

# Habs

HABERDASHERS'  
ASKE'S SCHOOLS

Risk assessment for Covid-19 security and Covid-19 self-testing

## 1 Principles

Area of Risk	Approach
Attendance	<ul style="list-style-type: none"><li>• All pupils are expected to attend school</li><li>• Schools will operate remote learning for pupils who need to isolate</li></ul>
Health and Safety	<ul style="list-style-type: none"><li>• Staff and pupils are still requested to wear a face covering indoors</li></ul>
Suspected case of COVID-19	<ul style="list-style-type: none"><li>• The school will follow the latest Government Guidance to isolate the individual, supervise until collection and clean areas after use</li></ul>
Confirmed case of COVID-19	<ul style="list-style-type: none"><li>• The school will follow the latest Government guidance following a confirmed case</li><li>• Public Health England and NHS track and trace will deal with positive cases</li></ul>
Hand Hygiene	<ul style="list-style-type: none"><li>• Continue to clean hands thoroughly</li><li>• Hand sanitisers will remain available throughout the schools</li></ul>
Enhanced Cleaning	<ul style="list-style-type: none"><li>• The school has introduced enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach. Cleaning principles are:<ul style="list-style-type: none"><li>○ All classrooms will be cleaned once per day</li><li>○ All toilets and washrooms will be cleaned 2-3 times per day</li><li>○ All frequently touched surfaces such as door handles and light switches will be cleaned 2-3 times per day</li></ul></li></ul>
Minimising contact with individuals who are unwell	<ul style="list-style-type: none"><li>• Staff, pupils, parents, and visitors must not come into school if they have COVID-19 symptoms, or are within their isolation period</li></ul>

## 2 Prevention Measures

Prevention	CONTROL MEASURES IN PLACE	FURTHER ACTIONS REQUIRED
Minimising contact with individuals who are unwell	Ensuring that staff, pupils, parents and visitors do not come into school if they have COVID-19 symptoms, or are within their isolation period, and ensuring anyone developing those symptoms during the school day is sent home.	Reminder to staff Letter to parents Notice to visitors
	Ensure there is a procedure in place for a suspected case of COVID-19 within school	Create and publish procedure and include as annex to this document
Cleaning hands more thoroughly than normal	Clean hands thoroughly more often	Reminder to staff Reminder to older pupils Set time in the school day for younger pupils
	Additional hand sanitisers have been installed throughout the schools	Ensure hand washing/sanitisation supplies are stocked
	Pupils and staff should remember to wash their hands/sanitise on arrival and frequently during the day (this will be available in classrooms and departmental offices)	
Ensuring good respiratory hygiene	Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.	Reminder to staff Reminder to all pupils Ask staff and pupils to provide their own mini pack of tissues
	Ensure good ventilation in classrooms and offices.	Reminder to staff Reminder to all pupils
	Pupils and staff are reminded to avoid touching their nose, mouth and eyes.	

Prevention	CONTROL MEASURES IN PLACE	FURTHER ACTIONS REQUIRED
Enhanced cleaning	<ul style="list-style-type: none"> <li>Enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach</li> </ul>	
	<ul style="list-style-type: none"> <li>Cleaning Principles               <ul style="list-style-type: none"> <li>All classrooms will be cleaned once per day</li> <li>All toilets and washrooms will be cleaned 2-3 times per day</li> <li>All frequently touched surfaces such as door handles and light switches will be cleaned 2-3 times per day</li> </ul> </li> </ul>	
Minimising contact between individuals	<ul style="list-style-type: none"> <li>Anyone who has helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test)</li> </ul>	

### 3 Minimising contact and maintaining social distancing

Area of Risk	Approach
Subject Specific Areas e.g. Art, DT, PE	<ul style="list-style-type: none"> <li>National Governing Body guidelines will be followed in preparing the programme and facilitating activities</li> <li>Good hand hygiene at start and end of lessons and wipe down surfaces and equipment after use.</li> </ul>
Offices	<ul style="list-style-type: none"> <li>Personal computers/desks and laptops reduces the need to share devices. Wipes are available for any shared PCs.</li> </ul>

#### 4 Lateral Flow Device (LFD) self-testing

Hazards	Associated risks	Current Control/ Mitigation Measures	Additional control needed?
Positive results not reported.	Asymptomatic staff or pupil still on site	Continual encouragement to report via school communications and assemblies and form tutors	No
All results not reported, collated and recorded by the individual and the school.	No check to confirm whether staff or pupil should not be on site and lack of understanding of self-testing take up	Reporting tool in place	No

#### 5 Response to a suspected case

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be done with the Home Test Kit or booked online through the NHS testing and tracing for coronavirus website or ordered by telephone via NHS 119 for those without access to the internet.

If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better.

If someone tests positive, they should follow the <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>.

#### 6 Response to a confirmed case



Engage with the NHS Test and Trace process

PHE East of England Health Protection Team,  
 Second Floor Goodman House, Station approach Harlow,  
 Essex,  
 CM20 2ET  
 EastofEnglandHPT@phe.gov.uk; [phe.EoEHPT@nhs.net](mailto:phe.EoEHPT@nhs.net)

## 7 Manage confirmed cases of COVI-19 amongst the school community

If schools have a number of confirmed cases, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required. In some cases, health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure.

Assessor(s) name	Signature	Date
M Lewis Director of Operations D Ewart Deputy Director of Operations		4 September 2020
M Lewis Director of Operations D Ewart Deputy Director of Operations		27 September 2020
M Lewis Director of Operations D Ewart Deputy Director of Operations		11 November 2020
M Lewis Director of Operations D Ewart Deputy Director of Operations		4 January 2021

M Lewis Director of Operations  D Ewart Deputy Director of Operations		6 March 2021
M Lewis Director of Operations  D Ewart Deputy Director of Operations		14 April 2021
M Lewis Director of Operations  D Ewart Deputy Director of Operations		31 August 2021
M Lewis Director of Operations  D Ewart Deputy Director of Operations		4 January 2022

Reviews scheduled	By	Date
Periodic reviews	M Lewis	Weekly from 18 September 2020