



# Guru Gobind Singh Khalsa College

Roding Lane, Chigwell, Essex. IG7 6BQ

## RISK ASSESSMENT

<b>Assessors names:</b> Mrs. S. Atwal & Mrs. N. Dodwal  <b>Head Teacher:</b> Mr A. Toor	<b>Date of Assessment:</b> September 2020  <b>Updated:</b> 2nd November 2020	<b>Activity/Task:</b> Full School Return  School Office, Dinner Hall, Staff room, School Transport, EYFS, Primary School, Secondary School and Further Education.
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Hazards	Who may be harmed & How	Existing Controls	Risk Rating	Further Controls	Residual Risk	Actions by whom & when	Implemented Y/N
Exposure to COVID-19	Students, teachers, support staff, visitors.	SLT to check latest Government guidance on a daily basis. <a href="https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings">https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings</a>	5x4 = 20	<p>Masks and gloves for anyone dealing with suspect cases and ensure masks/visors and gloves are worn for all first aid/ close contact with children.</p> <p>PPE to be disposed of safely in medical room bin provided.</p> <p>Office staff to have protective screens at their desks.</p> <p>Where the use of public transport is unavoidable the following control measures will be applicable:</p> <ul style="list-style-type: none"> <li>• From 15th June anyone using public transport must wear a face mask</li> <li>• We suggest staff wear protective gloves when using public transport and remove them when they arrive in school. Staff should observe social distancing as much as is</li> </ul>	2x4= 8	On-going updates by government local and national	Y

				<p>practicable. Gloves for staff will be available from cleaning staff.</p> <ul style="list-style-type: none"> <li>TfL have implemented their own protective measures including deep cleaning and disinfection of buses and tube trains.</li> </ul> <p>Staff who are clinically vulnerable, which includes people over the age of 70 pregnant women and those certain medical conditions listed in the social distancing guidance should work from home where possible. If a staff member lives in a household with someone who is extremely clinically vulnerable it is advised they only attend an education setting if stringent social distancing can be adhered. If staff who are living with someone who is extremely clinically vulnerable attend work then stringent social distancing must be observed.</p> <p>Public Health Redbridge advice is that ethnicity is not in and of itself a 'particular risk for an individual staff member'.</p> <p>Staff and students will be encouraged to follow good respiratory hygiene advice by promoting the catch it, bin it, kill it' approach.</p>			
Shortage of staff & Splitting classes	Students & Staff	<p>Merge classes where they are within same key stage/Bubbles and numbers allow.</p> <p>Teaching assistants can be used to replace teachers if necessary.</p>	5x2=10	<p>Extra staff can be recruited if necessary.</p> <p>Old staff can return on temporary basis.</p> <p>Staff from primary and secondary can be used interchangeable, in extreme circumstances.</p>	5x1=5	Mr Toor/ Mrs Dodwal as necessary.	Y

		Small class sizes already exist, prior to Covid 19, therefore classes do not need to be split. All classes have under 15 students. Reduced number of students will be attending in Summer term.					
Staff providing support to teaching being infected	Office staff, Drivers, Kitchen Staff, Contractors	<p>Staff to maintain social distance.</p> <p>Contractors to be used outside of school hours if possible.</p> <p>Visitors not to come into school. Phone calls or emails to be used instead.</p> <p>Deliveries to be left outside school building. Delivery drivers not to enter school building.</p> <p>Support staff to wear masks and/or face shields when walking through school.</p>	2x5=10	<p>Ensure visitors to school are reminded of social distancing through posters outside main entrance and main office.</p> <p>Protective screens to be added to staff desks.</p> <p>Replacement support staff on standby to return in case current staff get infected.</p>	2x3=6	<p>Mrs Dodwal to put up posters by 30<sup>th</sup> May</p> <p>Purchase face shields. Mr Dodwal - 30<sup>th</sup> May</p>	<p>Y</p> <p>Only one member of catering staff to serve food to classes.</p> <p>Y- Face shields purchased for medical room use</p>
Virus entering premises	Staff, Students & Contractors and their families.	<p>Parents &amp; Staff issued with guidance on daily checks to undertake before bringing/sending their child to school.</p> <p><a href="https://www.rcpch.ac.uk/sites/default/files/2020-04/covid19_advice_for_parents_when_child_unwell_or_injured_poster.pdf">https://www.rcpch.ac.uk/sites/default/files/2020-04/covid19_advice_for_parents_when_child_unwell_or_injured_poster.pdf</a></p>	3x5=15	Avoid contactors during school hours and book for 4pm or weekends. Inform office staff upon return to school to adhere to strict guidelines, unless an emergency situation.	1x3=3	<p>Mrs Atwal to inform office staff by 30<sup>th</sup> May.</p> <p>Staff issued with checks to conduct/symptom checker in</p>	Y

		<a href="https://www.rcpch.ac.uk/resources/covid-19-resources-parents-carers#downloadBox">https://www.rcpch.ac.uk/resources/covid-19-resources-parents-carers#downloadBox</a>  New parent's handbook & agreement issued with parents agreeing to the requirements before sending their child(ren) back to school.  Contractors asked health check questions on arrival.  Increased cleaning schedule within school to ensure virus cannot spread.  Temperature checks of all persons entering school building.				medical room on display. <a href="https://www.rcpch.ac.uk/sites/default/files/2020-04/covid19_advice_for_parents_when_child_unwell_or_injured_poster.pdf">https://www.rcpch.ac.uk/sites/default/files/2020-04/covid19_advice_for_parents_when_child_unwell_or_injured_poster.pdf</a>  Mrs Dodwal to add to parentmail 'whole-school return'	Y – thermometers purchased.  Y – Parentmail sent explaining measures put in place for opening.
Clothing	Staff	Staff – Relaxation of staff clothing policy. Change out of clothes worn in school before leaving premises. Clothes to be different every day.	2x 4= 8	Staff can wear visors for additional protection and <b>ALL</b> staff to wear face coverings around the school.	2x2 =4	S.Atwal to inform staff during inset week.	Y
Arrival & Departure by school coach	Driver, Students, Parents	Cleaning of mini-buses and hand sanitiser, spray for drivers.  Drivers to avoid swapping buses to avoid cross-contamination/sharing of facilities.	5 x 5 =25	Traffic management outside the school main door to ensure safety of pupils and staggered timings for Primary and Secondary.	3x5 = 15	Mrs. Dodwal to allocate pupils to mini buses by Sept 2 <sup>nd</sup>	Y

		<p>Drivers to wear face masks for entire journey.</p> <p>Secondary pupils to wear face masks while travelling in school transport and into the school building.</p> <p>Phased start and finish times to reduce the number of students arriving at one time, and to avoid interaction.</p>					
Arrival & Departure	Staff/Students	<p>Class Groups to arrive/depart at designated main entrance at staggered set time.</p> <p>Staff to wear disposable gloves to open/close school door entrance. Hands to be washed after glove disposal.</p> <p>Hand sanitiser to be used at entry and exit points, if washing hands not possible.</p>	5x 3= 15	<p>Mini buses - children to wash their hands upon arrival to the school.</p> <p>Temperature Checks of all staff and students entering the building.</p> <p>All secondary school pupils and staff must don a face mask before entering the school building.</p>	2x3= 6	<p>Mrs Dodwal to allocate duties to staff members to take temperatures at all entry points of the school building by 4<sup>th</sup> Sept</p> <p>Parentmail and staff mail to be sent by 1<sup>st</sup> Nov with new government face mask requirement</p>	<p>Y</p> <p>Y</p>

Teaching	Staff/students	<p><b>EARLY YEARS:</b> Children with allergies which cause coughing and sneezing must not attend the provision if symptoms are present.</p> <p>Classes Maximum group size 15. Members of Groups should not transfer to another group/ area.</p> <p><b>PRIMARY:</b> Social distancing not possible to enforce with younger children. Desks will be rearranged to have at least 1 meter between children. Desks will be marked with an X where no child should be sat.</p> <p>Students to bring own stationary/resources.</p> <p>Windows and doors to be open for cross air ventilation.</p> <p>All lessons will take place in their base room.</p> <p>Any subjects not practical to teach from classroom will be adapted.</p> <p>Shared space use is to be limited to toilets and outdoor spaces.</p>	5 x 3=15	<p><b>PRIMARY:</b> When marking books hands must be washed before and after each pupil's book is touched to avoid cross-contamination. Wherever possible, provide Verbal Feedback and provide an action for the student to complete. Student to Write VF and complete action.</p> <p>Homework should also be uploaded to dojo/showmyhomework and marked online with 48hrs, wherever possible.</p> <p>P.E. equipment to be wiped down after each use – see separate P.E. risk assessments for each sporting activity/ game.</p>	2x 2=4	<p>Email staff with risk assessment – once approved by Mr Toor, Mrs Dodwal and Mr Sidhu (Health and Safety Trustee).</p> <p>S.Atwal to email staff</p>	<p>Y</p> <p>Y</p>
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	<p>Playtime/lunch – students to be outside.</p> <p><b>SECONDARY:</b> Social distancing required for the older year groups. An X with masking tape on desks where no student should be sat.</p> <p>Limit movement around school with students staying in same room. Teachers will travel to classroom where students are.</p> <p>Teachers will bring own keyboard and mouse to avoid infection from output devices.</p> <p>Windows and doors to be open for cross air ventilation.</p> <p>All lessons will take place in their base room.</p> <p>Any subjects not practical to teach from the classroom will be adapted.</p> <p>Shared space use is to be limited to toilets and outdoor spaces.</p>		<p><b>SECONDARY:</b></p> <p>When marking books hands must be washed before and after each pupil's book is touched to avoid cross-contamination. Wherever possible provide Verbal Feedback and provide an action for the student to complete. Student to Write VF and complete action.</p> <p>Homework: Provide online work wherever possible and online submissions via showmyhomework and other platforms used for teaching your subject.</p> <p>In line with new government guidelines all teaching staff and secondary pupils must don a face mask in communal areas upon return to school after half term break.</p>		<p>Parentmail and staff mail to be sent by 1<sup>st</sup> Nov with new government face mask requirement N.Dodwal</p>	<p>Y</p>
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		<p>a child. Apply moisturiser to hands.</p> <p>Outdoor play to be encouraged, if weather permits.</p> <p>Staff to carry disinfectant wipes to clean handles on discarded equipment (e.g. trikes, bikes etc.).</p> <p>Play equipment where hand contact is required and many students can use in turn (e.g. slides) should be removed.</p> <p>Sand play equipment – not to be used</p> <p>Water play equipment – chlorinated water to be used. Water to be discarded after each session.</p> <p>Students to be encouraged to wash hands regularly.</p>	5x3 = 15				
Transmission between groups	Teachers, support staff, students, visitors, contractors.	<p>Classes will remain in designated room at all times unless it is their allocated break-time or for toilet use.</p> <p>Teachers will continue to supervise the same groups throughout the time covered by this assessment.</p>	5x4=20	<p>Toileting facility to be allocated to Year groups/ Classes</p> <p>Cleaning schedule to ensure hourly disinfection of surfaces.</p>	3x4=12	<p>New cleaning schedule to returning cleaning staff members.</p> <p>Toileting allocation of cubicles signage up</p>	<p>Y</p> <p>Y</p>

		Only 1 Kitchen staff and same trolley to distribute/collect food and deliver to classrooms		Kitchen staff travelling around the school must always don full ppe and dispose of PPE before re-entering food preparation area.		on display by 3 <sup>rd</sup> Sept  Kitchen staff to receive updated hccp general working practices.	Y
Staff & Student Hygiene	Teachers, support staff, students, visitors, contractors.	Staff to receive briefing on hand washing;  Students to receive briefing and watch handwashing e-learning. ( <a href="https://www.nes.scot.nhs.uk/media/3975957/sipcep_hand_hygiene_print_v02_may_2017.pdf">https://www.nes.scot.nhs.uk/media/3975957/sipcep_hand_hygiene_print_v02_may_2017.pdf</a> ) Watch video.  <a href="https://www.childrenscommissioner.gov.uk/publication/childrens-guide-to-coronavirus/">https://www.childrenscommissioner.gov.uk/publication/childrens-guide-to-coronavirus/</a>	1x 5 = 5  3x 5 =15	Increase signage for pupils and ensure staff members receive links to learning materials for students learning.  EYFS staff to assist/ monitor hand washing and introduce hourly hand washing regime with class.	1x 5 = 5	Email all staff with link to hand washing video and learning materials	Y
Competence of any staff wearing PPE	Staff using PPE & anyone exposed following onward transmission	In addition to general items listed in section above. Staff to complete: <ul style="list-style-type: none"> <li>SSS training Covid-19</li> </ul>	3 x 5= 15	PPE application and removal posters in designated areas to remind staff of dangers of unsafe removal and disposal.	1x5 = 5	S.Atwal to email staff with link to complete PPE training.	Y
Play/ Sport/ Exercise	Staff/Students	Social distancing must be maintained during all play/sport/exercise sessions. Class Groups will be rostered so access to outside areas is restricted to one group at a time.	3 x 5 = 15	Risk assessment to be communicated.  Staff to inform Mrs Dodwal/ Mrs Atwal of additional measures that may help prevent cross class contamination by monitoring working practices.	1 x 5 = 5	Distribute to staff with updates during inset week. 2 <sup>nd</sup> Sept Mrs Dodwal	Y

		<p>All equipment should be split into/ and cleaned as it is shared between classes.</p> <p>Footballs can be used per class, and kept in classroom to avoid other classes using them.</p> <p>Hands should be washed after each session outside.</p>					
Lunch	Staff/students/Catering staff	<p>Students to wash hands before eating.</p> <p>Designated lunch area and time for each specific group. (secondary)</p> <p>Primary Students to have lunches in classrooms.</p> <p>Parents to provide healthy snacks for children to eat at snack time 2pm.</p> <p>School to provide usual fruit but whole pieces of fruit no cutting and distributing.</p> <p>Cleaning schedule to include cleaning of area after each class has lunch. (secondary)</p>	2 x 2 = 4	<p>Monitoring by staff.</p> <p>Cleaning of area used by different bubbles.</p> <p>Full PPE to be worn whilst travelling to each classroom.</p> <p>All food and drink must be covered with cellophane /foil for distribution.</p> <p>Kitchen roll tissue must be provided to each class at this time every-day.</p> <p>Lunch must be collected by the class teacher from kitchen staff outside of their classroom. Kitchen staff should not enter classrooms.</p> <p>Collection of waste/ trays etc must be done so by the same staff member.</p> <p>Fruit should be provided in plastic bags or a suitably covered bowl.</p>	2 x 2 = 4	<p>Distribute to staff with updates during inset week. 2<sup>nd</sup> Sept Mrs Dodwal</p> <p>Kitchen staff update - HCCP General working practices. S.Atwal 5<sup>th</sup> Sept</p>	Y
Snack Time							

				<p>Disposable cutlery to be used wherever possible</p> <p>Dispose of PPE before re-entering food preparation area.</p> <p>School provided fruit must be covered in cellophane/foil before leaving the kitchen food preparation area.</p>			
Emergency evacuation	Staff/students/contractors	<p>Fire plan to be adapted to take into account social distancing measures.</p> <p>Where practicable maintain social distancing on evacuation routes. If impracticable priority is evacuation.</p> <p>PEEP for any child/ adult should be reviewed and amended accordingly.</p>	4 x 2 = 8	Staff returning from lockdown reminded of Risk Assessment guidelines and it to be used as a working document for reference throughout full school return and updated via email when necessary.	4 x 2 = 8	Distribute to staff with updates during inset week. 2 <sup>nd</sup> Sept Mrs Dodwal	Y
First Aid & administration of medicines	Staff/Students	<p>Students to be directed to undertake own first aid where applicable (e.g. washing grazes, application of self-adhesive dressings). If first aider needs to get closer to injured person/suspected infection with Corona virus to assess or treat they are to wear disposable aprons, gloves, face mask and shield/eye protection(goggles).</p> <p>Temperature checks with an electronic thermometer.</p>	4 x 2 = 8	<p>Ensure double bag procedure is placed in medical room</p> <p>Ensure posters for putting on and removing PPE is displayed in Medical room.</p>	2 x 2 = 4	Mr Dodwal Obtain adequate PPE supply for medical room/ office staff (face shields, masks and disposable equipment).	Y

Student Behaviour	Anyone in building	Review risk assessments relating to individual behaviour. Any students with known patterns of misbehaviour which involve not following instructions should not be admitted to school during this period of restriction due to risk of infection transfer.  New handbook to include section on student behaviour.	2 x 2=4	Add guideline to parent- mail letter in order for parents to be aware of procedure being followed.	2 x 2 = 4	Handbook to be sent to parents before start by G.Sidhu. All should be signed and returned before student can start.	Y
Access/egress in building	Staff/Students/Contractors	Access & Egress through common areas to be kept to minimum. External routes (sign posted for staff/students and training prior to opening) to be used whenever practicable.  One way system to be implemented in school corridors to keep different classes separate as much as practical.  Schedule for lunch/playtime/break to be implemented to avoid congregation of groups from different classes.	3 x 4 = 12	(sign posted for staff/students and training prior to opening).	2 x 4 = 8	S.Atwal to increase signage in all corridors throughout school	Y
Toilets	Staff/Students/Contractors	Where practicable Student Groups to be allocated a set of toilets for their sole use.	5 x 4 = 20	Toileting schedule to be implemented across the school.	2 x 4 = 8	S.Atwal to add cleaning schedule to each toilet by	

		Liquid anti-bacterial soap and paper towels to be provided.  Everyone to wash hands upon return to classroom.		Cleaning schedule to ensure consistent disinfection of all surfaces.		31 <sup>st</sup> May and Mrs Dodwal to communicate new cleaning schedule to cleaning staff members.	
Students & Staff with Allergies which can cause coughing (e.g. Hay fever)	Anyone in building	Parents who have not already completed an allergy declaration form need to do so.  Parents to follow guidance on pre-school checks (see notes below) Students/staff with coughs caused by allergens to cover mouth & nose with surgical mask. (provided by parent or send child home). Information to parents to explain presence and purpose of masks.	4 x 4 = 16	Communicate via parent mail – child displaying symptoms due to hay fever need to put this in writing to avoid spreading mucous and hence being isolated in school.	3 x 3 = 9	S.Atwal to communicate with parents regarding allergies and forms required.	
Hand to eyes, nose, mouth transfer	Staff, Students & Contractors	Regular hand washing - in particular:  On arrival/before leaving; Before eating; Before putting on PPE/after removing PPE; After using the toilets.  Warm running water available for hand washing, with liquid detergent and paper towels (hand dryers should be avoided - cross contamination of surface	<b>3x 4=12</b>	Posters to display in all high traffic areas) <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/876220/COVID19_Guidance_Education.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/876220/COVID19_Guidance_Education.pdf</a>  <a href="https://www.publichealth.hscni.net/sites/default/files/2020-03/V4%20Coronavirus%20advice%20for%20schools%20poster%20020302%20EDU15.0.4%20%282%29.pdf">https://www.publichealth.hscni.net/sites/default/files/2020-03/V4%20Coronavirus%20advice%20for%20schools%20poster%20020302%20EDU15.0.4%20%282%29.pdf</a>	<b>2 x 4 = 8</b>	S.Atwal to add posters to all high traffic areas by 30 <sup>th</sup> May.	Y

		touching) at easily accessed areas.					
Surface transfer	Staff, Students & Contractors	<p>Regular cleaning schedule in place</p> <p>Increased cleaning of highly used areas e.g. handles, hand rails, toilet areas. (Using ultra AX – Clover - with ratio 1000 ppm available chlorine.)</p> <p>Classroom doors to be left open to avoid multiple touching.</p> <p>Use of disinfectants (ultra AX – Virucidal/ Bacterial Disinfectant (Clover cleaning trigger spray- with ratio 1000 ppm available chlorine.) After school use of Versan broad spectrum surface disinfectant for disease control (clover chemicals) / bleach in high traffic areas i.e. toilets, staff room, main office, main entrance.)</p>	<b>4x4 =16</b>	<p>Increase spot checks to ensure cleaning schedule followed.</p> <p>Go through PPE use of new cleaning product with staff.</p>	<b>2 x 4 = 8</b>	S.Atwal by 3 <sup>rd</sup> Sept	Y
Contractors working on site	Staff, Students & Contractors	Only essential maintenance work or essential repairs (e.g. school has no lighting), or work in segregated compounds to be undertaken.	2x4= 8	Let all returning office staff know to shift work to after 4pm if practicable.	2x 4 = 8	S.Atwal to inform returning office staff by 2 <sup>ND</sup> Sept	Y

		<p>Contractors to work out of school hours where possible.</p> <p>Contractors not to work in classrooms when occupied by class group.</p> <p>Contractor's operatives to use social distancing or appropriate PPE if tasks being undertaken cannot be completed whilst maintaining social distancing.</p>					
Transfer of virus onto/off PPE	Staff and potential onwards transfer	<p>Wash hands before handling PPE. Put on &amp; remove PPE in specified order. After use double bag disposable PPE, storing securely (dry) for 72 hours and then add to normal rubbish arrangements.</p> <p>Re-usable PPE (e.g. rubber gloves used for general disinfection tasks) should be immersed in disinfectant, rinsed in clean running water and left to dry. Wash hands at end of processes.</p>	3 x 4 = 12	PPE training for cleaning staff to ensure they are aware of safe wearing and removal.	2 x 4 = 8	S.Atwal Communicate PPE arrangements to cleaning/kitchen staff by 3 <sup>RD</sup> SEPT	Y
Suspected case of COVID-19 in School	School Staff/Teachers/Parents /Visitors to School	If someone starts to display symptoms of COVID-19 whilst onsite (continuous cough or temperature) then they should go home and	Likelihood: 4 Consequence: 4	Identify a room where the staff/pupil/visitor etc. can be isolated whilst waiting for collection. Ideally with a window that can be opened to provide ventilation. (Medical Room or Side office)	Likelihood: 3 Consequence: 4	S.Atwal to put up Covid-19 identification poster in medical	Y



		<p>follow the Government guidance on staying at home <a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</a></p> <p>Where a pupil becomes unwell and is waiting for collection they will be moved to a separate area identified for this use.( Medical Room/side office/ used classroom).</p> <p>If a confirmed case of COVID-19 is declared to the School then the School should follow guidelines (see notes below)</p>	<p>Risk Level:16</p>	<p>If masks are available and the person is an adult a mask should be put on the person who is suspected of Covid-19. If it's a pupil/child, the mask should be worn by the supervising adult in the isolated area. 2m distancing should be in place.</p> <p>Isolation of the area where the person has been in contact and deep cleaning of the area (specialized).</p>	<p>Risk Level:12</p>	<p>room/symptom checker</p>	
Those with specified health conditions	Staff/pupils	<p>Those with specified medical conditions, and letter from GP, which make them more vulnerable to COVID-19 should follow Government advice.</p> <p>Children in this category should seek medical advice from their GP PRACTICE.</p> <p>Questionnaire to be sent to staff regarding their health and suitability to return.</p>	<p>Likelihood:4 Consequence:5 Risk Level:<b>20</b></p>	<p>Give the parent option to keep their child in isolation if their health is at risk and learn via online platforms.</p>	<p>Likelihood: 2 Consequence:5 Risk Level:<b>10</b></p>	<p>Mrs Dodwal to add to parentmail Full school return</p> <p>G.Sidhu to send questionnaire to staff.</p>	Y

**Review date: As of when required. (otherwise half termly)**

**Is a safe system of work required**                      **Yes / No** - PPE donning and removal posters to be added in medical room and training link for all staff. Kitchen/cleaning staff to receive training. All staff to complete SSS Covid-19 training.

**If a new activity/equipment/any changes have been identified then Risk Assessment must be reviewed otherwise it should be reviewed as government guidelines change.**

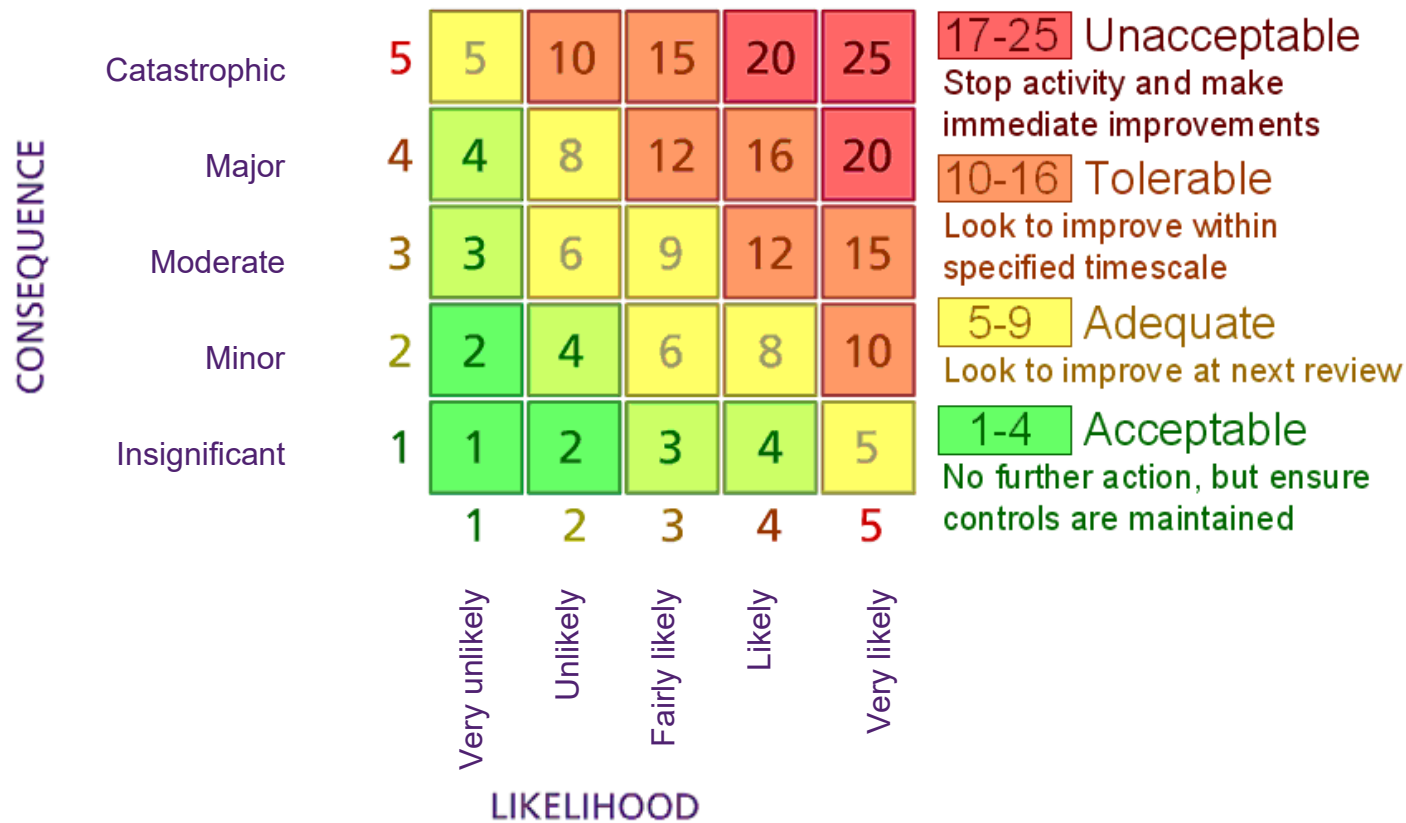
## **NOTES:**

### **What happens if there is a confirmed case of coronavirus in a school or college?**

- When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus and are encouraged to get tested in this scenario.
- Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.
- Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.
- As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take. In some cases, a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary. (<https://schools.essex.gov.uk/admin/COVID-19/Pages/default.aspx>).

## **Risk Matrix**

The matrix below is designed to help you in identifying a risk level for a given task or activity. Using your experience, the available evidence and existing precautions/ control measures in place you will have already determined the consequence of harm, and the likelihood of the harm being realised. The level of risk for the respective task or activity can now be determined using the following matrix.



Documents used for reference:

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

[https://www.who.int/docs/default-source/coronaviruse/key-messages-and-actions-for-covid-19-prevention-and-control-in-schools-march-2020.pdf?sfvrsn=baf81d52\\_4&gclid=Cj0KCQjwnv71BRCOARIsAikxW9HkTP8HSsV0FTIr\\_skZXpqqgdyHWfW18aiTqc8-pVNXsal-TzH51gaAtfrEALw\\_wcB](https://www.who.int/docs/default-source/coronaviruse/key-messages-and-actions-for-covid-19-prevention-and-control-in-schools-march-2020.pdf?sfvrsn=baf81d52_4&gclid=Cj0KCQjwnv71BRCOARIsAikxW9HkTP8HSsV0FTIr_skZXpqqgdyHWfW18aiTqc8-pVNXsal-TzH51gaAtfrEALw_wcB)

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

<https://schools.essex.gov.uk/admin/COVID-19/Pages/default.aspx>

<https://www.gov.uk/government/publications/covid-19-school-closures/guidance-for-schools-about-temporarily-closing>

<https://www.gov.uk/government/publications/covid-19-school-closures/guidance-for-schools-about-temporarily-closing#preparing-for-the-wider-opening-of-education-settings-from-1-june>

<https://www.bbc.co.uk/news/education>

[https://www.nes.scot.nhs.uk/media/3975957/sipcep\\_hand\\_hygiene\\_print\\_v02\\_may\\_2017.pdf](https://www.nes.scot.nhs.uk/media/3975957/sipcep_hand_hygiene_print_v02_may_2017.pdf)

Guidance on 'Self-Isolation' for people with confirmed or possible coronavirus (COVID19) infection - <https://www.gov.uk/government/publications/covid-19-stay-at-homeguidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronaviruscovid-19-infection>.

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#taxis-and-private-hire-vehicles> – same children to travel with same driver everyday.

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

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

<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

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

<https://www.childrenscommissioner.gov.uk/publication/childrens-guide-to-coronavirus/>

[https://www.rcpch.ac.uk/sites/default/files/2020-04/covid19\\_advice\\_for\\_parents\\_when\\_child\\_unwell\\_or\\_injured\\_poster.pdf](https://www.rcpch.ac.uk/sites/default/files/2020-04/covid19_advice_for_parents_when_child_unwell_or_injured_poster.pdf)

[https://www.rcpch.ac.uk/sites/default/files/2020-04/how\\_to\\_tell\\_children\\_that\\_someone\\_has\\_died\\_final.pdf](https://www.rcpch.ac.uk/sites/default/files/2020-04/how_to_tell_children_that_someone_has_died_final.pdf) - staff/parent guidance

<https://www.rcpch.ac.uk/sites/default/files/generated-pdf/document/COVID-19---resources-for-parents-and-carers.pdf>