



Full Opening of School from 8th March 2021 COVID-19 Risk Management Plan

References:

[Schools coronavirus \(COVID-19\) operational guidance](#) (DfE: February 2021)

Other documents are hyperlinked within the document.

Supporting school documents:

Houghton Primary School: C-19 School Operations from 8th March 2021

UPDATES/REVIEWS

It is reviewed at least monthly and in accordance with government and Local Authority revisions in guidance. It is published monthly and shared with all staff and parents. This is a 'live' document - all changes are highlighted in different colours according to date.

Dates/colour coding of published reviews		
1. 14 th May (ahead of national Step 3)		
2.		
3.		

The school will open to all staff and children from 8th March 2021 in accordance with the **System of Controls** advised by the government:

System of controls: This is the set of actions schools **must** take. They are grouped into ‘prevention’ and ‘response to any infection’ and are outlined in more detail in the sections below.

Section 1: PREVENTION

Schools must always;

1	Minimise contact with individuals who are required to self-isolate by ensuring they do not attend school.
2	Ensure face coverings are used in recommended circumstances.
3	Ensure everyone is advised to clean their hands thoroughly and more often than usual.
4	Ensure good respiratory hygiene for everyone by promoting the ‘catch it, bin it, kill it’ approach
5	Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
6	Consider how to minimise contact across the site and maintain social distancing wherever possible
7	Keep occupied spaces well ventilated.
8	In specific circumstances ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.
9	Promote and engage in asymptomatic testing, where available.

Section 2: RESPONSE TO ANY INFECTION

Schools must always;

10	Promote and engage with the NHS Test and Trace process
10	Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community
11	Contain any outbreak by following local health protection team advice

SECTION 1: PREVENTION

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT

1. Minimise contact with individuals who are required to self-isolate by ensuring they do not attend school.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
<p>Contact with individuals who have C-19 symptoms or who have had a positive test.</p>	<p>All children and adults who attend/work in the school.</p> <p>Transmission of C-19 virus from an infected person on site.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocol and process in place to:</p> <ul style="list-style-type: none"> • prevent people (adult and children) coming to school if; <ul style="list-style-type: none"> ○ They have one or more symptoms of C-19 (including symptoms listed by WHO) ○ A member of their household has C-19 symptoms ○ They have had a positive test • Send people home and not attend for at least 10 days from the day after: <ul style="list-style-type: none"> ○ The start of their symptoms ○ The test date (LFD or PCR) if they do not have symptoms • Advise anyone who is isolating to follow the guidance for households with a possible or confirmed C-19 infection • Advise people to arrange to have a test as soon as possible • Ensure that siblings/children/relations of anyone with symptoms self-isolate for the next full 10 days from appearance of symptoms or from a positive test. • Keeping in touch with families who are self-isolating. • Telling people who are self-isolating that if they subsequently develop symptoms they must re-start 	<p>Extend protocol to include:</p> <p>Preventing people coming to school if:</p> <ul style="list-style-type: none"> • Any member within support bubbles or childcare bubbles has symptoms or tests positive • Anyone who has to quarantine due to travel <p>Ensure that those who are in the same childcare and/or support bubble as someone with symptoms also self-isolate for the next full 10 days from appearance of symptoms or from a positive test.</p> <p>In exceptional circumstances arrange</p>	<p>HT lead</p>	<p>Further action in place by 08.03.2021</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3. The number of people with symptoms/ isolating has reduced over time but variants mean that infection rates may increase. The government and LA have advised caution.</p>

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT

1. Minimise contact with individuals who are required to self-isolate by ensuring they do not attend school.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		the 10 day isolation period from the day their symptoms started and that they should arrange a test.	transport for a symptomatic child to be taken home if their parent is unable to collect them by liaising with the LA.			
Contact with individuals who have C-19 symptoms during the school day.	All children and adults who attend/work in the school. Transmission of the C-19 virus from a symptomatic person on site. Coronavirus can result in serious illness leading to long term debility or death.	Established protocol and process in place to isolate any person in school if they become symptomatic during the school whilst they await collection as follows: <ul style="list-style-type: none"> • Immediately isolate them in the meeting room, closing all doors but keeping the French Windows partially open for ventilation. If this room is unavailable we will use the former staffroom area ensuring that no-one enters. • Supervise children as necessary in the room. Adults who supervise children must wear medical grade PPE supplied by the LA and in accordance with training and instructions. Supervising adults must endeavour to remain 2m+ from the child. • If anyone isolating for this reason needs to use the toilet facilities they will be directed to the disabled toilet facility in the school. This will be cleaned and disinfected immediately after use using standard cleaning products before anyone else can use it. • Call 999 is someone becomes seriously ill or injured or their life is at risk. 	No further action needed in advance of full opening on 8 th March.	HT lead	Already in place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT

1. Minimise contact with individuals who are required to self-isolate by ensuring they do not attend school.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		<ul style="list-style-type: none"> Advise staff and parents that anyone with C-19 symptoms should not visit the GP, pharmacy, urgent care centre or a hospital unless they are advised to by 111. Advise anyone with symptoms (or their parents) that they must not use public transport to return home to isolate. <p>We do not routinely take pupils' temperatures but will use an infrared thermometer if a child complains of feeling hot or has symptoms of a temperature in order to keep parents informed.</p>				
Contact with individuals who have C-19 symptoms during the school day.	All children and adults who attend/work in the school. Failure of a person with C-19 (symptomatic, non-symptomatic or in incubation phase) to isolate from others on the school site.	Established protocol and processes in place relating to deciding who in school needs to isolate as follows: Any person who has had contact with someone in school who becomes symptomatic does not need to go home to self-isolate unless: <ul style="list-style-type: none"> The symptomatic person subsequently tests positive They develop symptoms themselves (in which case they need to self-isolate immediately and arrange to have a test). They are requested to do so by NHS Test and Trace or PHE (this is a legal obligation). They have tested positive from an LFD test. 	No further action needed in advance of full opening on 8 th March.	HT lead	Already in place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT

1. Minimise contact with individuals who are required to self-isolate by ensuring they do not attend school.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	Coronavirus can result in serious illness leading to long term debility or death.	Any person who has come into contact with someone with symptoms must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser. The area around the person with symptoms will be cleaned after they have left in accordance with government guidance .				

Risk Assessment and Reduction: PREVENTION – FACE COVERINGS

2. Ensure face coverings are used in recommended circumstances

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Inhaling and exhaling air containing the C-19 virus increasing the risk of infection (aerosol transmission)	All children and adults who attend/work in the school. Aerosol transmission of C-19 virus from an infected person on site.	Established protocol and processes in place as follows: Unless exempt ; <ul style="list-style-type: none"> Minimum face coverings (cloth or disposable face mask) being worn in all areas of the school by all adults if there is any possibility of them coming into contact with other people and where social distancing is not possible. People can wear face masks which provide a transparent 'window' to ease communication if they wish. However, these should be 	No further action needed in advance of full opening on 8 th March.	HT lead	Already in place since 01.11.2020	14.05.2021: This risk management measure will remain in place for national Step 3, however, staff have been advised that they may remove their face coverings when working in the classroom/with their bubble. They must wear them in all

Risk Assessment and Reduction: PREVENTION – FACE COVERINGS

2. Ensure face coverings are used in recommended circumstances

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	Coronavirus can result in serious illness leading to long term debility or death.	in 'mask form' covering both the nose and mouth and not open. <ul style="list-style-type: none"> • Adults can also choose to wear an open visor or shield on top of their face masks to provide additional protection. However, they will not wear a visor on its own as this does not provide enough protection. • The school has supplied some staff with specialised face masks and all staff with visors. The school will provide disposable face masks to anyone who does not have their own including contractors and visitors to the school site. They can also be provided to staff who have masks which become soiled/damp during the day as necessary. • The school has a limited supply of PPE grade face masks for use in the situation when a child with symptoms needs to be supervised/cared for. 				communal spaces. This is in line with national guidance. We have asked parents/carers to continue to wear face coverings on the school run.
Wearing soiled, contaminated or damp face masks	All children and adults who attend/work in the school. Poor hygienic practice associated with using face coverings which may increase	Established protocol and processes in place about safe wearing and removal of face coverings as follows: <ul style="list-style-type: none"> • Staff provide own non-disposable face masks and are responsible for washing and cleaning them between use. • Hands must be cleaned before and after touching face masks – including removing them or putting them on. • Face masks must be stored in individual, sealable plastic bags between use. The school has a supply of these bags as required. 	No further action needed in advance of full opening on 8 th March.	HT lead	Already in place since 01.11.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: PREVENTION – FACE COVERINGS

2. Ensure face coverings are used in recommended circumstances

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	transmission of C-19 virus and other illnesses. Coronavirus can result in serious illness leading to long term debility or death.	<ul style="list-style-type: none"> If a mask becomes damp it must be removed and replaced carefully. Staff should bring a number of spare, clean masks to work so that they can change them as necessary, putting damp masks into a sealable plastic bag to be taken home and washed if non-disposable. Staff should try not to touch the front of their face during use or when removing their masks. Disposable masks should be placed in one of the bins for non-recyclable waste. 				

Risk Assessment and Reduction: PREVENTION – CLEAN HANDS

3. Ensure everyone is advised to clean their hands thoroughly and more often than usual

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Failure to keep hands clean.	All children and adults who attend/work in the school. C-19 virus is carried on the skin and can be transmitted by	Established protocol and practice in place as follows: All people (children and adults) in school clean their hands thoroughly; <ul style="list-style-type: none"> When they arrive to school After breaks When they change rooms Before and after eating 	Teachers to re-establish routines and protocols with all children on full opening 8 th March, including revisiting the NHS hand washing video .	HT lead	In place since 01.09.2020 Teachers to revisit with their class on 08.03.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: PREVENTION – CLEAN HANDS

3. Ensure everyone is advised to clean their hands thoroughly and more often than usual

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	<p>touching surfaces and through skin-to-skin contact.</p> <p>C-19 may not be killed if people do not use soap or hand sanitiser when they wash their hands.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<ul style="list-style-type: none"> After using the toilet <p>Teachers and support staff have built in hand cleaning routines into their everyday work with children. They have taught children how to wash their hands properly, for 20 seconds under running water with soap and how to dry safely by patting hands with paper towels (reducing risk of skin becoming sore). They regularly revisit the NHS hand washing video with their class as a reminder. Mass hand washing is supervised.</p> <p>Risk Assessments are in place for children with SEND who are not able to wash their hands properly or have sensory issues meaning that they touch their face/mouth frequently ensuring that they have support and can use skin cleaning wipes if necessary.</p> <p>There are hand washing facilities (sinks, soap, paper towels) in every classroom and toilet. Staff can also wash their hands in the staff kitchen and the main school kitchen.</p> <p>Hand sanitiser is available throughout the school including all classrooms, the atrium, corridors, the school hall, front lobby where visitors enter the school, offices and has been placed beside shared resources/equipment e.g. fridge, photocopier.</p>				

Risk Assessment and Reduction: PREVENTION – CLEAN HANDS

3. Ensure everyone is advised to clean their hands thoroughly and more often than usual

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		Cleaning staff replenish supplies of soap and hand sanitiser. They keep the school business manager informed of supplies in good time for reordering.				

Risk Assessment and Reduction: PREVENTION – GOOD RESPIRATORY HYGIENE

4. Ensure good respiratory hygiene for everyone by promoting the ‘catch it, bin it, kill it’ approach

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Failure to keep good respiratory hygiene.	All children and adults who attend/work in the school. C-19 virus is transmitted in the air. It can be spread when someone coughs or sneezes. It is	Established protocol and practice in place as follows: Whole school has adopted the ‘catch it, bin it, kill it’ approach to respiratory hygiene. This is taught to all children. Teachers use e-bug C-19 resources to support their teaching. This is supported by having tissues readily available in every classroom and throughout the school. All classrooms have lidded pedal bins with bin liners for sole use to dispose of used tissues. Bin liners with used tissues in are tied up and disposed of in accordance with C-	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: PREVENTION – GOOD RESPIRATORY HYGIENE

4. Ensure good respiratory hygiene for everyone by promoting the ‘catch it, bin it, kill it’ approach

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	<p>also carried on used tissues.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>19 regulations if someone with symptoms has put used tissues in them.</p> <p>Risk Assessments are in place for children with SEND who are not able to blow their nose properly or have needs which cause dribbling or breathing problems ensuring that they have support to keep good respiratory hygiene.</p>				

Risk Assessment and Reduction: PREVENTION - CLEANING

5. Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products, such as detergents.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Failure to maintain a C-19 clean environment	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus lives on surfaces and can be transmitted</p>	<p>Established protocols and processes in place for enhanced cleaning as follows:</p> <p>Additional staffing hours during school day for dedicated spot cleaning across the school which includes;</p> <ul style="list-style-type: none"> Frequent cleaning in all classrooms and communal areas which are used by more than one person. 	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3. The additional cleaner will continue to work across the school through the day. Staff have been asked to continue

Risk Assessment and Reduction: PREVENTION - CLEANING

5. Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products, such as detergents.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	<p>when people touch them.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<ul style="list-style-type: none"> • Cleaner on call throughout day as necessary. Cleans when room/space has been vacated. <p>As part of this frequent cleaning regime;</p> <ul style="list-style-type: none"> • Cleaning frequently touched surfaces (e.g. door handles, tables, drawer fronts, window fastenings, light switches, etc.) • Cleaning toilets regularly. • Cleaning in accordance with government guidance for cleaning non-clinical settings using standard products. <p>Each class bubble has sole use of a set of toilets.</p> <p>Staff members use two sets of toilets. They use spray detergent to wipe down the toilet seat and flush button/handle and taps after use.</p> <p>Stocks of cleaning materials are maintained.</p>				<p>cleaning their spaces/classrooms if the cleaner is unable to get to them. Cleaning resources are available in all areas.</p>

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT AND MAINTAIN SOCIAL DISTANCE

6. Consider how to minimise contact across the site and maintain social distancing wherever possible.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Failure to minimise contact and maintain social distance by not keeping groups separate.	All children and adults who attend/work in the school. C-19 is easily transmitted through close contact. Coronavirus can result in serious illness leading to long term debility or death.	Established protocols and practice already in place as follows: Reduce number of contacts between children and staff by; <ul style="list-style-type: none"> • Keeping the adults and children in each class separate from other classes and teams within a ‘bubble’ system. • Asking all staff to maintain at least 2m+ distance from any other member of staff at all times. This is mandatory between staff who work in different bubbles. It is harder for staff who work in the same bubble, but they should try to do this as much as possible throughout the day. • Asking staff to try to maintain 2m+ from children wherever possible. We recognise that this is more difficult with younger children. 	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.
Failure to minimise contact and maintain social distance by not keeping groups separate.	All children and adults who attend/work in the school. C-19 is easily transmitted through close contact. Coronavirus can result in serious	Established protocols and practice for grouping children are in place as follows: <ul style="list-style-type: none"> • Children are grouped in consistent class bubbles at all times, including for any wraparound childcare. • Class bubbles are kept separate at all times. They must not come within 2m of another class bubble. This includes in the atrium space, hall and corridors. • Siblings are allowed to be in different bubbles – but they may need to isolate if a positive case of C-19 occurs in their siblings bubble. 	No further action needed in advance of full opening on 8 th March.	SLT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3. The LA have advised schools to keep children in as small bubbles as possible. NB: The Burrow Wraparound Care provision operating on site are placing children

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT AND MAINTAIN SOCIAL DISTANCE

6. Consider how to minimise contact across the site and maintain social distancing wherever possible.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	illness leading to long term debility or death.	<ul style="list-style-type: none"> Teachers and support staff are working in one bubble only with the exception of our sports coach one day a week. She works with 3 class bubbles across the day, but maintains at least 2m from the children and staff in those bubbles and ensures that she washes her hands between sessions and does not use the same equipment unless it has been cleaned thoroughly between sessions. 				<p>in mixed groups within consistent bubbles in accordance with government guidance for care providers. They keep a daily register which will support contact tracing in the event of a positive case.</p>
Failure to minimise contact and maintain social distance by not keeping groups separate,	<p>All children and adults who attend/work in the school.</p> <p>C-19 is easily transmitted through close contact.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocols and practice in place for measures within each classroom and across school as follows:</p> <ul style="list-style-type: none"> Reducing face to face contact as much as possible where the age/maturity of the children makes this possible including side-by-side seating, facing forward, for children in KS2 No large gatherings of children where bubbles are mixed. Keeping bubbles apart and keeping movement around the school to a minimum. Rota for playtimes and separate zones for playing outside. Reduced use of corridors to avoid crossing paths in narrow spaces in doors. Atrium space is zoned for KS2 children keeping each class bubble at least 2m+ apart. 	No further action needed in advance of full opening on 8 th March.	SLT lead	In place since 01.09.2020	<p>14.05.2021: This risk management measure will remain in place for national Step 3. The LA have advised schools to keep children in as small bubbles as possible.</p> <p>NB: The school introduced after school clubs with children from up to 2 bubbles attending – these groups are consistent. This is in line with government guidance. Registers are kept to</p>

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT AND MAINTAIN SOCIAL DISTANCE

6. Consider how to minimise contact across the site and maintain social distancing wherever possible.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes								
		<ul style="list-style-type: none"> Staff breaks are staggered and taken in the school hall in separate zones which are more than 2m apart. Staff in same bubble sitting 2m+ apart if more than one member of the bubble is on a break at the same time. Each staff bubble have own kettles and drink making facilities. Shared equipment e.g. fridge, microwave etc. staff must sanitise hands before and after use. 				<p>support contact tracing if necessary.</p>								
<p>Failure to minimise contact and maintain social distance on the 'school run'.</p>	<p>All children and adults who attend/work in the school.</p> <p>C-19 is easily transmitted through close contact.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocol and practice in place for arriving to and leaving from school as follows:</p> <ul style="list-style-type: none"> Gates open at 8.40am and close at 9am enabling a soft staggered start to the school day. Parents opt to collect from one of two collection spaces (school field or Chapel Lane). They wait in the area at distance from other families. Classes come out supervised to separate spaces staggered at end of day as follows: <table border="1" data-bbox="566 1102 1108 1246"> <tbody> <tr> <td>3pm</td> <td>Robins</td> </tr> <tr> <td>3.10pm</td> <td>Wrens and Kingfishers</td> </tr> <tr> <td>3.15pm</td> <td>Owls and Kestrels</td> </tr> <tr> <td>3.20pm</td> <td>Eagles and Hawks</td> </tr> </tbody> </table> <ul style="list-style-type: none"> Parents asked to keep at social distance from other families at all times during school run. 	3pm	Robins	3.10pm	Wrens and Kingfishers	3.15pm	Owls and Kestrels	3.20pm	Eagles and Hawks	<p>Parents using school during lockdown 3 were asked to wear face coverings on the 'school run'. This is extended to ALL parents and carers for full opening from 8th March.</p>	<p>HT lead</p>	<p>In place since October 2020.</p> <p>All parents to be asked to wear face coverings on school run from 8th March.</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>
3pm	Robins													
3.10pm	Wrens and Kingfishers													
3.15pm	Owls and Kestrels													
3.20pm	Eagles and Hawks													

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT AND MAINTAIN SOCIAL DISTANCE

6. Consider how to minimise contact across the site and maintain social distancing wherever possible.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		<ul style="list-style-type: none"> Parents leave children at gate. There is no access for parents or other visitors to the school site unless they have an appointment. Virtual meetings will be offered in preference to physical meetings on site. We continue to encourage parents to walk, cycle or scoot to school if they can. We continue to encourage parents who have to drive to school to park in designated areas within the villages of Houghton and Wyton (outside of the centre) and adopt a 'park and stride' approach. 				
Failure to minimise contact and maintain social distance when supporting children with SEND	<p>All children and adults who attend/work in the school.</p> <p>C-19 is easily transmitted through close contact.</p> <p>Coronavirus can result in serious illness leading to long term</p>	<p>Established protocols and practice in place as follows:</p> <ul style="list-style-type: none"> All children with EHC plans who require 1 to 1 support have an individualised risk assessment in place to enable support staff to work with them as safely as possible according to their individual needs. Teaching assistants and other support staff briefed about how to work safely with specific individuals as necessary. Virtual meetings/sessions with specialists, therapists, clinicians and other external support staff facilities in school wherever possible. 70% children with EHC plans have continued to attend school through Lockdown 3. For the 30% who have 	Work with specialists, therapists, clinicians and other external support staff who are now able to work on school site to ensure that they follow the school's protocols and practice to reduce the risks relating to C-19 as well as have their own risk assessments in place to ensure safe working practice.	SENCo lead	<p>In place since October 2020.</p> <p>Transition sessions from w/b 01.03.2021 for children with EHC plans.</p> <p>Open up to external specialists</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p> <p>Some external professionals are now attending to provide face-to-face therapies. They are providing evidence of a negative LFD test and are briefed on all measures in place in school for Covid safety.</p>

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT AND MAINTAIN SOCIAL DISTANCE

6. Consider how to minimise contact across the site and maintain social distancing wherever possible.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	debility or death.	not, transition sessions organised and offered to enable and support change in routine etc.			from 8 th March 2021.	100% attendance for children with EHCPs.
Failure to minimise contact and maintain social distance by cleaning staff, visitors, contractors etc.	<p>All children and adults who attend/work in the school.</p> <p>C-19 is easily transmitted through close contact.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocols and practices in place as follows:</p> <ul style="list-style-type: none"> • Only staff and children who work at/attend Houghton Primary School are allowed on site. • All other people can enter the school site by appointment only. Virtual visits are offered. • If a physical visit to the school is absolutely necessary it will be organised at a time outside of school hours whenever possible. • All visitors must sanitise their hands on arrival, wear face coverings and keep a minimum of 2m+ social distance from others throughout their visit and at all times on the school site. • All visitors will be supervised, unless they are contractors or specialists who will operate under a separate arrangement. If this is the case they will be briefed on C-19 risk management for working on the school site before they are allowed access. • A record of visitors is kept with sufficient detail to support contact tracing if necessary and required by NHS Test and Trace. • The school will work with NHS providers and other external specialists if access is required to carry out 	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p> <p>Physical visits continue to be held outside of school hours and are held outdoors or in well ventilated spaces as necessary. Visitors wear masks and sanitise hands on arrival.</p>

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT AND MAINTAIN SOCIAL DISTANCE

6. Consider how to minimise contact across the site and maintain social distancing wherever possible.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		specific programmes e.g. immunisation, health and wellbeing appointments, etc.				
Failure to sanitise shared equipment and resources effectively.	All children and adults who attend/work in the school. C-19 virus is carried on the skin and can be transmitted by touching surfaces. Coronavirus can result in serious illness leading to long term debility or death.	Established protocols and practice in place as follows: <ul style="list-style-type: none"> • Provision of individual frequently used resources and equipment wherever possible e.g. pens, pencils, rulers, etc. Where items are shared, this is only permitted within the class bubble. • Classroom based resources and equipment e.g. books, games, playtime equipment, etc., is only permitted to be shared within the class bubble. This equipment is cleaned regularly wherever possible. • Equipment and resources which are shared between class bubbles e.g. science, art, sports equipment etc., is cleaned before moving it between bubbles OR left unused for 48 hours (72 hours for plastics). • Any equipment or resources used for the delivery of therapies e.g. sensory equipment, is cleaned between users OR left unused for 48 hours (72 hours for plastics). • Outdoor play equipment e.g. tree house, adventure play equipment, etc., is used on rotation and left for 48 hours between use (over a weekend) before the next class use it. • Children have been told to keep the items they bring to school to a minimum – essentials only, e.g. lunch 	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: PREVENTION – MINIMISE CONTACT AND MAINTAIN SOCIAL DISTANCE

6. Consider how to minimise contact across the site and maintain social distancing wherever possible.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		<p>boxes, hats/coats, books. They can bring their bags. These personal items are stored outside the classrooms in outdoor cloakroom areas (except in Reception who continue to use their internal cloakroom area because it is not shared).</p> <ul style="list-style-type: none"> • Reading books can be taken home. They are placed in quarantine for 48 hours before being put back into the reading system. • Teachers can take laptops and other resources home but they must not be shared with others in their home. These items should be cleaned regularly and people using them should sanitise their hands before use. 				

Risk Assessment and Reduction: PREVENTION - VENTILATION

7. Keep occupied spaces well ventilated.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Failure to ventilate internal spaces in school.	All children and adults who attend/work in the school.	<p>Established protocols and practice in place to keep all internal areas as well ventilated as possible as follows:</p> <p>Natural ventilation throughout the whole day by;</p> <ul style="list-style-type: none"> • Opening all windows • Opening all external doors 	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: PREVENTION - VENTILATION

7. Keep occupied spaces well ventilated.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	<p>C-19 virus is carried in the air and can be transmitted by breathing in small particles (aerosols) in the air after someone with the virus has occupied an enclosed area.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<ul style="list-style-type: none"> • Opening all internal doors • Opening all skylights <p>If it becomes too cold or draughty for comfortable work conditions;</p> <ul style="list-style-type: none"> • Reducing the ventilation by closing windows and external doors on so that only a small gap is in place. • Increasing the ventilation when the room/space is unoccupied. • Asking children and staff to wear more layers to keep warm (flexible uniform in place). • Keeping heating levels up to compensate for loss of heat through ventilation. <p><i>We ask staff to communicate if it is too cold to work.</i></p>				

Risk Assessment and Reduction: PREVENTION – PPE

8. Ensure individuals wear the appropriate personal protective equipment where necessary.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
<p>Failure to protect oneself when working in close contact with a person with C-19 symptoms or who has tested positive.</p>	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily to people in close contact who are not wearing a protective barrier.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocols and practice in place relating to the use of PPE as follows:</p> <p>Face coverings/masks/visors are NOT PPE.</p> <p>Staff will wear specific PPE provided by the Local Authority if they are working at close contact (less than 2m) with a child or adult who has symptoms of C-19.</p> <p>This PPE is worn in accordance with government guidance and training and is donned, doffed and disposed of accordingly.</p> <p>Stocks of PPE are maintained. Further PPE will be ordered from the Local Authority as necessary.</p>	<p>No further action needed in advance of full opening on 8th March.</p>	<p>HT lead SBM - supplies</p>	<p>In place since 01.09.2020</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>

Risk Assessment and Reduction: PREVENTION – ASYMPTOMATIC TESTING

9. Promote and engage in asymptomatic testing

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
<p>C-19 can be asymptomatic. People can be infected with C-19 without any symptoms and spread it unknowingly.</p>	<p>All children and adults who attend/work in the school.</p> <p>Not all people who contract C-19 have symptoms. They can spread the virus unwittingly if they don't self-isolate.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocols and practice in place for twice weekly testing using Lateral Flow Devices (LFD) for staff as follows;</p> <ul style="list-style-type: none"> • All staff offered LFD test kits to test twice weekly for C-19 (not compulsory). • Test kit supplies maintained and replenished by ordering in advance. • All staff briefed on how to test and report. • All staff who have opted in are testing twice a week and reporting results both to the school and to NHS Test and Trace online. • All staff test before 6pm on the day of testing so results can be acted upon as necessary for the following day. <p>In the event of a positive result:</p> <ul style="list-style-type: none"> • Staff member informs HT and books a PCR test. • Staff member self-isolates immediately along with their household and any members of their support bubble/childcare bubble if in place. • HT takes action to inform all those who have been in contact with the member of staff and instructs them to self-isolate until the result of the PCR test is known. This will include children if they have been working in a class bubble. The HT will also inform the Local Authority and act on their advice. 	<p>No further action needed in advance of full opening on 8th March.</p>	<p>HT lead</p>	<p>In place since 23.01.2021</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>

Risk Assessment and Reduction: PREVENTION – ASYMPTOMATIC TESTING

9. Promote and engage in asymptomatic testing

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		<ul style="list-style-type: none"> • If PCR result is negative, all can stop self-isolating. • If PCR result is positive all must continue their 10 day self-isolation from the day after the date of the LFD test result. • If the staff member subsequently develops symptoms, the 10 day period of self-isolation starts again from the date the symptoms appeared. • If anyone who has been in contact with the staff member and who is self-isolating develops symptoms they must book a PCR test and start their 10 self-isolation period again from the date their symptoms appear. This can only stop if the result of the PCR test is negative. • LFD tests are for asymptomatic testing only. If any member of staff develops symptoms they must book a PCR test as soon as possible. <p>The school is keeping a record of all staff results of LFD in accordance with government guidance. Staff record their results online via Google Forms. They cannot see the results of others.</p>				

SECTION 2: RESPONSE TO ANY INFECTION

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION –
10. Promote and engage with NHS Test and Trace

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
<p>Failure to engage with NHS Test and Trace processes may put others at increased risk of infection from C-19.</p>	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. People who have the virus may transmit it to others they come into contact with if they do not self-isolate.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocol and practice in place to promote and support engagement in the NHS Test and Trace process as follows:</p> <p>We have informed and remind staff, parents/carers that they need to;</p> <ul style="list-style-type: none"> • Book a PCR test if they or their child has any symptoms of C-19 • Self-isolate immediately and not come to school if <ul style="list-style-type: none"> ○ they develop symptoms ○ they have been in close contact with someone who tests positive for C-19 ○ anyone in their household or childcare bubble or support bubble develops symptoms of C-19 ○ they are required to do so having recently travelled from countries listed by the government on the ‘travel corridors’ list ○ have been advised to do so by NHS Test and Trace or PHE • provide details of anyone they have been in close contact with if they test positive to the school or if they are asked to by NHS Test and Trace. 	<p>No further action needed in advance of full opening on 8th March.</p>	<p>HT lead</p>	<p>In place since 01.09.2020</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION –

10. Promote and engage with NHS Test and Trace

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Failure to test for C-19 using a PCR test	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. People who have the virus may transmit it to others they come into contact with if they do not self-isolate.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocol and practice in place to advise booking PCR tests as follows;</p> <p>Polymerase Chain Reaction (PCR) tests are used to test for coronavirus.</p> <p>We have informed all staff and parents/carers that anyone, including children, with symptoms of C-19 can and should get a test. They can be booked online or by phoning 119.</p> <p>Our staff know that essential workers, which includes anyone involved in education or childcare have priority access to testing,</p> <p>We encourage people to go to a PCR testing centre as result come back very quickly. However, if people are unable to access a testing centre we have a small number of PCR testing kits available in school which can be given directly to staff or parents of a child who develops symptoms at school. These tests are administered by the individual or the parent and NOT by the school.</p> <p>We ask staff and parents to inform us of any test results as soon as possible either by telephoning the school or by emailing CovidComms@houghton.cambs.sch.uk</p>	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION – MANAGE CONFIRMED CASES

11. Manage confirmed cases of coronavirus (C-19) amongst the school community

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
<p>Failure to manage confirmed cases of C-19 amongst the school community</p>	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. If positive cases are not managed well this could lead to an outbreak and multiple infections.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocols and practice in place to manage confirmed cases of C-19 as follows:</p> <p>We take immediate action as soon as we hear that a case of C-19 within our community has been confirmed.</p> <p>We contact the Local Authority using this email address emergencyschool.closure@cambridgeshire.gov.uk or by telephoning the person on duty (duty rotas are emailed to all schools weekly). We use the online forms provided by the LA to report single or multiple cases.</p> <p>We establish who the infected person had close contact with within the last 48 hours of the person getting symptoms (or getting a positive test result if asymptomatic) and inform them that they must self-isolate for next 10 full days from the day after contact.</p> <p>This may mean closing whole class bubbles or other operational bubbles within the school.</p> <p>We have established a method of quickly informing parents via text and email if this happens during the school day or at short notice.</p> <p>We have established a method for parents to collect their children from school if necessary which reduces the risk of coming into contact with each other and the community.</p>	<p>No further action needed in advance of full opening on 8th March.</p>	<p>HT lead</p>	<p>In place since 01.09.2020</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION – MANAGE CONFIRMED CASES

11. Manage confirmed cases of coronavirus (C-19) amongst the school community

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
<p>Failure to manage confirmed cases of C-19 amongst the school community</p>	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. If positive cases are not managed well this could lead to an outbreak and multiple infections.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocol and practice in place to manage positive cases once reported to the school as follows;</p> <ul style="list-style-type: none"> • Bubble closure in accordance with close contact information • All close contacts sent home/stay at home and self-isolate for 10 full days from the day after their last contact with the person who has tested positive • Household members of close contacts do not need to self-isolate unless anyone in their household develops symptoms or if they are told to by NHS Test and Trace • If anyone in the household of anyone who is self-isolating subsequently develops symptoms they must book a test and self-isolate. • If anyone who has been in close contact with someone who has tested positive subsequently develops symptoms they must book a test. If the test is negative they must still continue with their 10 full days self-isolation as they could still develop C-19 within the remaining days. • If anyone tests positive they must start or re-start their self-isolation from the date they first got symptoms (or got the test result if they are asymptomatic). They rest of their household and any close contacts must also self-isolate for 10 full days from the day after this date. • Anyone who test positive must inform the school immediately. 	<p>No further action needed in advance of full opening on 8th March.</p>	<p>HT lead</p>	<p>In place since 01.09.2020</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION – MANAGE CONFIRMED CASES

11. Manage confirmed cases of coronavirus (C-19) amongst the school community

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		<p>Schools are not allowed to request evidence of negative test results or other medical evidence before allowing a child or adult back to school. However, we reserve the right to send children home who have symptoms.</p> <p>The school will report all staff and pupil cases/self-isolation to the DfE using their online reporting form. This reporting is anonymous, but registers will indicate whether a child’s absence is covid related.</p>				
Failure to inform close contacts of a person who has a confirmed case of C-19 within the school community	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. If close contacts to anyone who tests positive for C-19 are not informed they could be carriers of the virus they could transmit the infection further.</p>	<p>Established protocols and practice in place to define close contact and act on this information when managing confirmed cases as follows;</p> <p>Close contact means:</p> <ul style="list-style-type: none"> • Anyone who lives in the same household or who is a member of the same support bubble or childcare bubble as someone with C-19 symptoms or who has tested positive for C-19. • Anyone who has had any of the following types of contact with someone who has tested positive with C-19 with a LFD or PCR test; <ul style="list-style-type: none"> ○ Face to face contact, including being coughed on or having a face-to-face conversation with another person within 1m ○ Been within 1m for 1 minute or longer without face-to-face contact ○ Sexual contacts 	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p> <p>Staff can work across bubbles only if they maintain 2m+ distance from all others and wear face coverings. This is in line with government guidance.</p>

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION – MANAGE CONFIRMED CASES

11. Manage confirmed cases of coronavirus (C-19) amongst the school community

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	<p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<ul style="list-style-type: none"> ○ Been within 2m of someone for more than 15 minutes (either as a one-off contact or minutes added up together over one day) ○ Travelled in the same vehicle together <p>At Houghton Primary School people who work in the same bubble together are defined as close contacts as we can't guarantee that they have not been in close contact of less than 2m for less than 15 minutes per day. This applies to all children within their bubbles too.</p> <p>Bubble staffing is set. We keep a record of all people who are in bubbles together as follows:</p> <ul style="list-style-type: none"> ● Class register for all children (using SIMS as normal) ● Staff register for all adults – daily signing in an out sheet. <p><i>Staff can work across bubbles or enter bubble spaces when others are in them by following the 2m+ protocols in place and must wear a face covering if working in a different bubble. This includes the sports coach who is operating at 2m distance from the classes she works with.</i></p> <p>We have asked all cleaning staff to keep separate from each other and from all other staff. They must not enter a space to clean it unless all children/adults have vacated it.</p> <p>We have asked all catering staff to wear face coverings and to remain behind the serving hatch. Children and staff</p>				

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION – MANAGE CONFIRMED CASES

11. Manage confirmed cases of coronavirus (C-19) amongst the school community

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		collecting school meals must move quickly and not stay in the serving area for more than 1 minute. We have asked all staff not to car share and not to meet socially with each other outside of school, even in accordance with the law.				
Failure to safeguard children who are not in school due to self-isolation	Children defined as vulnerable by the school and/or external services as well as those who are not. Children who are not in school may come to harm at home depending on the circumstances they are living in and/or the people they are living with.	Established protocols and safeguarding practice in place to provide pastoral care to those not in school as follows; <ul style="list-style-type: none"> • Registration process means that all absences are followed up by 9.15am each day by school administrator. • Children are expected to engage with online remote learning via Google Classroom – class teacher connects with individual children by text through this platform on a daily basis • School inclusion worker or the school administrator contacts parents of all children off due to self-isolation at least once a day following the initial call by the school administrator. • If there are any further concerns for a child the inclusion worker will ask parents for a Zoom/Google Meet call to speak with the child OR do a doorstep visit. • All concerns about a child’s welfare are recorded in accordance with the school’s safeguarding policy. 	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION – MANAGE CONFIRMED CASES

11. Manage confirmed cases of coronavirus (C-19) amongst the school community

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
		<ul style="list-style-type: none"> The school will refer to social care or Early Help if there is any worry about a child's well-being, welfare, mental and/or physical health. 				

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION –

12. Contain any outbreak by following PHE local health protection team advice.

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
Failure to contain an outbreak of C-19	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. If positive cases are not managed well it may lead to an outbreak.</p> <p>Coronavirus can result in serious illness leading to</p>	<p>Established protocols and practice in place to manage cases of C-19 and reduce the risk of an outbreak as follows;</p> <p>We know that if the school has 2 or more confirmed cases of C-19 within 14 days OR an overall rise in sickness absences where C-19 is suspected we may have an outbreak.</p> <p>In this situation we will immediately liaise with the Local Authority emergency team and PHE as necessary and follow their advice.</p> <p>We will not close the school in this situation unless we are advised to.</p>	No further action needed in advance of full opening on 8 th March.	HT lead	In place since 01.09.2020	14.05.2021: This risk management measure will remain in place for national Step 3.

**Risk Assessment and Reduction: RESPONSE TO ANY INFECTION –
12. Contain any outbreak by following PHE local health protection team advice.**

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
	long term debility or death.					
Children and/or staff returning to school too early or when they are still unwell.	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. If people with confirmed cases return to school too early the infection could continue to spread.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocols and practice in place to manage the attendance of staff and children who have had C-19 as follows;</p> <ul style="list-style-type: none"> • We keep a record of each case of C-19 reported to us which includes first date of symptoms, date of test results, date when 10 full days self-isolation ends. • Staff and children can return after their 10 day isolation if they are well enough and if their temperature is normal. They may return if they have a residual cough or anosmia (loss of taste and smell) as these symptoms can last for several weeks after the infection has gone. • The school is not permitted to request evidence of negative test results or other medical evidence before admitting children back to school. The school will ask parents to keep their child off school if they are unwell. We will send children home if they are unwell. • If we suspect that a child has symptoms of C-19 we will expect parents to collect them. The child will remain in isolation in the school until their parents do. 				<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>

Risk Assessment and Reduction: RESPONSE TO ANY INFECTION –

13. Promote and engage with NHS Test and Trace

What are the hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by whom?	Action by when?	Date Done/Review Notes
<p>Failure to engage with NHS Test and Trace processes may put others at increased risk of infection from C-19.</p>	<p>All children and adults who attend/work in the school.</p> <p>C-19 virus is transmitted easily. People who have the virus may transmit it to others they come into contact with if they do not self-isolate.</p> <p>Coronavirus can result in serious illness leading to long term debility or death.</p>	<p>Established protocols and practice in place as follows:</p> <p>If we have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an outbreak and will continue to work with the local health protection team who will be able to advise if additional action is required.</p> <p>We will follow any advice or recommendation given by the Local Authority and/or local health protection team e.g. that a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group. We will only close the whole school if the team recommend it.</p> <p>If an ‘outbreak’ is confirmed by the local Director of Public Health we will accommodate any mobile testing unit used to test others who may have been in contact with the person who has tested positive.</p> <p>At Houghton Primary School we will do everything we can to work together with Public Health England should there be a local outbreak. We will keep parents and carers as fully informed as possible under the direction of PHE and the Local Authority.</p>	<p>No further action needed in advance of full opening on 8th March.</p>	<p>HT lead</p>	<p>In place since 01.09.2020</p>	<p>14.05.2021: This risk management measure will remain in place for national Step 3.</p>