

RISK:	School opening in September 2021 following Government advice August 2021	DATE:	01.09.21
PERSONS AT RISK	Staff and Students	NUMBER	123 Pupils 93 Staff
ANY VULNERABLE PERSONS AFFECTED BY ACTIVITY:	People with underlying health problems	NUMBER	3 staff extremely clinically vulnerable

This Risk Assessment has been updated following Government guidance August 2021.

As directed by the Government, Ripplevale School will encourage all students to attend school and participate in full time education as directed by the Government. Ripplevale School will work with students and parents to promote attendance.

Ripplevale School is a SEN School for boys aged 6 – 18 with ASD or ASD symptoms. The risk assessment for the students and staff implements measures to minimise risk while recognising that our ASD students may struggle to maintain social distancing and engage in rapid lateral flow testing and will also need more support than other students.

Risk

There is a continued risk of infection and serious illness, with potential for death, caused by Covid-19, to students and staff, with the continued presence of Covid-19 throughout England, although majority of staff have had two vaccinations.

This Risk Assessment applies to students in all year groups attending school and all members of staff working at school.

This risk assessment is a living document and will be reviewed as further guidance is received from Government and reflects the need to monitor any cases of Covid within the school community and to take action accordingly.

Potential hazards remain in place as follows:

- Risk of infection to staff and students whilst attending school.
- Cross infection when using toilets
- Lack of distancing in communal areas inside the school buildings.
- Cross infection due to sharing of resources
- Staff shortages due to isolating
- Infection from visitors to school
- Infection when using taxi transport into school
- Emotional stress due to concerns about Covid for both staff and students

CONTROL MEASURES

School Environment

- **The expectation is that all students should attend school as per Government guidance.**

Government guidance is as follows:

- Clinically extremely vulnerable (CEV) people are no longer advised to shield, but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the [CEV guidance](#) to minimise their risk of exposure to the virus.

- Students do not have to remain in bubbles and may move freely around the school, however social distancing should still be promoted as good practice to avoid close contact and potential transmission of an undiagnosed case of Covid.
- At the end of each lesson the LSA in class must wipe down the classroom thoroughly prior to the next set of students entering the classroom.
- Children may use desks and chairs without restriction.
- The wearing of face masks in communal areas is no longer recommended, however individuals may opt to continue wearing in an enclosed communal space (not in classrooms). Visitors should be encouraged to wear a mask around the school.
- Each class will continue to have a sanitation station. There will be a suitable supply of hand sanitizer and disinfectant wipes in classrooms and those with sinks, will have liquid soap and hand towels. There will be a box of tissues available in every room and at door to each classroom will be a hand sanitising station.
- Staff to remind students to catch sneezes in a tissue and place the tissue in the pedal bin. Bins for hand towels and tissues will not be left to overflowing –teachers to monitor bins and do whatever is possible to keep overflowing to a minimum. Bins with lids will be used (pedal bins).
- Teachers to ensure that everyone washes their hands regularly through the day – at the beginning of the school day and before eating.
- **If possible doors and windows to be open to allow as much air flow as possible. Areas with poor ventilation should be reported to SLT for assessment.**
- The school will be completely deep cleaned following any known contamination or outbreak.
- Cleaning regime will be followed to ensure that surfaces and toilets remain clean.
- Visitors are welcome back to school, however proof of a negative lateral flow test result from within last 12 hours will be requested before admission to school is granted.
- Staff room will be open as normal, however social distancing is still encouraged at all times.
- School meetings will resume, however social distancing to be encouraged wherever possible.
- Assemblies may resume, however social distancing to be encouraged wherever possible.
- Lunch time clubs and Breakfast Club will be open, however social distancing to be encouraged wherever possible.

Personal Hygiene

- Staff must ensure students wash their hands after using toilet.
- Primary staff to accompany student to the toilet. Staff to wipe down toilet, flush, sink, tap and door handle with anti-bacterial wipes after use.
- Staff to encourage Secondary and Post 16 students to wash hands after going to toilet and wipe down toilet, flush, sink, tap and door handle with anti-bacterial wipes after use.
- Hot water, soap and cleaning equipment in toilets will be checked on daily basis.
- Extra signs displayed to promote good handwashing.
- Students using the outdoor learning area to wash hands using the Tippy Tap cleaning station. Staff to ensure hands are also sanitised when students return to class.
- All classrooms have a sanitiser station to promote regular hand cleaning.
- The wearing of face masks in communal areas is down to the preference of the individual and is no longer compulsory. Face masks should not be worn in class.

Use of Resources

- Resources may be shared between students.
- IT equipment must be wiped down after each use.
- Tables, door handles and other hard surfaces will be sanitised by the LSAs at the end of each day. However, every room will have a pack of wipes to carry out additional wiping as when they feel necessary.
- Staff to carry mobile with them whilst outside in case of emergency.
- Each department to use own photocopier, however if colour printing is required, the Reception Copier may be used. Staff and students must wipe down photocopier after

each use.

Student Well-Being

- Students suffering from anxiety may need teachers and staff in school to support their emotional needs. This may include working with students and families to promote attendance in school or supporting students whilst at school.
- Teachers to provide time and support to allow students to talk about their concerns and any anxieties about current Covid-19 situation. Staff have completed Contented Child training to support this.
- If students display distress at school, SLT to be called to provide support for the students and further action to be taken as necessary.
- Staff should not talk about Covid-19 situation continuously to avoid undue stress to students.

Staff Well Being

- **It is the responsibility of the School to implement as many measures as possible to minimise risk to staff and it is the responsibility of staff to practice these measures for the safety of all within the school environment**
- Headteacher has checked with all staff members if they are classed as clinically vulnerable and at higher risk. Clinically extremely vulnerable (CEV) people are no longer advised to shield, but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the [CEV guidance](#) to minimise their risk of exposure to the virus.
- If staff have any concerns about risk assessment and measures put in place they should speak directly to SLT. A member of SLT will be available for staff to express concerns or request clarification.
- Staff toilets – staff must clean toilet, sink, tap after use with a disinfectant wipe, reminder posters to be put up.
- Staff who bring bags in must ensure they are stowed away out of reach – if cupboard is available please use a cupboard.
- The use of PPE equipment is detailed at end of the risk assessment. PPE equipment to be worn when testing students and in case of a suspected case of Covid while the staff remains with student until they leave school.
- Staff who are involved in rapid lateral flow testing have been given appropriate training and PPE equipment to conduct the tests safely.
- All staff have been given the option to have a vaccination against Covid-19 to seriously reduce the possibility of illness if they do contract Covid-19. The majority of staff have been vaccinated.
- Staff to complete lateral flow tests at home within 12 hours prior to return to school and twice a week following that until the end of September when Government will review this requirement.

Suspected or confirmed cases

- Pupils, students, staff and other adults should follow public health advice on when to self isolate and what to do. They should not come into their education setting if they have symptoms or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine or have a positive test).
- If anyone in develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice.
- For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household.
- If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate

PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children's social care settings guidance. Any rooms they use should be cleaned after they have left.

- **In case of a local outbreak – outbreak guidance to be followed.**

DfE Helpline to be contacted and guidance sought if threshold is reached.

For most education and childcare settings, whichever of these thresholds is reached first:

- 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period;
- or
- 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period

For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time:

- 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period

Testing

- As children and young people will potentially mix with lots of other people during the summer holidays, at the beginning of Autumn Term, all secondary school pupils and post-16 students should receive 2 onsite lateral flow device (LFD) tests, 3-5 days apart, on their return.
- Staff and students should then continue to test twice weekly at home until the end of September, when this will be reviewed by the Government.
- Staff should complete a lateral flow test prior to return to school in September.
- Testing is voluntary and no child or young person will be tested unless informed consent has been given by the appropriate person.
- Staff and students with a positive LFD test result should self-isolate in line with the stay at home guidance. They will also need to get a free polymerase chain reaction (PCR) test to check if they have COVID-19.
- Whilst awaiting the PCR result, the individual should continue to self-isolate.
- 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 individual can return to their setting, as long as the individual doesn't have COVID-19 symptoms.

From 16 August, the legal requirement to self-isolate for contacts of a positive case will end for everyone aged under 18, and for adults who have been fully vaccinated. This means that from the autumn term, only those who test positive will need to self-isolate. NHS test and trace will carry out contact tracing in all education settings rather than being run by the school or college. Those identified as close contacts will be advised to take a PCR test, and only need to isolate if they test positive. Children must self-isolate if they have symptoms of Covid or a positive test result.

Protective measures will remain in place for the autumn term in all education settings including practicing good hygiene, ventilation, and regular testing until the end of September to strike a balance between relaxing restrictions and minimising further disruption to children's education. Two onsite tests should be taken by each secondary school and college student on return, followed by twice weekly testing at home.

The Government will review testing requirements by the end of September.

Student Behaviour

- Behaviour policy has been updated.

- Any student that may be at risk of spitting or displaying other behaviour difficulties that require close contact with staff will need an individual risk assessment to be completed.
- PPE kits to be placed in classrooms for all staff, in case students display challenging behaviours.
- Disposable aprons, masks and extra gloves will be provided.
- Visors to be worn if staff member is at risk of being exposed to spitting.
- Parents will be called to collect student if they display challenging behaviour.
- Students that may require physical restraint – staff will be expected to intervene if there is an imminent danger of harm to them or anyone else with the use of PPE equipment.

Cleaning

- All LSAs and HLTAs will clean classrooms and communal areas if possible at the end of each day, once the students leave site.
- **It is LSAs responsibility to inform SLT if they have NOT cleaned their room**
- During the school day surfaces should be wiped with antibacterial wipes by teachers and LSAs, between class moves and especially before and after lunch.
- All surfaces such as: handles, toilets, tables, chairs and shared equipment will be cleaned using sanitizer at the end of each day.
- All cleaning staff will wear full PPE: aprons, gloves, masks.
- Deep cleaning of classrooms in use will be carried out at the end of each week.
- Staff to inform caretaker if waste bins need emptying during the day.

Medication and Medical Issues

- There is a medical room available for treatment of sick or injured students – there is a sink and access to a toilet available that is segregated from general use – newly located surgery.
- Asthma medication will be self-administered.
- A first aider and a staff member trained in medication will be on site to assist in case of injury or medical emergency.
- Anyone who is allocated to carry out first aid treatment will need to be wearing gloves and a mask and have a clear understanding of disposal of discarded materials.
- First aid to be self-administered by students with first aider supervision where possible such as cleansing wipes, plasters and ice packs.
- Hand wash facilities and hand sanitizer will be available in the medical room.
- In case of emergency where CPR or other close contact intervention is required PPE to be worn as appropriate.
- PPE packs are placed in each classroom in case of emergency.
- Staff to follow guidance in Medication Policy and First Aid Policy.

Communication to staff / parents

- SLT will update risk assessment in line with latest Government advice.
- Risk assessment will be reviewed and updated regularly, if measures put in place are not working and as Government guidance alters.
- Regular emails to staff informing them of changes to risk assessment.
- It is responsibility of all staff to read and adhere to Risk Assessment. Staff will reply to risk assessment emails to say they have read and will comply with the measures outlined in the Risk Assessment.
- Letters will be sent to parents advising them of control measures and parents / carers will be updated of any changes as guidance changes.
- Parents to be informed regularly regarding changes to measures that have been implemented

External Visitors

- External visitors will be welcomed into school, however **they will be required to produce a negative lateral flow test result before entering school buildings and will be asked to wear a mask.**

SEN school additional risks

As a SEN school for students with ASD or associated symptoms it is acknowledged that students may have heightened anxiety due to Coronavirus and also find social distancing at all times extremely difficult to maintain.

- The well being of the students should be promoted with a positive approach from all staff about Coronavirus.
- Staff to work with families to promote good attendance
- Staff to work with students to promote lateral flow testing at home and at school if this is not a possibility.
- Any students who may appear to be struggling with anxiety should be offered support from either SLT or dedicated well being staff.
- Students should be encouraged to wash and sanitize their hands regularly.
- Staff should try to promote as normal a school day as possible to ensure continuity and routine for the students as this is a requisite for ASD students, whether remotely or at school.
- Measures throughout this risk assessment should reduce the risk to the students and staff wherever possible.

INITIAL ASSESSMENT OF OVERALL RISK	LOW		MEDIUM		HIGH	X
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RISK RATING = SEVERITY x LIKELIHOOD		
Rating	SEVERITY of injury/disease	LIKELIHOOD of occurrence
HIGH	Fatality; major injury or illness causing long term disability	Certain or near certain to occur
MEDIUM	Injury or illness causing short term disability	Reasonably likely to occur
LOW	Other injury or illness	Unlikely to occur

RESIDUAL ASSESSMENT OF OVERALL RISK	LOW		MEDIUM	X	HIGH	
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ADDITIONAL INFORMATION:

Links to relevant Government guidance

Government guidance for special schools:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/step-4-update-what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges>

<https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings?priority-taxon=b350e61d-1db9-4cc2-bb44-fab02882ac25>