

Schools COVID-19 operational guidance

TT System of Controls					
Area of concern	Risk rating prior to action	Control measure	In place	Further action/comments	Residual risk rating
Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19					
<p>Pupils, staff and other adults must not come into the school if:</p> <ul style="list-style-type: none"> • they have one or more coronavirus (COVID-19) symptoms • they are required to quarantine having recently visited countries outside the Common Travel Area • they have had a positive test <p>Where individuals have had a positive test result, they must immediately cease to attend and not attend for at least 10 days from the day after:</p> <ul style="list-style-type: none"> • the start of their symptoms • the test date if they did not have any symptoms but have had a positive LFD or PCR test (if an LFD test is taken first, and a PCR test is then taken within 2 days of the positive lateral flow test, and is negative, it overrides the LFD test and the pupil can return to school) 	H	<p>Clear procedures in place and circulated to staff. Included with staff induction processes for new staff.</p> <p>Standard communication ready to go home with any pupils sent home with symptoms</p> <p>Clear attendance procedures communicated to parents and pupils</p> <p>We will ask all staff to take a lateral flow test at home, twice weekly until the end of September 2021</p> <p>If the test is positive, we will follow the same steps as if that pupil/staff member were displaying symptoms, including asking them to seek a PCR test</p> <p>It remains essential that anyone who gets a positive result from an LFD result self-isolates immediately, while they get a confirmatory PCR test</p>	Y		L
<p>If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow ‘stay at home: guidance</p>	H	Staff, pupils and parents will be updated with guidance	Y		L
<p>PPE will be made available for staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs)</p>	M	<p>PPE kept in the reception area near to the medical room. Clear instructions to first aiders via the lead first aider regarding PPE use.</p> <p>How much PPE you need to wear when caring for someone with symptoms of COVID-19 depends on how much contact you have.</p> <ol style="list-style-type: none"> 1. A face mask should be worn if you are in face-to-face contact. 	Y	<p>Most staff in schools will not require PPE beyond what they would normally need for their work. However, it is still recommended in the care of Covid-</p>	L

		<p>2. If physical contact is necessary, then gloves, an apron and a face mask should be worn.</p> <p>3. Wear eye protection if a risk assessment determines that there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting.</p>		19 symptomatic pupils	
<p>Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> • they are fully vaccinated • they are below the age of 18 years and 6 months • they have taken part in or are currently part of an approved COVID-19 vaccine trial • they are not able to get vaccinated for medical reasons 	L	Staff, pupils and parents will be updated with new guidance	Y		L
Face coverings					
<p>Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas.</p> <p>The government has removed the requirement to wear face coverings in law but expects and recommends 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 or college.</p>	M	<p>We are following current guidance on this matter and will adjust our strategy if the recommendations change.</p> <p>Face coverings are available for staff and pupils who do not have their own.</p>	Y	Face coverings are not required in school however staff may wear them if they choose to	L
Ensure everyone is advised to clean their hands thoroughly					
Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.	M	<p>Sanitiser available from Operations Manager</p> <p>Sanitiser stations available at reception and GLL entrances</p>	Y		L
Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach					
The 'catch it, bin it, kill it' approach continues to be very important, so schools must ensure that they have enough	M	More posters to be displayed around school to reinforce the message	Y		L

tissues and bins available in the school to support pupils and staff to follow this routine.		One lidded bin available in each room			
Maintain enhanced cleaning, using standard products, such as detergents					
You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.	M	Enhanced cleaning routines maintained		Long term strategy is for emphasis on sanitising the person, not the equipment Touchpoint cleaning to be reviewed termly	L
Keep occupied spaces well ventilated					
Good ventilation reduces the concentration of the virus in the air, which reduces the risk from airborne transmission. This happens when people breathe in small particles (aerosols) in the air after someone with the virus has occupied and enclosed area.	H	Blocks 1-3 will use opening doors and windows to maximise ventilation Blocks 4-6 will use open doors and mechanical ventilation. CO2 monitors to be used to identify areas with poor ventilation	In part	We have requested that the mechanical ventilation is adjusted to increase the ventilation rate. G4S has confirmed that normal operation meets current guidance and that only fresh outside air is circulated.	M
Other considerations					
All clinically extremely vulnerable (CEV) children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend.	M	Higher proportion of staff now vaccinated; lower risk of transmission			M
In most cases, parents and carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others.	H	Staff, pupils and parents will be updated with new guidance			L

<p>If a parent or carer insists on a pupil attending school, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Your decision would need to be carefully considered in light of all the circumstances and current public health advice</p>					
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School operations

Area of concern	Risk rating prior to action	Control measure	In place	Further action/comments	Residual risk rating
Attendance expectations					
<p>School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school.</p> <p>Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they should be recorded as code X (not attending in circumstances related to coronavirus). Where they are unable to attend because they have a confirmed case of COVID-19 they should be recorded as code I (illness). For pupils abroad who are unable to return, code X is unlikely to apply.</p> <p>In some specific cases, code Y (unable to attend due to exceptional circumstances) will apply.</p>	M	<p>We follow government guidance on logging attendance and submitting returns to the DfE</p> <p>Staff, pupils and parents will be updated with new guidance</p>	Y		L
Remote education					
<p>Where appropriate, you should support those who need to self-isolate because they have tested positive to work or learn from home if they are well enough to do so.</p>	H	Remote education policy remains in place	Y		L

Schools subject to the remote education temporary continuity direction are required to provide remote education to pupils covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19.					
School meals					
You should continue to provide free school meal support to any pupils who are eligible for benefits-related free school meals and who are learning at home during term time.	H	FSM eligible pupils are provided with supermarket vouchers if they test positive for Covid and need to isolate	Y		L
Educational visits					
You should undertake full and thorough risk assessments in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment.	H	We follow government guidance relating to educational visits. No international trips will take place in the Autumn term.	Y		M