



HAGLEY CATHOLIC
HIGH SCHOOL
SEMPER FIDELIS

*Semper Fidelis – “Always Faithful”
Called as God’s family
we strive to achieve our personal best,
by living and learning in Christ*

RISK ASSESSMENT

INFECTIOUS DISEASES COVID-19 (JANUARY 2022)

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
					YES	NO
Awareness of policies and procedures	Staff Students Others	Inadequate information	<ul style="list-style-type: none"> All staff, parents, governors, visitors and volunteers are aware of all relevant policies and procedures. All staff have access to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 The Health Protection (Notification) Regulations 2010 Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' DfE and PHE (2020) 'COVID-19: guidance for educational settings' The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. The school keeps up-to-date with advice issued by, but not limited to, the following: <ul style="list-style-type: none"> DfE NHS Department for Health and Social Care United Kingdom Health Security Agency (UKHSA) Staff are made aware of the school's infection control procedures in relation to coronavirus via email or staff meetings and contact the school as soon as possible if they believe they may have been exposed to coronavirus. Parents are made aware of the school's infection control procedures in relation to coronavirus via letter and social media – they are informed that they must contact the 	MED		✓

			<p>school as soon as possible if they believe their child has been exposed to coronavirus.</p> <ul style="list-style-type: none"> • Students are made aware of the need to tell a member of staff if they feel unwell. 			
Disruption to the running of the school in cases of local outbreak	Staff Students Others	Infection control	<ul style="list-style-type: none"> • The school has an up-to-date Business Continuity Plan in place – the plan is reviewed as necessary. • The school adheres to and keeps up-to-date with the latest local and national advice about school closures – advice is sought from the local HPT or DfE helpline where required. • Follow Government advice and follow any instructions. • Schools should have contingency plans outlining how they would operate if the number of positive cases substantially increases in the school or local area. • Principles of managing local outbreaks of COVID-19 in education and childcare settings are described in the contingency framework. • School will follow director of public health advice in cases of local outbreak. • Schools put into place any actions or precautions advised by their local HPT. 	MED		✓
Use of transport	Staff Students Others	Infection control	<ul style="list-style-type: none"> • Children and young people aged 11 and over, unless they are exempt, should wear a face covering when travelling on dedicated transport to and from educational settings. • It is recommended that facemasks are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school. • It is important to ensure vehicles are well ventilated when occupied, by opening windows and ceiling vents. The 	MED		✓

			<p>need for increased ventilation while maintaining a comfortable temperature should be balanced.</p> <p>On dedicated transport:</p> <ul style="list-style-type: none"> • It is recommended that children and young people aged 11 and over continue to wear a face covering when travelling to secondary school or college. • It is no longer recommended maximising distance and minimising mixing, but unnecessary risks such as overcrowding should be minimised. • Children, young people and adults should follow United Kingdom Health Security Agency (UKHSA) advice on when to self-isolate and what to do. • They should not board dedicated transport or public transport if they have symptoms or other reasons requiring them to stay at home due to the risk of them passing on COVID-19. • If a child or young person develops COVID-19 symptoms, however mild, while at school, they will be sent home. • They should avoid using public transport and, wherever possible, be collected by a member of their family or household. • In exceptional circumstances, if parents or carers cannot arrange to have their child collected, and it is age-appropriate and safe to do so, the child should walk, cycle or scoot home. If this is not possible, alternative arrangements may need to be organised by the school. • More information on organising transport for children with symptoms is provided at guidance on the use of PPE in education, childcare and children’s social care settings. 			
Cleaning of school	Staff Students	Infection control	<ul style="list-style-type: none"> • All hard surfaces to be cleaned on a regular basis, this will include 	MED		✓

	Others		<ul style="list-style-type: none"> ➤ All door handles ➤ All tables and chairs used by staff and Students ➤ Toilet flushes and regular cleaning of toilets. <ul style="list-style-type: none"> • All classrooms to have spray disinfectant and where possible disposable cloths. If disposable cloths are not available use once and then put in wash. • Regular cleaning of surfaces will reduce the risk of spreading the virus. • All used cloths thrown away to be double bagged and then placed in a secure area i.e. lockable bin. 			
Ventilation class/office	Students Staff	Infection control	<ul style="list-style-type: none"> • Identify any poorly ventilated spaces and take steps to improve fresh air flow • If mechanical ventilation systems are used to draw fresh air or extract air from a room these should be adjusted to increase the ventilation rate wherever possible • Ensure that mechanical ventilation systems only circulate fresh outside air and where this is not possible, in a single room supplement with an outdoor air supply • Where appropriate open external windows, internal doors and external doors to improve natural ventilation • If external doors are opened, ensure that they are not fire doors and are safe to do so 	MED		✓
Poor hygiene practice	Staff Students Others	Ill health	<ul style="list-style-type: none"> • You should continue to ensure that children clean their hands regularly, this can be done with soap and water or hand sanitiser • Staff and visitors are encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60% alcohol) and follow infection control procedures in accordance with the DfE and PHE's guidance. 	MED		✓

			<ul style="list-style-type: none"> • Sufficient amounts of soap (or hand sanitiser where applicable), clean water and paper towels are supplied in all toilets and kitchen areas. • Students are supervised by staff when washing their hands to ensure it is done correctly, where necessary. • Students are discouraged from sharing cutlery, cups or food. • All cutlery and cups are thoroughly cleaned before and after use. • Cleaners to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy. • A senior member of staff arranges enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the HPT/PHE 			
Spread of infection	Staff Students Others	Lack of infection control	<ul style="list-style-type: none"> • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with guidance, using PPE at all times. • Parents are informed not to bring their children to school or on the school premises if they show signs of being unwell and believe they have been exposed to coronavirus. • Staff and Students do not return to school before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with national guidance. • Students who are unwell are not taken on school trips or permitted to enter public areas used for teaching, e.g. swimming pools. 	MED		✓

			<ul style="list-style-type: none"> • Parents notify the school if their child has an impaired immune system or a medical condition that means they are vulnerable to infections. • The school in liaison with individuals' medical professionals where necessary, reviews the needs of Students who are vulnerable to infections. • Any additional provisions for Students who are vulnerable to infections are put in place by the headteacher, in liaison with the Student's parents where necessary. 			
Classroom management	Students Staff	Infection control	<ul style="list-style-type: none"> • It is no longer required for forward facing tables etc however care should still be taken on table management in a classroom setting. • Outbreak management plans should cover the possibility of reintroduction of restrictions on mixing for a temporary period in case of local outbreak. https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings • It would be sensible to revert back to previous control measures in the event of a local outbreak. • Continue to use a cautious approach with arrangements. 	MED		✓
Assemblies	Students Staff	Infection control	<ul style="list-style-type: none"> • There are no restrictions in place for holding assemblies and singing in the school hall. 	MED		✓
Lunchtimes	Students Staff	Infection control	<ul style="list-style-type: none"> • Lunchtime arrangements can revert back to previous arrangements. • Tables must still be cleaned on a regular basis throughout dinner time activities. 	MED		✓
Breaktime and using equipment	Students Staff	Infection control	<ul style="list-style-type: none"> • Previous breaktimes and groups can be reinstated and no restrictions in place regarding using and sharing play equipment. 	MED		✓

Personal Protective Equipment Face coverings	Students Staff	Infection control	<ul style="list-style-type: none"> • Face coverings are recommended to be worn by staff and visitors when moving around the premises, in corridors and communal areas, unless exempt. • The Government is temporarily recommending that face coverings are worn in classrooms and teaching spaces for students in year 7 or above, in light of the Omicron variant surge. The advice is short term only to support pupils and teachers as they return to schools this term and builds on the existing proportionate guidance that recommends face coverings for all adults in communal areas of all settings. • No Student should be denied education if they are not wearing a face covering. • Face coverings do not need to be worn outdoors. • It is recommended that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school." • School will follow director of United Kingdom Health Security Agency (UKHSA) advice in cases of local outbreak. • Schools put into place any actions or precautions advised by their local HPT. <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999722/PPE_in_education_childcare_and_childrens_social_care_settings.pdf</p>	MED		✓
Ill health	Staff Students Others	Coronavirus symptoms	<ul style="list-style-type: none"> • Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, loss or change to sense of smell or taste and high temperature and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus. 	MED		✓

			<ul style="list-style-type: none">• Any Student or member of staff who displays signs of being unwell, such as having a cough, fever or a loss or change to their sense of smell or taste, and believes they have been exposed to coronavirus, is immediately taken out of the class and placed in an area where they will not come into contact with others and are supervised at all times.• For Students the relevant member of staff calls for emergency assistance immediately if Students' symptoms worsen.• The parents of unwell Students are informed as soon as possible of the situation by a relevant member of staff.• Where contact with a Student's parents cannot be made, appropriate procedures are followed in accordance with those outlined in governmental guidance.• Unwell Students who are waiting to go home are kept in an area where they can be at least two metres away from others.• Areas used by unwell staff and Students who need to go home are appropriately cleaned once vacated, using a disinfectant and care to be taken when cleaning all hard surfaces.• If unwell Students and staff are waiting to go home, they are instructed to use different toilets to the rest of the school to minimise the spread of infection.• Any Students who display signs of infection are taken home immediately, or as soon as practicable, by their parents – the parents are advised to contact NHS 111 immediately or call 999 if the Student becomes seriously ill or their life is at risk.			
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			<ul style="list-style-type: none"> Any members of staff who display signs of infection are sent home immediately and are advised to contact NHS 111 immediately or call 999 if they become seriously ill or their life is at risk. Any medication given to ease the unwell individual's symptoms, e.g. Paracetamol, is administered in accordance with the Administering Medications Policy. 			
Secondary School Pupils Returning in January	Students	Infection Control	<ul style="list-style-type: none"> The DfE has recently asked all secondary schools to provide an on-site test for pupils on return in January. Secondary schools can stagger the return of students throughout the first week of term, to enable on-site testing to take place. All classes should have returned by Monday 10th January. 	MED		✓
Teaching Staff Absences	Students Teaching Staff	Infection Control	<ul style="list-style-type: none"> To help make sure students can continue to be in school with their friends and all the benefits that brings, settings could consider asking teachers to deliver lessons from home, which are then streamed to classrooms in schools and colleges. In these instances, classrooms should of course be supervised by another member of staff, which could include support staff like teaching assistants. As pupils do not need to be kept in consistent groups, schools and colleges may wish to consider combining classes. 	MED		✓
Student Absences due to COVID	Students	Infection Control	<ul style="list-style-type: none"> If children or young people cannot attend school or college either because they have tested positive or have symptoms, but are well enough to continue studying, any remote education should mirror that received in the classroom as closely as possible. That should focus on live lessons - alongside time for students to complete tasks 	MED		✓

			independently - for a minimum of five hours a day in secondary schools			
PCR Test kits	Students Staff	Infection control	<ul style="list-style-type: none"> To be offered only to individuals who have symptoms of COVID-19 and in exceptional circumstances when they may not be able to access testing by the usual routes. Parents/carers should administer tests to those age 11 and under. If providing PCR tests to Students aged 16 or under, the parents and guardians must be informed. Individuals should not enter premises to collect a PCR kit. 	MED		✓
New Variant of Concern – Omicron	Staff Students Others	Spread of Omicron variant	<ul style="list-style-type: none"> All individuals who have been identified as a close contact of a suspected or confirmed case of the Omicron variant of COVID-19, irrespective of vaccination status and age, will be contacted directly and required to self-isolate immediately and asked to book a PCR test. They will be informed by the local health protection team or NHS Test and Trace if they fall into this category and provided details about self-isolation. 	MED		✓
Positive cases	Students Staff	Infection control	<ul style="list-style-type: none"> School no longer need to do contact tracing as close contacts will be identified via NHS Test and Trace. School will support NHS Test and Trace when required to help identify close contacts <p>From 16th August 2021</p> <ul style="list-style-type: none"> From 16 August 2021, children under the age of 18 years and 6 months will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case (unless they have been identified as a close contact of a suspected or confirmed case of the Omicron variant, irrespective of vaccination status and age). 	MED		✓

			<ul style="list-style-type: none"> • Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. • We would encourage all individuals to take a PCR test if advised to do so. <p>Over 18 years of age</p> <ul style="list-style-type: none"> • 18-year-olds will be treated in the same way as children until 6 months after their 18th birthday, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact. • Continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of United Kingdom Health Security Agency (UKHSA) might advise a setting to temporarily reintroduce some control measures. <p>Staff/Students</p> <ul style="list-style-type: none"> • With a positive lateral flow test result should self-isolate in line with the stay at home guidance and get a PCR test to check if they have COVID-19 and continue to self-isolate. • If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test and the Students/staff can return to school as long as the individual doesn't have COVID-19 symptoms. 			
Self Isolation of positive cases	Students	Spread of infection	<p>If a child or student tests positive <u>they may be able to end their self-isolation period before the end of the 10 full days.</u></p> <p>They can take a lateral flow device (LFD) test from 6 days after</p>	MED		✓

			the day symptoms started and another LFD test on the following day. The second LFD test should be taken at least 24 hours later. If both these test results are negative, and the child or pupil does not have a high temperature, they may end their self-isolation after the second negative test result, and return to their education setting.			
Living in same household with a student/sibling with a positive case	Siblings Students Others	Spread of infection	<p>From 16 August 2021, you will not be required to self-isolate if you live in the same household as someone with COVID-19 (unless they have been identified as a close contact of a suspected or confirmed case of the Omicron variant, irrespective of vaccination status and age) and any of the following apply:</p> <ul style="list-style-type: none"> • you are fully vaccinated • you are below the age of 18 years 6 months • you have taken part in or are currently part of an approved COVID-19 vaccine trial • you are not able to get vaccinated for medical reasons <p>As long as the student/sibling is not displaying any COVID-19 symptoms, then the above guidance applies.</p>			
Poor management of infectious diseases	Staff Students Others	Lack of infection control	<ul style="list-style-type: none"> • Staff are instructed to monitor themselves and others and look out for similar symptoms if a Student or staff member has been sent home with suspected coronavirus. • Staff are vigilant and report concerns about their own, a colleague's or a Student's symptoms to the Headteacher or SLT as soon as possible. • The school is consistent in its approach to the management of suspected and confirmed cases of coronavirus. 	MED		✓

			<ul style="list-style-type: none"> • The school is informed by Students’ parents when Students return to school after having coronavirus – the school informs the relevant staff. • Staff inform the headteacher when they plan to return to work after having coronavirus. • A nominated person monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. <p>Contingency framework: education and childcare settings (publishing.service.gov.uk)</p> <p>The thresholds, detailed below, can be used by settings as an indication for when to seek United Kingdom Health Security Agency (UKHSA) advice if they are concerned.</p> <p>For most education and childcare settings, whichever of these thresholds is reached first:</p> <ul style="list-style-type: none"> ➤ 5 children, Students, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period: or ➤ 10% of children, Students, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period <ul style="list-style-type: none"> • For special schools, residential settings, and settings that operate with 20 or fewer children, Students, students and staff at any one time: • All settings should seek United Kingdom Health Security Agency (UKHSA) advice if a Student, student, child or staff member is admitted to hospital with COVID-19 by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of 			
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			<p>concern. Settings may be offered United Kingdom Health Security Agency (UKHSA) support in managing risk assessments and communicating with staff and parents.</p> <ul style="list-style-type: none"> Settings may wish to seek additional United Kingdom Health Security Agency (UKHSA) advice if they are concerned about transmission in the setting. 			
Lack of communication	Staff Students Others	Unsafe practices	<ul style="list-style-type: none"> The school staff reports immediately to the headteacher about any cases of suspected coronavirus, even if they are unsure. The headteacher contacts the local HPT or follows the advice given from and discusses if any further action needs to be taken. Schools put into place any actions or precautions advised by their local HPT. Schools keep staff and parents adequately updated about any changes to infection control procedures as necessary. 	MED		✓
Travel and quarantine	Staff Students Others	Infection control	<ul style="list-style-type: none"> All travellers arriving into the UK will need to isolate and get a PCR test by 'day two' after arrival. They may end their isolation once they receive a negative result. If the result is positive, they should continue to isolate and follow rules on isolation following a positive test. Unvaccinated arrivals aged over 18 will follow the existing, more onerous, testing and isolation regime. All Red list arrivals will enter quarantine 	MED		✓
Admitting children into school	Students Staff	Infection control	<ul style="list-style-type: none"> In most cases, parents and carers will agree that a student with symptoms should not attend the school, given the potential risk to others. If a parent or carer insists on a Student attending your school, you can take the decision to refuse the Student if, in your reasonable judgement, it is necessary to protect other Students and staff from possible infection with COVID-19. 	MED		✓

			<ul style="list-style-type: none"> Your decision would need to be carefully considered in light of all the circumstances and current United Kingdom Health Security Agency (UKHSA) advice. 			
Admitting people into school	Students Staff	Infection control	<ul style="list-style-type: none"> Students, staff and other adults should not come into school if they have symptoms, have had a positive test result or have been instructed to quarantine. Anyone, including staff or students, within the school who appear to have COVID-19 symptoms are sent home, advised to avoid using public transport and, wherever possible, be collected by a member of their family or household and to follow advice. In the case of a student awaiting collection, they should be taken to a room away from other Students and supervised. If the member of staff is in close contact with the child, then they should wear appropriate PPE. A window should be opened for fresh air ventilation if possible. Any rooms that have been used for this purpose should be cleaned after they have left. As with anyone within the household, staff, students/siblings should follow the PHE guidance for households with possible or confirmed COVID-19 infection. 	MED		✓
CEV children	Students Staff	Infection control	<ul style="list-style-type: none"> The UK Clinical Review Panel has recommended that no children and young people under the age of 18 should be considered CEV and under-18s should be removed from the shielded patient list. Children and young people previously considered CEV should attend school and should follow the same COVID 	MED		✓

			<p>19 guidance as the rest of the population. They may wish to take extra precautions however.</p> <ul style="list-style-type: none"> • If a child or young person has been advised to reduce their social contact by their specialist, due to the nature of their medical condition or treatment, rather than because of the pandemic, they should continue to follow the advice of the specialist. 			
Staff CEV	Staff	Infection control	<ul style="list-style-type: none"> • CEV people are no longer advised to shield but may wish to take extra precautions to protect themselves and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus. • Staff should attend their place of work if they cannot work from home. • The school will follow DHSC updated guidance. 	MED		✓
Educational visits	Students Staff	Financial risk	<ul style="list-style-type: none"> • If booking new visits ensure that the school have adequate financial protection in place. • From the start of the Autumn school term you can go on international visits. • You should be aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. • The travel lists may change during a visit and you must comply with international travel legislation and should have contingency plans in place to account for these changes. • The school should have a contingency plan in place to account for any changes in the government travel list. • Full risk assessments must be undertaken, ensure any United Kingdom Health Security Agency (UKHSA) advice (such as hygiene and ventilation requirements) are included in it. 	MED		✓

			<ul style="list-style-type: none"> • Consider whether to go ahead with planned international educational visits at this time, recognising the need to isolate and test on arrival back into the UK. • All travellers arriving into the UK will need to isolate and get a PCR test by 'day two' after arrival. They may end their isolation once they receive a negative result. If the result is positive, they should continue to isolate and follow rules on isolation following a positive test. Unvaccinated arrivals aged over 18 will follow the existing, more onerous, testing and isolation regime. • All Red list arrivals will enter quarantine. 			
Performances	Staff Students Others	Infection control	<ul style="list-style-type: none"> • Consider carrying out performances on Zoom where possible. • If it is not possible, limit the number of attendees (one parent per child, year groups etc.) Audience to be socially distanced and wear face masks throughout the performance. • Keep venue well ventilated. • Hand sanitiser to be available and parents actively encouraged to use. • Frequent cleaning of touch points. • Encourage parents to carry out a Lateral Flow Test before attending. 			
Out of school settings Parents attendance	Students Parents Staff Others	Infection control	<ul style="list-style-type: none"> • Parents are no longer limited to specific number attendance. • Ensure up to date contact information is available in the event of an emergency. • Keep a record of where and when your child attends a setting to help NHS Test and Trace identify contacts. Out of school settings will not be expected to undertake contact tracing. 	MED		✓

			<ul style="list-style-type: none"> Individuals are not required to self-isolate if they are a close contact of someone with COVID-19 unless they have been identified as a close contact of a suspected or confirmed case of the Omicron variant, irrespective of vaccination status and age) if they are fully vaccinated, below the age of 18 years and 6 months, taking part in an approved COVID-19 vaccine trial or are unable to get vaccinated for medical reasons. Instead they will be advised to take a PCR test. Face coverings are recommended to be worn by staff, visitors and year 7 students and older when moving around the premises, in corridors and communal areas, unless exempt. They do not need to be worn in classrooms. Check with the provider that they are following the relevant guidance to reduce the risk of infection. If the number of positive cases substantially increases, please refer to the Outbreak Management Plan. 			
Measures for Places of Worship	Students Parents Staff Others	Infection control	<ul style="list-style-type: none"> All places of worship should follow and keep up to date with the latest guidance. COVID-19: guidance for the safe use of places of worship - GOV.UK (www.gov.uk) 	MED		✓
Measures for multi-use community facilities	Students Parents Staff Others	Infection Control	<ul style="list-style-type: none"> All multi-use community facilities should follow and keep up to date with the latest guidance. COVID-19: Guidance for the safe use of multi-purpose community facilities - GOV.UK (www.gov.uk) 	MED		✓
Measures for grassroots sport participants, providers and facility operators	Students Parents Staff Others	Infection Control	<ul style="list-style-type: none"> All grassroots sport participants, providers and facility operators should follow and keep up to date with the latest guidance. Guidance on coronavirus (COVID-19) measures for grassroots sport participants, providers and facility operators - GOV.UK (www.gov.uk) 	MED		✓

