

CORONAVIRUS RISK ASSESSMENT FOR FULL OPENING OF COLLEGE/SCHOOL

Date: 01 March 2021



IDENTIFYING, EVALUATING AND MANAGING RISKS,
GUIDANCE FOR COMPLETING THE RISK MATRIX:

LEGEND	
I	Impact
P	Probability
I x P	Risk Rating

To establish your risk rating, it is necessary to multiply the perceived consequence (or impact) of the risk (score 1 - 5) with the perceived likelihood (or probability) of that risk occurring (score 1-5). Please see tables below for guidance on risk rating scores.

Impact (or Consequence)	
Description	Indicators
5 (Major)	The risk has a <i>major</i> impact if realised
4 (Significant)	The risk has a <i>significant</i> impact if realised
3 (Moderate)	The risk has a <i>moderate</i> impact if realised
2 (Minor)	The risk has a <i>minor</i> impact if realised
1 (No consequence)	The risk has <i>no consequence</i> impact if realised

Probability (or Likelihood)	
Description	Indicators
5 (Very Likely)	The risk <i>will</i> emerge
4 (Likely)	The risk <i>should</i> emerge
3 (Unlikely)	The risk <i>could</i> emerge
2 (Very Unlikely)	The risk is <i>unlikely</i> to emerge
1 (Impossible)	The risk <i>will not</i> emerge

Score	Risk Description	Action Required
25	Extreme Risk	Immediate escalation to Principal for risk control activities
20 - 15	High Risk	Risk to be actively managed with appropriate risk control activities
12 - 6	Medium Risk	Take appropriate action to manage the risk
5 and below	Low Risk	Risk to be removed from register with monitoring activity to assess changes in risk rating

Risk Description	I	P	Risk Rating	Risk Control(s)	Lead for Risk Control Activities
National guidelines are updated daily but School/College lapses in following advice	5	2	10	<ul style="list-style-type: none"> • SLT to ensure daily checks are made with Government updates and disseminated to staff to update practice and alert stakeholders. • Any website information is automatically updated • Pupils updated via form time/class teachers/email as necessary • Any change in information to be shared with Governors by the clerk and passed on to parents and staff by email and/or Groupcall by the admin team. <p>As a result: The academy has the most recent information from the government in regard to schools full opening (DfE guidance Published February 2021), this guidance has been updated following the announcement by the Prime Minister on 22 February 2021 of a national lockdown for England. This will be distributed throughout the school community.</p>	SLT
Guidelines in place but are not being followed in School/College	5	3	15	<p>We will keep our community informed of our steps using electronic communication and our website.</p> <p>College: https://www.catmosecollege.com/return-to-college/ Primary: http://www.catmoseprimary.com/news/returning-to-school/ Harington: http://www.haringtonschool.com/news/returning-to-school/</p> <ul style="list-style-type: none"> • Posters and info displayed on screens around site including Reception, dining areas, classrooms and in corridors • Hand sanitisers installed in key locations to ensure ease of access for staff and pupils • All students must respect and follow social distancing expectations. They should not come within 2 metres of a member of staff. • All students to ensure they are cleaning their hands regularly - wash hands thoroughly for 20 seconds with running water and soap thoroughly or use alcohol hand sanitiser ensuring that all parts of the hands are covered. We will ask students to regularly wash their hands. • The buildings will no longer be free-flowing and will have a one-way system marked to reduce close contact. Students will be shown the one-way system and be expected to follow it at all times. • Teachers to reiterate message in form time, class time (when directed) and via email: <ul style="list-style-type: none"> • Covering your cough or sneeze with a tissue, then throwing the tissue in a bin. • Avoid touching your eyes, nose and mouth with unwashed hands. • Coronavirus information is on the website, website documents in place and updated accordingly, all risk assessments shared via Dropbox with colleagues and reviewed daily. • Operations Director to get advice from NHS on the cleaning products we should be using in school to ensure that these meet necessary standards. • Wherever possible we will avoid asking parents, visitors or contractors to enter the building. <p>System of Controls</p>	SLT Operations Director

We will follow the guidance for system of controls and protective measures.

Prevention:

1. Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.
2. Ensure face coverings are used in recommended circumstances.
3. Ensure everyone is advised to clean their hands thoroughly and more often than usual.
4. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
5. Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
6. Consider how to minimise contact across the site and maintain social distancing wherever possible.
7. Keep occupied spaces well ventilated.

In specific circumstances:

8. Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.
9. Promote and engage in asymptomatic testing, where possible.

Response to any infection:

You must always:

10. Promote and engage with the NHS Test and Trace process.
11. Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community.
12. Contain any outbreak by following local health protection team advice.

Contact details are;
PHE East Midlands Health Protection Team,
Public Health England, Seaton House City Link,
Nottingham,
NG2 4LA
Phone: 0344 2254 524 option 1

FM/Cleaning staff:

Operations
Director

			<ul style="list-style-type: none"> • Follow guidance - https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings • Ensure that all toilet/bathroom facilities are well stocked • Ensure that cleaners' resources are adequate and are effective against Coronavirus. Door handles, doors and toilets are cleaned during the day and paper hand towels are regularly re-filled. • To provide hand sanitiser stations for reception area, dining areas and at key locations throughout the school/College. • Provide sanitising wipes in each academic area to sanitise any shared equipment as necessary. • Clean table surfaces and chairs after each year group break/lunch break. <p>Follow procedures in place so that students and staff are adhering to current advice and guidelines; General information on how to make a workplace COVID-secure, including how to approach a coronavirus (COVID-19) risk assessment, is provided by the HSE on working safely https://www.hse.gov.uk/coronavirus/working-safely/index.htm</p> <ul style="list-style-type: none"> • Year Group/Class Bubbles – Stay within groups and minimise contact outside groups throughout the day • Staggered breaks/lunch breaks – Queuing outside of the restaurant • Individual/fixed seating plans in classrooms to aid Contact tracing/Test and Trace • Regular wash breaks throughout the day • Students Social Distancing of 2 metres wherever possible • Staff to Social Distance 2 metres from students and other staff wherever possible • Arranging classrooms with forward facing desks only • Building one-way systems where applicable, with directional signs • Outside play or breaks to be taken in Year Group/Class Bubbles areas • Entry and exit into School/College (CC – Via Turnstiles 8.00am, CP – via carpark, Har via reception area. • Parents/visitors must not enter the school area unless otherwise arranged by SLT • Pupils must be instructed not to touch the front of their face covering during use or when removing them. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their class. <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care</p> <ul style="list-style-type: none"> • All students to follow Student Covid Conduct and key non-negotiables whilst attending School/College • All staff to follow the Staff Covid Conduct • Staff should not shout or sing • Class resources can be used but must be sanitised after use <p>Face Coverings in Education</p>	SLT
				SLT

DfE Guidance for face coverings in education <https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

This guidance has been updated on the 1 March 2021 and includes new guidance on face coverings to support schools and colleges to return to a full attendance on 8 March.

From 8 March 2021 we will require all members of our community (other than those pupils attending Catmose Primary) to wear a plain face covering in offices, classrooms and during activities unless social distancing can be maintained. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons.

We will wear a face covering in the following circumstances (or similar):

- Travelling on buses or coaches.
- Entering or leaving the building.
- During lessons.
- Moving between lessons.
- Queuing for food.
- At other times we cannot be certain of staying at least 2 metres apart from anyone else.

We will not need to wear a face covering when:

- Working socially distanced in an office.
- Outside during breaks, provided you remain 2m away from anyone else.
- When sat down and eating.
- Taking part in PE lesson exercise or activities.

This is a temporary measure and will be reviewed at Easter, in partnership with health experts, to decide whether evidence suggests that these measures can be eased ahead of the summer term. We will keep these requirements and other aspects of this risk assessment under regular review and will issue updates as needed.

As a result: All pupils and all staff working with pupils are adhering to current advice.

Keeping Occupied Spaces Well Ventilated

When our schools are in operation, it is important to ensure they are well ventilated and a comfortable teaching environment is maintained. These will be achieved by a variety of measures including:

- Mechanical ventilation systems – These should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. If possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.

				<ul style="list-style-type: none"> Natural ventilation – Opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air. Natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so) <p>To balance the need for increased ventilation while maintaining a comfortable temperature, we will consider:</p> <ul style="list-style-type: none"> Opening high level windows in colder weather in preference to low level to reduce draughts. Increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused). Providing flexibility to allow additional suitable indoor clothing in the winter months. Rearranging furniture where possible to avoid direct draughts. <p>Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p>	
Poor Communication	5	3	15	<ul style="list-style-type: none"> All staff/pupils aware of current actions and requirements and reminded frequently using school/College communication systems and briefings Risk Assessments shared with all staff – via Dropbox If possible Risk Assessments & Procedures should be shared with parents <p>As a result: All pupils and all staff working with pupils are adhering to current advice.</p>	SLT

Risk Description	I	P	Risk Rating	Risk Control(s)	Lead for Risk Control Activities
Staff travelling or returning from abroad	5	3	15	<p>National Guidelines: https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors</p> <p>The Foreign and Commonwealth Office (FCO) continues to advise against non-essential international travel, except to countries and territories exempt from advice against ‘all but essential’ international travel.</p> <p>Before and while you are travelling, check:</p>	SLT

<p>Staff do not report a member of their household has been confirmed positive for virus</p>				<ul style="list-style-type: none"> • FCO coronavirus advice • FCO travel advice for the countries you are travelling to • FCO travel advice includes information on any health measures in place for visitors to a country or territory. These can include a requirement to self-isolate, quarantine, or undergo testing for coronavirus, or even restrictions on entry. <p>If you have been to or stopped in a country that's not on the travel corridors exemption list you will have to self-isolate until 14 days have passed since you left that country.</p> <ul style="list-style-type: none"> • Communicate to staff the importance of following national guidelines in regular emails • Remind staff to follow the sickness policy during any lock down period or self-isolation • Operations Director to remind contractors to follow guidelines in accordance with PHE • Self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19) • Book a PCR test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. • Provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ • Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 Schools should ask parents and staff to inform them immediately of the results of a test: • If someone tests negative, 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. • Stay at home and self-isolate. Do not go to work, school, or public areas and do not use public transport or taxis. • Your isolation period includes the day the first person in your household's symptoms started (or the day their test was taken if they did not have symptoms, whether this was an LFD or PCR test), and the next 10 full days. This means that if, for example, your 10 day isolation period starts on the 15th of the month, your isolation period ends at 23:59 hrs on the 25th and you can return to your normal routine. • If you do not have symptoms of COVID-19 yourself, you do not need a test. Only arrange a test if you develop COVID-19 symptoms or if you 	<p>SLT</p> <p>Operations Director</p>
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				<p>are asked to do so as part of a wider testing scheme. If for any reason you have a negative test result during your 10 day isolation period, you must continue to self-isolate. Even if you don't have symptoms, you could still pass the infection on to others. Stay at home for the full 10 days to avoid putting others at risk.</p> <ul style="list-style-type: none"> • If you develop symptoms while you are isolating, arrange to have a COVID-19 PCR test. If your test result is positive, follow the advice for people with COVID-19 to stay at home and start a further full 10 day isolation period. This begins when your symptoms started, regardless of where you are in your original 10 day isolation period. This means that your total isolation period will be longer than 10 days. • If other household members develop symptoms during this period, you do not need to isolate for longer than 10 days. <p>AS a result: risk of staff passing virus reduced</p>	
<p>Staff are not displaying symptoms but have virus</p> <p>Staff do not report sickness</p> <p>Staff are unwell but attend school</p> <p>Staff absence Increases</p> <p>Extremely/Clinically Vulnerable Staff attending School</p>	5	4	20	<p>National Guidelines: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</p> <p>People who feel unwell should stay at home and should not attend work or any education or Childcare setting</p> <p>Communicate to staff the importance of following national guidelines in staff briefings, email and share copies of risk assessment with staff.</p> <p>Remind staff of the sickness policy and guidelines Staff to inform SLT immediately of contact with anyone who has symptoms of virus or self-isolating or positive diagnoses and follow PHE medical advice</p> <p>Staff to isolate immediately and return home as soon as possible</p> <p>School will bring in Teachers to cover absence If appropriate, classes will be joined together. The Principal/Head of school will review this in the event of changing guidelines from DfE.</p> <p>Separate risk assessment to be put in place to suit individual staff (i.e. additional PPE, face covering, gloves, change of routine work etc).</p> <p>Staff who are clinically extremely vulnerable (CEV) CEV staff are advised not to attend the workplace. Staff who are CEV will previously have received a letter from the NHS or their GP telling them this and there is guidance for everyone in this group. It provides advice on what additional measures individuals in this group can take.</p>	SLT

Catering staff absent – lunch no longer available			<p>We will advise staff about how they will be supported, including to work from home.</p> <p>Staff who are clinically vulnerable (CV) CV staff should continue to attend school. While in school they must follow the system of controls to minimise the risks of transmission. Staff who live with those who are CV can attend the workplace but should ensure they maintain good prevention practice in the workplace and at home.</p> <p>Pregnancy Staff will need to follow the specific guidance for pregnant employees because pregnant women are considered CV. In some cases pregnant women may also have other health conditions that mean they are considered CEV, where the advice for clinically extremely vulnerable staff will apply. A separate workplace risk assessment will already consider any risks to female staff of childbearing age and, in particular, risks to new and expectant mothers.</p> <p>Catering Manager: Ensure precautions are in place for all staff on site</p> <ul style="list-style-type: none"> • Washing hands • Use of sanitiser • Wearing gloves and hair nets and uniform • Thorough cleaning of kitchen at the end of every service • Ensure the kitchen space and lavatory for staff are being cleaned as appropriate. • Adhere to social distancing guidelines at all times • Wearing of face coverings 	Catering Manager
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Risk Description	I	P	Risk Rating	Risk Control(s)	Lead for Risk Control Activities
Cleaning staff or catering staff absent and no longer available				<p>Inform Line manager or SLT of any staff off sick with associated symptoms. If necessary, redirect FM team to support if no staff available: Catering staff absent:</p> <ul style="list-style-type: none"> • Kitchen to close and emergency sandwiches bought from local supermarkets on day one. • Parents informed that pupils will need packed lunches. • Externally sourced lunch (sandwiches) provided for pupils entitled to FSM. <p>Cleaning staff absent</p> <ul style="list-style-type: none"> • If necessary and possible, redirect kitchen team to support site. • If necessary and possible, bring in external cleaning services. • If site cannot be cleaned, inform Principal to recommend school/College closes on health and safety grounds. If the Principal is sick, SLT will lead the school/College. • In the event of significant staff absence, the Principal will review the viability of school remaining open. The Principal will consult with the Chair of Governors. • If school/College is to be closed, then this will be communicated to staff and parents via email, letter, website and/or Groupcall. • Only essential tasks will be carried out during a staff shortage period (Attendance, First aid, HR/Payroll, etc). • In the event of a closure with staff and pupils at home who are well and still able to access education, work will be set electronically via email/SMH. • Pupils will be expected to complete tasks at home. <p>As a result: pupils will continue to access education</p>	<p>Catering Manager</p> <p>Operations Director</p>

Risk Description	I	P	Risk Rating	Risk Control(s)	Lead for Risk Control Activities
<p>Pupils are not displaying symptoms but have virus</p> <p>Pupils do not report sickness</p> <p>Pupils are unwell but attend school</p> <p>Pupils absence Increases</p>	5	4	20	<p>All staff follow procedures regarding reporting and supporting a child who is unwell and displaying symptoms – see below</p> <ul style="list-style-type: none"> • Minimise contact between individuals and maintain social distancing wherever possible • Minimising contacts and mixing between students & staff, reducing transmission of coronavirus (COVID-19). This is important in all contexts. The School/College will do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum. • The overarching principle will be to reduce the number of contacts between students and staff. This will be achieved through keeping groups separate in Year Group/Class Bubbles and through maintaining distance between individuals. These are not alternative options and both measures will help, but the balance between them will change depending on: <ul style="list-style-type: none"> • Students/Pupils ability to distance • The lay out of the School/College • The feasibility of keeping distinct groups separate while offering a broad curriculum 	SLT
<p>Pupil or adult shows symptoms whilst at School/College</p>	5	4	20	<ul style="list-style-type: none"> • All staff understand the symptoms of COVID-19 and follow School/College agreed processes, staff report to Principal. • Client Services/Admin team to notify parents for collection. • Pupil moved to identify isolation area (CC/Har - Gallery, CP – IT Area) until collected and 2 metre distance maintained from all other staff and pupils. • FM Team to deep clean rooms once vacated from isolation areas following guidance https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings • Operations Director to advise on rubbish which may have been contaminated: All waste that has been in contact with the individual – including tissues should be put in a plastic bag and tied, then placed in another plastic bag and tied. The bag should be marked and stored in a safe place until results are available. If the test results are negative – to be put with normal waste. If positive, to follow the advice of PHE. • Staff to self- isolate – journey home by car as soon as possible. • If any adult or pupil tests positive, the Principal/Head informs PHE and follows advice. <p>As a result: risk of passing the virus is reduced</p>	SLT

Siblings at another school report unwell and family confused as to appropriate action	5	3	15	<ul style="list-style-type: none"> The Academy has the most recent information from the government, and this is distributed throughout the school community https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance Obtain updated advice from Public Health England and Coronavirus hotline – to inform family immediately Communicate with families and reiterate the message of gaining advice from NHS 111 Test and Trace <p>As a result: families are clear about what action to take</p>	SLT
Virus confirmed as positive in an adult or child	5	4	20	<ul style="list-style-type: none"> All staff understand the symptoms of COVID-19 and follow agreed process in line with DfE & PHE guidance. Follow system of controls and contain/isolate immediately. Principal to call PHE East Midlands immediately. 	SLT
Risk Description	I	P	Risk Rating	Risk Control(s)	Lead for Risk Control Activities

Vulnerable pupils & adults in the School are exposed to illness	5	3	15	<ul style="list-style-type: none"> School/College communicate appropriately with their most vulnerable pupils. Health care plans are updated and instruction from GPs followed Individual Risk assessments/Care plans are to be followed Pastoral Team identify the most vulnerable pupils and staff from current medical information 	SLT
Vulnerable pupils & adults in the School community at risk of food shortages or feel unsafe	5	3	15	<ul style="list-style-type: none"> Client Services/Pastoral advisors informed in the case of school closure in respect of vulnerable families at risk 	Pastoral Team
Exams preparation disrupted	4	3	12	<ul style="list-style-type: none"> Work sent home by class teachers via email, SMH Pupils can communicate with class teachers via email/SMH to submit work and receive guidance & feedback 	SLT
Exam period disrupted	5	3	15	<ul style="list-style-type: none"> Follow advice and guidance from DfE and The Office of Qualifications and Examinations 	SLT
Outbreak of Covid-19 cases within School/College, or local area lockdown is enforced by government	5	3	15	<ul style="list-style-type: none"> If there is an outbreak of Covid-19 at the School/College we will follow government advice and guidelines The School/College will communicate home and advise parents what steps must be taken. As a result of any outbreak our first priority will be the health and well-being of our community. If we need to ask students to isolate, we will move back to a distance learning model for those affected using a mixture of live lessons on Microsoft Teams and Show My Homework. 	SLT

Risk Description	I	P	Risk Rating	Risk Control(s)	Lead for Risk Control Activities
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<p>COVID-19 Lateral Flow Testing</p> <p>General and clinical activities on the asymptomatic testing site at Catmose College</p> <p>Contact between subjects & Staff increasing the risk of transmission of COVID19</p> <p>Transmission of the virus leading to ill health or potential death</p>	5	3	15	<p>From 8 March all secondary staff and pupils will be offered testing</p> <p>Rapid testing using Lateral Flow Devices (LFD)s will support the return to face-to-face education by helping to identify people who are infectious but do not have any coronavirus (COVID-19) symptoms.</p> <p>For secondary school staff and pupils we will move to a home testing model (for pupils, following the first 3 onsite tests). The lateral flow devices used have received regulatory approval from the MHRA for self-use. Home test kits will be available for all staff on return. Once pupils have been tested 3 times at school, they will be provided with home test kits for regular testing.</p> <p>Testing remains voluntary but strongly encouraged.</p> <p>Asymptomatic Testing Site (ATS) – Activities and staffing assessment</p> <p>Asymptomatic: All subjects are to be advised in advance not to attend if they have any symptoms of COVID 19, or live with someone who is showing symptoms of COVID 19 (including a fever and/or new persistent cough) or if they have returned within 14 days from a part of the world affected by the virus or have been in close contact with someone who is displaying symptoms.</p> <ul style="list-style-type: none"> • Briefing & Information: Centre Staff will be responsible for informing subjects on the test process. • Face masks: Prominent signage reminding attending subjects of the above to be displayed at the entrance to the building. • Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief lowering at time of swabbing. • Requirement to wear face covering/mask to be reminded to all subjects in advance at time of test booking. • Compliance with wearing of face covering/mask of all subjects to be visually checked on arrival by reception / security staff. • Compliance with wearing of face covering/mask of all subjects to be visually checked through building by queue managers and all other staff. • Hand hygiene: All subjects to use hand sanitiser provided on arrival & adherence to this enforced by reception staff. • Social distancing: Two metre social distancing to be maintained between subjects with measured floor markings in place to ensure compliance in addition to verbal reminders if necessary from reception, queue management & sampling staff. • A one-way flow of subjects through the building is to be initiated and maintained at all times. Compliance with this is to be ensured by queue management staff. • Cleaning: Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance. Limited clutter-chairs only on request; no physical handing of documents to subjects except barcodes and PCR test kits for first 200 subjects. • Training: Centre Staff must complete required training modules for their role. • Proximity: Centre staff who are in close proximity of test subjects will wear surgical gloves, Face mask and apron. All other staff will face coverings. <p>Guidance on testing in schools & Colleges: https://www.gov.uk/guidance/asymptomatic-testing-in-schools-and-colleges</p>	SLT/Quality Lead/Team Leader
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A separate comprehensive risk assessment identifying the hazards, risks and control measures has been completed. Public Health England and the Health and Safety Executive require this documentation to ensure end to end health, safety and infection control risks for mass lateral flow testing are identified, pre-assessed, managed and monitored regularly by the site owners and testing operators.

Asymptomatic Testing Site (ATS)

Testing and return of pupils will be phased during the first week to manage the number of pupils passing through the test site at any one time. We will offer 3 tests, 3 to 5 days apart. Testing is voluntary. If consent is provided, pupils will be asked to self-swab at the on-site ATS and after 30 minutes they should be informed of their results.

Individuals with a positive LFD test result will need to self-isolate in line with the guidance for households with possible coronavirus infection [here](#). Those with a negative LFD test result can continue to attend school unless they have individually been advised otherwise by NHS Test and Trace or Public Health professionals (for example as a close contact). They should continue to apply the measures in the system of controls to themselves and the wider school setting.

We will retain a small on-site ATS on site so we can offer testing to pupils who are unable or unwilling to test themselves at home.

Home Testing

Both pupils and staff in secondary schools will be supplied with LFD test kits to self-swab and test themselves twice a week at home. Staff and pupils must report their result to NHS Test and Trace as soon as the test is completed either online or by telephone as per the instructions in the home test kit. Staff and pupils should also share their result, whether void, positive or negative, with their school to help with contact tracing.



Pupils aged 18 and over should self-test and report the result, with assistance if needed. Adolescents aged 12 to 17 should self-test and report with adult supervision. The adult may conduct the test if necessary. Children aged 11 attending a secondary school should be tested by an adult.

Staff or pupils with a positive LFD test result will need to 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 test was done at home. Those with a negative LFD test result can continue to attend school and use protective measures.

Primary Schools

Staff in primary schools will continue to test with LFDs twice a week at home, as per existing guidance on testing for staff at primary schools and nurseries [here](#). Primary age pupils will not be

			tested with LFDs. Public Health England have advised there are currently limited public health benefits attached to testing primary pupils with lateral flow devices.	
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RISK ASSESSMENT REVIEW/ACTION PLAN		
DATE OF REVIEW: 5/01/2021	REVIEWED BY: Si Mellors 	COMMENTS: Updated - Following the announcement by the Prime Minister on 4 January 2021 - National lockdown Updated – COVID-19 Lateral Flow Testing (LFT) on Site
DATE OF REVIEW: 01/03/2021	REVIEWED BY: Si Mellors 	COMMENTS: Updated - Following the announcement by the Prime Minister on 22 February 2021 - National lockdown Updated – DfE Guidance dated February 2021 - Schools coronavirus (COVID-19) operational guidance
DATE OF REVIEW:	REVIEWED BY:	COMMENTS:
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