

Headteacher: Mr A Taylor

Activity/ Situation	COVID SECURE ARRANGEMENTS						
Location		Up	oper Wharfe	edale Scho	ol		
Persons at Risk	Pupils 🛛	Emp	oloyees⊠	Visitor	s 🛛	Contrac	ctors ⊠
HAZARD(S)	<ul> <li>Contact Between Individuals Not Minimised and Social Distancing Measures Not Followed</li> <li>Social Distancing Measures Not Followed During Travel to and from School</li> <li>Inadequate Cleaning/Sanitising</li> <li>Shared Resources</li> <li>Staffing &amp; Spread of Coronavirus to Staff, Pupils and Families, Visitors and Contractors</li> <li>Site User Becoming Unwell</li> <li>Site User Developing Symptoms</li> <li>Inadequate Hand Washing/Personal Hygiene</li> <li>Inadequate Personal Protection &amp; PPE</li> <li>Visitors, Contractors &amp; Spread of Coronavirus</li> <li>Inadequate Ventilation</li> </ul>						
CONTROL ME	ASURES			-	YES	NO	N/A
Contact Between	Individuals				-		
It is no longer nece consistent groups	essary to keep childrer ('bubbles')	n in					
possibility that it may	ment plans cover the ay become necessary es' for a temporary per veen groups						
Assemblies have r							
Pupils can mix at b	reaks and lunchtimes						
related insurance, a new educational international, are a	p in COVID-19 cancell schools considering be visit, whether domesti dvised to ensure that a adequate financial	ooking c or	Iceland pro booked Feb France cand to inadequa insurance	2022 celled due	Ø		
Schools can under	take educational day v	visits					
Schools can under education visits	take domestic residen	tial					
education visits							











Inadequate Cleaning/Sanitising				
A cleaning schedule that ensures cleaning is generally enhanced and includes more frequent cleaning of rooms / shared areas that are used by different groups is in place	Additional cleaner 10am-2pm	X		
Electronic entry systems and keypads are regularly sanitised particularly first thing in the morning and where possible after each use		$\boxtimes$		
Bins for tissues and other rubbish are emptied throughout the day	Lidded bins to be double-bagged and stored as per guidelines	X		
Stocks of cleaning chemicals, liquid soap, paper towels, tissues, toilet roll, bin bags etc. regularly checked and additional supplies requested as necessary				
Spread of Coronavirus to Staff, Pupils and Fa	amilies, Visitors and C	Contracto	rs	
Adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a <b>contact</b> of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result	These will be contacted directly	X		
<ul> <li>Daily testing of close contacts applies to all contacts who are:</li> <li>fully vaccinated adults – people who have had 2 doses of an approved vaccine</li> <li>all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status</li> <li>people who are not able to get vaccinated for medical reasons people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine</li> </ul>	Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts.	X		
Pupils with SEND identified as close contacts should be supported by their school and their families to agree the most appropriate route for testing including, where appropriate, additional support to assist swabbing.	For further information please see <u>SEND Guidance</u>	$\boxtimes$		
Close contacts will be identified via NHS Test and Trace	Education settings will no longer be expected to undertake contact tracing	Ø		
Contacts from a school setting	NHS Test and Trace will work with the	X		

Page	3	

will only be traced by NHS Test and Trace where the positive case or their parent specifically identifies the individual as being a close contact	positive case to identify close contacts		
Contact with individuals who are required to self-isolate is minimised by ensuring they do not attend the school			
Pupils, staff and other adults must not come into the school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine)			
If a parent or carer insists on a pupil attending your school, we can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19.	Our decision would be carefully considered in light of all the circumstances and current public health advice		
Schools are not required to use the NHS COVID Pass, unless they are holding a specific event (such as a reception, concert or party) that meets the attendance thresholds	Where applicable, schools should follow guidance on mandatory certification for events. Under 18s are exempt from showing their COVID Status but should be counted towards attendance thresholds		
The NHS COVID Pass is not used as a condition of entry for education or related activities such as exams, teaching, extra- curricular activities or any other day-to-day activities that are part of education or training			
Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures			
The Operational Guidance sets out the measures that all education settings should have in place to manage transmission of COVID-19 day to day. For most settings it will make sense to think about taking extra action if the number of positive cases substantially increases. This is because it could indicate transmission is happening in the setting	For most education and childcare settings, whichever of these thresholds is reached first: • 5 children, pupils, students or staff, who are likely to have mixed closely,		

## Page | 4

	test positive for COVID-19 within a 10-day period; or • 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period		
We will seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements.	Hospitalisation could indicate increased severity of illness or a new variant of concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.	X	
Children and young people previously considered CEV should attend their school and should follow the same COVID-19 guidance as the rest of the population. In some circumstances, a child or young person may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice			
Individual risk assessments for colleagues formally considered to be CEV are undertaken and reviewed regularly		$\boxtimes$	
Pregnant women should follow the latest government guidance and avoid anyone who has symptoms of coronavirus. Pregnant women should be particularly attentive to social distancing. Pregnant colleagues should follow the same guidance as for previously defined CEV colleagues and an individual covid risk assessment should be completed and regularly reviewed in addition to the New and Expectant Mother (NEM) workplace risk assessment			
Site User Becoming Unwell			
If anyone in school develops COVID-19 symptoms, however mild, they are sent home and told they should follow public health advice	Symptoms of coronavirus (COVID- 19)	×	
If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible		×	

If the pupil needs to go to the toilet while waiting to be collected, they should use a separate toilet if possible. The toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else	Sports Hall designated toilet		
The room used by the pupil awaiting collection should be cleaned after they have left		X	
Everyone displaying coronavirus (COVID-19) symptoms should avoid using public transport and, wherever possible, be collected by a member of their family or household		X	
In exceptional circumstances, if parents or carers cannot arrange to have their child collected, if age-appropriate and safe to do so the child should walk, cycle or scoot home following a positive test result	If this is not possible, alternative arrangements may need to be organised by the school. The local authority may be able to help source a suitable vehicle which would provide appropriate protection for the driver, who must be made aware that the individual has tested positive or is displaying symptoms		
In an emergency, call 999 if the pupil is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital			
Site User Developing Symptoms			
Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to <u>book a test</u> if they are displaying symptoms. The main symptoms are a high temperature, a new continuous cough and/or a loss or change to your sense of smell or taste. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested if they have symptoms, including children under 5, but children aged 11 and under will need to be helped by their parents or carers if using a home testing kit	The advice service (or PHE local health protection team if escalated) will provide definitive advice on who must be sent home. A template letter will be provided to schools, on the advice of the health protection team, to send to parents and staff if needed		
Secondary school pupils should continue to test twice weekly at home		$\boxtimes$	

Secondary schools should retain a small asymptomatic testing site (ATS) on-site until further notice so they can offer testing to puplis who are unable to test themselves at home       Image: Comparison of the state of the st	Staff should undertake twice weekly home tests		$\boxtimes$	
should self-isolate in line with the <u>stay at home</u> guidance for households with possible or confirmed coronavirus (COVID-19) infection. They will also need to get a free PCR test to check if they have COVID-19 If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual deesn't have COVID-19 symptoms Whilst awaiting the confirmatory PCR result, the individual should continue to self isolate Those with symptoms are expected to order a test online or visit a test site to take a lab- based polymerase chain reaction (PCR) test to check if they have the virus Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do Individuals may now take LFD tests on day 6 and day 7 of their self-isolation period. Those who receive two negative test results are no longer required to complete 10 full days of self- isolation Anyone who is unable to take LFD tests will need to complete the full 10 day period of self- Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-	asymptomatic testing site (ATS) on-site until further notice so they can offer testing to pupils who are unable to test themselves at			
positive lateral flow test, and is negative, it       □         overrides the self-test LFD test and the pupil       □         can return to school, as long as the individual       □         doesn't have COVID-19 symptoms       □         Whilst awaiting the confirmatory PCR result, the individual should continue to self isolate       □         Those with symptoms are expected to order a test online or visit a test site to take a lab-based polymerase chain reaction (PCR) test to check if they have the virus       When to self-isolate and what to do-         Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do       When to self-isolate and what to do-         COVID-19)       The first test must be taken 24 hours applies to children under 5, with LFD tests on day 6 and tay 7 of their self-isolation period. Those with self-isolation period. This also applies to children under 5, with LFD tests are negative, and you do not have a high temperature, you may end your self-isolation or childcare setting from day 7         Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-	should self-isolate in line with the <u>stay at home</u> <u>guidance for households with possible or</u> <u>confirmed coronavirus (COVID-19) infection</u> . They will also need to <u>get a free PCR test to</u>			
the individual should continue to self isolate       Image: Continue to self isolate       Image: Continue to self isolate         Those with symptoms are expected to order a test online or visit a test site to take a labbased polymerase chain reaction (PCR) test to check if they have the virus       Image: Continue to self-isolate and what to do       Image: Continue to self-isolate and to self-isolate and what to do       Image: Continue to self-isolate and to self-isolate and to self-isolate and to self-isolat	positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms			
Those with symptoms are expected to order a test online or visit a test site to take a lab-based polymerase chain reaction (PCR) test to check if they have the virus       Image: Construint of the self-isolate and what to do - Coronavirus (COVID-19)         Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do       Image: Covint of the self-isolate and what to do - Coronavirus (COVID-19)         Image: Covint of the self-isolate and what to do       Image: Covint of the self	0		$\boxtimes$	
Public health advice on when to self-isolate and what to do       and what to do - <u>Coronavirus</u> (COVID-19)       □       □         Image: Covid of the self-isolate and what to do       COVID-19)       □       □       □         Image: Covid of the self-isolate and what to do       COVID-19)       □       □       □         Image: Covid of the self-isolation period and tests must be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are no longer required to complete 10 full days of self-isolation after the second negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education or childcare setting from day 7         Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-       ⊠       □	Those with symptoms are expected to order a test online or visit a test site to take a lab- based polymerase chain reaction (PCR) test			
Individuals may now take LFD tests on day 6 and day 7 of their self-isolation period. Those who receive two negative test results are no longer required to complete 10 full days of self-isolation and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education or childcare setting from day 7         Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-	public health advice on when to self-isolate	and what to do - Coronavirus (COVID-19)		
need to complete the full 10 day period of self-	and day 7 of their self-isolation period. Those who receive two negative test results are no longer required to complete 10 full days of self-	be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours apart. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education or childcare setting		

## Page | 7

Face coverings are worn when moving around the premises, outside of classrooms, such as	Visors also worn if within 2m of	$\boxtimes$		
Inadequate Personal Protection & PPE			1	
School has embedded the 'catch it, bin it, kill it' approach to ensure younger pupils and those with complex needs get this right, and that all pupils understand that this is now part of how the school operates				
Bins (ideally lidded pedal bins) for tissues are available in each room		$\boxtimes$		
Disposable tissues are available in each room for both staff and pupil use		$\boxtimes$		
The 'catch it, bin it, kill it' approach is very important and is promoted	CAATCCH IST, Always carry cough or sneeze.       Image: Constraint of the carch your cough or sneeze.         BIN IST, Constraint of the carch your const			
School has embedded hand washing routines into school culture, supported by behaviour expectations to help ensure younger pupils and those with complex needs understand the need to follow them				
Alcohol based hand cleansers/gels (containing at least 60% alcohol) can only be used if soap and water are not available, but is not a substitute for hand washing. Such gels MUST ONLY BE USED UNDER CLOSE SUPERVISION. In normal circumstances pupils should not be using alcohol based hand cleansers because of the risk of ingestion.	Sanitizers at each entance/exit point, and in each classroom. Insufficient washing facilities for each "group" means that these must be used			
The school has considered whether they have enough hand washing or hand sanitiser 'stations' available so that all pupils and staff can clean their hands regularly		$\boxtimes$		
Hands are washed with liquid soap & water for a minimum of 20 seconds		$\boxtimes$		
<ul> <li>Staff/pupils/cleaners/contractors etc. will be reminded to clean their hands regularly, including;</li> <li>when they arrive at the school</li> <li>when they return from breaks</li> <li>when they change rooms</li> <li>before and after eating</li> </ul>	Ensure that staff have sufficient time to wash their hands regularly, as frequently as pupils			

in corridors and communal areas in all settings by staff and visitors unless they are exempt	students for prolonged lengths of time		
Face coverings are worn when moving around the premises, outside of classrooms, such as in corridors and communal areas in Secondary Schools by pupils or students in Year 7 and above unless they are exempt			
Face coverings are worn in classrooms by all pupils in Year 7 or above unless they are exempt		X	
Face coverings are not worn in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons		$\boxtimes$	
Teachers are not expected to wear a face covering in the classroom if they are at the front of the class, to support education delivery, although settings are sensitive to the needs of individual teachers		$\boxtimes$	
Other adults in the classroom DO wear face coverings unless they are exempt		$\boxtimes$	
Pupils or students (in year 7 or above) should continue to wear face coverings on public and dedicated school transport, unless they are exempt			
Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn	Transparent face coverings may be effective in reducing the spread of COVID-19. However, the evidence to support this is currently very limited.		
<ul> <li>School has a small contingency supply of face coverings available for people who: <ul> <li>are struggling to access a face covering</li> <li>are unable to use their face covering as it has become damp, soiled or unsafe</li> </ul> </li> <li>have forgotten their face covering</li> </ul>		×	
Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission	Visors may protect against droplet spread in specific circumstances but are unlikely to be effective in preventing aerosol transmission, and therefore in a school environment are unlikely to offer	X	

	appropriate protection to the wearer. Visors should only be used by those exempt from wearing a face covering after carrying out a risk assessment for the specific situation and should always be cleaned appropriately					
Clear instructions are provided to staff and pupils on how to put on, remove, store and dispose of face coverings, to avoid inadvertently increasing the risks of transmission	Verbally and posters around school	×				
Safe wearing of face coverings requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them in individual, sealable plastic bags between use		⊠				
Where a face covering becomes damp, it should not be worn and the face covering should be replaced carefully	Staff and pupils may consider bringing a spare face covering to wear if their face covering becomes damp during the day	×				
Where anybody is struggling to access a face covering, or where they are unable to use their face covering due to having forgotten it or it having become soiled or unsafe, the school has taken steps to have a small contingency supply available to meet such needs	Office, AHT office, HT office	×				
PPE for coronavirus (COVID-19) is required when performing <u>aerosol generating</u> procedures (AGPs)		$\boxtimes$				
When working with children and young people who cough, spit or vomit but do not have coronavirus (COVID-19) symptoms, only any PPE that would be routinely worn, is worn						
Visitors, Contractors & Spread of Coronavirus						
School strongly encourages parents and other visitors to take a lateral flow device (LFD) test before entering the school						
Key contractors are made aware of the school's control measures and ways of working						
School ensures site guidance on physical distancing and hygiene is explained to visitors and contractors on or before arrival						

## Page | 10

As normal, school engages with their local immunisation providers to provide immunisation programmes on site, ensuring these are delivered in keeping with the school's control measures			
Inadequate Ventilation			
Co2 monitors used and monitored to detect areas of poor ventilation			
Where Co2 monitor readings are consistently high for at least 1 week (1500ppm or higher) the school has either bid for air cleaning units (HEPA filtration) or purchased units to improve ventilation			
Occupied spaces must always be well ventilated and a comfortable teaching environment maintained	This can be achieved by a variety of measures including: mechanical ventilation systems – these should be adjusted to increase the ventilation rate wherever possible, and checked to confirm that normal operation meets current guidance (if possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply)		
Ventilate spaces with outdoor air	Doors and windows remaing open	$\boxtimes$	
Where possible, occupied room windows should be open.		$\boxtimes$	
Keep toilet ventilation in operation as much as possible while building is occupied		$\boxtimes$	

Date:	05/01/2022	Review Date:			
Assessor(s): Position(s):	Andrew Taylor Headteacher	Signature(s):	Hayle		
If no, has this b	If no, has this been escalated to senior leadership team?				No 🗆
Is activity still ac	cceptable with this level of risk?	2	Yes		No 🗆
Is such a risk le	vel deemed to be as low as rea	asonably practical?	Yes		No 🗆
	k level assigned to the task <b>AF</b> on plan measures taken as a re		on of High	Med ⊠	Low
Have you identi	fied any further control measur orded them in the action plan		ol Yes I		No 🛛
	uately controlled with existing c	control measures		Yes 🛛 🛛	
What is the level measures	of risk for this activity/situation	n with existing cont	rol High	Med	Low
Have you consu activity as part of	he Yes		No 🗆		
suitable indoor					
ensure comfort particularly in or	be used as necessary to levels are maintained ccupied spaces rs flexibility to allow additional,				
Prop doors ope in mind fire safe	n, where safe to do so (bearing ety and safeguarding), to limit dles and aid ventilation	All classroom do to remain open. Entrance/exit do limited to year groups			
100% outdoor a	ling units with recirculation to ir where this is not possible, erated as normal				