

Outbreak Management Plan & Risk Assessment Form

Assessor: <b>Nick O’Sullivan</b> <b>Tracey Kneale</b>		Date: <b>15 July 2021</b>		Activity: <b>Outbreak Management Plan &amp; Assessment - Primary School. Relaxation of COVID19 related measures in line with Step 4.</b>			Location: <b>Marlbrook Primary School</b> <b>w.e.f 6<sup>th</sup> September 21 Step 4 Guidance</b>					
Standard of dress for activity (if relevant):				PPE required: <b>Disposable Gloves, Aprons, Face masks, Fluid Resistant Face Masks, Goggles or Face Shields for supporting a pupil or staff memebtrs displaying COVID19 symptoms until they are collected.</b>			Other equipment used during activity: <b>Cleaning &amp; disinfectant products.</b>					
Persons exposed (please tick):		<b>Employees</b>	<input checked="" type="checkbox"/>	<b>Pupils</b>	<input checked="" type="checkbox"/>	<b>Public</b>	<input type="checkbox"/>	<b>Others</b>	<input checked="" type="checkbox"/>	<b>Expectant Mothers</b>	<input type="checkbox"/>	
<p><b>Hazards Identified – Guidance Note:</b> Look at the activity and identify hazard(s), <b>tick</b> if <b>present</b> and <b>significant</b>. If unsure, class as significant. Remember, whenever possible assessments should be carried out as a GROUP activity. The assessment should ignore trivia and everyday hazards. Blank/empty boxes should be used when hazards not mentioned are present.</p>												
<b>Physical Injury Hazards</b>				<b>Physical Agents and Hazardous Substances</b>				<b>Miscellaneous</b>				
Hit by moving vehicles				Hazardous substances				Display Screen Equipment				
Contact with moving part of a machine				<b>Micro organisms</b>				<input checked="" type="checkbox"/> Hot work/fire hazards				
Hit by moving materials/substances i.e. water				Ionising radiation				Vibration				
Fall(s) from height				Noise				Restricted Access				
Slips, trips and falls from the same level				Pressure systems				Manual handling				
Contact with/ use of live electrical equipment				Ultraviolet light				Lone working				
Contact with cold objects				Lasers				Confined spaces				
Contact with hot objects				Flammable liquid/solids				Waste produced by activity				
Contact with sharp objects				Extremes of Temperature				<b>Stress</b>				<input checked="" type="checkbox"/>
Impact with objects								Posture				<input type="checkbox"/>
Physical attack												<input type="checkbox"/>
Finger “nips”												<input type="checkbox"/>
												<input type="checkbox"/>

## Fire and Risk Management Services

Activity/Task/ Risk From	Hazard	Persons at Risk	Existing Control Measures	S	L	R	Res	Further Control Measures required	Date further measures completed by
<b>Minimising Transmission.</b>	<ol style="list-style-type: none"> <li>1. Direct or Indirect transmission of COVID - 19 virus infection;</li> <li>2. Extremely high prevalence of COVID-19 and existing measures have failed to reduce community transmission;</li> <li>3. Extremely high prevalence of COVID-19 / variant of concern (VoC)</li> </ol>	Pupils/ Staff/ Visitors	<ol style="list-style-type: none"> <li>1. The main Operating risk assessment, detailing the prevention and response system of controls in place, continues to be reviewed on a two-weekly basis;</li> <li>2. If there is significant concern that existing or recently introduced measures in an area have failed to mitigate community transmission, or that a more robust response is required to contain the outbreak of a VoC it may be necessary to limit the number of children and young people in School through attendance restrictions. School Management aware no educational setting should move to implement restrictive measures of the kind set out in the Outbreak Management Plan &amp; Assessment without the explicit approval of DfE;</li> <li>3. Attendance restrictions of this kind should not be used to address operational</li> </ol>	3	3	9	M	<p>School may detail the specific areas where we will expect Face Coverings to be worn (<i>at MB this will be inside the school building only</i>).</p> <p>We may also include what is deemed acceptable as a Face Covering (<i>any mask or visor</i>)</p>	





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			<p>should allow for reasonable exemptions for their use:</p> <ul style="list-style-type: none"> <li>a. Where social distancing cannot be maintained in indoor locations, face coverings will be worn by staff and visitors, unless they are exempt;</li> <li>b. Face visors or shields will not be worn as an alternative to a face covering. They will only be worn where they have been identified as appropriate following risk assessment and will be thoroughly cleaned between uses;</li> <li>c. Those pupils or staff who rely on visual signals for communication, or communicate with or provide support to such individuals, are currently exempt from any requirement to wear face coverings but can, if they choose, wear transparent face coverings;</li> </ul> <p>9. This School who run community activities such as holiday clubs, breakfast or</p>				<p><i>they prefer to wear them.</i></p> <p><i>All parents will be required to wear masks if invited into the school building.</i></p> <p><i>No masks will be required around the outside perimeter of the school site.</i></p>	
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## Fire and Risk Management Services

			<p>after-school clubs, tuition and other out-of-school or childcare provision (including wraparound childcare), for children over the age of 5 should be able to continue to open for both indoor and outdoor provision;</p> <p>a. If attendance restrictions are needed, vulnerable children should be allowed to attend. For all other children, parents and carers should only be allowed to access these activities for face-to-face provision for their children for a limited set of essential purposes, such as to allow them to go to or seek work, attend a medical appointment, or undertake education or training.</p> <p><b>10. Educational Visits</b> - Any attendance restrictions should be reflected in the visits risk assessment and School Management/ Trip leaders should consider</p>				<p><i>After school clubs, kids club and visiting specialist coaches and teachers will be permitted in school without the need to wear masks.</i></p> <p><i>School visits will be planned for from September 2021. However all risk</i></p>	
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## Fire and Risk Management Services

			<p>carefully if the educational visit is still appropriate and safe:</p> <ul style="list-style-type: none"> <li>a. Only children who are attending the setting should go on an educational visit;</li> <li>b. School Management will consult the health and safety guidance on educational visits when considering visits;</li> </ul> <p><b>11.Safeguarding and designated safeguarding leads</b> - If restrictions are implemented in this School, we would expect all local safeguarding partners to be vigilant and responsive to all safeguarding threats and ensure vulnerable children and young persons are safe, particularly as more children and young people will be learning remotely:</p> <ul style="list-style-type: none"> <li>a. This Schools Designated Safeguarding lead (DSL) or a deputy, will review our child protection policy so that it reflects the local restrictions and remains effective;</li> </ul>				<p><i>assessments will consider the Covid risk prior to the visit taking place and visits will be cancelled in light of further guidance or concerns from school leadership.</i></p> <p><i>Sue Jenkins to review in September 2021 and distributed to staff and governors.</i></p>	
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## Fire and Risk Management Services

			<p>c. Transition and taster days;</p> <p>d. Parental attendance in settings;</p> <p>e. Performances in School;</p> <p>14. School Management is aware that our Local Authority and PHE Health Protection Teams may recommend these precautions in one School setting, a cluster of School settings, or across an entire area.</p>					<p><i>unless guidance suggests otherwise.</i></p> <p><i>No parents in school building at drop off and collection.</i></p> <p><i>Normal transition arrangements in Summer term 2022 unless guidance reflects otherwise.</i></p> <p><i>Assemblies/performances and celebrations to be planned from Sept 2021 unless guidance indicates otherwise.</i></p>	
<p><b>Pupils &amp; staff with prior medical conditions deemed as 'Clinically Extremely Vulnerable' (CEV).</b></p>	<p>1. Extremely high prevalence of COVID-19 / variant of concern (VoC)</p>	<p>Pupils Children/ Staff</p>	<p>1. Shielding was paused on 1 April 2021 and those who are clinically extremely vulnerable (CEV) are no longer advised to shield;</p> <p>2. In the event of a major outbreak or VoC that poses a significant risk to individuals on the Shielded Patient List (SPL), Government Ministers can agree to reintroduce shielding. Shielding would be considered in addition to other measures to address the residual risk to people</p>	3	3	9	M	<p>1. Staff &amp; Parents aware of the NHS 'Test &amp; trace' process and responsibility to inform school management if they are required to socially isolate for 10 days because of a contact alert.</p> <p><i>All families notifying school currently of positive outbreaks/single cases – this will continue in September 2021.</i></p>	

## Fire and Risk Management Services

			<p>on the SPL, once the wider interventions are taken into account;</p> <ol style="list-style-type: none"> <li>3. School Management are making sure that our outbreak management plans cover this possibility e.g., by updating/ confirming the persons involved;</li> <li>4. Shielding can only be reintroduced by National Government;</li> <li>5. School Management will should continue to implement the system of controls set out in our other COVID-19 Risk Assessments. We will explain to staff the measures that are put in place to reduce risks to staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment;</li> <li>6. School Management will have regard to the Government guidance on clinically extremely vulnerable people;</li> <li>7. School will also consider if the COVID-19 education</li> </ol>					<p><i>No staff shielding from September. The exception to this is expectant mothers at 28 weeks plus of pregnancy – these staff are shielding on advice of GP's.</i></p> <p><i>General cleaning and fogging will continue in school in September as outlined in previous assessments.</i></p>	
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## Fire and Risk Management Services

			<p>contingency framework offers more opportunities for staff to work at home, given reduced numbers of pupils onsite and the use of remote education for pupils scheduled to be at home. We will also have regard to staff work-life balance and wellbeing. This includes considering how best to balance the demands of onsite teaching and support for remote education, which should be done within the terms and conditions of teachers' and staff employment;</p>					<p><i>All pupils in school, therefore all staff expected to be in school. This will be adapted in light of any class / year group isolations as determined by Public Health.</i></p> <p><i>Remote education will be provided for pupils forced to isolate.</i></p>	
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**S (Severity of accident/ exposure) x L (Likelihood of that accident/exposure happening) = R (Result). Res = Risk Rating Score - L, M or H**

# Fire and Risk Management Services

Assessment authorised by Headteacher/School Business Manager			
Print: Tracey Kneale		Signature:	
		Date: 21 <sup>st</sup> July 2021	
RISK RATING SCORE	RESIDUAL RISK LEVEL	MANAGERIAL ACTION	RISK RESULT
1 - 5	L - LOW	Monitor, no action normally required	Acceptable = Risk Level & Controls Acceptable
6 - 10	M - MEDIUM	Attempt to improve controls so far as is reasonably practicable	
11 - 25	H - HIGH	Priority action to be taken to apply control measures	<u>Not Acceptable</u> = Risk Level & Controls Not Acceptable – Further Action Required
The Risk Assessment should be reviewed where circumstances change and/or at least annually. Significant changes will require a new risk assessment. For minor changes complete the boxes below. Attach additional Assessment Review Pages as necessary.			
Assessment Review			
Reviewed by:		Review date: Fortnightly	Existing risk assessment valid? (Y / N):
Has the activity changed? (Y/N):	How:	New controls:	
Have new equipment or materials been introduced? (Y/N):	What:	New controls:	

