

Latest Government Guidance for full opening of schools in September 2020

The Government has stated that they expect all pupils in all year groups to return to school full-time from the beginning of the autumn term.

The risk to children themselves of becoming severely ill from COVID-19 is very low.

However the schools are required to implement a system of controls to ensure they minimise the number of contacts that pupils have during the school day. They must also take account of transport to and from school.

The guidance recognises that there cannot be a 'one size fits all' approach and that school leaders are best placed to understand the needs of their schools and their communities, and to make informed judgements about how to deliver the curriculum with the measures needed to manage risk.

Your health and safety and that of your students, staff and community are the most important factor in this process

Revising your COVID-19 Risk Assessment

Schools are required to revise their risk assessments to ensure that the additional control measures that are required are included and implemented in line with the latest guidance.

This is a legal requirement under health and safety law.

There is no need to produce a new risk assessment for managing the return to school as many of the existing control measures you already have in place will still apply.

Review process – Covid 19 September Openings

We have produced a list of additional control measures (see page 2) that you need to consider for your setting. These control measures have been listed in the order they appeared on our model CV19 risk assessments so that these items can be copied in to your current risk assessment.

The tables below summarise reviewed control measures in line with the updated [DfE Guidance for full opening of schools](#)

<http://www.cleapss.org.uk/> gives specific guidance for practical teaching in Science, Design Technology and Art. See [GL343 Guide to doing practical work during the COVID-19 Pandemic](#)

On the Operations risk assessment the row highlighted in red is a new section for you to consider the potential issues around implementing and maintaining social distancing measures.

Groups

Educational settings must do everything possible to minimise contact and mixing whilst delivering a broad and balanced curriculum. It is recommended that you avoid contact between individual groups/bubbles; staff must maintain distance from pupils and other staff as much as possible and arrange the classrooms with forward facing desks. Smaller

groups are recommended but if class-sized groups are not compatible with offering a full range of subjects you can look to implement year group size groups/bubbles for further details see [DfE Guidance for full opening of schools](#).

Vulnerable pupils and staff

Schools must complete individual risk assessments with additional support measures for each pupil or staff member that believes or is thought to be vulnerable.

Supply teachers, other temporary or peripatetic teachers, visiting council officers and healthcare practitioners

Educational settings can continue to engage supply teachers and other supply staff during this period. Specialists, therapists, clinicians and other support staff for pupils with SEND must continue to provide interventions. A separate risk assessment has been developed for visiting officers and healthcare practitioners. The school and visitor risk assessments must be shared.

The Head teacher has the final say on who is permitted to visit the school.

School Uniforms

It is up to the governing body to decide whether the relaxed policy for school uniform is to continue, but are encouraged to return to their usual uniform policy in the autumn term.

It goes on to say 'Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.'

Local Lockdown Procedures

The DfE has stated that every school will also need a plan for the possibility of a local lockdown.

A draft [Outbreak Management plan](#) has been produced and following consultation will be adopted by Cumbria's Local Resilience Forum and will form part of the overall Cumbria Emergency Plan framework. This includes lockdown actions for educational settings in the event of a localised incident or outbreak.

Additional Control Measures to consider for your existing COVID-19 risk assessments

Hazard Description and How are people at risk	Additional Control Measures to consider for September opening - PREMISES
Spread of COVID-19 School Operations/ Management	<ul style="list-style-type: none"> <input type="checkbox"/> Desks will be arranged to face forward with pupils sitting side by side <input type="checkbox"/> All usual pre-term building checks will be carried out before school opens in Autumn term <p>The following documents are available to download from the Schools Portal</p>

Hazard Description and How are people at risk	Additional Control Measures to consider for September opening - PREMISES
	<ul style="list-style-type: none"> <input type="checkbox"/> Catch it, kill it, bin it poster displayed <input type="checkbox"/> Annual School Premises H&S inspection checklist

Hazard Description and How are people at risk	Additional Control Measures to consider for September opening OPERATIONS
Hazards in relation to staffing and daily operation	<ul style="list-style-type: none"> <input type="checkbox"/> Staff must work from home where they are able to. <input type="checkbox"/> Pupils and staff will be permitted to take home resources that are relevant to pupil education and development – rules around hand hygiene and cleaning of resources and rotation will apply. <input type="checkbox"/> Resources such as books and games will be shared within the bubble and will be cleaned regularly, between use and by different groups. <input type="checkbox"/> Resources such as sports, art and science equipment must be cleaned frequently between bubbles or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 for plastic) by different bubbles. <input type="checkbox"/> Parents/carers only allowed in the school at the discretion of the Headteacher and where possible outside of school hours <input type="checkbox"/> If in use, outdoor play equipment must be cleaned frequently, before and after use and between groups. <input type="checkbox"/> The amount of equipment that pupils can bring into school will be limited to essential items such as lunch boxes, hats, coats and books, stationery frequently used items such as pens and pencils and mobile phones, where permitted. School Bags are also allowed – storage for these items needs to be planned. <input type="checkbox"/> Sharing individual / personal equipment will be discouraged. <input type="checkbox"/> All pupils must have their own water bottles <input type="checkbox"/> Water fountains must not be used.
Infection prevention through social distancing minimising contact between groups	<ul style="list-style-type: none"> <input type="checkbox"/> Younger children (Early Years) will be kept separate from other groups within the school but will not be expected to distance within their group. <input type="checkbox"/> Children will be supported to maintain social distancing and encouraged not to touch staff where possible. <input type="checkbox"/> All staff with younger children and children with complex needs or who need close personal care will try to maintain their distance and minimise time spent within 1 metre of anyone. <input type="checkbox"/> Secondary staff will try to maintain a 2 metre distance between themselves, their colleagues and the pupils where possible, limiting time spent within 1 metre of anyone. <input type="checkbox"/> School assemblies and collective worship with more than one group will not be held. <input type="checkbox"/> Movement around the school will be kept to a minimum and where possible break times and lunch times will be staggered to prevent busy corridors, entrances and exits. <input type="checkbox"/> Special arrangements will be considered for staff who work across groups (bubbles) across the school e.g. cover supervisors and PPA staff.

<p>Cleaning and hygiene processes</p>	<ul style="list-style-type: none"> ☐ Staff and pupils instructed to wash their hands upon entry into school, returning from breaks, when they change rooms, before and after eating and when they have been to the toilet. ☐ Sufficient hand washing or hand sanitising stations available around the school. ☐ Obtain copies of the safety data sheet for any sanitising products in case of ingestion ☐ Sufficient waste bins close to the wash stations will be provided and emptied regularly by designated staff. ☐ Where toilet facilities are shared by more than one group, cleaning will be completed between different group usages. ☐ Standard cleaning products and disinfectant will be used for cleaning ☐ Cleaning will be carried out in accordance with the current guidance COVID-19 Cleaning in non-healthcare settings ☐ Enhanced cleaning schedules will be shared and implemented including more frequent cleaning of rooms/shared areas, frequently touched surfaces.
<p>Reducing the risk of infection on dedicated school transport and public transport and during organised educational visits</p>	<p>Arrangements are underway around how dedicated school transport will operate safely. Additional Government guidance is expected to support how transport</p> <p>The updated government guidance outlines that social distancing measures WILL NOT apply on dedicated school transport</p> <ul style="list-style-type: none"> ☐ Schools will need to record how each person, pupils and staff, travels to and from school (to support Track and Trace) ☐ Pupils who have travelled to school on public transport, wearing face coverings, will be instructed not to touch their face covering during use or when removing them, they will be asked to wash their hands on arrival and dispose of any temporary face coverings into a lidded bin where available (or into a bag and transferred to the bin) or place reusable face coverings into a plastic bag to take home with them. They will then need to wash their hands again. ☐ Where relevant transport for SEND pupils will be subject to individual risk assessment ☐ Staff and pupils over the age of 11 will still be required to wear face coverings when using public transport – coronavirus-covid-19 safer travel guidance for passengers face-coverings ☐ Remove control 'offsite activities have been suspended' ☐ Domestic Overnight and overseas educational visits remain suspended ☐ Non-overnight domestic educational visits will resume in the autumn term. Individual educational visit risk assessments will include any additional protective measures that may be required. ☐ Local Authority schools must make use of the EVOLVE Notification and Approval System. They will be expected to follow the normal process of risk assessment and log all educational visits onto the EVOLVE database.
<p>Hazards in relation to managing incidents and emergencies</p> <p>Staff or pupil becoming unwell with COVID-19 symptoms whilst on site</p>	<ul style="list-style-type: none"> ☐ Where a child develops symptoms whilst at school, they will be moved to a room where they can be isolated from others until they can be collected. Adult supervision will be provided at all times by a trained member of staff ☐ Where there is no room to isolate, the child must be moved to an area where they can maintain a 2M distance ☐ PPE will be provided if a child or member of staff becomes ill with symptoms of COVID-19 and the staff who are caring for them are unable to maintain the 2m social distance. PPE measures will include a Type II Fluid Resistant Surgical Mask, apron and gloves.

	<input type="checkbox"/> A separate toilet will be used if the child/adult needs to use the bathroom which will be cleaned and disinfected in line with the current guidance COVID-19 Cleaning in non-healthcare settings before anyone else can use it.
Hazards in relation to staff deemed high risk due to underlying or pre-existing health conditions	<input type="checkbox"/> Pregnant women will be advised to follow the guidance available for clinically vulnerable people <input type="checkbox"/> Staff who may have increased risk from CV-19 must raise their concerns with the Head teacher who will explain the measures the school is putting in place to reduce the risk e.g. Pregnancy, Asthma etc.
Hazards in relation to eating and safe welfare facilities	<input type="checkbox"/> Staff spaces will be carefully reviewed to support staff to maintain social distancing measures between each other and frequent cleaning completed. <input type="checkbox"/> Use of staff rooms will be minimised and social distancing measures implemented to limited staff use at any one time.
Staff wellbeing issues	<input type="checkbox"/> Staff will be asked to report any concerns in relation to health and wellbeing so that these can be discussed and support provided as relevant. The school will continue to follow its normal process in relation to managing work related stress and ill health procedures. <input type="checkbox"/> Staff well-being will be monitored – weekly / monthly survey.
Hazards due to the lack of suitable PPE	<input type="checkbox"/> PPE that is normally needed for dealing with an individual child will be available as per health care plan
Training	<input type="checkbox"/> All staff will receive appropriate training and updates on the measures contained within this risk assessment.
Monitoring	<input type="checkbox"/> Risk Assessment and its implementation will be monitored by the SLT on at least a weekly basis, and will take account of well-being survey information, weekly LA infection reports and any critical incident reviews. <input type="checkbox"/> Regular feedback will be provided to staff on the Risk Assessment reviews
Dissemination	<input type="checkbox"/> This document will be provided to all staff and available on request/website.

Hopefully this has summarised the key considerations to help you revise your risk assessments to allow you to fully open your school in a way that will be safe for you, your staff and your pupils however should you wish to discuss any issues or have any other queries please do not hesitate to contact the health and safety team who are on hand to support.

Name	Title	Contact Number
Judith Chandler	Health, Safety and Wellbeing Manager , Lead Advisor for Children's Services and Schools	07584 534670
Judy Hutchinson	Assistant Health, Safety and Wellbeing Advisor LA Radiation Protection Officer	07825 340473
Kevin Hewitson	Health Safety and Wellbeing Advisor	07788 396193
General Office	Health and Safety Administrators	01228 221616

