



Prenton High School Covid-19 Risk Assessment September 2021

Location or address Prenton High School, Hesketh Avenue CH42 6RR						Date September 2021	Assessment
Activity or situation Covid-19						Reviewed	Signature
Hazard	Who may be harmed and how	(3) What controls exist to reduce risk	Like yhood	Seve rity	Risk total 1-25	(4) What action could you take to further reduce risk	
Inadequate cleaning of areas	Staff and students	<p>Further information on this can be found in the use of PPE in education, childcare and children's social care settings guidance.</p> <p>Any symptomatic students and staff should be isolated in the IE room until collected. Windows are to be kept open for ventilation. Hand sanitiser and wipes should be available at all times. Following collection, enhanced day cleaning provided by SPIE will allow for immediate cleaning of the area prior to allowing other students and staff to access the area.</p>	1	3	3	<ul style="list-style-type: none"> Message to be reinforced during Inset. 	

		Staff to occupy building between 7:30 and 16:30 (except Mondays which will remain as 17:00) to allow access for cleaning.				
Ensuring good hygiene is followed.	Staff and students	<p>Soap and hand sanitiser is readily available across the setting.</p> <p>Students are encouraged wash their hands regularly.</p> <p>Signage is displayed to encourage visitors to ensure hand washing or sanitising takes place upon entry to the building.</p> <p>Hand sanitiser is available at main entrances and all exits throughout the school.</p> <p>Staff are encouraged to continue with regular hand washing after touching shared resources.</p> <p>The catch it bin it kill it message is displayed and encouraged across the setting.</p> <p>Tissues are available where required.</p> <p>Staff and students are encouraged to cough and sneeze into a tissue or the elbow, and wash hands afterwards.</p> <p>One Way system to be followed around school to reduce any possible transmission.</p>	1	3	3	<ul style="list-style-type: none"> • Message to be reinforced during Inset.
Unsafe disposal of PPE and face coverings (if required for those choosing to continue with	Staff and students	Used PPE and any disposable face coverings that staff, children, young people or other learners arrive wearing to be placed in a refuse bag and can be disposed of as normal domestic waste unless the wearer has symptoms of coronavirus (COVID-19), in line with the <u>guidance on cleaning for non-healthcare settings</u> .	1	3	3	<ul style="list-style-type: none"> • Maintain small supply of face coverings for students or staff who are accessing public transport where it is recommended that coverings are still worn. • Outbreak management plans to include possible re introduction of face coverings in communal

face coverings)		<p>Any homemade non-disposable face coverings that staff or children, young people or other learners are wearing when they arrive at their setting to be removed by the wearer and put in a plastic bag that the wearer has brought with them in order to take it home. The wearer must then clean their hands.</p> <p>Any waste from people with symptoms of coronavirus (COVID-19), such as disposable cleaning cloths, tissues and PPE to be put it in a plastic rubbish bag and tied before being placed into a second bin bag which will be stored safely away for 72 hours prior to disposing of in landfill waste.</p> <p>Storing for 72 hours saves unnecessary waste movements and minimises the risk to waste operatives. This waste does not require a dedicated clinical waste collection in the above circumstances.</p>				areas and classrooms where guided by Public Health.
Inadequate cleaning of premises (general)	Staff and students	<p>Use of cleaning products that offer disinfecting qualities and are available through suppliers.</p> <p>PFI contract allows for full cleaning of premises as part of output specification.</p> <p>Enhanced SPIE day cleaning in place.</p>	1	3	3	
Increased fire risk due to doors being propped open to increase air	Staff and pupils	<p>School FRA reviewed annually via SPIE.</p> <p>Fire marshal training delivered via e-learning.</p> <p>Gov.uk has provided relevant guidance to the query of wedging open fire doors at the following link: https://www.gov.uk/government/publications/coronavirus</p>	1	4	4	<ul style="list-style-type: none"> • Message to be reinforced during Inset. • Half termly drill to be carried out to check compliance.

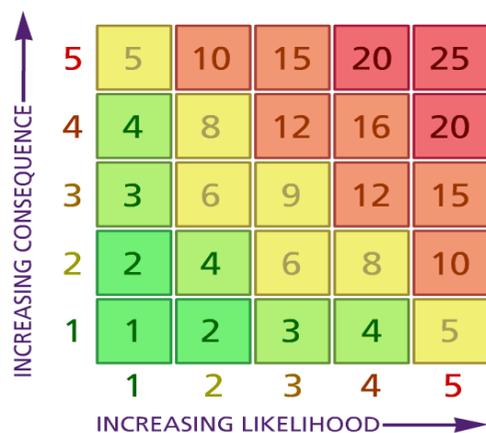
<p>circulation and reduce touching of doors and pushpads</p> <p>Changes to emergency fire procedures – uncertainty of staff and pupils due to working at different locations to normal and changes in evacuation routes.</p>		<p>-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings#how-to-implement-protective-measures-in-an-education-setting-before-wider-opening-from-1-june. The guidance states prop doors open only if they are not fire doors, and where it is safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.</p> <p>Where wedges are used, rooms must be occupied and member of staff to remove wedge on exit.</p> <p>Emergency Evacuation procedures to be highlighted during Inset and information available via Essential Documents.</p>				<ul style="list-style-type: none"> Remind all staff of their responsibility not to increase the risk of fire in the workplace: by keeping combustible materials to the minimal, turning off electrical equipment when not in use and at the end of the day.
<p>Contact with school resources</p>	<p>Staff and students</p>	<p>For individual and very frequently used equipment, such as pencils and pens, staff and students to have their own items where possible.</p> <p>Classroom based resources, such as books and games, to be used and shared where necessary. These should be cleaned regularly, along with all frequently touched surfaces. Wipes are available in all teaching areas.</p>	<p>1</p>	<p>3</p>	<p>3</p>	<ul style="list-style-type: none"> Parents to be informed that we are unable to accept cash for purchases. All purchases to be made via ParentMail. Lockers to be allocated to students for use from 1 October (pending PH/DfE changes).

		Resources that are shared between classes or such as sports, arts, and science equipment to be cleaned frequently. Where possible Outdoor playground equipment should to be more frequently cleaned than normal.				
Risk of transmission through first aid procedures	Staff and students	PPE available for first aid treatment where person requiring treatment is displaying symptoms of COVID 19. After delivering any first aid, disposable items to be disposed of and reusable items to be cleaned thoroughly Hands to be washed thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible	1	3	3	
Inadequate building management and routine inspections.	Staff and students	Planned and Preventative Maintenance programme in place and up to date via SPIE.	1	2	2	
Staff who were previously defined as Clinically extremely vulnerable and pregnant employees.	Staff and students.	Individual Risk Assessments to be carried out for CEV staff and students. Guidance for those in vulnerable groups can be found here: https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/19-july-guidance-on-protecting-people-who-are-clinically-extremely-vulnerable-from-covid-19	1	4	4	<ul style="list-style-type: none"> Pregnant staff members should work from home after 28 weeks of pregnancy.

Visitors to schools such as speech and language therapy	Visitors staff and students.	<p>Visitors to be permitted to schools where other means of completing their role has been explored and it is identified that the visit is required.</p> <p>Meetings should continue to take place virtually wherever possible.</p> <p>Hand hygiene to be observed by all visitors.</p> <p>Provision of hand washing supplies such as hand wash, sanitiser etc is available and regularly monitored by the office team to ensure supplies are always available.</p> <p>Visitors to be signed in and are encouraged to wash or sanitise hands upon entering the building.</p>	1	3	3	<ul style="list-style-type: none"> Consider asking visitors to bring only resources that are absolutely necessary for the purposes of the visit.
Contingency planning for outbreaks	Staff and students	<p>Continue to follow Public Health guidance:</p> <p>When to self-isolate and what to do - Coronavirus (COVID-19) - NHS (www.nhs.uk)</p>	1	3	3	
Ventilation & air conditioning	Staff and students	<p>If possible, air handling systems to be adjusted to full fresh air or, if this is not possible, then systems to be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.</p> <p>Where mechanical ventilation systems exist, they are maintained as part of SPIE PPM programme.</p> <p>External windows to be opened to improve natural ventilation, and in addition, internal doors to be opened to assist with creating a throughput of air. If necessary,</p>	1	3	3	<ul style="list-style-type: none"> The Health and Safety Executive guidance on air conditioning and ventilation during the COVID-19 pandemic and CIBSE COVID-19 advice provides more information. DfE is working with Public Health England, NHS Test and Trace, and the Scientific Advisory Group for Emergencies (SAGE) on a pilot project to measure CO2 levels in classrooms and exploring options to help improve ventilation in settings where needed. Key ventilation messages to be delivered during Inset.

		<p>external opening doors may also be used (if they are not fire doors and where safe to do so).</p> <p>In cooler weather, windows to be opened just enough to provide constant background ventilation and opened fully during break and lunch. Keep open internal doors to assist with creating a flow of air (as long as they are not fire doors and where safe to do so)</p> <p>Heating to be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p>				<ul style="list-style-type: none"> Students to be encouraged to wear PHS sweater as part of uniform during cold weather.
Home to school transport	Staff and pupils	<p>Children and young people aged 11 and over should wear a face covering when travelling on dedicated transport to secondary school or college</p> <p>It is no longer recommended maximising distancing and minimising mixing, but unnecessary risks such as overcrowding should be minimised.</p>	1	3	3	<ul style="list-style-type: none"> Communicate with transport escorts and where face coverings are still required/requested the guidance for disposal of face coverings should be followed. Guidance for those who were clinically extremely vulnerable should follow the guidance on CEV groups above.
Tracing close contacts and isolation	Students	<p>From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.</p>	1	2	2	<ul style="list-style-type: none"> Parents to continue to be advised of importance of notifying school where a positive test result occurs. This will ensure that the correct attendance codes are recorded in SIMS and allow for any outbreak planning

		<p>Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so</p> <p>Seating plans to be followed during all lessons and form time to allow for PH assistance in an outbreak situation.</p>				
Access to quality teaching	Students	<p>From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.</p> <p>Remote education in place to ensure access to learning.</p>	1	2	2	<ul style="list-style-type: none"> Information relating to any student receiving an X code is communicated daily to ensure work can set via class charts/MS Teams for the following day.



Risk Rating	Action Required
17 - 25	Unacceptable – stop activity and make immediate improvements
10 – 16	Tolerable – but look to improve within specified timescale
5 – 9	Adequate – but look to improve at review
1 – 4	Acceptable – no further action but ensure controls are maintained

Likelihood:

- 5 – Very likely
- 4 – Likely
- 3 – Fairly likely
- 2 – Unlikely
- 1 – Very unlikely

Consequence:

- 5 – Catastrophic
- 4 – Major
- 3 – Moderate
- 2 – Minor
- 1 – Insignificant

(1) List hazards **something with the potential to cause harm** here

(2) List groups of people who are especially at risk from the significant hazards which you have identified

(3) List existing controls here or note where the information may be found. Then try to quantify the level of risk **the likelihood of harm arising** that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf. If it is agreed that no further action is to be taken this too should be noted.

	Additional Controls Required					Completed Dated)
1	Key messages to be communicated to all staff.					

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Please use this space to identify issues for which you may require council support:

Key contacts

	Link/Lead for schools
Risk Assessment/Health and Safety	Lorraine Adamson (Lorraineadamson@wirral.gov.uk)

PPE	Anna Jones (annaiones@wirral.gov.uk)
Workforce implications	Sue Blevins (sueblevins@wirral.gov.uk)
Public Health/Infection Control considerations and guidance	Jane Harvey (janeharvey@wirral.gov.uk)
Asset Management considerations (buildings)	Mike Woosey (Mikewoosey@wirral.gov.uk)
Road Safety	roadsafety@wirral.gov.uk
Communications Plan (workforce/Public)	Sam Jenkins (samjenkins@wirral.gov.uk)
Emotional support for pupils	Health and schools Team