

Risk Assessment (COVID) Update June 2021

The following guidance may be modified after announcements by the DfE regarding lifting of restrictions after 21st June.

The main mitigations which are detailed below continue to be distancing measures, ventilation and handwashing as well twice weekly testing for staff and secondary pupil

RA

Classes will continue to be grouped in the same bubbles with some minor adjustments

LS: R & Y1, and Y2 & Y3

MS: y4, y5, y6 and y7,&y8

US Years 9, 10, 11.

Lunches will continue to be eaten in classrooms and breaks are staggered so bubbles don't mix.

Classes enter through designated doors in the mornings **with clearly defined hand washing routines** and should still not mix with other pupils on the playground at the beginning or end of the day.

Please note that this RA will be shared with parents on the website.

Testing of Staff: All staff are encouraged to register for twice weekly home testing to help identify those who may be pre or asymptomatic. Most staff have registered to do so and Staff will be reminded to do the tests and new test packs will be distributed at June Inset

Testing of Pupils: All Secondary pupils and staff are offered kits from school for twice weekly testing. Most have registered to do so. More test kits will be given out first week back and staff will be reminded to ask pupils at Registration on Mondays and Fridays

Risks and Mitigations

1. Surface contamination

- **Wiping Down:**

Pupils should continue with wiping down their own surfaces and equipment at the beginning of each lesson (if they are in a different location, or returning to their own classroom after being in another classroom) and wiping down before leaving the room. This is the same as RA before, and consistency is important. Parents will be reminded to send lots of supplies in (parent letter)

Communal spaces eg the staff work area including print room equipment should be wiped down after use and perhaps before use (eg table area you are working at).

Toilets and Ladies: . Extra wipes provided for staff to wipe down flushes and seats (in that order).

Staff Room. Please always wash hands before touching anything in the kitchen area and wash hands after eating. Please wipe down the kettle/microwave/ fridge door after use. Please avoid using crockery and cutlery and bring in your own. DO NOT LEAVE any washing up in the sink. Wash up any

items thoroughly (not just a quick rinse). DO NOT use communal tea towels. Use blue paper for hands and kitchen paper for drying other things. These measures were in place last term, please continue to follow them.

If any sports or play equipment is to be shared between bubbles, these are to be wiped down after each session.

- **Handwashing/sanitising. 20 seconds**

Please remind pupils about a proper long hand wash (and proper drying) and proper rubbing when using gel/sanitiser.

Please remember about washing/geling hands at specific times eg PE and before they eat their snacks at break time.

NB: Handwashing at break times/lunch times was very cursory by the end of last half term. Staff must actively enforce this.

2. Transmission through face to face contact.

- **Masks**

Pupils: This is no longer a requirement, but may be re instigated in case of local surge at the discretion of local public health and DfE

Pupils should still **not be chatting in corridors and stairs.**

Pupils should not be eating on the stairs /corridors as they go out to break.

Staff masks :

In years 7-11: staff should wear masks if they cannot maintain distant (close work) or in busy communal areas.

LSA's and reading volunteers across all classes: Those who are working closely with ALPS or other pupils should ideally wear a clear facemask .

Visitors: visitors will continue to be asked to wear a facemask while in school unless they are invited to teach from the front of the class

Please keep chats in small rooms to a minimum eg office area

- **Distancing: at least 2m wherever possible.**

Years 7-11: Staff should make every effort to maintain 2m distance from pupils in classrooms and in all other areas. Staff are encouraged to wear a mask if they need to work closely with pupils during lessons

Years 4-6: Staff should try to maintain distance from pupils as much as practical.

Wearing clear masks (LSAs) or Visors (teachers) may be helpful especially in some classes to ALPS or other considerations.

Lower School: Social Distancing is not a feature of Lower School between staff and pupils, but staff should maintain 2m social distancing with each other.

All adults: Every effort should be made to maintain 2m distancing between all adults at all times. Please ensure that meetings and extended conversations take place in a large and ideally well ventilated area as much as possible.

Seating plans in classes : Set up in September with 1-2 m between desks and seats.

As indicated above, staff should not have chats or mini-meetings in small spaces eg Admin office, print room etc. Use the foyer hall or and G19 as much as possible.

NB: The Computer in the print room has been moved to the foyer for ease of use in a larger space.

3. Transmission through contaminated air:

This is probably the most difficult risk to manage inside. The aim is to flush out stale air as often as possible ideally a few times an hour.

Ventilation in classrooms: Please open doors and windows for a few minutes at a time to create a circulation of air. In the lecture theatre/print room , make sure the fan is on. Please do this as often as possible. You may want to build it into your lesson planning perhaps every twenty minutes.

Ventilation in Corridors: leave windows partially open. In colder weather open window for 5 minutes after pupils have gone to break and again once they have returned.

Ventilation for Hall : If the hall is used for PE or wet breaks, side doors onto the allotment should be opened during and after activities to flush out air and prevent build of stale air.

Ventilation in the Print Room Admin block: Many of the doors to the admin office/ print room etc are fire doors and we cannot leave them chocked open all day. However we need to create a flow of air to circulate through the whole area as often as possible and therefore will need to regularly open windoors and fire doors to clear stale air during the day.

Transmission through visitors

We will continue to reduce visitor numbers e.g. parents popping in (as it is difficult to manage them in the lobby and office area) But visitors can come to classes by arrangement and will be asked to wear masks unless they are speaking from the front of the class.

Prospective parents may be offered a Vision Tour.

Test and Trace: Any agreed visitors need to be signed in and contacted in case of 'Close Contact' infection

Transmission through food and drink:

Pupils and staff should not share lunch or snacks . This includes Upper School mentor groups at this time. If any Food is put on the staff room table, they should be individual portions.

Trips and events

School trips/ Collapsed timetable days: These can now be planned for this half term, however please add Covid considerations to the trip RA. If in doubt see KS.

Events: We are planning a number of evening/after school events with parents this half term which will be dependent on DfE guidance to schools after 21st June.

Uniform enhancements

On PE days, Middle School and Upper School should wear PE uniform to school.

NB Shorts must not be too short and girls should wear their school skirts over skorts or wear jogging bottoms.