

# DAT COVID-19 RISK ASSESSMENT FOR FULL OPENING OF SCHOOLS



Academy	The Link Academy
Activity / Procedure	Full Reopening – COVID19 (version 1.18)
Assessment Date	22/03/2022 – to be reviewed and updated regularly

Identify People at Risk	YES or NO
Employees	YES
Learners	YES
Visitors	YES
Contractors	YES

The Government has removed all remaining legal restrictions and published its plan for Living with [COVID-19](#). The focus will now be on protecting people most vulnerable to COVID-19 while maintaining measures to reduce the risk of catching and spreading COVID-19 in the general population.

Existing policies and guidance continue to apply alongside the actions within this document, including but not limited to:

- [Schools' coronavirus \(COVID-19\) operational guidance](#)
- [COVID-19: Actions for out-of-school settings](#)
- [Coronavirus \(COVID-19\): grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events](#)

If necessary, we will reinstate relevant control measures from one of our previous risk assessments to address the areas set out in the DfE's [Contingency framework: education and childcare settings](#).

This risk assessment addresses the essential control measures set out in the government guidance referred to above. They are as follows:

- Ensure good hygiene for everyone.
- Maintain appropriate cleaning regimes.
- Keep occupied spaces well ventilated.
- Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

This risk assessment will continue to be reviewed and updated as necessary, in accordance with the latest [Department for Education guidelines](#), taking into consideration any issues identified and changes in Public Health service to ensure that the infection protection and controls we have implemented remain effective.

Risk	Rating	Success Criteria	Actions
The academy lapses in following national guidelines and advice, putting everyone at risk.	Low	The academy has the most recent information from government, NHS, Department of Health and Social Care and PHE and this is distributed through the Trust and its risk assessment is reviewed accordingly.	Regular checks are made with Government websites to ensure all relevant guidance is followed and communicated.  Any change in information to be shared with the Board of Trustees and passed on to parents/carers and staff by Chief Executive briefing notes and websites as necessary.
Failure to assess the risks of COVID-19 transmission in setting.	Low	Pupils/learners, staff, visitors, contractors increased risk of transmission of COVID-19.	School/academy has assessed the reasonably foreseeable risks of transmission of COVID-19  This risk assessment is regularly reviewed as circumstances in each school/academy and the public health advice changes.  Each school/academy monitors whether the controls in place are effective and working as intended.
Use of face coverings	Low	Updates about the wearing of facemasks will be communicated as and when required.	Face coverings are no longer advised for pupils/learners, staff and visitors in classrooms or communal areas. Learners and staff should follow wider <a href="#">advice on face coverings</a> outside of

			<p>the academy, including transport to and from the academy.</p> <p>Face coverings will be reintroduced if there is an outbreak in the school/academy or if the Director of Public Health advises that face coverings should temporarily be worn in communal areas or classrooms (by pupils/learners, staff, and visitors, unless exempt). School/academy outbreak management plans cover this possibility.</p>
<p>Failing to manage mixing and 'bubbles'.</p>	<p>Low</p>	<p>Pupils/learners, staff, visitors, contractors increased risk of transmission of COVID-19.</p>	<p>It is not necessary to keep learners in consistent groups ('bubbles').</p> <p>The academy's Outbreak Management Plan covers the possibility that locally it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.</p> <p>Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly and would need to take account of the detrimental impact they can have on the delivery of education.</p>
<p>School/academy fails to follow Government guidance when an individual develops COVID-19 symptoms or has a positive test</p>	<p>Low</p>	<p>Pupils/learners, staff, visitors, contractors increased risk of transmission of COVID-19.</p>	<p>There is no longer a legal requirement for people with COVID-19 to self-isolate, however if anyone has the <b>main symptoms of COVID-19</b> (a high temperature, a new, continuous cough, a loss or change to sense of smell or taste) or a positive test result, the Public Health advice is to <b>stay at home for 5 days</b> and avoid contact with other people.</p>

		<p>Pupils/learners, staff and other adults should follow guidance on <a href="#">People with COVID-19</a> and their contacts if they have <a href="#">COVID-19 symptoms</a>.</p> <p>Pupils/learners, staff and other adults with COVID-19 symptoms should not come to school. They should <b>take an LFD test from 5 days after</b> their symptoms started (or the day their test was taken if they did not have symptoms) followed by another one the next day. If both these tests' results are negative, they should return to their school/academy, if they feel well enough to do so and do not have a temperature and in line with guidance for <a href="#">People with COVID-19</a> and their contacts.</p>
Self-isolation	Low	<p>There is no longer a legal requirement for someone with COVID-19 to self-isolate.</p> <p>Anyone who tests positive is still advised to stay at home for 5 full days and then have two negative LFTs in consecutive days before returning to the school/academy.</p> <p>Contact tracing has now ended. This means nobody is required to test daily or self-isolate anymore, regardless of vaccinal status.</p> <p>Whilst lateral flow testing has been withdrawn, it may be re-introduced under local advice at academy/regional level of Dudley Public Health. <a href="#">NHS - Get tested for coronavirus (COVID-19)</a>. PPE and medical resources available for staff.</p>
Lateral Flow Testing	Low	<p>Pupils/learners, staff, visitors, contractors increased risk of transmission of COVID-19.</p> <p>Transmission of COVID increased. Incorrect results. Impact of infection and positive cases result in Public Health or DfE advice to restrict attendance or implement remote learning.</p>

			<p>Academy level Outbreak Management Plan/Business Continuity Plan.</p> <p>Remote learning planning (in accordance with Trust Remote Learning policy).</p>
<p>Engagement in NHS Track and Trace</p>	<p>Low</p>	<p>Pupils/learners, staff, visitors, contractors increased risk of transmission of COVID-19.</p>	<p>Contact tracing has now ended, and the NHS Test and Trace contact tracing service has closed.</p>
<p>Individual staff requirements.</p>	<p>Low</p>	<p>Concerns from staff in identified work groups (previously considered to be clinically extremely vulnerable).</p>	<p>We note that following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. Learners and young people who were previously identified as being in one of these groups are advised to continue to follow the <a href="#">Government guidance for people previously considered clinically extremely vulnerable from COVID-19</a>.</p> <p>Learners over the age of 12 and adults with a weakened immune system should follow the <a href="#">Government guidance for people whose immune system means they are at higher risk from COVID19</a>.</p>
<p>Individual pupil/learner medical requirements.</p>	<p>Low</p>	<p>Increased likelihood of serious illness resulting from exposure to COVID-19.</p>	<p>All CEV pupils/learners should attend their setting unless they are one of the very small number of pupils/learners under paediatric or other specialist care and have been advised by their GP or clinician not to attend.</p>

			<p>Where a pupil/learner is unable to attend their school/academy because they are complying with clinical or public health advice, we will immediately offer them access to remote education. The school/academy will keep a record of, and monitor engagement with this activity but this does not need to be formally recorded in the attendance register. Where learners are not able to attend their school/academy as parents/carers are following clinical and/or public health advice, absence will not be penalised.</p>
<p>Learner and staff wellbeing</p>	<p>Low</p>	<p>Learner/staff anxiety re: potential exposure to the virus.</p>	<p>Where necessary individual discussions are held with learners/staff to identify concerns. (NB: recognising that some could be experiencing bereavement, mental health issues, etc.).</p> <p>We have signposted to relevant counselling services. Including the <a href="#">Education Support Partnership</a> which provides a free helpline for setting staff and targeted support for mental health and wellbeing.</p> <p>HR advice is available if required.</p>
<p>Failure to maintain appropriate cleaning regimes.</p>	<p>Low</p>	<p>Risk of transmission between learners, staff, and groups because of poor hygiene.</p>	<p>School/academy will maintain appropriate cleaning regimes, using standard products such as detergents.</p> <p>Cleaning products available in each class during the day.</p>

<p>School/academy fails to ensure good hygiene standards to reduce risk of transmission.</p>	<p>Low</p>	<p>Pupils/learners, staff, visitors, contractors increased risk of transmission of COVID-19.</p>	<p>Appropriate cleaning schedules are in place and include regular cleaning of high-use areas including door handles and equipment.</p> <p><b>Hand hygiene</b> – school/academy will continue to ensure that pupils/learners &amp; staff clean their hands regularly with soap and water or hand sanitiser.</p> <p><b>Respiratory hygiene</b> - the ‘catch it, bin it, kill it’ approach continues to be emphasised.</p> <p>Signage about how to wash hands properly, is on display and reinforced with pupils/learners.</p>
<p>Ventilation – Use of CO2 monitor</p>	<p>Low</p>	<p>Poor positioning of CO2 monitor gives inaccurate or misleading readings.</p> <p>Inaccurate reading of CO2 monitors leads to misinterpretation of ventilation levels within a room.</p>	<p>CO2 levels vary within an indoor space. It’s best to place CO2 monitors at head height and away from windows, doors, or air supply openings.</p> <p>Monitors should be positioned at least 50cm away from people as their exhaled breath contains CO2. If monitors are too close, they may give a misleadingly high reading.</p> <p>Measurements within a space can vary during the day due to changes in numbers of occupants, activities, or ventilation rates. Doors and windows being open or closed can also have an effect.</p> <p>The amount of CO2 in the air is measured in parts per million (ppm). If measurements in an occupied space seem very low (far below 400ppm) or very high (over 1500ppm), it’s possible the monitor is in the wrong location. The monitor should be moved to another</p>

location in the space to get a more accurate reading.

Instantaneous or 'snapshot' CO2 readings can be misleading. The school/academy will take several measurements throughout the day frequently enough to represent changes in use of the room or space. Then calculate an average value for the occupied period.

We note the need to repeat monitoring at different times of the year as outdoor temperature changes and this will affect worker behaviour relating to opening windows and doors when space relies on natural ventilation. These readings will help to decide if a space is adequately ventilated and will be recorded and retained.

Monitors to be calibrated before making CO2 measurements. Follow the manufacturer's instructions, including the appropriate warm-up time for the device to stabilise.

Know how to use portable monitor correctly, including the time needed to provide a reading.

Multiple measurements to be taken in occupied areas to identify a suitable sampling location to give a representative measurement for the space. In larger spaces it is likely that more than one sampling location will be required.

Take measurements at key times throughout the working day and for a minimum of one full



<p>Failure to ensure all occupied spaces are well ventilated.</p>	<p>Low</p>	<p>Pupils/learners, staff, visitors, contractors increased risk of transmission through lack of air flow. See page 8 <a href="#">here</a> for specific guidance on keeping occupied spaces well ventilated.</p>	<p>working day to ensure readings represent normal use and occupancy. Record CO2 readings, number of occupants, the type of ventilation being used at the time and the date. These numbers will help to decide if an area is poorly ventilated.</p>
<p>Educational Visits</p>	<p>Low</p>	<p>Site Team to identify any poorly ventilated spaces as part of site risk assessment and take steps to improve fresh air flow in these areas, giving consideration when holding events where visitors such as parents/carers are onsite. Use of CO2 monitors to identify any poorly ventilated spaces and ensure there is adequate supply of fresh air (ventilation), or area is withdrawn from use. Where applicable, mechanical systems set to 100% fresh air. Continued opening of external windows and doors (where not fire doors) for ventilation, alongside internal doors for air throughput (during colder weather, the need for increased ventilation while maintaining a comfortable temperature is balanced). Outside space will be used, where practical.</p>	<p>Academies will follow local Public Health advice and liaise closely with transport provider and intended hosts then undertake a full and</p>

<p>Failure to have adequate outbreak management plans in place to allow for stepping measures up and down.</p>	<p>Low</p>	<p>Pupils/learners, staff, visitors, contractors increased risk of transmission of COVID-19. Disruption to pupils/learners' education.</p>	<p>thorough risk assessments in relation to all educational visits to ensure they can be undertaken safely. As part of this risk assessment, they will consider what control measures need to be used to reduce the risk of exposure to COVID-19 and follow wider advice on visiting indoor and outdoor venue. <a href="#">OEAP National Guidance</a> will be followed.</p> <ul style="list-style-type: none"> <li>Careful consideration will be given to any restrictions in place in other home nations – Wales, Scotland, and Northern Ireland.</li> </ul>
<p>Schools/academies to retain an Outbreak Management Plan in the event of:</p> <ul style="list-style-type: none"> <li>A higher than previously experienced and/or rapidly increasing number of staff or pupil/learner absences unwell due to COVID-19 infection or respiratory illness.</li> <li>Evidence of severe disease due to COVID-19, for example if a pupil/learner, or staff member is admitted to hospital due to COVID-19 causing parental anxiety.</li> <li>A cluster of cases where there are concerns about the health needs of vulnerable learners or staff within the affected group.</li> </ul>			

			<ul style="list-style-type: none"> <li>• A new and more dangerous COVID-19 variant emerging leading to new Government guidance.</li> </ul> <p>Each school/academy has this risk assessment following government guidance and an Outbreak Management Plan in place outlining what action will be taken if learners, or staff test positive for COVID-19, or how they will operate if they were advised to take extra measures to help break chains of transmission. This will include the provision of remote learning.</p> <p>School/academy to follow measures recommended by the Local Authority, Director of Public Health, and local PHE health protection teams (HPTs) as part of their outbreak management responsibilities.</p> <p>Each school/academy to publish complete outbreak management plan on their website.</p>
Trust Reputation	Low	Strategic marketing plan to be in place to proactively communicate to staff, parents/carers and learner's health and safety measures and safeguarding that is being implemented Trust wide for the safety of all.	<p>Regular communications via briefings, social media updates, letters, and websites.</p> <p>Continued development of Trust and academy websites to include a COVID-19 area inclusive of all communications, risk assessments and government updates.</p> <p>Principal to share risk assessment with all staff.</p> <p>Parents/carers notified of risk assessment plan and shared with parents/carers via website.</p>

Ensure clear and consistent communication with parents/carers regarding expectations around school attendance and provide reassurance of the measures in place to reduce the risk in school.

Information sheet distributed to all parent/carers outlining what to do if their child develops symptoms, together with COVID-19 related quick reference absence guide for parents/carers and staff.

Provide opportunities for parents/carers to feedback any remaining concerns/anxieties they may have regarding COVID-19 safety measures in place.


Consistent evidence of school cleaning regimes if called upon.


Management of sickness and behavioural issues for the protection of the learners.

Outbreak Management Plans shared with the Board of Trustees.

**Assessor's Comments**

This is completed to the best of my knowledge in these unprecedented times. I have assessed the risks I see at this time, however, as a school/academy leader, I cannot guarantee the full and total safety of the learners and staff at these times.

Name of assessor - Principal	Signature of assessor	Date
Emma Edwards-Morgan		23/03/2022

Name of School/Academy Business Manager	Signature of manager	Date
Paula Higgs		23/03/22