



**Additional Controls to be considered re the Infection Control COVID-19 General Risk Assessment Form**

<b>Name and Address of the School</b> – Cockfield Primary School, Cockfield, Bishop Auckland, County Durham DL13 5EN		
<b>Additional Controls considered on- 4<sup>th</sup> January 2021</b>	<b>Name of Person Reviewing the Additional Controls-</b>  <b>Kathryn Costello (Headteacher)</b>	<b>Date of assessment – November 2020</b>
<b>Consultation</b> -The Additional Controls and associated documentation have been shared with the Governing Body and the whole Staff team.		

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**Consultation has taken place on the following dates: 20<sup>th</sup> November 2020**

**Communication -**

The school have more than 50+ members and staff and to comply with the current [Guidance for full opening: schools](#) in the Autumn Term 2020 and to ensure compliance with the [Health and Safety Executive \(HSE\)](#) a copy of this risk assessment has been placed on the school website.

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Hazards / issue	Risk Rating H/M/L (before)	Controls already in place	Further Action required	Risk Rating H/M/L (after)	By Whom & When
<b>1.Maintaining hand and respiratory hygiene on the school site</b>					
Use of face coverings on the school site	H	<p>-The school are aware of the updated guidance - <a href="#">Face coverings in education</a>.</p> <p>-Face coverings are mandatory in communal areas of secondary schools and colleges.</p> <p>-Primary schools - the use of face coverings in communal areas remains at the discretion of individual schools.</p> <p><b>We leave it at the discretion of staff and teachers as to whether/not they wear face coverings.</b></p>	<p>-Primary schools - Where social distancing is not possible in indoor areas outside of classrooms between members of staff or visitors (for example, in staffrooms), head teacher to use their discretion to decide whether to ask staff or visitors to wear, or agree to them wearing face coverings in these circumstances.</p> <p>-Children in primary school do not need to wear a face covering.</p> <p>-Where visitors to the school site are to wear face coverings, clear signage in place at the entrance to the school building.</p>	L	Head teacher
Ventilation within the school building	H	<p>-Classrooms, corridor areas etc. are well ventilated prior to the start of the school day.</p> <p>-During Autumn and Winter windows are opened just enough to provide constant background ventilation.</p> <p>-Where available high-level windows opened in preference to low level windows to reduce draughts.</p> <p>-Windows are opened fully during break and lunchtime periods to purge the air in the workspace.</p> <p>-Internal doors opened to assist with creating a throughput of air.</p>	<p>-Where need identified staff and pupils advised to wear additional clothing.</p> <p>-Mechanised ventilation- For the system to provide adequate outdoor air it is essential to keep the grilles and the duct work free from blockages. Further information is available in the <a href="#">.H&amp;S COVID-19 folder</a> on the extranet.</p> <p>-Ensure that the mechanised ventilation system is tested and inspected on a regular basis by an approved contractor.</p>	L	Head teacher

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		<p>-Where need identified external doors opened where safe to do so.</p> <p>-Where need identified furniture re-arranged.</p> <p>-Mechanical ventilation systems used where available – they are adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance systems adjusted to full fresh air.</p> <p>-Where fresh air is not available, then systems should be operated as normal (as long as they are within a single room and supplemented by an outdoor air supply).</p> <p>-The <a href="#">HSE guidance</a> for ventilation is followed.</p> <p>-Heating used to ensure comfort levels are maintained in the school building.</p>	<p><b>All children are facing forwards and sitting in rows (apart from EYFS – furniture and fittings are kept to a minimum)</b></p>		
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Hazards / issue	Risk Rating H/M/L (before)	Controls already in place	Further Action required	Risk Rating H/M/L (after)	By Whom & When
<b>2. Staff/Pupil/family member who maybe at increased risk</b>					
Staff/Pupils who may otherwise be at increased risk from coronavirus (COVID-19)	H	<p>-Face coverings are mandatory in communal areas of secondary schools and colleges.</p> <p>-Primary schools-the use of face coverings in communal areas remains at the discretion of individual schools.</p>	<p>-Risk assessment to be completed for any staff member at increased risk. Risk assessment document is available on the Extranet. <a href="#">H&amp;S COVID-19 folder</a>.</p> <p><b>Most staff are wearing visors or face masks. Staff who are vulnerable always wear face coverings.</b></p>	L	Head teacher

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Hazards / issue	Risk Rating H/M/L (before)	Controls already in place	Further Action required	Risk Rating H/M/L (after)	By Whom & When
Staff/Pupils who are Clinically Extremely Vulnerable (CEV) (High risk) or Clinically Vulnerable (CV) (Moderate risk)	H	<ul style="list-style-type: none"> <li>-The school are aware of the recent changes to <a href="#">COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable</a></li> <li>-The Headteacher/SLT are aware of the definition of <a href="#">Clinically Extremely Vulnerable groups</a></li> <li>-<u>Staff</u> who are-Clinically Extremely Vulnerable (CEV) are strongly advised to work from home. If you cannot work from home, you should not attend work for this period of restrictions.</li> <li>-<u>Pupils</u> who are Clinically Extremely Vulnerable (CEV) can still attend school. Evidence has emerged that shows there is a very low risk of children becoming very unwell from COVID-19, even for children with existing health conditions.</li> <li>-The Head teacher/SLT are aware of the definition of <a href="#">Clinically Vulnerable.(CV)</a>.</li> <li>-If staff are CV, they can attend work (if they cannot work from home).</li> </ul>	<ul style="list-style-type: none"> <li>- Risk assessment document to be completed. Clinically Extremely Vulnerable/ Clinically Vulnerable risk assessment template available on the Extranet. <a href="#">H&amp;S COVID-19 folder</a>.</li> <li>-Pupils - Parents/Carers to speak with their GP or specialist clinician, if they have not already done so, to understand whether their child should still be classed as Clinically Extremely Vulnerable.</li> <li>- If <u>staff</u> are at high risk from coronavirus, they should have received a letter from the NHS.</li> <li>-<u>Staff</u> are to speak to their GP or hospital care team if they have not been contacted and think they should have been.</li> </ul>	L	Head teacher/SLT
<b>3.Pupils and Staff working in identified bubbles/groups</b>					
Maintaining group bubbles to reduce transmission of COVID-19	H	<ul style="list-style-type: none"> <li>-Seating plans in place within classrooms.</li> <li>-Seating plans in place where dining areas are used.</li> <li>-Any movement of staff between bubbles recorded.</li> </ul>	<ul style="list-style-type: none"> <li>-Controls in place reviewed where a positive case is identified.</li> <li>-Cleaning schedules reviewed where a positive case is identified.</li> </ul>	L	Head teacher

**Updated Guidance documents and new guidance documents.**

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School based guidance	
1.	<a href="#"><u>Education and childcare settings: New National Restrictions from 5 November 2020</u></a>
2.	<a href="#"><u>Guidance for full opening: special schools and other specialist settings</u></a>
3.	<a href="#"><u>COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable</u></a>
4.	<a href="#"><u>Actions for FE colleges and providers during the coronavirus outbreak</u></a>
5.	<a href="#"><u>Guidance for full opening: schools</u></a>
6.	<a href="#"><u>Coronavirus (COVID-19): guidance on isolation for residential educational settings.</u></a>
7.	<a href="#"><u>Face coverings in education</u></a>
8.	<a href="#"><u>New National Restrictions from 5 November</u></a>
9.	<a href="#"><u>Use of the NHS COVID-19 app in education and childcare settings</u></a>
10.	<a href="#"><u>Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak.</u></a>
11.	<a href="#"><u>Guidance for providers of outdoor facilities on the phased return of sport and recreation in England</u></a>
12.	<a href="#"><u>Actions for early years and childcare providers during the coronavirus (COVID-19) outbreak</u></a>
13.	<a href="#"><u>Behaviour and attendance</u></a>
14.	<a href="#"><u>Coronavirus (COVID-19):test kits for schools and FE providers</u></a>

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<b>NHS Guidance</b>	
1.	<a href="#">Who's at higher risk from coronavirus</a>
2.	<a href="#">NHS Test and Trace: how it works</a>
<b>Transport Guidance</b>	
1.	<a href="#">Coronavirus (COVID-19): safer travel guidance for passengers</a>
<b>HSE Guidance</b>	
1.	<a href="#">Air conditioning and ventilation during the coronavirus pandemic</a>
2.	<a href="#">CIBSE coronavirus (COVID-19)</a>
<b>DCC Extranet</b>	
1.	<a href="#">COVID-19 Folder</a>
2.	DCC-Caretaking & Cleaning Support Service <a href="#">cleaning schedule updated</a> on the Extranet.
<b>National Guidance</b>	
1.	<a href="#">COVID-19 contain framework: a guide for local decision-makers</a>
2.	<a href="#">Guidance for food businesses.</a>

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