

Return to School – 10 Point Risk Assessment

Name of School: St Bernard’s High School

Date: 1 April 2022 version 10

This risk assessment is designed to support the school following revised government advice where the Covid-19 pandemic is continuing. It examines the key areas that should be considered for St Bernard’s. National or local government may determine further changes in some of these areas; much else is a matter for staff and governors who know and understand our school community and site. Please note that the issues highlighted are not intended to be sequential or chronological but are the basis for reviewing the change in circumstances from September 2021.

The 10 sections are:

1. Early considerations	4. Staffing	7. Travel
2. Buildings	5. PPE (Personal Protective equipment)	8. Virus and safety management
3. Social Distancing	6. Communication	9. Curriculum/Provision
10. Miscellaneous		

1 Early considerations	Updated assessment with return of all students Autumn Term
1. Early Considerations: <i>Things to consider: overall logistics including numbers, minimum safe ratios, food and refreshments, safeguarding, etc.</i>	
a. How many pupils (max) will you have on site?	All pupils now expected so approximately 970 pupils
b. How many key worker / vulnerable children will be attending? How many of these are not in the eligible year groups?	n/a
c. How many classes / groups will this require	‘Normal’ school will be in progress with year groups mixing at start and end of day, during lesson changes and at break and lunch
d. How many staff will be available to work (consider roles also)?	All staff expected to be in school
e. What are the safe staffing ratios required to meet the above?	School will be fully staffed using normal ratios
f. How many teachers on average will this require?	See above

g. What are the school's curriculum expectations during this time?	Full curriculum – a new timetable is being introduced with 3 lessons a day
h. What timetable adaptations / timings to the day will need to be made?	On return, students will follow the testing plan in line with government guidance. The school has in place a staggered start for September opening to facilitate this. After reopening students will have a full school day
i. How many meals required for those present in school?	Expect normal numbers
j. How many meals required for delivery to FSM pupils not in school?	None
k. Review risk assessments of vulnerable children and those with EHCPs, identifying any increased risk. Should they be in school? Identify and test any special equipment (arrange service through CAD if any concerns)	LAW to carry out assessment of students with medical needs and to identify any individuals where action needed
l. Adaptation of Safeguarding and Child Protection Policies and agree what safeguarding provision is needed in school to support returning children	No adaption is now required
m. Adaptation to the Business Continuity Plan	The school has reverted to its original plan – however the change in timetable allows reverting to year group bubbles if required and IT provision will support remote leaning if required
n. How are governors involved in the discussion about planning for the school re-opening?	Covid 19 is a standing agenda item at all governor meetings.
o. Sustainability of plans and expansion potential for more pupils attending in the future	Full opening now being planned for.
p. Plan to resume taking attendance register and complete online educational status setting form	Full attendance register already being maintained and will continue
q. Update behaviour policies to reflect the new rules and routines necessary to reduce risk and communicate this to school staff, students and parents	Expectation that current behaviour policies will continue and be enforced – full information made available to students, families and staff.
r. Agree whether breakfast clubs, lunch clubs and after-school clubs can operate	breakfast will be offered to all students and lunch and after-school activities will continue at staff's discretion
General Notes:	

Area of Focus	Updated assessment with return of all students
2. Buildings: <i>Things to consider: the practicality of various parts of the site for safe social distancing; the need for signage, locked areas, 2m spacings (eg tape lines), one-way systems, cordoned off areas, etc.</i>	
a. Cleaning requirements and regime prior to return	Cleaners are in as normal during Easter break and cleaning team will be in as from 19 April as per normal contract
b. Cleaning requirements and regime during return	With the return of staff and students a second housekeeper will be present during the day so 2 staff members of staff are continually sanitising communal areas and toilets
c. Cleaning requirements after different groups use spaces	Thought will need to be given to shared spaces: PE will need to work through their guidance, planning where possible to use outside areas and clean down equipment in between classes if reusing. Students will continue to be expected to clean down their desks and chairs at the end of form time, lesson 1 and 2 and any of any facilities used at lunch time. Staff will be asked to review resources in science labs and other practical rooms. Some would be cleaned any way and staff will be asked to consider usage and what if anything needs to be cleaned down Dining room and servery furniture will need to be wiped down between the 2 lunch servings by students and staff with staff on duty overseeing Computers in E11 and A13 and any laptops used will continue to need their keyboards to be cleaned by the students under the supervision of the class teacher, at the end of each lesson.
d. Areas which can be kept open	All areas will be open but movement will be managed - key issue with school is narrowness of corridors and smallness of site. New model of curriculum delivery reduces movement around the site and staff and students have been asked to continue to wear face masks in corridors and communal areas because the incidence of the virus is extremely high in the area. Normal expectations of student behaviour will be required.
e. Areas which must be closed	All facilities will be open.

<p>f. Adaptations required to buildings to maintain safety and social distancing requirements (eg desks, benches, queuing areas, canteen etc)</p>	<p>Classrooms will continue to be set with desks facing forward and staff look to keep 2m distance. For some science labs and practical rooms – this will not be possible Sanitising gel provided at entry to every classroom and all entering will be expected to use it Lidded and labelled bin provided in every room for used tissues and used sanitising wipes Home produced signage within building and on information screens Perspex screens will be retained where installed notably in reception, library, school shop, canteen and in some offices. Mobile screens also available Office staff were relocated and will continue to remain so for the time being</p>
<p>g. Ventilation of buildings</p>	<p>Doors and windows being left open where possible - a crack during lessons and fully at break and lunch to ensure a change of air; areas with mechanical ventilation (inc. A13, E11, E16, S12, S13 and W12, premises office and new build) will continue to use fresh air intake settings, following guidance from Complete Cooling, the maintenance company who service the school's air con units and so should work with doors shut</p>
<p>h. Arrivals and access: cleaning keypads, electronic signing in, etc</p>	<p>Student access to the school is through the Milton Road. - staggered in the mornings and overseen by the welcome ministry team and rapid departure at the end of the day overseen by duty staff. The keypads outside the sixth form servery and main reception will be wiped with sanitiser regularly from 10am onwards by cleaning staff. Signing in and out can now be done electronically by staff using ID badges using the pad in reception. Sixth form students use an electronic system in reception and all other students who arrive or leave during the day are recorded by reception staff All visitors to site must sign in and out at reception using the pad. If out of hours the same system must be used There is still a general expectation is that meetings involving outside parties are held virtually but occasionally a meeting will need to be held on site. A COVID declaration is available and should be sent to visitors for completion and submission prior to meeting. Reception also have hard copies to issue.</p>

i. Expectations of parental drop off and pick up points	No change – to emphasise to parents that if they must drive student to school to drop off and pick up a distance away from the school gates
j. Amended Emergency Evacuation considerations	No change – priority to get all persons out. A termly drill will be run
k. Amended Lockdown considerations	Lockdown bells in place but a policy is not in place regarding their use.
l. Routine maintenance: fire alarm testing, legionella risk assessments, repairs, grass cutting, servicing of equipment or PAT testing, boiler and heating, utilities, internet services	Buildings have been open throughout so all testing and maintenance has continued as normal.
m. Identify specific space requirements for children with EHCPs as required	Normal provision in Learning Support, as govt guidance accepts that 1:1 support can only be given effectively this way. The learning support/mentoring area will be staffed throughout the day, but staff will keep a 2m distance from students.
n. Agree approach to any scheduled or ongoing building works.	Only emergency work will be carried out during timetabled hours as routine work will be done during the holiday periods and in the evenings

General Notes:

The expectation that behaviours will need to change should a local outbreak up of COVID cases take place is reducing in the advice given by government and the local authority. However, the School's priority is to stay open, providing the best teaching possible to all students so would look to resume any of the previous control measures that included the wearing of face masks in classrooms as well as corridors; the cancellation of mixed year group lunch and after school activities; the reintroduction of year groups bubbles and a restriction on whole school activities if that was felt that that would limit the spread of the virus within the community and so allowing staff and students to be in and able to work consistently.

3 Social Distancing	Updated assessment with return of all students
3. Social Distancing: <i>Things to consider: decide the physical and organisational structures needed to limit risks and limit movement around the building(s), minimising numbers (eg via staggered timings) and contact, signage, desk spacing, one-way systems, communicating and policing new routines, contingencies for injury/intimate care, activities which can and cannot continue, etc.</i>	
a. Adopt usual or staggered arrivals and departures?	Staggered departure times not expected unless there is a local outbreak
b. Adopt usual or staggered break times and lunchtimes?	Staggered breaks and lunchtimes are not expected unless there is a local outbreak

c. School gates, including pupil drop-off arrangements	All students come in via the Milton Road gate in the period from 8am to 8.45am Exit is also via the Milton Road gate. Staff and students continue to be expected to wear face masks in corridors and communal areas because of the nature of the site.
d. Arrangements for entrances to buildings	As for c
e. Corridors and stairs – open / closed / one-way systems	With the introduction of a new timetable the use of the one-way system between lessons is counter-productive by causing unnecessary queues and students and staff are now asked to enter and leave the room by the closest exit The one-way system remains in place for when students leave form time and go to period 1
f. Classrooms – how many / seating and desk spaces / entering and exiting / transition points / movement of teachers and children. Consider specific requirements for the EYFS classroom	The original government guidance that, where possible, desks must be forward facing and teacher must socially distance from students will be continued. Staff will need to be continually mindful of their position in the room and look to avoid moving among the students New model of curriculum delivery reduces movement around the site to a minimum. Face masks are now required in corridors and communal areas except where the individual is exempt. In such instances that individual should be wearing a visible yellow lanyard. Specific bins have been placed in each room for used tissues and sanitising wipes and must be used appropriately
g. Lavatories	Government guidance is that toilets may be used as normal but be subject to regular cleaning which has always been the case in school with the presence of a housekeeper. The number of housekeepers were increased to 2 and this is being continued at the start of the 2021/22 academic year.
h. School halls	Guidance now allows the mixing of year groups and therefore ‘normal’ usage of the hall can resume. The size of the school now prevents a whole school gathering for mass and these will be adapted accordingly. The main focus has been on year group gatherings and where mixed year group events are planned careful consideration will be given as to the appropriate ness of the event and how it can best be managed in the light of the current information about the prevalence of the virus
i. Gyms	Subject to PE team using government guidance in its use

j. Library	Book borrowing has resumed Usage of the facility at communal times has always been number limited due to capacity and will be affected by the change in lunch arrangements with the expectation that KS3 will use in the first half of the lunch hour and by KS4 in the second half.
k. Canteen	Breakfast will be open to all in dining room from 8.15am Break will be served from 5 different points of sale with different year groups accessing different points. Lunchtimes have been changed with effect from 1 September such that KS4 and 5 will eat in the first half of the lunch hour using 3 points of sale and KS3 will eat in the second half of the lunch hour using 2 points of sale. Students should expect to wipe down where they have sat in these rooms when departing.
l. School fields, playgrounds, MUGAs, outside classrooms	Students will be able to access all outside areas freely
m. Areas of worship	School worship will resume in form and in year groups Because of the size of the school whole school masses were planned to be separated into two groups and will be run in line with current guidance. Again, alternate forms of delivery will be considered and large gatherings will be halted should the number of COVID cases rise within the school The Chapel will be open for personal use and for use by groups as guided by the RE department
n. Contingency arrangements for pupil injury or intimate care	Medical room is entirely suitable as a space for a person with Covid19 symptoms to wait as it is separate, has a toilet and can be monitored by reception. However an issue if already occupied by a student with other medical issues. The interview room will be used as a back-up space for student with injury
o. Contingency arrangements for physical restraint	Not to be used
p. Protocols for 1:1 support	1:1 support is kept to a minimum. Unavoidable for very small number of LSAs. Important that staff position themselves slightly behind students and not face to face. Advised to use face masks / visors where possible.
q. Adaptations required for normal routines (eg assembly, toilets, entering and leaving classrooms, hand-washing, etc)	Sanitiser to be positioned at entry to every room

<p>r. Plans/Protocols for minimising need for movement of and sharing of equipment (eg pens, pencils, paint, rulers, maths apparatus etc. Also photocopiers, printers, IT equipment</p>	<p>Students to continue to bring own resources - no sharing Staff should do the same Text books tend to be used by single year groups so sharing will not pose a specific hazard. Individual departments will manage the use of practical shared resources – many of which would be cleaned between use or only be used by an individual year group Photocopiers: keypads to be wiped regularly from 10am onwards with sanitiser, at the same time as the staffroom and reception keypads. Each department will update their risk assessment for issues pertinent to their department</p>
<p>s. Staffroom and offices - seating and desk spaces / entering and exiting / kitchen area etc</p>	<p>The staffroom will remain open with the expectation that staff will continue to socially distance. Staff should with care be able to get refreshments from staff room and pick up any papers from pigeon holes – these are likely to be fewer such documents, as communication has become increasingly electronic. Most departments have offices. Therefore, each department will need to plan working/resting spaces for individuals once timetable is known with social distancing in place.</p>
<p>General Notes: Whilst there is not expectation that any staff member has to clean it would be a reasonable expectation that every person should clear up and sanitise an area/equipment that they have used if it is not their normal space to work in Visitors: Visitors should only come onto the school site if absolutely necessary. Where appropriate, meetings should be conducted electronically. Should a meeting be necessary, the organiser should book a room and notify the premises team where cleaning will be required. All visitors must be signed in and out as normal expectation. A visitor tracker form has also been introduced and can be sent out in advance of the meetings and sent in, in advance or brought in for meeting Parents have been advised that they may only come on site for a pre-arranged meeting and may not drop off odd items during the day We continue to look to reduce contact, maximise distance and minimise potential for contamination</p>	

<p>Area of Focus</p>	<p>Updated assessment with return of all students</p>
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<p>4. Staffing: <i>Things to consider: staff safety and well-being; minimum safe ratios; staff anxiety; fairness of rota system; staff specialisms (eg year group or subject); appropriateness of rota re SLT, DSL, gender balance, specialisms and first-aiders (including paediatric first aiders as necessary); staff briefing and training, staff travel plans, etc</i></p>	
<p>a. Strategy to ensure staff safety and well-being, agree staff workload expectations, and put in place measures to check on staff wellbeing, including for leaders.</p>	<p>AFC to continue to oversee staff wellbeing. Ongoing focus on all staff who have joined since March 2020 by line managers and colleagues to ensure they get to know colleagues; get to know routines and ways of doing because they have had less opportunity to be aware of what they don't know or to be able to ask for support Staff to be appropriately consulted throughout on changes and procedures, and it is essential that staff receive clear concise communication and direction and that this is regularly reinforced. Need to have an awareness of impact emails correspondence can be prolific; weekend emails will continue to be avoided as should late evening and early morning emails.</p>
<p>b. Based on ratio guidance, produce and share a rota (includes SLT, DSL, first aiders, gender balance, etc). Consider options if necessary staffing levels can't be maintained.</p>	<p>All staff in school; therefore ratios will be normal</p>
<p>c. How many of the Leadership Team will be required daily?</p>	<p>All staff expected in school</p>
<p>d. Which teachers will need to attend (consider year group and subject specialism, therapeutic and pastoral staff, absent staff, fairness...)</p>	<p>All staff expected in school</p>
<p>e. Identify staff who can't return to school at this point (for example, those who are extremely clinically vulnerable or those who are clinically vulnerable or living with someone who is extremely clinically vulnerable and stringent social distancing cannot be adhered to on site) and how they can work from home (for example, supporting remote education).</p>	<p>Expectation is now that all staff are in</p>
<p>f. Ensure you have considered the impact on staff and pupils with protected characteristics, including race and disability.</p>	<p>We will need to monitor staff and student attendance in terms of different groups, and offer support where required.</p>
<p>g. Identify appropriate staff to work with children with EHCP</p>	<p>At the start of a new year and a change of students there was the normal review and this is continually monitored throughout the year and particularly when new students join mid year</p>

h. Ensure staff rotas do not compromise specific staff being able to complete PEPS, attend CP and CiN meetings etc. Ensure staffing has DSL or team member available onsite and not fully timetabled.	DSL and deputy on site. Normal arrangements possible for PEPs, CP and CiN meetings, though many will take place virtually
i. Which TAs will need to attend (consider year group specialism, attachments, who can lead under teacher supervision, absent staff, fairness...)	All staff in school
j. Which office staff will need to attend (consider front office, finance, absent staff, fairness...)	All staff in school
k. What will be required of site staff?	Normal work pattern. Site staff will need to identify specific risks as they move across all year groups and look to mitigate. IT staff face similar risks as they move round the school and so will need to identify specific concerns and mitigate Both teams need to look to consistently socially distance and maintain high hygiene controls Both teams have specific department risk assessments
l. What will be required of mid-day assistants?	Role will revert to 'normal' – that of monitoring students and maintaining high standards of behaviour. They will look to keep themselves socially distanced .
m. What will be required of canteen staff?	Work hours will revert to those contracted although some adjustment needed to take in to account the new timetable and increased student numbers.
n. What will be required for visiting/peripatetic staff where essential?	Peripatetic music lessons will continue Choir, singing groups or orchestra have resumed but risk assessments will need to be prepared and agreed. Standard measures to be considered will need to focus on ventilation and social distancing. Singing and wind instrumental teachers will also need to adapt their practices and consideration will need to be given to cleaning. Risk assessment of practice rooms were being undertaken when peripatetic lessons resumed in the summer term 2021
o. Protocol for visitors to the school where essential	Sign in at reception and be escorted by relevant staff – has to be essential visitors only COVID visitor tracking form introduced – available to be sent out prior to meeting and emailed back in. All staff reminded September 2021. t
p. Plans for emergency cover / contingency in all sections above	Cover is an issue with current higher levels of illness in school and appropriate agency staff more difficult to find. Normal procedures that are in place are managing the situation although extremely stretched on some days.

q.	Staff briefings and training to ensure compliance and safety	Regular updates and training to be given in person, electronically or through Teams meetings as appropriate Where actual meetings held room to be set up appropriately to allow proper social distancing – S01 is now the designated meeting room
r.	HR issues: staff attending	Current policies remain in place, adjusted using current HR guidance
s.	HR issues: staff working from home	Expectation is that all staff are in school. Should someone need to be working from home, AMD will authorise, and specific guidance on work to be done will need to be issued by line manager
t.	HR issues: staff who are symptomatic (should not attend)	HR guidance is to instruct the employee to take the test immediately and await the results. Staff need to inform the school immediately of the test result. Cover staff to be deployed whilst waiting for the result, if available – emergency cover if not. Should someone need to be working from home, AMD will authorise, and specific guidance on work to be done will need to be issued by line manager
u.	HR issues: staff who are self-isolating (should not attend)	School to deploy supply staff, if available – emergency cover if not. Should someone need to be working from home, AMD will authorise, and specific guidance on work to be done will need to be issued by line manager. However where an individual has had 2 jabs and is identified as a close contact of someone who has tested positive there is no requirement to self-isolate unless they have symptoms. There is the expectation that they take a PCR test but again do not have to self-isolate while waiting for the result.
v.	HR issues: staff who are shielded (should attend) / extremely clinically vulnerable (should not attend)	This is not a relevant category
w.	HR issues: staff who might be deemed clinically vulnerable	This is not a relevant category
x.	HR issues: staff with affected family member	Unless the staff member is the clinically vulnerable person the staff member should be in work whatever the situation at home. If a close contact staff member will need to monitor their own health, testing if they can
y.	HR issues: staff who refuse to attend	Such members of staff will be placed on unpaid leave and could be subject to disciplinary procedures.
z.	HR issues: any staff needing to be furloughed	Furlough has come to an end
aa.	HR issues: staff on a procedure: sickness, capability, disciplinary	Current policies remain in place, adjusted using current HR guidance
bb.	HR issues: staff recruitment	Face-to-face interviews allowed where necessary in line with guidance. Virtual interviews may still be used.

General Notes: It is recognised that lateral flow tests are no longer available in school for students and staff use and should an individual wish to perform a test they will need to buy their own test kit. This makes it much more difficult to ascertain whether an individual has COVID or not and there is greater reliance on the individual to do the best for themselves and the wider community. If one has symptoms the preference is that you take a test and stay away while positive

5 PPE (Personal protective equipment)	Updated assessment with return of all students
<p>5. Personal Protective Equipment (PPE): <i>Things to consider:</i> likely guidance from government, LA and unions on what is and is not required; supply stream of PPE at a time of unprecedented demand; additional cost factors; supply, disposal and protocols, etc</p>	
<p>a. Make arrangements for the very small number of cases where personal protective equipment (PPE) supplies will be needed: if staff provide intimate care for any children or young people and for cases where a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home.</p>	<p>Have the sick room which is ideally set up with its own toilet and hand wash facilities. Room able to be viewed from reception 2 non-contact thermometers bought Specific equipment available for medical room for use by staff and emergency pack held in back office to be put on before staff go into room with students</p>
<p>b. Protocols - staff (may need to be differentiated): gloves, masks, visors, aprons, sanitisers, soap, paper towels, etc</p>	<p>5 Sanitiser stations installed Bottle pumps purchased and being placed in each room Gel purchased and needs to be kept in stock Specific Catch it, bin, kill bins purchase for each room for used tissues and sanitiser wipes Visors available A supply of disposable face masks held in reception for those that have forgotten. There is a back up supply in JLK Office General hygiene advice has been issued to all staff. PPE resources are listed above. Most staff will not need other PPE items.</p>
<p>c. Protocols - pupils: gloves, masks, visors, aprons, sanitisers, soap (will be age dependent)</p>	<p>5 Sanitiser stations installed Bottle pumps purchased and being placed in each room Gel purchased and needs to be kept in stock</p>

	<p>Specific Catch it, bin, kill bins purchase for each room for used tissues and sanitiser wipes</p> <p>Visors available</p> <p>A supply of disposable face masks held in reception for those that have forgotten.</p> <p>There is a back up supply in JLK Office</p> <p>General hygiene advice has been issued to all students. Most students will not need other PPE items.</p> <p>Current advice is that face masks are not required. However because of the space constraints within the school, particularly in corridors the school would expect staff and students to wear face masks in corridors and communal areas</p>
d. Protocols- visitors: gloves, masks, visors, aprons, sanitisers, soap	<p>Visitor guidance updated and copy held on VLE/Coronavirus/Risk Assessment.</p> <p>Visitors will be asked to comply with all the requirements in force in the school at the time of their visit</p>
e. PPE required at drop off and pick up times	<p>Expectation that with change in guidance that staff will wear face masks when on duty and students will be reminded to don masks as they come into school in the mornings</p>
f. Review Health Care plans to ensure any children have appropriate measures in place if they are coming into school.	<p>Senco to review health care plans, and to highlight to her team (and wider staff if relevant) where changes in practice will be required.</p>
g. Arrangements for PPE supply, disposal, renewal	<p>Senior caretaker to make arrangements for PPE disposal after use.</p>
h. Separation of refuse and waste disposal of used PPE – likely to be served by 2 different contractors	<p>Bins bought and installed into each room</p>
i. PPE arrangements for intimate care or aiding child injury	<p>See earlier comments re first aid staff. The relevant staff have met and have a common approach with appropriate resources</p>
j. Staff briefing / training	<p>Staff briefed verbally at start of term .</p> <p>Departments prepared department specific guidance at the start of the 20/21 year, copies of which are on VLE/Coronavirus/Risk Assessment/Department.</p> <p>Heads of Department were asked to update their departmental assessment during September</p> <p>Ongoing issues are highlighted through emails, staff briefing and bulletin</p> <p>Whole school risk assessment periodically updated</p>
General Notes:	

6 Communication	Updated assessment with return of all students
<p>6. Communication: <i>Things to consider: plan content and timing of communication ensuring all affected groups are kept informed of key messages and expectations, despite different experiences; reassuring the community of safety measures and risk assessments; acknowledging fears and anxieties; EAL language barriers; pre-empting questions, etc.</i></p>	
a. To parents/carers of returning children	Periodic emails are sent to parents as and when needed
b. To parents/carers of non-returning children	Group should not exist
c. To parents/carers of key workers and vulnerable children	Included above (all children expected to attend school)
d. To staff, collectively and individually (differentiated?)	<p>Original risk assessment was consulted upon in advance of school opening in September. The updated risk assessments circulated as and when updates and government advice changes</p> <p>Regular staff update emails to continue.</p> <p>Weekly briefing (Tues, 8.35am)</p>
e. To governors / MAT Board	Covid19 remains a standing agenda item for all governor meetings.
f. To the Local Authority to confirm arrangements	Head attends all LA and Diocesan meetings and webinars.
g. To pupils (before / upon return)	Regular contact from subject and form teachers via face-to-face learning.
h. With unions (if / as necessary)	<p>Risk assessment was consulted upon in advance of school opening in September 2020; current assessment is held on public website and so available to all.</p> <p>Staff can approach members of SLT or Sue Clancy as governance professional to relay concerns as well as the two union reps who arrange periodic meetings and follow up with conversations with the Head.</p>
i. Consider strategy for supporting pupils and parents with English as an Additional Language (EAL)	LWS has this role.
j. Key Contacts (eg LADO, MASH, LA, Chair of Governors, Virtual School, Maintenance, Buildings, Health & Safety, Social Services, Social Workers, etc)	Covid19 remains a standing agenda item for all governor meetings. Head attends all diocesan meetings and webinars.
General Notes:	

General thrust of current communications that although most restrictions now gone the Coronavirus hasn't and to enable the school to stay open and for learning to continue uninterrupted care must be taken to ensure that individuals do not attend if unwell and that the whole community continues to work at reducing the passing on of infections through use of sanitiser, cleaning, ventilation and socially distancing. The impact of the latest variant has heightened the significance of our response

Area of Focus	Updated assessment with return of all students
7. Travel: <i>Things to consider: government guidance on safe travel, the ongoing need to socially distance irrespective of transport mode; the need for any amendments required to travel plans; briefing and advice to parents, pupils and staff, etc</i>	
a. Communication/advice to parents, pupils and staff on preferred transport mode	Email to parents will offer one piece of overall advice. Our students live in so many areas and travel by so many routes that we cannot do more.
b. Advice if walking to school	See above
c. Advice if cycling to school (if appropriate)	See above
d. Advice if travelling by car	See above
e. Advice if travelling by bus (public and school)	See above
f. Advice if travelling by train	See above
g. Liaise with PTS over specialist transport arrangements	n/a

Area of Focus	Updated assessment with return of all students
8. Virus and Safety Management: <i>Things to consider: the need to monitor pupil, staff and parental health regularly and respond promptly to fast-changing situations or the need to self-isolate and stay off school, etc.</i>	
a. Agree how protective measures will be implemented, including agreeing on any necessary updated health and safety policy and risk assessments.	School has updated this risk assessment. All new guidance is noted and referred to within the assessment.

	<p>Symptoms of COVID-19 are now defined as a high temperature or shivering; a new continuous cough; loss or change to your sense of smell or taste; shortness of breath; feeling tired or exhausted; an aching body; headache; sore throat; blocked or runny nose; loss of appetite; diarrhoea; feeling sick or being sick</p> <p>Standard guidance is;</p> <ul style="list-style-type: none"> • Try to stay at home and away from others if you have any symptoms of COVID-19 and a high temperature or you do not feel well enough to come to school or if you have you have tested positive. You can return when you feel well enough and when you don't have a temperature. • If you have COVID-19 you should stay at home and avoid contact with other people for 5 days and avoid meeting people at higher risk from COVID-19 for 10 days • People under 18 who have tested positive for COVID-19 need only stay away for 3 days • Ensure everyone is cleaning their hands thoroughly, specifically when entering and leaving rooms • Ensuring everyone coughs and sneezes into tissue or arm and then uses relevant bin and sanitises hands • Enhanced cleaning of site – specifically constant cleaning of communal areas • Minimise contact across site and maintain social distancing • Keep occupied spaces well ventilated <p>Departments have produced their own risk assessment for issues pertinent to the running of their own department and were asked to review them as a reminder and update upon return on 1 September 2021.</p>
b. Strategy regarding testing of staff	There is now no strategy regarding testing
c. Strategy regarding testing of pupils	There is now no strategy regarding testing
d. Action if a member of staff becomes symptomatic (should not attend)	<p>Staff should not attend</p> <p>If staff becomes unwell during the day staff exhibiting symptoms of Covid19 will be sent home immediately</p>
e. Action if a member of staff extremely clinically vulnerable	Individual risk assessment will be undertaken but expectation is that the staff member will be in school

f.	Action if a member of staff's family is symptomatic	The staff member will need to manage the situation and keep coming to work unless or until they feel they have symptom at which point they will need to follow government guidance
g.	Action if a pupil becomes symptomatic (should not attend)	If unwell student should not attend school and get tested. If student exhibits symptoms of Covid19 they will be removed from class immediately, and their parents asked to collect them. The family will then need to follow government guidance
h.	Action if a pupil extremely clinically vulnerable	Individual risk assessment will be undertaken but the expectation is that the student will be in school
i.	Action if member of a pupil's family is symptomatic	The pupil can continue to come into school unless or until they feel they have symptom at which point they will need to follow government guidance
j.	Training for staff and pupils on 'safe' behaviours	Clear advice published to staff on 1st September 2021 and to students on their return. This will be repeated at the start of the Summer term
k.	Decide the approach to enhance hygiene (for example, toilet use, hand washing) and including routines established for hand-washing, coughing, spitting, sneezing, etc	Whole school approach is to have sanitiser at each entrance to school and at each room door Signage at toilets to remind people to wash hands At catering areas sanitiser to be in position Bins in each room for tissues, used PPE and used sanitiser wipes Signage for social distancing and one-way systems where appropriate continue to be used
l.	Decide on policy related to removal of usually shared items (for example, books, toys, practical equipment)	Practical subjects to develop protocols in line with government guidance
m.	Decide what an enhanced cleaning schedule looks like and how it will be implemented in your school, including buildings, equipment, outside areas, facilities etc	Additional housekeeper engaged to regularly sanitise all communal areas and toilets between 10am and 2pm each day and full team to clean whole school and the end of the day. Cleaners have always sanitised so greater attention to detail. At the end of form time, lessons 1 and 2 students to use a sanitising wipe to clean chair and table as they leave the room Dance studio floor to be mopped at end of lesson when used
n.	Lateral Flow tests - staff	No longer available
o.	Lateral Flow tests – students	No longer available
Area of Focus		Updated assessment with return of all students

9. Curriculum / Provision: <i>Things to consider: guidance likely from government, LA and unions; consideration of curriculum provision for those in school and those who are home learning; support for vulnerable children who are not at school; strategies for supporting disadvantaged gap; strategy for blended learning, etc.</i>	
a. Curriculum provision for year groups that return	Full curriculum in place
b. Curriculum provision for key worker / vulnerable children who may be in different year groups	No longer required
c. Curriculum provision for pupils at home requiring home learning	We expect all students to be in school. Should any child be self-isolating because they have Coronavirus we will manage the learning of these students, liaising with heads of department for work to be set across the curriculum. Work will not be set in this way for students choosing not to come in
d. Awareness and communication of Home Learning safeguarding guidance	Staff have been issued with guidance on how to manage remote learning, including the use of video-conferencing.
e. Sufficiency and sustainability of Home Learning ideas and resources	Current remote learning approach will continue
f. Expectation of work completion, marking, record-keeping	This will managed in accordance with the school's published protocols
g. Plans to support shielded or vulnerable pupils not attending school	We expect all students to be in school.
h. Plans to support catch-up for disadvantaged children or those who have fallen behind.	We have some funds left from the catch-up for disadvantaged children issued in 20/21 year for those who have fallen behind together with a number of new government streams of income and BJM is leading on the deployment of this fund reporting to HEB
i. Plans to support EAL pupils and their families	LWS will target and support the most needy and vulnerable in this group.
j. Support for all pupils for mental health and well-being (eg counselling; bereavement services, nurture support, etc)	BCCS already engaged, and this work will continue with the school having increased the hours that the counsellor is on site for an extra day this year. Our learning mentors can offer their usual high levels of support.
k. Secure services for additional support and early help where possible (for example, around anxiety, mental health, behaviour, social care, or changes to mobility), and consider how these might apply to pupils and students who were not previously affected.	BCCS already engaged, and this work will continue with the school having increased the hours that the counsellor is on site for an extra day this year. Our learning mentors can offer their usual high levels of support. Renewed focus on form time and year group assemblies to rebuild community, relationships and focus on ethos.

Area of Focus	Updated assessment with return of all students
<p>10. Miscellaneous / School Specific: <i>Things to consider: this section is for leaders to use to identify areas of specific concern within their setting; it may be used, for example, to address any specific issues raised by pupils, parents, staff, governors, the LA, etc.</i></p>	
<p>a. Compact nature of school site</p>	<p>The size of site is the issue, and we continue to risk assess, mitigate identified risks where possible and continue as best we can. Key strategies continue to be stay away if ill, social distancing, hand hygiene, cleaning with provision of specific bins and use of ventilation</p>
<p>b. Duke of Edinburgh Award (DofE)</p>	<p>The school has continued its DofE Activities since returning in March 2021 and these activities are expected to continue following the school guidance and the DofE guidance.</p>
<p>c. Educational Visits</p>	<p>Educational visits are now being planned with Coronavirus being a key risk to assess and mitigate</p>
<p>General Notes: This whole risk assessment has been drawn up on the basis that we might have manage to have a local outbreak and that we might need to re-introduce measures to try to break chains of transmission – face masks; reduce the mixing of year groups or stop the mixing altogether. The permanent change in timetable; the adjustments to the lunchtime arrangements will all facilitate this.</p>	