



# The Bellbird Primary School

'Soaring to Success'

<b>Educational Setting</b>	The Bellbird Primary School				
<b>Activity / Task</b>	<b>COVID-19 Risk Management Assessment following the lifting of national restrictions</b>				
<b>Completed by &amp; Date</b>	Katie Kendall and Rebecca Pentney 19 <sup>th</sup> April 2022				
<b>Review Date</b>	Review will occur if there is an outbreak in school, if further local or national restrictions are put in place or if further lifting of restrictions occurs.				
<b>What are the concerns</b>	<b>Action</b>	<b>Success criteria/measure</b>	<b>Action by whom?</b>	<b>Action by when?</b>	<b>RAG</b>
<b>Health &amp; Safety –</b>					
Risk of infection transmission & number of people impacted by test and trace <b>Classrooms and school</b>	<p>It is no longer required to, however staff may choose to:</p> <ul style="list-style-type: none"> <li>*Maintain social distancing when moving around school or when working with other staff.</li> <li>*If it does not impact on learning staff may support children side to side rather than face to face.</li> <li>*Wear masks in communal areas.</li> <li>*Children should not wear masks in class unless non mask wearing will result in non-attendance.</li> <li>*<b>Windows (and doors if the temperature will remain comfortable) should be open in all rooms to allow good ventilation.</b></li> <li>*CO2 monitors should be used to monitor levels throughout the day and adjust ventilation accordingly. If a monitor goes to red</li> </ul>	<p>All staff and pupils will follow new reduced measures.</p> <p>Staff will model best practice and verbalise their actions as necessary to support children.</p> <p>Staff will feedback any concerns or issues to be reviewed on a needs basis or immediately in the event of a serious incident.</p>	All staff members	ongoing	



# The Bellbird Primary School

*'Soaring to Success'*

What are the concerns	Action	Success criteria/measure	Action by whom?	Action by when?	RAG
	<p>'poor' ventilation and opening windows and doors further does not improve the situation a member of SLT should be called to review.</p> <p>*Should an outbreak occur in a class, year group or key stage further ring fencing of groups would be assessed and implemented on a needs basis in consultation with the Local Authority.</p> <p>*Handwashing will continue before lunch and after and should be encouraged as part of normal behaviour moving forward at appropriate times (no longer as they come in to school). Extra cleaning will no longer be required, the cleaning team will continue to make sure the learning environment is cleaned daily. Putting tissues straight into the bin and washing hands after use if needed should also be encourage with the 'catch it, kill it, bin it' approach.</p> <p>*Staff meetings will return to being in person, we will use some of the bigger classrooms to host them and ensure the spaces are ventilated.</p> <p>*Briefings will remain on zoom as this has worked well, meaning staff can be in their classrooms getting on with setting up for the day whilst waiting for the meeting to start. This also avoids being too cramped in the staffroom for the time being.</p> <p>*Assemblies will be face to face again and will run as whole school and/or key stage events according to the day of the week.</p>				



# The Bellbird Primary School

*'Soaring to Success'*

What are the concerns	Action	Success criteria/measure	Action by whom?	Action by when?	RAG
	<p><b>*Singing is allowed in all assemblies.</b></p> <p>*Clubs can be held as long as agreed with SLT. Any Clubs will be reviewed according to number of cases in schools.</p> <p>*Any trips or visits will be reviewed on a case by case basis and adapted accordingly.</p> <p>*Premier Education have a separate risk assessment for their wrap around provision but follow the school's risk assessment in relation to communal areas of the school.</p> <p><b>*Parents are able to return to school. Events will be planned on a case by case basis.</b></p> <p>*Parent meetings can take place. An agreement should be made between all present as to whether masks will or won't be worn. If an agreement cannot be reached, the meeting will be virtual.</p> <p>*Parent volunteers are allowed in school following the risk assessment, they no longer need to wear masks but may choose to do so as per the risk assessment in communal spaces.</p> <p>*School staff will ensure they have safely stored their face covering when they have worn it or dispose of it safely if they choose to wear one.</p>				
<p>Risk of infection transmission &amp; number of people impacted by test and trace</p>	<p>*The school has a suitable supply of soap and access to warm water for washing hands as well as hand sanitizer.</p> <p>*Appropriate controls are in place to ensure the suitable washing or sanitising of pupil's hands before and after lunch and at other appropriate points in the day as needed.</p>	<p>Regular monitoring of cleaning supplies and further orders to be made using suppliers suggested by LA</p>	<p>DB/ AF</p> <p>All staff</p>	<p>ongoing</p>	



# The Bellbird Primary School

*'Soaring to Success'*

What are the concerns	Action	Success criteria/measure	Action by whom?	Action by when?	RAG
<b>Hygiene &amp; Cleaning</b>	<ul style="list-style-type: none"> <li>*Wash your hands with soap and water often – do this for at least 20 seconds.</li> <li>*Use hand sanitiser gel if soap and water are not available.</li> <li>*Cover mouth and nose with a tissue or a sleeve (not hands) when you cough or sneeze. Use the catch it, kill it bin it approach.</li> <li>*Put used tissues in the bin immediately and wash your hands afterwards.</li> <li>*Classrooms cleaned daily by school cleaning team.</li> </ul>				
Risk of infection transmission to CEV and CV pupils	*Where necessary staff are fit tested for PPE to support CEV pupils.	<p>Risk assessments are reviewed with the appropriate team from school and health in the event of a tier change, a lockdown or at the request of the member of staff or the school due to a perceived or actual change in risk (due to personal health reasons or the pandemic).</p> <p>If agreement cannot be reached or it is deemed necessary an OH appointment will be sought to seek further advice.</p>	SENCo, Slt where needed, Health team	As appropriate according to level of need of pupil and case rates	
Risk of infection transmission & number of people impacted by test and trace Contractors	*Contractors can work on school site as needed and within standard health and safety guidance.		DB and office team	ongoing	



# The Bellbird Primary School

*'Soaring to Success'*

What are the concerns	Action	Success criteria/measure	Action by whom?	Action by when?	RAG
Property Compliance	<ul style="list-style-type: none"> <li>*The school has ensured that relevant property statutory compliance checks have been completed and records updated.</li> <li>*Daily and weekly checks have been reinstated and pre-opening checklist completed.</li> </ul>	All serious property concerns have been raised with the schools Property Management Adviser and appropriate steps are in place to ensure the safety of all building occupants.	DB	ongoing	
When is Personal Protective Equipment necessary	<ul style="list-style-type: none"> <li>*Where close proximity working with a suspected covid case.</li> <li>*Intimate care.</li> <li>*Re-usable PPE should be thoroughly cleaned after use and not shared between staff.</li> <li>*If PPE is running low it should be reported to DB/LT for re-ordering.</li> </ul>	Vomit visors and masks are available for use. Packs of PPE put in Reception classrooms in case of toileting accidents	DB/LT	March 8th 2021 ongoing	
Staff absence due to invoking section 44	<ul style="list-style-type: none"> <li>*Meeting with the member of staff to discuss the areas of specific concern.</li> <li>*Review of the whole school risk assessment in relation to DfE/LA and PHE guidance in light of the above and signposting to where the school is already adequately meeting need.</li> </ul>	Meeting takes place with member of staff to identify and clarify concerns. Risk assessment is reviewed with the member of staff in the event of a tier change, a lockdown or at the request of the member of staff or the school due to a perceived or actual change in risk (due to personal health reasons or the pandemic). If agreement cannot be reached or it is deemed necessary HR will be contacted to seek further advice and an OH appointment may be sought.	SLT and identified staff members	If need arises	

## Staffing and pupils



# The Bellbird Primary School

*'Soaring to Success'*

What are the concerns	Action	Success criteria/measure	Action by whom?	Action by when?	RAG
<p>Risk of infection transmission &amp; number of people impacted by test and trace</p> <p><b>Lateral flow testing to identify potential asymptomatic covid carrying school staff</b></p>	<p>*There is no longer a requirement to test twice weekly and we will not be able to give further tests moving forward as we aren't able to order anymore. Remaining tests are being distributed. Staff can, until April, order tests individually at no cost. Staff can choose to keep regularly testing but this is not a requirement.</p> <p>*Should any member of staff or pupil contract covid, they should isolate for at least 5 days with the date of onset of symptoms or from the day of your test being day 0. If they have a negative test result on day 5 and 6, they can return to school on day 6. If not they can return as so they have two consecutive negative tests or after day 10, whichever comes first. This will continue to be the same for any children who contract covid and a letter has been sent to parents explaining this.</p> <p>*Should a child or adult who has tested positive and is thought to be infectious still try to attend school, school may, if they have sufficient evidence (e.g. symptoms) refuse entry from a health and safety point of view to protect staff and other children.</p>	<p>*Infection rate remains low.</p> <p>*Staff and parents adhere to supporting isolation when symptomatic and unwell.</p>	SLT and all staff in school	Ongoing	
<p>Risk of infection transmission &amp; number of people impacted by test and trace</p>	<p>* Staffroom and toilets are now available for all staff use. The staffroom will be well ventilated and staff are asked to respect other's wishes to socially distance and wear a mask where they choose to.</p> <p>*All staff to be responsible for washing hands and maintaining their own good hygiene.</p> <p>*Parents and other school visitors to use visitor toilet.</p>	<p>Staff feel able to make their own choices in communal spaces.</p>	All	ongoing	



# The Bellbird Primary School

‘Soaring to Success’

What are the concerns	Action	Success criteria/measure	Action by whom?	Action by when?	RAG
<b>School Staffroom</b>					
Risk of infection transmission & number of people impacted by test and trace <b>PE</b>	<p><b>*Children continue to come to school in PE clothes to maximize PE teaching time. This update and the PE kit requirement has been sent out in a newsletter prior to the Easter break.</b></p> <p>*PE is outdoor where possible and when in the hall, windows and doors are opened for ventilation as long as the temperature is comfortable.</p>	P.E kit is worn to school on P.E. days. All pupils are able to participate fully in P.E.	All staff Parents Pupils	ongoing	
<b>Governance</b>					
Governor support	<p>*Governors visits will continue to be remote unless there is a clear and justifiable reason to hold it in person (e.g. safeguarding).</p> <p>To be reviewed with Governors prior to next FGB.</p>	Risk assessment reviewed at FGB and shared on school website.	Chair of Govs/ HT	Ongoing	
<b>Parent communication and Safeguarding</b>					
Parents unsure of current guidance and how to behave	<p>*Parent information on drop off and pick up was shared prior to the start of the school year.</p> <p>*Clear communication with parents of updates to rules within school.</p>	Parents are behaving in line with risk assessment and exercising their right to choose regarding mask wearing.	All	Ongoing	



# The Bellbird Primary School

'Soaring to Success'

What are the concerns	Action	Success criteria/measure	Action by whom?	Action by when?	RAG
	*Any ongoing changes around positive cases and general updates communicated with parents using school comms as appropriate.				
Pupil has symptoms of CV19	<p>*Parents are clear that a child should not come to school if they have any of the symptoms:</p> <ul style="list-style-type: none"> <li>• Persistent cough</li> <li>• Temperature</li> <li>• Anosmia (loss of ability to smell)</li> </ul> <p>*If a child develops any of the symptoms throughout the school day parents will be asked to make arrangements for child to be picked up as soon as possible.</p> <p>*Adults and children can continue to undertake LFT tests at home if they choose to and have supplies.</p>	Parents are following guidance and school need to send home due to these symptoms is not significant/impacting on smooth running.	Parents	ongoing	
Attendance	<p>*Codes used in line with DfE updates.</p> <p>*X code for covid related absence awaiting result and non-statutory school age non-attendance.</p> <p>*Absence reported and followed up on as per normal procedures and policy.</p> <p>*Continue to track non covid related attendance as normal and liaise with EWO as needed.</p>	Attendance documents are completed correctly and promptly, including inset days.	All staff	ongoing	

***Where the document states 'ongoing' this measure will be in place until either; the pandemic is declared over and government and DfE guidance is lifted and/or risk assessment review changes the practice or policy based on new evidence.***

***The risk assessment in full, is subject to termly review unless there are events which mean it should be reviewed more promptly.***





# The Bellbird Primary School

*'Soaring to Success'*

Key Stage	Drop off am	Pick up pm
Foundation Stage	8.45 – 8.55 parents can walk up to the Reception gate	3.15 parents wait outside the Reception gate on the play area
Key Stage One	8.45 – 8.55 parents drop at main KS1/FS gate	3.15 parents wait outside their child's class
Key Stage Two	8.45 – 8.55 parents drop at KS2 gate	3.20 parents collect outside their child's class. Year 3/4 teachers dismiss to parents. Year 5/6 teachers let children go out to parent