



Mayhill Junior School

Covid-19 Risk Assessment – updated September 2020

All advice will be continually reviewed in light of government announcements and rates of covid-19 infection. In the government guidelines, there are a set of measures schools **MUST** follow, grouped into ‘Prevention’ and ‘Response to any infection’. They are:

Prevention’	Response to any infection’
<ol style="list-style-type: none"> 1. A requirement if your child or someone in your household has symptoms (or has been tested positive), to stay at home. 2. Clean hands thoroughly more often than usual 3. Catch-it, Bin-it, kill-it approach to respiratory hygiene 4. Enhanced cleaning during the school day including frequently touched surfaces 5. Minimise contact between individuals and maintain social distancing wherever possible 6. Where necessary, wear appropriate PPE <p>Numbers 1-4 must be in place all the time.</p> <p>Number 5 must be considered and schools must put in place measures that suit their particular circumstances.</p>	<ol style="list-style-type: none"> 7. Engage with NHS Test and Trace process 8. Manage confirmed cases of coronavirus amongst the school community 9. Contain any outbreak by following local health protection team advice <p>Numbers 7 – 9 must be followed in every case where they are relevant</p>

Further information and guidance on the implementation of the governments measures:

1. We will regularly communicate to all parents that the school expects your child to stay at home should there be any ‘covid-like’ symptoms. This includes a new continuous cough or a high temperature or has a loss in their taste or smell. In addition, there is a requirement if someone in your household has symptoms (or has been tested positive), to stay at home. Parents to continue to inform the office of any concerns.
2. All children will be expected to wash their hand / hand sanitiser throughout the day (on arrival into class, before and after eating – break and lunch, and before leaving school). Children are welcome to bring in their own hand cream if their hands are starting to get sore. Hand sanitiser is available in all classrooms and commonly used spaces i.e. the hall. Realistically, this will be a mix of handwashing and hand sanitiser – whichever is more convenient at the time.

3. Catch-it, Bin-it, kill-it approach to respiratory hygiene: tissues will be on children’s desks.
4. Enhanced cleaning during the school day including: wiping of tables at lunch, cleaning of any shared resources and all main touch points being cleaned. Children will help wipe down their own desks before lunch.
5. Children will largely be grouped into class bubbles (year groups for play) and will be encouraged to maintain distance of 1m+
6. The school has access to aprons, masks and gloves should they be necessary.

Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19).

What are the hazards	Who might be harmed and how?	Controls	What further action is needed to control the risks?	Who will carry this out?	When is the action needed by?
Getting or spreading coronavirus by not washing your hands or not washing them adequately	Staff	Follow NHS guidance on how to wash your hands Provide water, soap and drying facilities at each sink Provide hand sanitiser in classrooms where there are no sinks and common rooms e.g. staffroom, hall, community room Provide information in children’s toilets as to how to wash your hands properly and display posters Tissue waste and cleaning cloths to be placed in black bins. These are changed daily.	Put in place monitoring and supervision to make sure people are following the controls Put signs up to remind people Provide induction to new staff about expectations Identify if and where additional hand sanitizer is needed Ensure stocks of hand sanitizer are replenished Allow hand cream if hands are getting sore	SLT	September
	Pupils			Office	September
	Visitors			SLT	September
	Parents			Office	September
				Caretaker	Ongoing
				All	Ongoing
Getting or spreading coronavirus in high use areas	Staff Pupils Visitors	Government advice states transitory contact i.e. corridors is low risk. Provide alternatives to staff room for refreshment making	Put in place monitoring and supervision to make sure people are following the controls	SLT	Ongoing

such as corridors, toilets, communal areas, resources etc.		<p>Ensure areas that are frequently touched are cleaned regularly</p> <p>Keep windows open where possible</p> <p>Ensure children understand importance of washing hands after using the toilet</p> <p>Reduce parent meetings on school site</p> <p>Leave as many doors open as is safe to do so to increase ventilation and reduce contact</p> <p>Keep to the left system for moving around school</p> <p>Keep belongings in the classroom where possible</p> <p>Reduce shared use of resources and always clean before use</p>	<p>Review parents evenings, Meet the teacher and ways in which parents can effectively communicate with staff</p> <p>All rooms will have access to disposable cloths and disinfectant spray. Teachers should use this if they are using shared space and handover at lunchtime.</p>	<p>SLT</p> <p>Office</p>	<p>October</p> <p>September</p>
What are the hazards	Who might be harmed and how?	Controls	What further action is needed to control the risks?	Who will carry this out?	When is the action needed by?
Getting or spreading coronavirus through mixing between people	<p>Staff</p> <p>Pupils</p> <p>Visitors</p> <p>Parents</p> <p>Governors</p>	<p>Stagger entry and drop-off to reduce contact between different groups.</p> <p>Stagger break and lunch to reduce contact between different groups</p> <p>Plan transition and play times carefully to reduce risks between year groups</p> <p>Adapt curriculum to reduce contact between children</p> <p>Encourage social distancing, expectations grow as children get older.</p> <p>Staff have virtual online training</p> <p>Holding tours and visits after school hours</p> <p>Small discrete markers to help children visualise</p>	<p>Plan alternatives for governor monitoring</p> <p>Ensure children can work in year group and class bubbles</p> <p>Change layout of desks so they are forward facing</p> <p>Remove large assemblies – revert to class assemblies</p>	<p>September</p> <p>July</p> <p>September</p> <p>Ongoing</p>	<p>Governors</p> <p>SLT</p> <p>Class teachers</p> <p>Class teachers</p>

		<p>the idea of 1m+</p> <p>Parents and visitors are encouraged not to enter the school. Please ring buzzer on front entrance and a member of staff will open the door.</p>			
Getting or spreading coronavirus by not cleaning surfaces, equipment and workstations	Pupils Staff	<p>Use DfE guidance. on cleaning and hygiene during the outbreak</p> <p>Identify commonly touched surfaces and continue mid-day cleaning routines</p> <p>Reduce the need for staff and children to move around the building excessively</p> <p>Avoid sharing work equipment by planning staffing in consistent spaces and groups</p>	<p>Identify what equipment, including play equipment, needs cleaning inbetween use</p> <p>Staff to clean shared resources e.g. PE mats, IT suite after use</p>		
Mental health and wellbeing affected through isolation or anxiety about coronavirus	Pupils Staff Parents	<p>Have regular keeping in touch meetings/calls with anyone not in school regularly</p> <p>Talk openly with staff about what fears and anxieties they might have and the measures in place</p> <p>Involve staff in creating risk assessment</p> <p>Keep communication open so everyone knows what is happening</p> <p>Gloves and face masks will <u>not</u> be worn by staff.</p> <p>Administer parental survey about their child's experiences at home to help staff plan their support appropriately.</p>	<p>Monitor what time staff are arriving / leaving so they aren't working extra hours</p> <p>Maintain weekly communications</p> <p>Signpost staff to support available</p>	SIT SLT	Ongoing Ongoing
Musculoskeletal disorders as a result of using DSE for a long	Staff	<p>Provide regular training</p> <p>Review chairs and screen heights</p>			

period of time					
What are the hazards	Who might be harmed and how?	Controls	What further action is needed to control the risks?	Who will carry this out?	When is the action needed by?
Increased risk of infection and complications for vulnerable children and staff	Pupils Staff	Identify and meet any staff who might fall into a category where they are at increased risk. Remain up to date with government guidance on who can and shouldn't return to school/work	Discuss and review risk assessment personally with staff or families who are at heightened risk. Plan for scenarios where staff may be required to work from home.	SLT SLT	August September

Will there be social distancing?

Children will be encouraged to maintain distance between themselves and others, and this includes distance between the child and the teacher. We realise at infant schools it is likely there will be less emphasis on social distancing whilst at secondary, there will be more, so our level of expectation grows as the children get older. Year 3 children should not worry about needing to learn to social distance – we will gently and appropriately encourage this over time. There are discrete 1m+ markings in the main corridor which will help children visualise what 1m+ looks like.

For older children i.e. Y5 and 6, we will be encouraging them to retain a 1m+ distancing when moving around the school and during free play as these are times when they are in contact with a greater number of children.

Cleaning	
Throughout the Day	<ul style="list-style-type: none">• bathrooms, grab-rails in corridors and stairwells and door handles/touch points• Desks and touch points• Disinfectant available in staff toilets• Pupils reminded to wash hands after using the toilet• Reduce chances of children handling books• Teacher will lead midday cleaning in their rooms:<ul style="list-style-type: none">- Children will clean own desk and chair- Teachers will clean any regularly used touch points
At the end of each day	In addition to normal cleaning procedures and above: <ul style="list-style-type: none">• All frequently touched surfaces in all rooms pupils have been in.• Cleaners should wear disposable or washing-up gloves and aprons for cleaning. These should be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished

Specific advice

If an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19), use protection for the eyes, mouth and nose, as well as wearing gloves and an apron

What happens if someone has symptoms?

If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell, they will be sent home and advised to follow the stay at home guidance on the government website. They must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

If a child is awaiting collection, we will move them to the Medical Room so that they can be isolated from the others in their class. For these reasons, PPE is unlikely to be needed and will only be used when the adult cannot remain 2m away.

Mayhill will have home test kits available from September that we can give directly to parents/carers collecting a child, or staff who have developed symptoms at school. After taking a test, one of two things will happen:

If your child tests negative, and if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

If your child 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 7 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 7-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.

Mayhill will always contact the local Health Protection Team should any child, parent or staff test positive and work with them to follow all recommended advice. We will be asked to identify and send home anyone who has been in close contact with that person. As defined by the government, close contact means:

- face to face contact with an infected individual for any [length of time](#), i.e. [within 1 metre](#), including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- extended close contact (within 1 to 2 metres for [more than 15 minutes](#)) with an infected individual
- travelling in a small vehicle, like a car, with an infected person

The Health Protection Team will lead the advice on who must be sent home.