



Coronavirus Risk Assessment for Farney Close School (v15)

Location/Dept: Whole school			Date of initial assessment: 04/05/2020		Assessed by: Sara Hack		
Task/Activity: Residential schooling on site.			Reviewed and updated: 15/06/2020 & 26/08/2020 & 02/11/2020 & 04/01/2021 & 01/02/2021 & 08/03/2021& 01.03.2021 & 18.04.2021 & 26.05.2021 & 20.07.2021 & 31.08.2021 & 08.11.2021& 29.11.2021 & 02.01.2022		Reference Number: Fifteen (15)		
Activity/ Task	Hazard/Risk	Persons at Risk	Controls in Place	Severity (1-5)	Likelihood(1-5)	Risk / Priority	Additional Controls Required
Lateral Flow Testing/Rapid Testing	Spread of Virus	Staff, young people and visitors to the school site.	<p>Staff will continue to undertake Lateral flow (LFD) testing at home, prior to travelling to school. This will continue to take place on a Monday and a Thursday/Friday each week as per Government advice.</p> <p>Pupils will continue to undertake two LFD's per week. The first on their return to school after a weekend or holiday at home. The second 3-5 days after.</p> <p>It is recognised that if a pupil or parent refuses for a child to have a test or a member of staff refuses to have a test this <u>cannot</u> exclude them from attending FCS.</p>	4	1	4	<p>Anyone with a positive lateral flow test result to be sent home immediately. They will then need to book a PCR test within two days of their positive LFD test. If their PCR test comes back negative, they can return to school/work. The PCR result overrides the LFD.</p> <p>If they have a positive PCR test they must isolate for 10 days from the day after the test was taken. However you should now lateral flow on day 6 and then day 7 – if you have two negative tests you should returned to school as soon as you have the second negative test.</p> <p>Re Close contacts with a positive case: Self-isolation exemptions if you are fully vaccinated</p>

							<p>You're not required to self-isolate if you live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> · you're fully vaccinated · you're below the age of 18 years and 6 months · you've taken part in or are currently part of an approved COVID-19 vaccine trial · you're not able to get vaccinated for medical reasons <p>NHS Test and Trace will contact you to let you know that you have been identified as a contact and check whether you are legally required to self-isolate. If you're not legally required to self-isolate, you will be provided with advice on testing and given guidance on preventing the spread of COVID-19. Even if you do not have symptoms, you will be advised to get a PCR test as soon as possible.</p> <p>You should <u>not</u> arrange to have a PCR test if you have previously received a positive PCR test result in the last 90 days, unless you develop any new symptoms of COVID-19, as it is possible for PCR tests to remain positive for some time after COVID-19 infection.</p> <p>You can find further guidance for household contacts and guidance for non-household contacts of</p>
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							people with confirmed COVID-19 infections
Staff awareness	<p>Contact with persons suffering from coronavirus</p> <p>Contracting and spreading of infection</p>	Staff, young people and visitors to the school site.	<p>If an employee, young person or known visitor tests positive for coronavirus, all staff, young people and contractors who have been in close contact with that person or who work in the relevant areas you are not required to self-isolate if any of the following apply:</p> <ul style="list-style-type: none"> • you're fully vaccinated • you're below the age of 18 years and 6 months • you've taken part in or are currently part of an approved COVID-19 vaccine trial • you're not able to get vaccinated for medical reasons <p>The Schools Well-being Centre (Somerville) contains a medical isolation room for up to two young people, whilst they are cared for by the school Nurse.</p> <p>In the event that a positive case of Corona Virus Covid-19 is detected, appropriate Personal Protection Equipment (PPE) will be made available to those working in close contact or carrying out cleaning duties. Disposable Gloves, Masks and Aprons are stored in the Well-being Centre (Somerville) under the care of the School Nurse.</p> <p>Once symptomatic, all surfaces that the person has come into contact with must be cleaned, including:</p>	4	1	4	<p>Basic infection controls should be followed as recommended by UK Health Security Agency and Office for Health Improvements and Disparities formally known as Public Health England:</p> <ul style="list-style-type: none"> • Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. • Put used tissues in the bin straight away. • Wash your hands with soap and hot water often – use hand sanitiser gel if soap and hot water are not available. • Try to avoid close contact with people who are unwell although this is not always possible to know. • Clean and disinfect frequently touched objects and surfaces (including steering wheel, car, mobile phone or other devices). • Do not touch your eyes, nose or mouth if your hands are not clean. <p>Persons worried about symptoms should call NHS 111, and NOT go to</p>

			<ul style="list-style-type: none"> • All surfaces and objects which are visibly contaminated with body fluids; and • All potentially contaminated high-contact areas such as toilets, door handles, telephones, vehicle, etc. <p>Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors, goods in and dispatch areas) but which are not visibly contaminated with bodily fluids do not need to be specially cleaned and disinfected.</p> <p>If a person becomes ill in a shared space, these should be cleaned using disposable cloths and household detergents, according to current recommended workplace legislation and practice.</p> <p>Our present strategy involves the following: -</p> <ul style="list-style-type: none"> • All adults to take responsibility for their own actions and work with the school to keep themselves, each other and young people safe. • Government and NHS guidance to be followed regarding action to take when employees or young people display COVID symptoms. This includes action that the school needs to take and the individual. • All areas have been disinfected and sanitised prior to the return of staff and young peoples • A sanitising station is in place at the main entrance to the main building 			<p>their GP or other healthcare centre.</p> <p>Guidance and recommended risk control measures will be sourced directly from UK Health Security Agency and Office for Health Improvements and Disparities formally known as Public Health England and the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public</p> <p>Control measures will be revised and updated at or before review date in line with the latest government guidance when released.</p> <p>Client should notify transport company of any known cases that may have had contact with driver. Transporter to notify clients of any known cases connected with the symptomatic individual's schedule</p> <p>For those anxious about Coronavirus please visit:</p> <p>https://www.nhs.uk/oneyou/every-mind-matters/coronavirus-covid-19-anxiety-tips/</p>
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			<p>and hand gel (70% Alcohol) wipes and D10 sanitizer, placed throughout the working areas</p> <ul style="list-style-type: none"> • Notices are posted throughout the school encouraging Persons to be mindful of the contagious nature of the Virus and follow direction on safeguarding others from potential infection by maintaining a higher than usual standard/ process of personal hygiene and also self-monitoring for known symptoms of the COVID 19 Virus. • Staff and young people are asked to continue to socially distance in respect for all that feel that they wish to continue socially distancing. It is recognised that social distance takes place "where possible" and this is not always possible with our client group. • Staff rotas/timetable and young people timetables have been designed to ensure the young people get the necessary support for their learning and that all are kept as safe as possible. • Some staff and young people have been working on a set timetable from within their own homes in support of their individual circumstances. For face-to-face workers this is only possible when the whole school is closed. As of 31st December 2020, all of our pupils are viewed as vulnerable due to having an EHCP so are entitled to be in school. 			<p>If you require a test please follow this link: https://www.gov.uk/get-coronavirus-test</p> <p>Please also be aware of the following advice: https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>Main symptoms</p> <p>The main symptoms of coronavirus are:</p> <p>a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)</p> <p>a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</p> <p>a loss or change to your sense of smell or taste – this means you've</p>
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			<ul style="list-style-type: none"> From April 2021 we have merged the two bubbles with regard to the adults but <u>not</u> the pupils. Lower and Upper school pupils are not to mix throughout the 24-hour day. This remains in place. Assemblies and collection points for start and end of day are in different locations to further support that upper and lower do not mix. Being a residential school reduces the need for social distancing, that being said all parties (adults and young people) are recommended to do their utmost to continue to socially distance wherever possible. This will help reduce anxiety levels of CYP and staff. 				<p>noticed you cannot smell or taste anything, or things smell or taste different to normal</p> <p>Most people with coronavirus have at least 1 of these symptoms.</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/</p>
Disposal of waste	Contracting and spreading of infection	Staff, young people and visitors to the school site.	<ul style="list-style-type: none"> All lateral flow test waste can now be placed in normal waste - plastic rubbish bag and tied when full. Should the person test positive, the Health Protection Team will provide instructions about what to do with the waste. 	3	1	3	
Deliveries	Contact with goods, packages or items handled by persons who may have been exposed to coronavirus	Drivers Reception handling staff, Internal users of food stuffs or equipment post delivery.	All existing risk assessments will be maintained and followed. There is currently no perceived increase in risk for handling post (delivery notes) or freight from specified areas.	4	1	4	Client should notify transport company of any known cases that may have had contact with driver. Transporter to notify clients of any known cases connected with the symptomatic individuals' schedule
Travel to & from school	Contact with persons	Transporter (Parent /carer / taxi	<ul style="list-style-type: none"> Advise drivers to ensure the car is clean prior to starting the journey. 	4	1	4	

	suffering from coronavirus	driver) and young people	<ul style="list-style-type: none"> Where the people are not living in same household social distancing should be adhered to. Face masks to be worn by all in taxi (except those exempt) if the taxi driver or local authority requests this. 				Basic infection controls should be followed as recommended by UK Health Security Agency and Office for Health Improvements and Disparities formally known as Public Health England:
Staff using school vehicles	Contracting and spreading of infection	Staff and young people.	<ul style="list-style-type: none"> If handing over the vehicle to another driver at end of a shift/journey, car area is to be cleaned thoroughly (picks in cars). This should include all door handles and associated equipment (all areas that driver may come in contact with) using suitable sanitising materials. All waste is to be disposed of in suitable bins and not left at laybys. Whilst at FCS social distancing measures remain in place (<u>where possible</u>) please do your utmost to adhere to these and instruct the young people to follow suit. Face masks must be worn by adults and young people unless exempt. 	4	1	4	<ul style="list-style-type: none"> Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. Put used tissues in the bin straight away. Wash your hands with soap and hot water often – use hand sanitiser gel if soap and hot water are not available. Try to avoid close contact with people who are unwell. Clean and disinfect frequently touched objects and surfaces (including steering wheel, car, mobile phone or other devices). Do not touch your eyes, nose or mouth if your hands are not clean.
Arrival at FC			<ul style="list-style-type: none"> All staff, young people and visitors to enter the main entrance upon arrival into school. All visitors are required to wear face masks throughout their visit. Potential new pupils to visit site. Masks wearing is required to be worn during the school day except when outside or eating lunch, unless exempt from doing so. People are encouraged to wear masks at all times. Please bear in mind that this will help the spread of various illnesses as well as COVID. SEND 	5	1	5	<p>Persons worried about symptoms should call NHS 111, and NOT go to their GP or other healthcare centre.</p> <p>Guidance and recommended risk control measures will be sourced directly from UK Health Security</p>

			<p>pupils are exempt but should be encouraged to wear a mask.</p> <ul style="list-style-type: none"> • Temperatures taken of all that enter the school (all staff, young people and visitors). If temperature is 37 or above the person is to attend the wellbeing centre and have their temperature retaken with the ear thermometer. High temperature (37.8 and above) – person will be sent home to isolate and get a COVID PCR test. • Lateral flow test to be taken by all young people when they arrive in school after a weekend or holiday and again each Friday morning. (Staff continue to undertake this process at home) • Visitors to also be lateral flow tested upon arrival unless that they have completed one at home prior to attending the school and can evidence this. • When staff, young people or visitors enter the building/premises, remain mindful to avoid and do not initiate any physical contact to individuals (e.g. handshakes, patting shoulders, etc.) and to keep contact with objects (e.g. door handles, handrails, etc.) to a minimum. • All people to wash / sanitise their hands as they enter and leave the building and remain mindfully of the need to wash hands on a regular basis – sanction to be applied when young people refuse – this is not keeping themselves or others safe. 			<p>Agency and Office for Health Improvements and Disparities formally known as Public Health England and the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public</p> <p>Control measures will be revised and updated at or before review date in line with the latest government guidance when released.</p> <p>All existing risk assessments will be maintained and followed.</p> <p>For those anxious about Coronavirus please visit:</p> <p>https://www.nhs.uk/oneyou/every-mind-matters/coronavirus-covid-19-anxiety-tips/</p> <p>If you require a test please follow this link:</p> <p>https://www.gov.uk/get-coronavirus-test</p>
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			<ul style="list-style-type: none"> • Avoid close-up conversations (within shorter than two steps) with clients, peers, member of the public, etc. • Where a young person arrives, and their clothing appears, or is reported to be unclean, clean temporary clothing will be supplied whilst the clothing they arrived in is washed. • Young people to remain with staff at all times. • Young people and staff are required to wear masks in communal areas unless exempt from doing so. These masks must be appropriate for a school setting. By appropriate we mean not offensive or rude. 				<p>Please also be aware of the following advice: https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p>
Behaviour			<p>Young people and Farney Close employees must conduct themselves in a manner that keeps everyone in the school safe which in turn ensures the safety of loved ones and reduces levels of anxiety.</p> <ul style="list-style-type: none"> • Social distance wherever possible, • Wash Hands on a regular basis and use hand gel whenever possible. • Young people will not be able to stay in school, during periods of national lockdown, if their behaviour places people at risk of getting the virus from them or places them at risk of contracting it. • Where Physical Intervention is required, wherever possible, staff must wear gloves and masks – if time does not allow for PPE to be put on staff to be given time clean/shower 	5	1	5	

			after PI – spare clothes can be obtained from school laundry.				
Meal-times			<ul style="list-style-type: none"> Mealtimes will continue to be staggered in order to adhere to social distancing guidelines. This area will also be limited, so that we are able to reduce the risk of contamination and can maintain a high level of cleanliness. We are no longer restricting the amount of people per table in the dining room. Kitchens staff to wear gloves and face masks whilst serving and gloves whilst washing up. 	4	1	4	
Classrooms			<ul style="list-style-type: none"> Return to a maximum of eight pupils in each classroom and two adults – dependant on size of room. Social distancing to be adhered to wherever possible to reduce potential for spread of virus and reduce anxiety levels. Teachers will work across lower and upper school classes. Wherever possible CYP to not sit facing each other nor should teacher and TA – side by side or back-to-back is advised. Shouting is to be discouraged. 	4	1	4	
Breaktimes			<ul style="list-style-type: none"> Lower school will have their breaks at the back of the school and upper school at the front. The start of the school day and end of the school day will continue to be the same, as since April 2021, for lower and upper school. Staff to utilize the whole site at breaktimes and throughout the day to 	4	1	4	

			ensure social distancing can take place where possible.				
Moving around sch.			<ul style="list-style-type: none"> Staff to be mindful of moving young people around site so that we limit their contact with each other with particular reference to not allowing upper and lower school to mix. The wearing of Face Coverings expected unless you are consuming food, drink or are exempt. 	4	1	4	
House times / activities			<ul style="list-style-type: none"> Wherever possible there should be minimum of two adults on each House units. Social distancing to be adhered to where possible. Lower and Upper school not to mix. No playfighting or general contact/touch between any person no matter what age unless absolutely necessary. All parties to wash own cups etc with a designated cup/mug, plate, bowl etc for each person. Activities to be carefully thought through (Risk Assessed) as to the potential for spreading of the virus to take place ie board games, fishing, arts and crafts, sports, cookery, games consoles, TV remotes etc. Cleaning to take place as items transferred from one person to another. No activity will take place without a Risk Assessment and the staff taking that activity will sign to say they have read it. Children to be taught and encouraged to use cleaning equipment 	5	1	5	

			<p>i.e. hand wipes etc and instructed to hand wash on a regular basis.</p> <ul style="list-style-type: none"> • The wearing of Face Coverings expected unless you are consuming food, drink or are exempt. • Shouting is to be discouraged. • Where year groups are mixed on Houses (due to staffing numbers) it will remain lower or upper school C&YP. 				
Night-time			<ul style="list-style-type: none"> • Young people to have own rooms wherever possible; three houses require boys to share; parents and carers are aware. • No visiting of bedrooms allowed at any point of the day – this includes standing in doorways so that door handles do not get touched more than required. • CCTV to be used every night no matter how full or empty the House is; Policy to be followed. 	4	1	4	
Washing			<ul style="list-style-type: none"> • Clothes can be washed at school but parents aware they will be washed at 40 degrees. • Bedding should be stripped by the person who has slept in it on the day that they are going home. They should put this bedding into the House laundry basket with their towels etc. • All laundry staff to wear gloves when dealing with unwashed bedding. 	3	1	3	

Please read in conjunction with all other COVID related Risk Assessments. This Risk Assessment will be updated following all relevant Government & Dfe Guidance.

Risk/Priority Indicator Key

Severity (Consequence)

1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

Likelihood

1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen

RISK / PRIORITY INDICATOR MATRIX

LIKELIHOOD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		SEVERITY (CONSEQUENCE)				

Summary

Suggested Timeframe

12-25

High

As soon as possible

4. Likely
5. Almost certain / imminent

6-11	Medium	Within the next three to six months
1-5	Low	Whenever viable to do so