



<p>Activity / Environment Description: Return to full re opening for Cams Hill School</p>	<p>Date of First Assessment: 29.04.20 Updated 19.05.20 CNN Updated 02.09.2020 GHJ Updated 14.09.2020 GHJ</p>
<p>Assessed by (name): Chris Nunn Approved by (name): Gwennan Harrison-Jones</p>	<p>Date of Next Review: half term or new guidance</p>
<p>The following risk assessment has been developed in consideration of GOV.UK guidance - Coronavirus (COVID-19): implementing social distancing in education and childcare settings (7 April 2020) and social distancing guidelines The assessment has subsequently been updated following Coronavirus (COVID-19): implementing protective measures in education and childcare settings published May 2020 And updated again following latest guidance published 28 August 2020 https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>All staff should follow the government hierarchy of control measures when undertaking activities and when developing associated risk assessments. As at August 2020 these are:</p> <ul style="list-style-type: none"> • A requirement that people who are ill stay at home • Robust hand and respiratory hygiene • Enhanced cleaning arrangements • Active engagement with NHS Test and Trace • Formal consideration of how to reduce contacts and maximise distancing between those in school. <p>Prevention (full details of each points identified below available in guidance document via link above)</p> <ol style="list-style-type: none"> 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school. 2) Where recommended, use of face coverings in schools. 3) Clean hands thoroughly more often than usual. 4) Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach. 5) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach. 6) Minimise contact between individuals and maintain social distancing wherever possible. 7) Where necessary, wear appropriate personal protective equipment (PPE). <p>Numbers 1 to 5 must be in place in all schools, all the time.</p> <p>Response to any infection</p> <ol style="list-style-type: none"> 8) Engage with the NHS Test and Trace process. 9) Manage confirmed cases of coronavirus (COVID-19) amongst the school community. 10) Contain any outbreak by following local health protection team advice. <p>Numbers 8 to 10 must be followed in every case where they are relevant</p>	

In addition to previous details 'Guidance as at Summer 2020' involving;

- minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges
- cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- ensuring good respiratory hygiene - promote the 'catch it, bin it, kill it' approach
- cleaning frequently touched surfaces often using standard products, such as detergents and bleach
- minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break

Always make sure everyone is washing their hands with soap and water for at least 20 seconds or regularly using hand sanitiser across the school day, particularly:

- After coming into school; on way into a classroom; after break times; after sneezing or coughing; before and after handling or eating food; after going to the toilet; after significant hand touch contact with surfaces.

Prevention Points	Relevance in school context	Comments, action, evidence	Responsibility
1 minimise contact with those unwell	Ensure clear comms to parents and carers detailing child must not be in school with symptoms Ensure staff aware of above Robust protocols and procedures in place for sending child / member of staff home who develop symptoms during school day	written comms and videos written comms, staff meetings virtual / split room and videos Health and wellness protocols established	GHJ SBR
2 Use of face coverings	Decision made by Cams Hill School to actively encourage pupils and staff to wear them in communal areas for full return. All staff to be issued with a clear visor on 03/09/2020 All to be aware of the concept of exemptions and be empathetic when pupils and/or staff do not wear a face covering. School to be aware of any pupil who may struggle to access and appropriate face covering https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education	written comms and videos plus website Clear message in email and in video including storage of face masks	GHJ / All GHJ

	#Local lockdown will change this to mandatory and we will be required to follow new guidance#		
3 Clean hands thoroughly more often	Soap and running water or hand sanitiser as per guidance acceptable. CHS requires pupils to have their own sanitiser and Covid Kit as detailed in written and video comms. Sanitiser available in all classrooms and communal areas. Staff will be issued with their own hand sanitiser. Pupils expected to sanitise on entry and exit to classrooms and as detailed in guidance issued to all.		
4 Ensure good respiratory hygiene	Promote catch it, bin it, kill it...plus hands, face, space. Tissues also required to be carried by pupils as part of their own Covid kit Ensure pupils using face coverings on public transport reminders		
5 Enhanced cleaning including frequently touched surfaces	2 on site cleaners now employed throughout each day. CNN and RBY developing clear routine for them to involve timed cleaning of high touch point areas throughout the school day. Teachers all issued with Covid cleaning kit containing 2 washable cloths that will be washed and returned overnight plus disinfectant spray that is Covid complaint and passes EN1276 plus EN 14476 virucidal / bactericidal disinfectant. A new two step cleaning process introduced for onsite cleaners that involves using a degreaser on the surface before it is disinfected where possible. External training being provided by COMAX. https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings Guidance for cleaning of non-healthcare settings		RBY / CNN RBY / CNN / GHJ
6 minimise contact between individuals and maintain social distancing wherever possible	Pupils are coming back to school in year group bubbles as per the communication made to parents, carers, pupils on 24 August 2020. This involves a staggered start and finish times to minimise contact across bubbles. Break time zones have been introduced and a staggered lunch time. Reduced food options with no food available at break and some at lunch time with set areas for each year group bubble. Significant emphasis in staff communications has been placed on 2m staff / adult distancing and modelling compliant behaviours. Teaching for learning advice we have given recommends teachers remaining at the front of their classroom 2m from pupils where possible. All classrooms are in rows. Pupils are required to be in seating plans which are stored for track and trace purposes by teachers via Edulink. This is accessible if required out of hours for close contact identification. Pupils are coming in PE kit on days when they have PE to prevent large numbers of pupils in small changing areas. Subject areas that would previously involve group work or practical work have their own risk assessment identifying risk reduction measures. There is a separate risk assessment for TAs who work closely or on a 121 with pupils. There is a significant one way system in place which we have called our lazy river.	See copies of all comms via the school website. Videos also available.	GHJ / ALL SLT

	<p>All measures have been taken with the emphasis on health, safety and wellbeing whilst maintaining a broad and balanced curriculum for all pupils.</p> <p>Assemblies are virtual and live streamed.</p> <p>Staff work rooms and offices have reduced capacity as identified with a clear poster and number on the front of each. The staffroom is available for drop in use only to collect items from pigeon holes.</p> <p>Our NEXUS academy and staff who work within it will help prepare pupils with SEND for these changes and also provide wider support for pupils who are anxious about a full return to school.</p>		
7 where necessary wear appropriate PPE	<p>PPE is available in our Health and Wellness office for a member of staff who may deal with a child or adult with symptoms.</p> <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care</p>		
8 Response to an infection	<p>https://www.gov.uk/guidance/contacts-phe-health-protection-teams</p> <p>Contact PHE immediately / Health Protection Teams.</p> <p>The school has 10 home testing kits that can be deployed if appropriate. The school will inform anyone with symptoms that they need to book a test https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested; provide close contact details and discuss self isolation https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection.</p> <p>Individuals will be asked to follow guidance according to whether their test is positive or negative. https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance.</p>		
9 Manage confirmed cases of Covid	<p>The school will contact the local health protection team immediately on receipt of a positive test within the school community. The school will follow all advice and guidance provided by the PHE team / HPT.</p> <p>New documents have now been published(as of 14.09.2020) for the school to follow....these are from PHE South East Health Protection Team – Managing suspected and confirmed cases in Childcare and Educational Settings; Covid-19 early outbreak management PHE / NHS. Copies available from SBG.</p>		
10 Contain any outbreak	<p>2 or more cases in a specific year group or amongst staff could be considered an outbreak and the school will work closely with the PHT plus follow Government guidance identifying to isolation.</p>		

Other Key Recommendations from Guidance as at 14 September 2020

- **Attendance** – we have and will continue to communicate that full attendance is required in school unless the child is unwell. Our attendance office will work with our families who may find this a challenge. Attendance policy updated – APS leading.
- **School workforce** – the expectation is that the workforce returns in full to school. Very few roles can be undertaken working from home in their entirety. Cams Hill School knows its staff well and is working with those who are anxious or who require further reassurance with regard to a safe return to work. Staff who are extremely clinically vulnerable are able to return with control measures in place as identified above. This also relates to those who are clinically vulnerable including pregnant staff who fall into this category. <https://www.rcog.org.uk/en/guidelines-research-services/guidelines/coronavirus-pregnancy/>
- **Recruitment** – all recruitment will be compliant with guidance as overseen by Rachel Matthews DHT and Gemma Tullet, HR Supervisor.
- **ITT trainees** – Jenny Lawrence oversees trainees with JRZ and MSY. Trainees will be treated as per the guidance for our staff workforce and be expected to follow all policies and protocols in place.
- **Safeguarding** - <https://www.gov.uk/government/publications/keeping-children-safe-in-education--2> The school is fully compliant and recognises the significance of our safeguarding duty.
- **Catering** – our kitchens are open in line with guidance with a reduced offer to ensure a reduction of queuing for pupils. Pupils get food from specific identified areas and are in a staggered lunch pattern within their bubble.
- **Educational visits** – CHS continues to monitor guidance and will follow all control measures required for any school visit undertaken. <https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits>
- **School uniform** – we have returned to our full uniform for all pupils apart from on days when they have PE (short term) to reduce pupil mixing in small changing room areas.
- **Extra curricular activities** – We are hoping to provide year group based activities for pupils. This will be a more limited provision than pre Covid. Our premises lettings are reduced but gradually starting to resume in line with control measures. <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>
- **Open Evening** – this is now going to be a virtual event part pre recorded and part live. There will be the offer of some tours out of school hours run by SLT. SBG leading on protocols for these re masks, one parent, one prospective pupil and criteria for booking a tour (no prior knowledge of school; moving in to the area; SEN; LAC)

Section 3 - Curriculum, Behaviour and Pastoral Support.

- CHS will offer a broad, balanced and ambitious curriculum on full return of pupils in September 2020
- There is no intention to offer remote education until Government guidance may change directing us to do so
- Where remote education is offered it will be in line with guidance integrating a full curriculum offer for all pupils across all year groups.
- Subject specific risk assessments are in place following guidance in these areas.
- CHS is following the latest guidance with regards to the delivery of Music, dance and drama <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts>
- Peripatetic music teachers at CHS are overseen by Tim Cole, Head of KS4 Music and Rachel Matthews, Deputy Headteacher in line with current guidance along with reviewing information offered by Hampshire Music Service for cross reference.
- Physical activity / PE at CHS will be delivered in line with guidance <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation>
- Catch up support and intervention may be offered to specific pupils as / when identified by teaching and support staff.
- Our Good Behaviour Policy including our Actions and Consequences behaviour expectations protocols have been updated in line with latest and full return to school guidance.
- Pupils wellbeing and support remains a high priority. <https://www.gov.uk/government/news/8m-programme-to-boost-pupil-and-teacher-wellbeing> We are actively considering supporting rebuilding of friendships; responding to any Covid-19 related or linked issues and developing strategies to support improving pupils physical and mental wellbeing.

Section 4: Assessment and accountability

- CHS continues to monitor directive over any potential delay or changes to 2021 exam series

Section 5: Contingency planning for outbreaks

- In the event of an outbreak, CHS will refer to the latest guidance in order to ensure full compliance. This includes provision of remote education for all our pupils <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res> .
- The DfE has provided a list of approved resources for home learning available accessing the following link <https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources>