Brunton First School



COVID-19: Operational Risk Assessment December 2021

	Assessment conducted by:	Bev Armstrong	Job title:	Acting Headteacher	Covered by this assessment:	Staff, pupils, contractors, visitors, volunteers
	Supported by:	Carolyn Appleby (Acting Deputy Headteacher) and SMT (Gavin Turnbull, Alex Holsby and Mark Horsfall)				
Date of september 2021, Revised November assessment: '21, Revised December '21, Revised 2 nd Jan '22 Review interval:			Date of next review:	January 2022 or sooner if changes are announced		

Related documents

Government guidance:

- https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance
- https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings
- Coronavirus infection and pregnancy (rcog.org.uk)

Trust/Local Authority documents:

- COVID Control Posters
- Daily DfE Coronavirus Daily update to all early years, children's social care, schools and further education providers

- LA Daily Education Update Email
- Public Health England Updates

This risk assessment will be regularly reviewed and updated as necessary in line with government guidance. The reviewed risk assessment will be shared with all staff, including any relevant updated guidance to support the risk assessment. The school leadership team will ensure that facility services staff including those working in the school kitchen receive a copy of the risk assessment. The risk assessment is specific to control measures in place relating to COVID-19 and must be used in conjunction with other relevant risk assessments.

Following the latest guidance since the identification of the Omicron variant of COVID-19 in the UK, the government now recommends some temporary measures as a precaution to slow down the spread of this emerging variant.

Control measures

You should:

- Ensure good hygiene for everyone.
- Maintain appropriate cleaning regimes.
- Keep occupied spaces well ventilated.
- Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

Key Notes:

Temporary control measures have been re-instated following the identification of the Omicron variant in the UK -

- Face coverings should be worn in communal areas in all settings by staff and visitors, unless they are exempt.
- The current guidance on contact tracing and isolation remains in place. However, in addition to this, any suspected or confirmed close contacts of the Omicron variant will be asked to isolate for 10 days regardless of vaccination status or age. Direct contact will be made with those individuals identified and they will be told to isolate.

Stepping Measures Up and Down:

Schools should remain aware that restrictions could continue to be stepped up or down in a single school, local area or nationally, where it is deemed necessary to break the chain of transmission or to reflect necessary measures to control new variants. Schools should therefore ensure that any contingency plans continue to reflect this possibility. Schools should have additional risk assessments in place to supplement this general risk assessment. These should detail any specific additional arrangements in place to comply with the control measures detailed within this assessment and to manage the risks presented by Covid-19.

Factors	What are you doing already?
Adults and pupils classed as	Adults
clinically extremely	 School leaders are best placed to determine the workforce required to meet the needs of their pupils.
vulnerable (CEV) in	• Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. It is important that everyone
accordance with government	adheres to this guidance, but CEV people may wish to think particularly carefully about the additional precautions they can continue to take. Further
guidance.	information can be found in the guidance on protecting people who are CEV from COVID-19.
	 Pregnant women have never been specifically advised to shield unless they also have underlying conditions, such as a serious heart condition. There is no official guidance regarding pregnant women at or beyond 28 weeks gestation. The requirement to undertake a risk assessment for pregnant women has not changed as a result of the changes to government shielding advice or in response to covid. Further guidance on Covid in relation to new and expectant mothers can be found on the relevant services to schools H&S webpages and should be considered as part of the associated risk assessment process. Individual risk assessments have been completed for relevant staff; this also includes an additional COVID risk assessment for any staff members who are pregnant and in the last trimester. Staff to have option to take part in twice weekly lateral flow tests to help minimise the risk of transmission in the case of asymptomatic people. Record of test results to be kept by school too and any necessary action taken (in line with risk assessment) following a positive test.

Factors	What are you doing already?
	In the event of localised cases increasing, these staff members will be involved with a professional discussion with the SLT.
	Pupils
	All clinically extremely vulnerable (CEV) children and young people should attend their education setting unless they are one of the very small
	number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to
	attend. Further information is available in the guidance on supporting pupils at school with medical conditions.
	Staff will continue to prepare the work and resources for the remote education of any pupils identified as stated above. This is facilitated using
	SeeSaw.
	Staff will contact the children and families throughout their time at home.
Mixing between pupils,	Parents/Carers/Siblings
parents/carers and staff.	Only one adult is permitted to be in the front entrance at any time and we will ask that all visitors socially distance whilst waiting
	It is encouraged for a mask to be worn on entry to the building and hands must be sanitised on entry and exit.
	Parents/carers are discouraged from gathering at the school gates. Reminders will be sent about socially distancing on the yard. Staff will ask
	parents to separate if necessary.
	Contractors/Other Professionals
	• External key workers liaise with the school regarding essential visits and must have their own risk assessments in place. Key workers follow school
	arrangements for COVID-19 at all times. Visitors
	 Visitors must sanitise their hands on arrival and should also do so before they leave the building, and as appropriate, in accordance with school
Mixing between pupils,	practices, whilst on the school site.
parents/carers and staff	 Visitors may be asked to wear a mask or visor whilst in school depending on their role.
continued	Movement Around the School Site
	A keep to the left procedure is in place across the school.
	Children are able to bring bikes and scooters into the school grounds.
	Learning Resource Centre
	The area will be continually ventilated using the mechanical ventilation system.
	All groups are timetabled.
	Designated areas for children working 1:1 /1:2.
	• The computers will remain open for class use. Wipes will be used by a member of staff on keyboards, mice, monitors and chairs on exit.
	Children must sanitize hands on entry AND exit from the suite.
	Ipads and laptops will be cleaned with an antiviral wipe after use.
	The LRC group areas will remain open for small groups of children this will be timetabled.
	The use of the library area will be time tabled.
	Dining Hall
	Hands sanitised on exit / entry to the classroom
	All children wash hands prior to lunch.
	Seats and tables to be wiped down by dinner staff and/or class staff after use
	Meetings and communal areas
	Assemblies will take place in year groups for the first half of Autumn term
	Staff meetings will be held as a whole staff when applicable.

Factors	What are you doing already?		
	Morning briefings on Mondays and Thursdays have been reinstated as a whole staff in the LRC initially. This is to bring the school team together		
	again.		
	Playtimes		
	Each year group is timetabled into designated areas with designated staff.		
	Children's Toilets		
	Toilet visits are controlled as much as possible and as appropriate by limiting the number of pupils using the toilet facilities at one time.		
	Only 1 child per class to leave the room at any one time to avoid queues at the toilets.		
	Staffroom and Staff Toilets		
	Staff have designated lunchtimes to prevent overcrowding in the staffroom and to enable social distancing		
	Staff are encouraged to use their own cups etc and take them home for washing if possible		
	No dishes are to be left in the sink. The dishwasher can be used if necessary; cups, plates and cutlery should be rinsed and be placed into the		
	dishwasher after use.		
	• Staff asked to clean areas/shared utensils after use. The staffroom has a set of cleaning equipment and products to be replenished as needed. Stock		
	will be monitored.		
	Windows open for ventilation.		
	• The Food Tech room can be used if staff feel the staffroom is too busy, surfaces must be cleaned down after use.		
	Supporting pupils:		
	• SEND children who require more space have access to break out spaces.		
	PPE is worn as normal in accordance with existing risk assessment (minimum of disposable gloves and apron) when undertaking personal care and the qualities are supported as a few parts are a few parts and the publishing are supported as a few parts are a few parts and a few parts are a few parts are a few parts are a few parts are a few parts and a few parts are a few parts are a few parts are a few parts are a few parts and a few parts are a few parts are a few parts and a few parts are a few parts are a few parts and a few parts are a few parts are a few parts are a few parts and a few parts are a few parts are a few parts are a few parts and a few parts are a few parts		
	the pupil is exhibiting no symptoms of COVID-19 (additional PPE is not currently required if the pupil is not exhibiting any symptoms). • Individual risk assessment is carried out and PPE worn where appropriate.		
Hygiene practices and sharing	Individual risk assessment is carried out and PPE worn where appropriate. Good hygiene practices: -		
of items/ equipment.	 Public Health England hand hygiene and general good hygiene practices are followed by employees including: - 		
or items/ equipment.	HANDS, FACE, SPACE		
	 regular and thorough handwashing for at least 20 seconds. 		
	 sanitising hands on arrival/before leaving the school building, on entry AND exit to the classroom, before and after eating, after sneezing and 		
	coughing, and regularly throughout the day. Hands are dried thoroughly after washing.		
	 avoidance of non-essential physical contact. 		
	 sneezing into tissues/elbow and binning them ('Catch it, bin it, kill it') 		
	 observing social distancing as much as possible 		
	 not touching face, eyes, nose or mouth if hands are not clean. 		
	 Staff wash hands before and after supporting pupils with medication and medical needs. 		
	 Staff support/supervise pupils to follow the above guidance as much as possible. Games, songs, repetition, class rules and posters are used as 		
	appropriate to encourage pupils to practise these habits.		
	Pupils		
	Arrangements are in place for staff to greet each pupil, ensure they sanitise their hands immediately and go straight to their classroom.		
	Each classroom has a hand-sanitising station and access to a sink with handwash and paper towels.		
	Pupils are monitored and supported as necessary to ensure they are carrying out regular hand washing.		
	Hand sanitiser is not used as a substitute for thorough hand washing with soap and water.		
	Ventilation		

Factors	What are you doing already?
Hygiene practices and sharing of items/ equipment continued	School is kept well-ventilated by opening windows and propping open doors when safe and appropriate to do so. Support staff are asked to be responsible for opening windows in cloakrooms, toilets and classrooms. These must be opened on entry to school. On bad weather days: windows may be closed during teaching time BUT MUST be opened EVERY break and lunchtime and at the end of the school day Note: Where additional devices have been provided by the government to assist in ensuring air standards are suitable (such as CO2 monitors,) these can be used to provide additional assurances following the instructions provided with them. They should not be a replacement for general precautions detailed above. Cleaning practices Work areas are kept clean and lidded bins are used for tissues and hand towels. Shared equipment: Sharing of food, sweets, snacks, drink, utensils, equipment. Equipment and resources are allocated to individuals/groups as much as possible. All equipment that is shared is cleaned between uses e.g. PE equipment, art equipment. Only individually wrapped birthday treats to be brought in. Pupils provide their own water bottle. Resources for activities are considered (use of malleable items e.g. playdough are not shared) and equipment/resources are cleaned between use (including outdoor play equipment). Surfaces/Touch Points Areas are kept tidy and surfaces clear as much as possible to enable effective cleaning to be carried out. Staff in school will support with the cleaning of key touch points throughout the day including at the end of the lunchbreak. Shared surfaces including desks are cleaned before starting work/lessons, between users and at regular intervals throughout the day (particular attention is given to frequently touched areas e.g. IT equipment, tables, chairs, door handles, phones, light switches, staff room equipment (e.g. kettle, microwave). Instruments which are in contact with the mouth (recorders, flutes etc) are only used if they belong to the pupil and are labell
Homo Tosting Lateral Flam	Arrangements are in place to ensure that additional cleaning is taking place as required Configuration to the profile that additional cleaning is taking place as required.
Home Testing – Lateral Flow testing Devices	 Staff and families have the option to take part in twice weekly lateral flow tests to help minimise the risk of transmission in the case of asymptomatic people. Staff or pupils with a positive LFD test result must self-isolate in line with the stay-at-home guidance. They will also need to arrange a lab-based polymerase chain reaction (PCR) test to confirm the result. 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 pupil/staff member can return to school. Those with a negative LFD test result can also continue to attend school and use protective measures.

Factors	What are you doing already?
	The asymptomatic testing programme does not replace the current testing policy for those with symptoms. Anyone with symptoms (even if they
	recently had a negative LFD test result), should still self-isolate immediately according to government guidelines.
	• Those with symptoms are also expected to order a test online or visit a test site to take a lab-based polymerase chain reaction (PCR) test to check if they have the virus.
	Staff in all education and childcare settings, should take one self-test at home either the evening or morning before they return in January, then
	continue to test twice weekly at home.
	• Even if someone has tested positive for COVID-19 within the last 90 days, they are strongly encouraged to take part in LFD testing.
Pupil/ member of staff with	If a member of staff (or their household) or pupil exhibit symptoms the employee/parent/carer are advised to arrange for COVID-19 PCR testing and
COVID-19 symptoms.	to inform the school of the results.
	If a member of any staff/ pupils' household develops symptoms of COVID-19 all members of the household self-isolate for the required number of
Family members with Covid	days (currently 10 days from the start of symptoms or 10 days from positive test result if asymptomatic).
symptoms	• <u>However</u> , if someone you live with has symptoms of COVID-19, or has tested positive for COVID-19, you will not need to self-isolate if any of the following apply:
	• you're fully vaccinated – this means 14 days have passed since your final dose of a COVID-19 vaccine given by the NHS
	you're under 18 years, 6 months old
	you're taking part or have taken part in a COVID-19 vaccine trial
	you're not able to get vaccinated for medical reasons
	Even if you do not have symptoms, you should still:
	get a PCR test on GOV.UK to check if you have COVID-19
	follow advice on how to avoid catching and spreading COVID-19
	 consider limiting contact with <u>people who are at higher risk from COVID-19</u>
	Home learning to be organised to minimise potential risk to education
	Parents/carers have been asked to inform the school if their child/any member of their household is exhibiting symptoms of COVID-19.
	• Parents/carers have been informed that pupils must <u>not</u> attend school if they have symptoms of COVID-19 and must self-isolate until a PCR test has been completed.
	School has access to a small number of home testing kits to support families in getting a quick test/increase the likelihood of parents engaging in a test.
Pupil/ member of staff with	 If a member of staff/ visitor develops symptoms whilst at school, a member of SLT is informed and they leave site immediately.
COVID-19 symptoms (continued).	 If a pupil develops symptoms whilst at school, they are self-isolated in In the First Aid Room behind a closed door, and with supervision by a member
(continued).	of staff.
	Staff are extra vigilant with pupils with cognitive impairments and look for signs such as delirium which may indicate infection.
	Sign to be placed on door for others to refrain from entering.
	If it is not possible to isolate them, they are moved to an area at least 2m away from other people.
	Parents/carers are contacted to collect their child as soon as possible or 999/111 are contacted if required.
	Social distancing is maintained wherever possible however if staff are required to be within 2m of the pupil they wear the following PPE: -
	 Disposable plastic apron
	 Disposable gloves
	 Fluid resistant face mask
	 Eye protection if required (if there is a risk of splashing to the eyes e.g. from coughing or vomiting etc.)
	Any member(s) of staff that have been supporting a symptomatic pupil wash their hands thoroughly for 20 seconds after contact with them.

What are you doing already?
 Symptomatic staff/pupils use a separate bathroom if this is needed before leaving the premises. The bathroom is cleaned and disinfected using the school's usual products before being used by anyone else. Public areas where a symptomatic person has passed through and spent minimal time (e.g. corridors) and are not visibly contaminated with body fluids can be cleaned thoroughly as normal. All surfaces that the symptomatic person has come into contact are cleaned and disinfected, including: objects which are visibly contaminated with body fluids. all potentially contaminated high-contact areas such as toilets, door handles, telephones, push plates on doors. Any items that are heavily contaminated with body fluids and cannot be cleaned by washing should be disposed of. Waste from a symptomatic person and from cleaning of areas where they have been (including disposable cloths and tissues) is
 Double bagged (placed in a plastic rubbish bag and tied then placed in a second bin bag and tied),
 Tagged with the date and time and stored in a secure area for at least 72 hours Disposed of in the normal waste bin
 Disposed of in the normal waste bin. Employees MUST inform the head teacher if they are diagnosed with COVID 19 as a result of a positive test.
 Employees MUST continue to inform the head teacher if they have been in contact with a person who has tested positive.
Staff, pupils, parents and any visitor to engage and understand the NHS Track and Trace process. All contacts must be shared with this service
following a positive diagnosis of an adult or child who has been in the school community.
 Identity of person will be kept confidential from wider school population such as parents. School to complete the SPOC form.
 HT will check lists of visitors to school, classes and clubs to check close contacts have been informed. School will not reveal the name of individuals of anyone who has had a positive diagnosis wherever possible. Household members of those close contacts are not required to self-isolate unless the staff member or child who is self-isolating subsequently develops symptoms. Home learning to be organised to minimise potential risk to education
Any suspected or confirmed close contacts of the Omicron variant will be asked to isolate for 10 days regardless of vaccination status or age.
Test and Trace will make direct contact with those individuals identified and they will be told to isolate.
Update 14 th December 2021 - Tracing close contacts and isolation:
Close contacts in schools are now identified by NHS Test and Trace and education settings will no longer be expected to undertake contact tracing. As with positive cases in any other setting, NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case or their parent specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. You may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result. Daily testing of close contacts applies to all contacts who are: • fully vaccinated adults – people who have had 2 doses of an approved vaccine • all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status • people who are not able to get vaccinated for medical reasons • people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine
Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts.

Factors	What are you doing already?
	Pupils with SEND identified as close contacts should be supported by their school and their families to agree the most appropriate route for testing
	including, where appropriate, additional support to assist swabbing. For further information please see SEND guidance.
	Further information is available in NHS Test and Trace: what to do if you are contacted and in the stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.
	18-year-olds are treated in the same way as children until 6 months after their 18 th birthday, to allow them the opportunity to get fully vaccinated. At
	which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact.
	Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the
	number of positive cases in a setting (see Stepping measures up and down section for more information) or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures.
	Update 2 nd January 2022
	Since Wednesday 22 December, the 10 day self-isolation period for people who record a positive PCR test result for COVID-19 has been reduced to 7 days in most circumstances, unless you cannot test for any reason.
	Individuals may now take LFD tests on day 6 and day 7 of their self-isolation period. Those who receive two negative test results are no longer
	required to complete 10 full days of self-isolation. The first test must be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours apart. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education setting from day 8.
	Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-isolation. Further information is available in the stay at home: guidance for households with possible or confirmed COVID-19 infection.
	Daily testing for close contacts of COVID-19
	People who are fully vaccinated, or children and young people aged between 5 and 18 years and 6 months, identified as a close contact of someone with COVID-19, should take an LFD test every day for seven days and continue to attend their setting as normal, unless they have a positive test result or develop symptoms at any time.
	Children under 5 are not being advised to take part in daily testing of close contacts. If a child under 5 is a contact of a confirmed case, they are not required to self-isolate and should not start daily testing. If they live in the same household as someone with COVID-19 they should limit their contact with anyone who is at higher risk of severe illness if infected with COVID-19, and arrange to take a PCR test as soon as possible. They can continue to attend an education or childcare setting while waiting for the PCR result. If the test is positive, they should follow the stay at home:
	guidance for households with possible or confirmed COVID-19 infection.

Factors	What are you doing already?
Staff shortage / risking	Head teacher liaises with LA if there are issues with staff absence.
impact of staff: child ratios	School only opens if adequate staffing levels can be maintained.
due to staff absence	Current staff members who work PT will be contacted to fulfil roles where possible to limit external staffing.
	Staffing levels for Early Years are maintained in accordance with government guidance.
	HLTA's will have flexibility within timetable to cover lessons as a first preference, prior to using a supply teacher. Under revised guidance, supply
	teachers are now able to access school in line with H and S measures set out in this document. Where possible a set of consistent supply teachers
	will be prioritised to minimise additional adults in school. We will try to minimise a supply teacher moving across bubbles mid-week; whenever
	possible.
Shortage of leadership in	SLT staff are in different year groups to prevent all staff being potentially exposed to virus at the same time
school following positive	Maintain social distancing and hygiene between all staff/SLT members
diagnosis of Covid 19.	Use HT support within the Trust if needed (virtually to prevent bubbles being contaminated)
	Consideration to be given to the Office Staff and HT Office.
	All members of SLT are taking part in the twice weekly lateral flow tests.
Safeguarding	All members of SLT have DSL training therefore capacity within current staff to support if others are ill.
	Capacity for DSL within Trust if needed.
	A number of staff have current paediatric first aid to ensure a member of staff is always on site with qualification.
	Parents told attendance is statutory and they must report absence in usual way by telephoning absence line.
Anxiety/ stress/ depression/	Staff are encouraged to discuss anxiety or COVID-19 concerns with a member of SLT.
other mental health	Head teacher checks staff at regular intervals and provides additional support if required wherever possible.
conditions.	Head teacher liaises with the relevant team if there are unresolved COVID-19 concerns.
	Employees are kept updated and informed of changes as quickly and clearly as possible.
	Staff are vigilant for uncharacteristic behaviour of pupils and colleagues.
	All staff are aware of the mental health guidance for employees See emails.
	Support and information available from/provided by Education Support Team to help support pupils.
	Flexible working practices are implemented as much as possible to promote good work/life balance for employees.
	Staff workloads are monitored by SLT.
	Pupils in the same class attending school and not attending school are given the same work where appropriate to reduce the workload involved in
	double planning.
Working in a 1-1 role	• Ensure child washes their hands regularly.
	Be vigilant for any symptoms of Covid 19 within child.
	• Staff to have option to take part in twice weekly lateral flow tests to help minimise the risk of transmission in the case of asymptomatic people.
	Record of test results to be kept by school to and any necessary action taken (in line with risk assessment) following a positive test.
Lice of transport	Suitable arrangements are in place for cleaning of specialist equipment. TAs and 1-1 SEND workers will clean equipment as necessary. Adults and children are appropriately specialist equipment. TAS and 1-1 SEND workers will clean equipment as necessary.
Use of transport	Adults and children are encouraged to walk to school were possible OR to use their own transport. If the are in more than 1 person in the vehicle (see their own transport) the vehicle will develop a see their own transport.
	• If there is more than 1 person in the vehicle (car share) the vehicle windows are opened to allow ventilation where possible and if safe to do so.
	• Employees/parents/carers are all aware of the guidance on the use of public transport and have been encouraged to use other forms of transport.

Factors	What are you doing already?	
Use of PPE	Stock of the following PPE:-	
	Disposable aprons, disposable gloves, fluid resistant face mask	
	It is available for staff for use:-	
	 when supporting a pupil displaying symptoms of COVID-19 until they are taken home 	
	 for first aid purposes 	
	 where this is already routinely required (not associated with COVID-19) when supporting a pupil. 	
	 if required when supporting a pupil as determined by an individual risk assessment 	
	• Used PPE is disposed of as normal waste where it has not been used to support a symptomatic pupil.	
	• Where PPE has been used to support a symptomatic person it is double bagged (placed in a plastic rubbish bag and tied then placed in a second bn	
	bag and tied), tagged with the date and time and stored in a secure area for at least 72 hours then disposed of in the normal waste bin.	
	Staff are aware of what PPE is to be worn and when.	
	Face coverings should be worn in communal areas in all settings by staff and visitors, unless exempt.	
	Staff will refamiliarize themselves with procedures for putting on (donning) and taking off (doffing) PPE and how to decontaminate eye protection	
	https://www.youtube.com/watch?v=ozY50PPmsvE&feature=youtu.be	

Additional Factors

Staff's and pupil's well-being	• SENDCo to liaise with SENTAs to support SEND children with their return to school to reduce anxiety through Social Stories, e.g. who will I meet,
is impacted by a partial	where will I learn, which door will I come into school through?
return to school.	
Preparing Buildings and	 For September 2021, children's entrances and exits and school timings have returned to normal.
Facilities	
Emergency Evacuations	Evacuation routes are confirmed, and signage accurately reflects these.
Evacuation routes cause	• In the event of emergency, the priority is getting out of the building calmly regardless of social distancing. Therefore, we will maintain the current
multiple groups of children to	evacuation procedure.
come into contact.	When reoccupying the building following an evacuation this will be in class groups. The state of the building following an evacuation this will be in class groups.
	• The evacuation procedure will be shared with staff and children. We will have a fire drill in the first two weeks of the children returning.
Catering	 Arrangements in place to provide food to on site, including the requirement of universal free school meals.
	Lunch arrangements have returned to pre-covid.
	• Timings have been amended for September 2021: EYS 11.25-12.25, KS1 11.50-12.50 and KS2 12.10-1.00.
	• Karen's Top Table Star of the Week will be in place on a weekly basis as of September 2021.
Governors/ Governance	Communication between leaders and governors is clear and understood.
	Plans will continue to be shared and agreed by Governors.
Premises access	Sufficient access points to the workplace are provided so that staff do not congregate at entrances and exits
	All access points have supplies of sanitizer available
Educational Visits	DfE recognises the significant benefits of educational visits for children's educational development as well as their mental health and wellbeing.
	• Staff will undertake full and thorough risk assessments in relation to all educational visits to ensure they can be undertaken safely. As part of this risk
	assessment, schools will need to consider what control measures need to be used and follow wider advice on visiting indoor and outdoor venues.
	Schools should consult the health and safety guidance on educational visits when considering visits.