rationale

*The government continues to manage the risk of serious illness from the spread of the virus. Step 4 marked 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. As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people's education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for 2 doses by mid-September.*

*Our priority is for you to deliver face-to-face, high-quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health.*

*We have worked closely with the Department of Health and Social Care (DHSC) and Public Health England (PHE) to revise this guidance.*

## Key Control Measures

### **You should:**

- 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*

### Summary of key changes to risk assessment:

- 1. Face coverings-** *Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas.*

*The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school or college.*

Whilst this requirement is removed, as a school, we recognise that this may still be a measure that people may wish to take.

**Should an 'outbreak' occur, the use of face covering will be reviewed as a control measure to reduce the risk of transmission.**

- 2. Site access-** *Initially, we will continue to operate the same drop off and pick up plan as per previous risk assessment. See additional measures for more information.*

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3. **Hygiene-** Hand washing and sanitising regimes remain a high priority and measures remain unchanged from previous risk assessments.
4. **Ventilation-** This will remain a high priority and adjustments will be made to reflect the weather but to ensure a good turnover of fresh air is maintained within all shared spaces.
5. **Testing and isolation-** School will continue to follow the government guidance surrounding this and monitor changes accordingly.
6. **Communication-** Microsoft Teams/ telephone calls will remain the first port of call and we strongly advise all parents to utilise these resources as Teams will continue to be the platform used should remote learning be required.
7. **Shielding-** Shielding is currently paused by the government, this will be reviewed as guidance changes.

### Control Measures

These control measures evidence the identified risks and steps taken to mitigate the risks as far as practicable by the school for both pupils and staff. These measures reflect the guidance issued by the government.

<b>Control Measure 1</b>			
<b>Ensure good hygiene by everyone</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Responsible staff team</b>		<b>VP and all staff team</b>	
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Soap dispensers and re-fills in each classroom</li> <li>2. Children handwash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze</li> <li>3. Staff expected to maintain high standards of hand and respiratory hygiene whilst on school site.</li> <li>4. Washing hands posters replaced in all washing areas</li> <li>5. Reminders how to wash hands properly – posters remain dotted around the school.</li> <li>6. Procedure agreed for children to wash hands so thorough hand washing- posters to remind children.</li> </ol>			

<b>Control Measure 2</b>			
<b>Maintain appropriate cleaning regimes</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Responsible staff team</b>		<b>VP</b>	
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. <b>School has committed and will continue to commit heavily to</b> a high quality cleaning service agreement. This will be considered when tendering the contract for renewal.</li> <li>2. Frequent cleaning of high contact points</li> <li>3. Increased hand hygiene within the school should also contribute to higher levels of cleanliness within the school</li> </ol>			

<b>Control Measure 3</b>			
<b>Keep occupied areas well ventilated</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Responsible staff team</b>		<b>VP and whole staff team</b>	
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>All staff to continue to vigilantly maintain a good level of ventilation within classrooms and shared spaces. During warmer weather, all windows and doors should be open to maximise the ventilation and during cooler days this should be adjusted accordingly to accommodate a good turnover of air. (Previous staff training and risk assessment feedback applies)</li> <li>Ventilation is a key priority and a mandatory area of compliance within management of the risk assessment for all staff.</li> </ol>			

<b>Control Measure 4</b>			
<b>Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Responsible staff team</b>		<b>VP and whole staff team</b>	
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p><b>When an individual develops COVID-19 symptoms or has a positive test</b>  Children, staff and other adults should follow public health advice on <u>when to self-isolate and what to do</u>. They should not come into your setting if they have <u>symptoms</u> 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 or have a positive test). If anyone in your setting develops <u>COVID-19 symptoms</u>, however mild, you should send them home and they should follow public health advice.</p> <p>For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household.</p> <p>If a child 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 guidance. Any rooms they use should be cleaned after they have left.</p>			

The household (including any siblings) should follow the PHE [stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).

### Asymptomatic testing

Testing remains important in reducing the risk of transmission of infection within settings. That is why, whilst some measures are relaxed, others will remain, and if necessary, in response to the latest epidemiological data, we all need to be prepared to step measures up or down in future depending on local circumstances.

Over the summer, staff and secondary age children should continue to test regularly if they are attending settings that remain open.

If you are operating on or linked to a school, you may wish to discuss with that school how your staff can continue to access regular asymptomatic testing via this route. Schools will not provide tests for twice weekly asymptomatic testing for pupils over the summer period unless they are taking part in school-run out-of-school activities.

However, testing is widely available for all settings operating on and away from school sites. Staff and secondary age children can collect home test kits either from their local pharmacy or by [ordering coronavirus \(COVID-19\) rapid lateral flow tests online](#). You should communicate this to staff, secondary age children and parents.

There is no need for primary age children (those in year 6 and below) to test over the summer period. They will be offered the 2 tests at an ATS at the beginning of the autumn term when they start at their secondary school as a new year 7. Schools may choose, however, to start testing year 6 pupils earlier, including in summer schools, depending on their local circumstances.

### Confirmatory PCR tests

Staff and children 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](#).

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 child or staff member can return to your setting, as long as the individual doesn't have COVID-19 symptoms.

<b><u>Additional measures</u></b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
<b>Existing level of risk</b>	Consider current level of risk		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<b>Administering of first aid or medication resulting in direct or indirect transmission of the virus</b>			

1. It is highly recommended and in the case of a positive case;required, that staff make use of the PPE kits within school when administering any first aid involving bodily fluid.
2. Waste management protocols to be followed.
3. Incidents recorded as per usual protocols
4. For minor incidents and where possible children should administer first aid independently with the supervision of a staff member i.e. cleaning graze and applying a plaster.

**Risk of transmission from increased number of people on site.**

1. Initially, to reduce the risk of transmission, beginning and end of day routines will remain unchanged and the site will continue to be closed during these times.
2. All group/ large gatherings or meetings on site will be reviewed by SLT and take into account current measures and local data before approval.

Approved by CoG and HT 2.9.21

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<b>OVERALL level of risk</b>	Consider level of risk following use of control measures		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>School Governing Body Comments</b>	I have read the latest risk assessment and, on behalf of the Governing Body, I agree the contents. Clive Burgess MBE Chair of Governors		

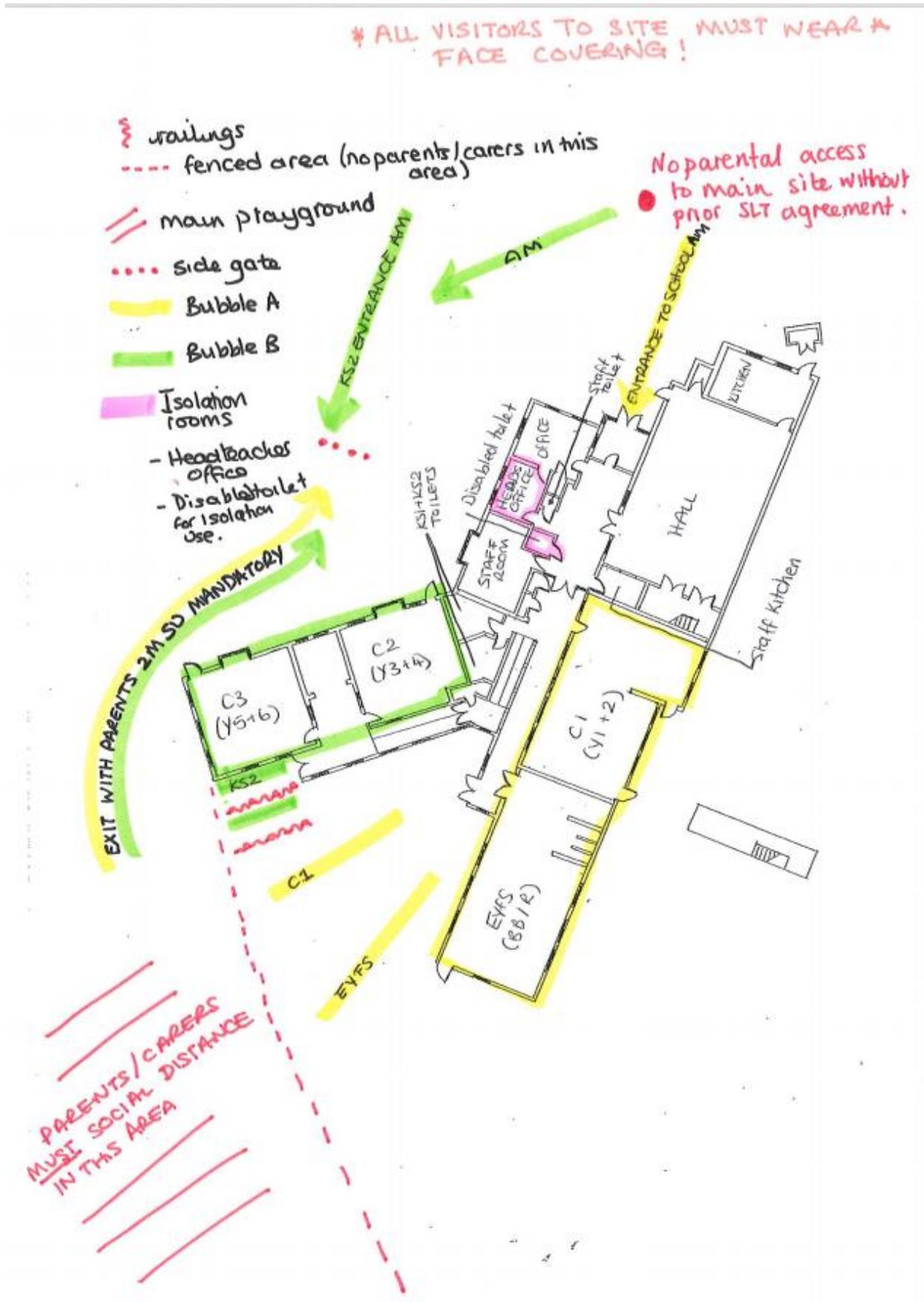
<b>Headteacher's comments</b>	
A comprehensive document reflecting the complex current situation.	

<b>Name</b>	<b>Signature of Chair of Governors</b>	<b>Date</b>
Clive Burgess MBE	Virtually signed	2.9.21

<b>Risk assessment reviews</b>	
Risk assessment will continue to be reviewed at all FGB meetings and will be adjusted and reviewed as per changes to government guidance.	

Approved by COG dated 2.9.21

Appendix A: Covid-19 Site Plan- Collection and Drop Off



## Appendix B- Isolation information

As a school we will always seek the support and advice of the LA and PHE before any action is taken to ensure we are following the latest guidance and recommendations within educational settings. The isolation requirements issued by the government are available on the gov.uk website.

*The most important symptoms of COVID-19 are recent onset of any of the following:*

- *a new continuous cough*
- *a high temperature*
- *a loss of, or change in, your normal sense of taste or smell (anosmia)*

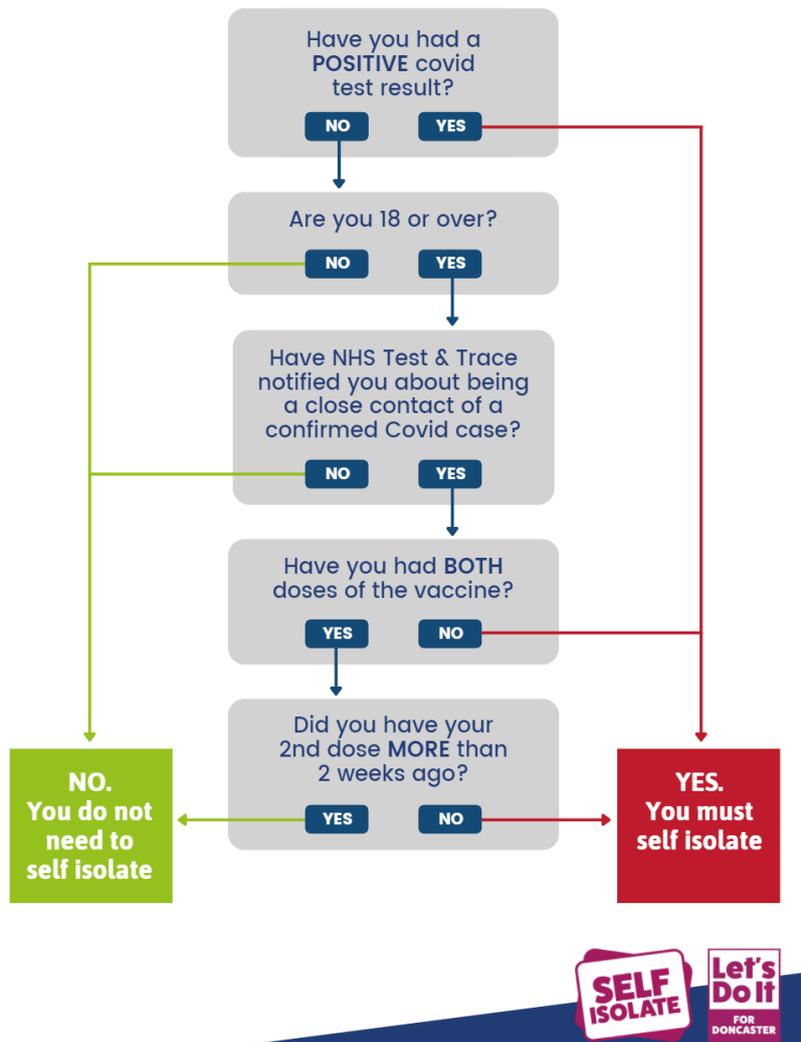
*For most people, COVID-19 will be a mild illness. However, if you have any of the symptoms above, even if your symptoms are mild, stay at home and arrange to have a test.*

*There are several other symptoms linked with COVID-19. These other symptoms may have another cause and are not on their own a reason to have a COVID-19 test. If you are concerned about your symptoms, seek medical advice.*

*If you have received one or more doses of COVID-19 vaccine and have symptoms of COVID-19 or have received a positive test result, you should still follow this guidance. This is because it is still possible to get COVID-19 and spread it to others even if you are vaccinated.*

Approved by COG ar...

Flowchart from Doncaster Council Website (Useful visual)



## Your 10-day self-isolation will start after:

**If you have tested positive for Covid-19, your 10 day self-isolation will start:**

- The day that your symptoms started - if you had any
- The day you tested positive if you did not have any symptoms

**If you have been told you are a close contact of somebody who is positive for Covid-19, your 10 day self-isolation will start:**

- The day you were last in contact with the person who tested positive for Covid-19 – you will be told this by NHS Test and Trace via a phone call, text or on the NHS Covid-19 App

**If you live with somebody who has tested positive:**

- The person who tests positive should isolate for 10 days and:
- Stay in a room away from the rest of the household
- Use a separate bathroom where possible (if a shared bathroom is used, clean after each use) and use their own towels

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- Use the kitchen when no one else is using it, eat in their own room and wash their own dishes
- Wash hands regularly
- Open windows

### **Others in the house, who are over 18 and not fully vaccinated, need to:**

- Self isolate at home for 10 days (EVEN if they have a negative test result – this is for the safety of others!)
- Keep separate from the person who tested positive
- If you have to share spaces do everything possible to minimise the time together, wear a face mask and keep 2 metres apart
- Wash hands regularly

### **Others in the house who are fully vaccinated (have had both doses) or are under 18:**

- Do not need to self-isolate
- Get a PCR test by calling 119 or visiting [nhs.uk/coronavirus](https://www.nhs.uk/coronavirus). If this is positive you will need to self-isolate for 10 days
- If it is negative but you go on to develop symptoms, you must self-isolate immediately and get another PCR test

Approved by COG ark