

Covid 19 Whole School Risk Assessment

This risk assessment has been updated following the National Lockdown on 5th January 2021.

<https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/guidance-for-full-opening-special-schools-and-other-specialist-settings>

The risk assessment will be updated in response to any new information or guidance issued. The safety of the whole school community has been taken into account and the measures identified below reflect this. A common sense approach must be applied to all situations. This risk assessment is under constant review.

Risk – spread of Coronavirus

Control Measures:

- Pupils will attend school on a rota basis with priority given to the most vulnerable pupils and children of critical workers.
- As far as possible, staff will only work with their allocated Base team and only support in other classes in an emergency.
- Pupils will not have contact with pupils in other Bases within school.
- Contact between staff and pupils will be prevented across the school through the use of separate entrances and careful timetabling of the carpark and the Pavilion.
- Pupils and staff who have symptoms of Covid-19 will not attend school and seek a test immediately. If they test positive, they will self-isolate for 10 days. For pupils who cannot take a test, they will self-isolate for 10 days.
- If a pupil becomes symptomatic at school, they will be taken to a well-ventilated area until they can be collected by parents or carers. They will be supported by a member of staff who will wear full PPE if the pupil will tolerate this. Parents will be asked to seek a test for their child if at all possible. See 'Covid 19 Home School Agreement' which has been shared with all families.
- If a staff member becomes symptomatic at school, they will be asked to leave immediately, self-isolate and seek a test.
- In the event of a confirmed case, the school will contact Public Health England, Bradford Local Authority and ICAT. The school will fully engage with the Track and Trace process and resulting guidance issued.
- Pupils and staff with members of their household with Covid -19 symptoms will self-isolate and seek immediate testing and both school and the individual will follow Public Health England advice.
- School will provide PCR test kits for staff and pupils when a test is not available immediately.
- Following any period of sickness, a wellbeing call will be made to both staff and pupils before they return to school to ensure they are fit and well before they come back to school.
- Parents will be asked by escorts, who take their children to school on taxis and buses, if their child or anyone else in the household has symptoms. If the answer is 'yes' then the child will not be brought to school and they must self-isolate and seek a test for the person concerned.
- Parents who bring their children to school will be asked by school staff, if their child or anyone else in the household has symptoms. If the answer is 'yes' then they will

be asked to take their child home again and they must self-isolate and seek a test for the person concerned.

- Staff and pupils wash their hands on entry and exit from the building, before and after preparing and eating food, after activities and when coming in from outside. Signage throughout the school has been displayed to show effective handwashing. Hand sanitiser is available in strategic positions for the staff to use throughout school. Staff will also wash their hands after working with individual pupils closely.
- Staff workrooms will be used by only one person at a time when the door is shut and 2 when the door is open propped open. Additional computers will be available in Meadow 2, the Studio and Meeting Rooms A & B
- Soft Play, the Discovery Room and the Aromatherapy Rooms will not be used by pupils until it is deemed safe to do so.
- Strict and diligent cleaning regimes will be followed by all staff both during the day and at the end of every day. Frequently touched surfaces and resources will be cleaned after use by individual and groups of pupils. The school environment has been de-cluttered to enable more effective cleaning. Anti-bacterial spray is provided in strategic areas throughout school to enable staff to clean frequently and as necessary.
- Rebound will be cleaned after every use.
- Electronic communication including virtual meetings and training will be used to prevent contact between staff.
- PPE will be used for all intimate care routines and stored for easy access in hygiene areas. Staff have been briefed in the donning and doffing of PPE and posters are displayed to remind staff of this.
- Good respiratory hygiene will be promoted using the 'catch it, bin it, kill it' strategy. Pupils will be taught this as part of the PHSE curriculum. Lidded bins are in all areas of school to support this.
- Social distancing will be adhered to as far as possible. The majority of our pupils do not understand social distancing, but staff will model this whenever possible. Staff have been briefed on how to best support pupils and maintain social distancing whenever they can. Signage is displayed throughout school to remind staff to maintain social distancing.
- Teachers will plan for pupils to learn outside whenever appropriate and the use of outdoor areas will be actively promoted.
- Staff will ensure windows and doors are used to create good ventilation in both pupil and staff areas.
- Staff who need to work across the school such as therapists, Calm Team staff, senior leaders and site managers, will follow strict handwashing and social distancing protocols.
- Only essential visitors and contractors at the discretion of the senior leaders, will be allowed into school. These are parents and professionals who work directly with pupils, for instance social workers and specialist teachers. Face coverings will be worn by all essential visitors and contractors.

Risk – pupils do not make progress and due to the lack of face to face education

Control Measures:

- Pupils will be provided with learning resources and in some cases virtual lessons when they are not in school. They will receive regular contact from their teacher and other members of the staff team (including Therapists) to review the supported home learning offer.
- School will maintain communication with families of pupils (and pupils in some cases) who are self-isolating to support their wellbeing, ensure correct advice is followed and also in relation to supporting home learning.
- Teachers will plan and deliver bespoke PHSE lessons to respond to pupils' individual needs to support their resilience and social and emotional health.

Risk – staff wellbeing will be affected due to the stresses related to the Covid pandemic both in and out of school

Control Measures:

- Individual risk assessments will be completed for all staff with health conditions or who are pregnant. Adjustments to their working conditions will be made accordingly following NHS advice.
- Daily class meetings to discuss concerns and effectiveness of control measures.
- Weekly Base meetings to facilitate communication and support wellbeing.
- A wide range of whole school staff wellbeing activities which are responsive to staffs' needs.
- Senior Leaders, HR Officer and teachers available for staff to speak to on an individual level when needed.
- Referrals to Occupational Health & Wellbeing for individuals as needed.
- The HR Officer will keep in contact with all absent staff.
- Line Managers will provide direction for staff working from home (clinically vulnerable staff).
- School will maintain communication with staff who are self-isolating to support their wellbeing, ensure correct advice is followed. Staff will be provided with work to complete at home.