

Name of person completing the risk assessment		Mr Ian Beardmore				Date	30/8/20
What are the hazards?	Who might be harmed and how?	What control measures are already in place? Are they sufficient?	What additional control measures are needed?	Action by who?	Action by when?	Completed?	
Children, parents and staff returning to school are unsure of the new procedures for reducing the risk of spreading the virus	Government guidelines not followed leading to an increased risk of contracting the virus	People are aware of key aspects of social distancing and the risk assessments employed in school	<p>Clear directions will be communicated to parents through Principal Letters</p> <p>A letter has been sent to parents of all children outlining the additional measures that are being introduced to reduce the risk of spreading the virus</p> <p>Children, young people and staff who have been classed as clinically extremely vulnerable due to pre-existing medical conditions are no longer advised to shield. We expect people in this category to attend school and will be supported to return to school. School will follow clinicians' advice if it is deemed that a child should remain at home. Staff in this category should have an appropriate risk assessment to mitigate risk. If their job can be done from home, then it can be. Where this is not possible, support measures will be put in place to ensure that social distancing strategies are implemented in line with Government guidelines. All schools will identify these pupils and ensure they practice more frequent handwashing and social distancing</p> <p>All schools will carry out risk assessments on all staff categorized as clinically extremely vulnerable and members of staff from the BAME community. This risk</p>	Principals	<p>10/7/20</p> <p>1st September and ongoing</p> <p>31/8/20</p>		

assessment will highlight the protective measure put into place to ensure they can to their normal role in school.

A child/young person or a member of staff who lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, can attend school.

Parents/staff/children encouraged to walk/cycle to school rather than use public transport.

Entrance/exits to be fully supervised and areas clearly marked out for social distancing (for example, through the use of cones/tape etc). Parents have been informed of the relevant entrances/exits but will need to be reminded prior to 2nd September.

Recommission all systems, as would normally be done after a long holiday period. This includes gas, heating, water supply, mechanical and electrical systems, and catering equipment. Water should all be flushed through and this should have been happening in schools while closed.

Check the fire safety systems including making sure:

all fire doors are operational

the fire alarm system and emergency lights are operational

all schools will carry out a fire drill within the first 2 weeks

Clean and disinfect all areas and surfaces and, if necessary, utilise pest control for insect infestations, particularly in the kitchen and/or food preparation areas. Deep clean the kitchen before food preparation resumes.

Before
11/09/2
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<p>Child needs intimate care or falls ill in school</p>	<p>Children not treated appropriately if requiring intimate care or injured or ill</p>	<p>Intimate Care Policy followed as usual. A first-aider will be on site at all times. Paediatric first aider available for Nursery and EYFS</p>	<p>The ill child would normally have to be removed from the bubble for the first-aider to administer the required support in the first-aid area.</p> <p>Children, young people or learners who require first aid should continue to receive care in the same way. No additional PPE is needed because of coronavirus (COVID-19) for anyone who does not have coronavirus (COVID-19) symptoms.</p> <p>A disposable plastic apron should be used in the case of those children whose care routinely already involves the use of PPE due to their intimate care needs or due to EY age or special educational need. Relevant staff to read: <u>safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)</u></p>	<p>Principals/First aiders</p>	<p>1st September 2020 ongoing</p>	
<p>Child/staff member falls ill on site with suspected coronavirus symptoms</p>	<p>Staff supervising the ill child/supporting the member of staff and others who may come into contact with them could be exposed to the virus</p>	<p>Staff are aware of the symptoms of coronavirus</p>	<p>A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.</p> <p>Staff/children must be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance.</p> <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. At St Joseph's</p>	<p>Principals</p>	<p>1st September Ongoing</p>	

this will be the meeting room. At St George and St Martin this will be the Community Room.

Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.

If they need to go to the toilet while waiting to be collected, they should use a separate toilet if possible. The toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else. This will be the disabled toilet. **In this instance, cleaners should be given gloves, a splash resistant face covering and a visor.**

In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child/person subsequently tests positive. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance.

All stakeholders to be reminded that those who have coronavirus symptoms, or who have someone in their household who does, **MUST NOT** attend school.

Parents, carers and school should not take children's temperatures every morning. Routine testing of an individual's temperature is not a reliable method for identifying coronavirus. Parents to be reminded regularly

of the need to follow the standard national advice on the kind of symptoms to look out for that might be due to coronavirus, and where to get further advice. If anyone in the household develops a fever or a new continuous cough they are advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance.

Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:

book a test if they are displaying symptoms. For any families reluctant/unable to arrange their own test, one of the limited school test kits may be issued.

The online portal should be used to order additional coronavirus (COVID-19) test kits if we are running out of kits. We are able to make a new order for test kits 21 days after receiving a delivery confirmation email telling us that our previous supply of test kits has been sent. These kits are only for those who develop one of the symptoms of coronavirus (COVID-19) and face significant barriers to accessing a test.

In particular, we commit to use these if staff members are struggling to book a test. Our aim is to support staff wellbeing and remove the concern of being covid positive. This process will also help to get symptomatic staff who test negative back to work as soon as they feel well enough, to ensure the continuity of education for pupils. We will call the Test and Trace helpdesk on 119 if we have not received our Unique Organisation Number (UON) or if we have lost the record of it as it is needed to book the kits.

It is noted that tests conducted at a testing site will deliver the fastest results. Individuals must book a test in

			advance or they will not be given a test. People can also order home test kits to be sent directly to them.			
There is a confirmed case of coronavirus in school	Stakeholders on site contact the virus	Staff awareness of the previous coronavirus risk assessment	<p>If someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.</p> <p>Leaders must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19) – see below. The Principal or a person delegated by the Principal will contact the local health protection team. This team will also contact school directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.</p> <p>The Principal or a person delegated by the Principal will contact the DfE's helpline. We will then be directed to the dedicated NHS advice team for nurseries, schools and colleges with confirmed cases.</p> <p>The NHS advice team can be reached by calling DfE's existing helpline on 0800 046 8687 and selecting the option for reporting a positive case. The line is open Monday to Friday from 8am to 6pm, and 10am to 4pm on Saturdays and Sundays.</p>	<p>Principals/SLT to ensure the correct procedures are followed</p> <p>Principals</p> <p>Principals</p> <p>Health Protection Team</p>	Ongoing	

			<p>We will only phone the above if we have a confirmed case of coronavirus (COVID-19) within school.</p> <p>If phoning the above, we will be put through to a team of advisors who will inform us what action is needed based on the latest public health advice, and work through a risk assessment to identify close contacts.</p> <p>The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p> <p>The health protection team will work with school in this situation to guide them through the actions we need to take. Based on the advice from the health protection team, leaders must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact definition as above.</p> <p>The health protection team will provide definitive advice on who must be sent home. To support them in doing so, records of pupils and staff in each group will be maintained including seating plans (with the exception of early years), and records will also be kept of any close contact (as above) that takes place between children and staff in different groups.</p> <p>In line with government advice, we do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.</p> <p>A template letter will be provided to school, on the advice of the health advisory team, to send to parents and staff if needed. We must not share the names or</p>	<p>Principals/staff</p> <p>Principals/SEL</p>		
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		<p>details of people with coronavirus (COVID-19) unless essential to protect others.</p> <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'. They should get a test, and:</p> <p>if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.</p> <p>If the school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an outbreak, and must continue to work with the local health protection team who will be able to advise if additional action is required.</p> <p>In some cases, health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group.</p> <p>As we plan to have detailed records of pupils' contact, transmission risks are reduced so whole school closure based on cases within the school will not generally be necessary, and will not be considered except on the advice of health protection teams.</p> <p>As part of the national test and trace programme, if other cases are detected within the cohort or in the wider school, Public Health England's local health protection</p>	PHE		
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			teams will conduct a rapid investigation and will advise the school on the most appropriate action to take.			
Misunderstanding of the DfE guidance and collegiate strategy.	Staff misunderstand the exact government guidelines leading to inappropriate actions being taken at the school	Current procedures used in school/the Hub	<p>Early years and primary age children cannot be expected to remain 2m apart from each other and staff. In deciding to bring more children back to early years and schools the government is taking this into account. Children in these settings may not have their own tables but will be kept apart as much as possible through careful use of the furniture and constant reminders with games created to encourage social distancing.</p> <p>The attached letters and this risk assessment clearly list the measures that will be taken to maximise good practice. Key strategies include:</p> <ul style="list-style-type: none"> • avoiding contact with anyone with symptoms • frequent hand cleaning and good hygiene practices • regular cleaning of school • and minimising contact and mixing <p>The start and end of the days will be staggered to reduce large groups congregating. Different (clearly marked and segregated) entrances will be used for different classes. Parents will not enter the building unless they have a pre-arranged appointment, which will be conducted safely.</p> <p>Each child to sit on tables that are forward facing. Teachers will generally be at the front of the classroom. Teachers should try to maintain social distancing from pupils wherever possible. Where this is not possible time spent within 1 metre should be kept to a minimum.</p>	Principals and staff	September 1 st 2020 and ongoing	

Staff should always socially distance from other adults in school.

Staff to either wear gloves when handling children's books or wash their hands thoroughly before and after handling books.

Lidded bins in classrooms and in other key locations around the site to be used for the disposal of tissues and any other waste, double bagging and emptying. These should also be used for discarded gloves and other PPE in line with this risk assessment.

Assemblies and other gatherings will happen. However, schools may wish to do remote assemblies streamed into classes.

One-way systems may be used to support the flow around school and reduce the congestion and crossing in corridors.

Staff to stay 2m apart from each other and the staff room to be used by a maximum of 2 staff at any one time. (one using facilities and 1 waiting)

Children to stay within their group at all times of the day. Where possible, they should be 2m apart from each other. Outdoor areas to be used as much as possible.

The same teachers and other staff are assigned to the same groups however staff can move between groups as required.

Where children and young people in their groups can stay 2 metres away from each other, they should do so. For example, playtimes and walking in corridors. Within the classroom it is accepted that this is not possible. While in general groups should be kept apart, brief, transitory contact, such as passing in a corridor, is low risk.

Because it is challenging to reduce contact between young children in early years settings, regular cleaning and disinfection of surfaces, objects and toys, as well as handwashing, are particularly important. Read guidance on cleaning for non-healthcare settings:

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

Windows and doors to be open (weather permitting) but safeguarding requirements must still be observed.

Children to eat in their group wherever possible.

Children to eat at their tables in the classroom. Leaders to discuss with caterers other flexible ways of giving pupils access to lunch such that it can be eaten in the group setting. Ideally disposable cutlery and plates will be used. Staff from each group to collect dinners from the kitchen and distribute.

All rooms used by more than one group will be fully cleaned and sanitised before another group enters.

Children to wash/sanitise hands as they arrive at school, before break, after break, before lunch, after lunch and before they leave school.

Toilets to be supervised to ensure the maximum number of children at any one time in the toilet is followed

Cleaners to clean all areas that the children have been in. Table tops and other areas need to be cleaned carefully with detergent.

IT equipment to be cleaned with an anti-viral cloth (or equivalent) after each session.

All potentially contaminated high-contact areas such as toilets, door handles, telephones must be cleaned regularly. **Cleaners should wear gloves when cleaning**

these areas. Additional PPE should be provided such as a visor if required.

Full school uniform will be worn and there is no need for anything other than normal washing.

Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn as they actually increase the risk of transmission.

Outdoor equipment can be used by 1 group a day. This should be cleaned before any other group uses it.

Full duty rota to be updated to include before/during/at the end of the school day.

Children should be told that they must not share any equipment or other items including drinking bottles. Each child will be provided with their own pencil case to hold their own equipment in.

Amended expectations about breaks or play times, including where children may or may not play must be clearly communicated.

All schools have an appendix in their behavior policy to cover special arrangements.

Best practice suggests:

- proactively teaching new rules to staff, pupils and parents
- regularly and rigorously reinforcing behaviour throughout every day
- consistently imposing sanctions when rules are broken, in line with this risk assessment and behavior policy addendum, as well as positively reinforcing well-executed rules through encouragement and rewards

			<p>A letter to be sent to all parents prior to 1st September to explain the new rules and procedures. Parents to be asked to explain these to children.</p> <p>Wraparound care to apply the same principles with children remaining in their 'bubble' wherever possible. Transition to/from school to be carefully monitored with appropriate social distancing strategies in line with the above. Timings of wraparound care to change to reflect staggered start times and cleaning needing to take place after use.</p> <p>Parents' Evenings/Open Evenings etc will not run until further notice. They will be replaced by virtual events. Parents and stakeholders will be informed as the events approach.</p>			
Increased risk of adults spreading the virus to each other on the return to work	Staff not following the risk assessment or the guidance within it leading to an enhanced risk of contracting the virus	Current procedures at school/the hub	<p>Ensure there are plentiful supplies of soap, hand sanitiser, disposable paper towels, cleaning products, sanitising wipes for wiping some equipment, lidded bins, tape for cordoning off areas and marking floors, disposable gloves and aprons that can be washed on a daily basis. Posters (for example, to encourage consistency on hygiene and keeping to own group) to be displayed throughout the school.</p> <p>Protection of staff is crucial. Staff to remove RINGS, WATCHES, BRACELETS. Remove false NAILS. Trim nails short. This will help keep infection at bay and mean you can wash your hands properly.</p> <p>Those with long hair - tie it up</p> <p>Staff should be reminded of the following principles:</p> <ul style="list-style-type: none"> •wash your hands more often - with soap and water for at least 20 seconds or use a hand sanitiser when you 	Principals/SAM	Daily	

get home or into work, when you blow your nose, sneeze or cough, eat or handle food

- avoid touching your eyes, nose, and mouth with unwashed hands
- avoid close contact with people who have symptoms
- cover your cough or sneeze with a tissue, then throw the tissue in a bin and wash your hands
- clean and disinfect frequently touched objects and surfaces

Staff desks to be used ONLY by one member of staff. Avoid calling pupils to the front of the class or going to their desk to check on their work if not necessary.

Do not come to work if you have coronavirus symptoms, or go home as soon as these develop (informing your manager), and access a test as soon as possible.

Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms. All communal rooms to have a sign on them stipulating the permitted number of adults allowed in so social distancing can be followed.

Thoroughly wash hands after using equipment such as photocopiers.

Make sure you have read the school's behaviour policy addendum and know what role in it you are being asked to take.

Explicitly teach and supervise health and hygiene arrangements such as handwashing, tissue disposal and toilet flushing.

Limit the number of shared resources that are taken home by staff and pupils and limit the exchange of such

All staff

resources. Any that are shared/taken home should be wiped over thoroughly.

Phones and keyboards should not be shared and cleaned at the end of each day.

The school day will be the same length of time in school for all pupils however there will be slightly different drop off and collection times to reduce the number of people arriving and leaving at the same time.

Staff to bring in their own cups, make their own drinks, wash their own cups etc.

Visitors to the site to be kept to a minimum. All visitors will follow the visitors guide on the entrance to school. Social distancing to apply when a visit takes place in a well-ventilated area.

Delivery drivers to be informed of the social distancing in place and contact to be kept to a minimum. Reception areas marked out for social distancing. Packages to be handled in gloves.

Supply teachers, peripatetic teachers and/or other relevant staff can move between schools. They should ensure they minimise contact and maintain as much distance as possible from other staff. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. School will inform other visitors to the site, such as contractors and visitors, of the site guidance on physical distancing and hygiene on or before arrival. Where visits can happen outside of school hours, they should. A record should be kept of all visitors. **Contractors should wear face coverings when moving through the school and working in areas where others are present. They should sanitise the area in which they have worked before leaving.**

Principal

Staff who are clinically vulnerable or extremely clinically vulnerable

This risk assessment mitigates risks significantly, including for those who are extremely clinically vulnerable and clinically vulnerable. We expect this will allow most staff to return to the workplace, although we advise those in the most at risk categories to take particular care while community transmission rates continue to fall.

Individuals who were considered to be clinically extremely vulnerable and received a letter advising them to shield are now advised that they can return to work from 1 August as long as they maintain social distancing. Advice for those who are extremely clinically vulnerable can be found in the guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19.

As school leaders, we will be flexible in how those members of staff are deployed to enable them to work remotely where possible or in roles in school where it is possible to maintain social distancing.

People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace.

Staff who are pregnant

As a general principle, pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance available for clinically-vulnerable people. A risk assessment is prepared for all pregnant staff and will include government guidelines on coronavirus.

Staff who may otherwise be at increased risk from coronavirus (COVID-19)

			<p>Some people with particular characteristics may be at comparatively increased risk from coronavirus (COVID-19), as set out in the COVID-19: review of disparities in risks and outcomes report. The reasons are complex and there is ongoing research to understand and translate these findings for individuals in the future. If people with significant risk factors are concerned, we will discuss their concerns and explain the measures the school is putting in place to reduce risks. School leaders will try as far as practically possible to accommodate additional measures where appropriate.</p> <p>People who live with those who have comparatively increased risk from coronavirus (COVID-19) can attend the workplace.</p>			
Absence could increase due to anxiety of the virus	<p>Staff/child wellbeing is affected</p> <p>Children/staff miss out on valuable educational opportunities including social interaction</p>	<p>Absence procedures for staff and children</p> <p>Wellbeing Policy</p>	<p>Staff should notify school as normal if they are due to attend but are ill/anxious. Full support should be given by the line manager/Principal in line with the Absence Policy and strategies implemented to facilitate a return to work.</p> <p>Families should notify school as normal if their child is unable to attend so that staff can explore the reason with them and address barriers together. School will continue to inform social workers where children with a social worker do not attend. School will be clear that attendance is compulsory for all pupils (unless a clinician has stated they can't). Where pupils don't attend the normal absence procedure should be followed.</p> <p>School will resume taking the attendance register as normal and comply with any government or LA requests to report attendance.</p>	<p>All staff</p> <p>Principals</p>	Ongoing	

Regular staff/pupil discussions to take place to check on their mental health and wellbeing. Support to be offered if required.

if rates of the disease rise in local areas, children (or family members) from that area, and that area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent (see below).

Some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school in September (usually at their next planned clinical appointment). Parents can find more advice from the Royal College of Paediatrics and Child Health.

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, remote learning will be immediately offered to them. We will monitor engagement with this activity. They will be recorded as code X in the register.

Classrooms will be fitted with technology to enable live teaching to take place.

Absence will not be penalised in the above instances.

The Department for Education is providing additional support for both pupil and staff wellbeing in the current situation. Information about the [extra mental health support for pupils and teachers](#) should be made known to all staff.

The [Education Support Partnership](#) provides a free helpline for school staff and targeted support for mental health and wellbeing.

As usual, parents should plan their holidays within school breaks and avoid seeking permission to take their

			children out of school during term time. Families should also consider that their child may need to self-isolate following trips overseas that require a period of quarantine. If a pupil is required to be in quarantine on arrival in, or return to, the UK, code X should be used in the register.			
Insufficient supervision due to a member of staff falling ill on site/absent	Children not adequately supervised	EYFS ratios to be applied as usual	MAC SEL/ Business Director to be informed of any staffing level concerns so alternative arrangements can be sought safely. Supply staff may be used following discussion with the SEL.	Principals/SEL	1/9/20 onwards	
Safeguarding measures may slip due to the unique nature of the situation	Children are not safe	Full Safeguarding Procedures to be followed by school including site security, registers to be taken at the start of the day and after lunch with the usual absence procedures followed.	DSL/DDSL to ensure all staff are reminded of Safeguarding Procedures including the reporting of concerns on CPOMS.MYCONCERN All schools to introduce KCSIE September 2020 on training day (1 st September) Additional time to be given to DSLs if required to support the staff and children regarding new welfare concerns and the handling of referrals.	Designated senior member of staff	Daily	
Local lockdown closes the school partly or in full.	Children miss out on more educational opportunities	Live learning and effective remote teaching has been successfully implemented.	All staff and pupils in the following years will be shown how to use Microsoft teams to carry out remote learning: Government funding used to support set up across the collegiate Live teaching will follow the full timetable for Years 5 – 13.	All staff	1/9/20-	

			<p>Years 3 and 4 will receive at least 2 hours of live teaching per day.</p> <p>Early years – Year 2 will be given carefully selected remote work to complete at home for example Purple Mash or other online resources</p> <p>Schools will use other government resources for example Oak academy or BBC bitesize.</p>			
Lack of understanding of whether trips can run	Children miss out on opportunities	Full risk assessments written for each trip	<p>Non-overnight domestic educational visits will resume following government guidance.</p> <p>Full risk assessments including relating to coronavirus risks will be written and assessed by the Principal prior to any trip being authorised.</p> <p>Wherever possible collegiate minibuses will be used to transport pupils using the clear collegiate guidance. If coach companies are used checks will take place to ensure they are following the correct cleaning procedures.</p>	<p>Staff</p> <p>Principal/EVC</p>	<p>1/9/20-onwards</p> <p>1/9/20-onwards</p>	
School transport increases the risk of the spread of the virus	Pupils unable to get to school	All pupils and families who use school transport to sign an agreement regarding the safe use of the bus	<p>All pupils must follow the following protocols: if using a school minibus:</p> <p>Only children in the same bubble (group in Primary) may travel together. In the high school students should sit by people in their group wherever possible. Before boarding all children and adults should use hand sanitiser. The same should happen on leaving the minibus. When all the children have left the bus it must be thoroughly cleaned and sanitised before being used again. This means it would not be used for at least 30 minutes so this procedure can be carried out. Children must be orderly when getting on and off the bus and wherever</p>		<p>1/9/20 - onwards</p>	

			<p>possible social distancing should be used. Anyone aged 11 or over should wear face coverings when travelling in minibuses. The procedure outlined in this strategy must be followed when removing face coverings. This should always be done outside of the vehicle and while socially distanced for others. The collegiate will only use bus companies when absolutely necessary and must be satisfied that the same procedures for school minibuses is followed by the coach company. A stock of face masks will be kept on buses in-case a student forgets one. These will be disposed of after use using the double bagging method.</p> <p>For those using public transport, face coverings must be worn.</p> <p>Pupils must be instructed not to touch the front of their face covering during use or when removing them. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom. This will be monitored by staff upon arrival.</p> <p>Guidance on <u>safe working in education, childcare and children's social care</u> provides more advice.</p>			
A local outbreak occurs leading to the government/Public Health England/local authority enforcing local measures	Key stakeholders who are at risk include but are not limited to: Staff (teaching and non-teaching) including	School has implemented the measures in this Risk Assessment prior to the latest guidance (28/8/20) regarding contingency planning. Full remote	If there is a positive case in school, local health protection teams will advise on implications for the school and if others need to self-isolate. This will in part depend on how long it has been since the pupil was on-site.	SEL/ Principals	1/9/20-	

	<p>supply/visiting staff; pupils; parents entering the site; family members who come into contact with pupils in their homes etc; contractors; other visitors</p>	<p>teaching is planned for.</p>	<p>School will follow the national tier system as follows:</p> <p>Tier 1 - when the government/PHE/local authority advise that an area has moved to tier 1, the following will apply:</p> <p>The default position for areas in national government intervention is that education and childcare settings will remain open. An area moving into national intervention with restrictions short of education and childcare closure is described as 'tier 1'. PRIMARY: There are no changes to the implementation of this Risk Assessment.</p> <p>Tier 2 – when the government/PHE/local authority advise that an area has moved to tier 2, the following will apply:</p> <p>PRIMARY: The school will continue to allow all children/pupils to attend on site. All staff will continue to attend as normal including supply/visiting/peripatetic staff.</p> <p>Tier 3 - when the government/PHE/local authority advise that an area has moved to tier 3, the following will apply:</p> <p>Pupils will continue to attend on site.</p>	<p>Principals</p> <p>Principals</p> <p>Principals/SEL</p> <p>Principals/</p>		
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			<p>Tier 4</p> <p>Full-time attendance on site only to our priority groups: vulnerable children and the children of critical workers. All other pupils should not attend on site. Remote education to be provided for all other pupils as per the contingency plans:</p> <p>Live teaching will follow the full timetable where possible.</p> <p>Collegiate will explore a hub model.</p> <p>Staff will attend a school on a rota system.</p> <p>It is important that pupils continue to adhere to public health advice while they are scheduled to be at home. They should also not return to on-site provision if they are self-isolating, even if their rota group is scheduled to be at school that week. During time at home, parents and carers should still inform the school as soon as possible if a pupil tests positive for coronavirus (COVID-19). Local health protection teams will advise on implications for the school and if others need to self-isolate. This will in part depend on how long it has been since the pupil was on-site.</p> <p>Where children on benefits-related free school meals are not attending on-site during scheduled time at</p>	<p>Principals</p> <p>Principals</p> <p>Principals/Academy Managers</p> <p>Principals</p> <p>Principals/SEL</p>		
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			<p>home, school will continue to provide free school meals by working with suppliers to prepare meals or food parcels to be collected by, or delivered to, eligible children during their time at home. Any parcels should be distributed in line with guidance on social distancing and local restrictions and should meet the school food standards.</p>			
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