

Ben Rhydding Primary School Covid-19 Management Procedures September 2021
[Schools Covid-19 Operational Guidance](#)

Hazards / Guidance	Risk Before Control Measures	Persons at Risk	Control Measures	Comments / Action Points – Outbreak Management Planning	Residual Risk Rating
Spread of Covid 19	Infection from Virus	Staff, Students, Visitors	<p>Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into 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).</p> <p>In most cases, parents/carers will agree that a pupil with symptoms should not attend the school, given the potential risk to others. If a parent/carer insists on a pupil attending school, the school can take the decision to refuse the pupil if, in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. The school's decision will be carefully considered in light of all the circumstances and current public health advice.</p> <p>If anyone in school develops COVID-19 symptoms, however mild, they will be sent home and asked to follow public health advice.</p> <p>For everyone with symptoms, they should avoid using public transport and asked to be collected by a member of their family or household.</p> <p>If a pupil is awaiting collection, they will be seated safe space away from other pupils and supervised (socially distanced) by a member of staff until they are collected. Windows will be open for fresh air ventilation if possible. Appropriate PPE will be used if close contact is necessary, further information on this can be found in the use of PPE in</p>	<p>Some pupils/families may be experiencing a variety of emotions in response to the COVID-19 pandemic, such as anxiety, stress or low mood. These pupils/families will be supported by the school and the school's two trained Family Support and Child Mental Health Champions in line with the Government Guidelines that can be accessed via the following link promoting and supporting mental health and wellbeing in schools.</p> <p>When school is in operation, we will continue to ensure it is well ventilated and that a comfortable teaching and learning environment is also maintained. All areas of the school will be monitored to ensure they remain well ventilated.</p> <p>Mechanical ventilation is a system that uses a fan to draw fresh air, or extract air from a room. These will be adjusted (where possible) to increase the ventilation rate and that only fresh outside air is being circulated.</p> <p>Where possible, systems will be adjusted to full fresh air or, if this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.</p> <p>Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be opened (if</p>	Medium

			<p>education, childcare and children’s social care settings guidance.</p> <p>Any rooms they use will be cleaned after they have left the school.</p> <p>The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p> <ul style="list-style-type: none"> ● Staff Induction and Training is provided to update on current guidance, social distancing and increased hygiene measures. ● Tell parents that if their child needs to be accompanied to School, only one family member should attend. ● Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend school ● Cleaning hands more often than usual – wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser, ensuring that all parts of the hands are covered. Review the guidance on hand cleaning ● Clean hands in the following circumstances: <ul style="list-style-type: none"> • When you arrive at the school • When you return from breaks • When you change rooms • Before and after eating <p>Mobile Sanitiser Stations / Hand Gel continue to be located throughout schools and these should still be used routinely.</p> <ul style="list-style-type: none"> ● Ensure good respiratory hygiene – use a tissue or elbow to cough or sneeze and use bins for tissue waste (‘catch it, bin it, kill it’) ● Ensure that bins for tissues are emptied regularly throughout the day by the site cleaning teams ● Encourage students not to touch their mouth, eyes and nose ● Where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation 	<p>they are not fire doors and where safe to do so).</p> <p>The need for increased ventilation will be balanced with maintaining a comfortable working and temperature.</p> <p>If, for any reason school attendance needs to be restricted further due to future lockdowns, vulnerable children and children of critical key workers will still be able to attend</p> <p>Plans should be in place for the “possibility that schools are advised to limit attendance”, though such restrictions “will only ever be considered as a last resort”.</p> <p>As with other periods of restricted attendance, Ben Rhydding Primary School will continue to provide “high quality remote education” for all pupils or those not attending.</p>	
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Transmission through Mixing of groups	Infection from Virus	Staff, Students, Visitor	<p>At Step 4 (19 July) it will no longer be recommended or necessary to keep children in consistent groups ('bubbles').</p> <p>As well as enabling flexibility in curriculum delivery, this means that assemblies can resume, and we no longer need to make alternative arrangements to avoid mixing at lunchtime, however increased ventilation will be provided where possible in these areas.</p> <p>The school will continue to maintain the one-way circuits within school where possible and prevent any unnecessary mixing of students during the school day. This one way system will continue to apply to pupils and parents at drop off and pick up times with all pupils and parents now entering the school via the main entrance on Bolling Road and leaving via the side exit on Manley Road.</p>	<p>Outbreak management planning covers the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.</p> <p>Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly and would follow Local Authority and Public Health England Advice and would also take account of the detrimental impact they can have on the delivery of education.</p>	Medium
Wearing of Personal Protective Equipment (PPE) and Face Coverings	Infection from Virus	Staff	<p>Reference to PPE in these circumstances means:</p> <ul style="list-style-type: none"> • Fluid-resistant surgical face masks (also known as Type IIR) • Disposable gloves • Disposable plastic aprons • Eye protection (for example, a face visor or goggles) <p>The PPE that should be used in the following situations when caring for someone with symptoms of COVID-19 is:</p> <ul style="list-style-type: none"> • A face mask should be worn if close contact is necessary • If contact is necessary, then gloves, an apron and a face mask should be worn • Eye protection if there is a risk of fluids entering the eye, for 	<p><u>Updated Government Guidance</u> should be referred to in the first instance</p> <p>Individual choices should also be respected and some staff and students may still feel comfortable wearing face coverings and this should be their choice.</p> <p>If we have an outbreak in school, a director of public health might advise that face coverings should temporarily be worn in communal areas or classrooms by staff and visitors (unless exempt). Supplies of Face coverings will be available in school in this instance.</p>	Low

			<p>example, from coughing, spitting or vomiting</p> <p>From Step 4, face coverings for staff and visitors either on the play yard or in the school are down to personal choice. The school will no longer be asking parents to wear masks while on the school premises. You can find more information on the use of face coverings including when to wear one, exemptions and how to make your own.</p> <p>Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19.</p>		
Shielded and clinically vulnerable children and young people	Infection from Virus	Staff, Students, Visitor	<p>All Clinically extremely vulnerable (CEV) children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their GP or clinician not to attend. Further information is available in the guidance on supporting pupils at school with medical conditions.</p>	<p>The Government may reintroduce shielding "in the event of a major outbreak or variant of concern that poses a significant risk to individuals on the shielded patient list.</p> <p>This can only be reintroduced by National Government. Measures must be in place to allow remote working if required.</p>	Low
Clinically Extremely Vulnerable (CEV) Staff	Infection from Virus	Staff	<p>Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus.</p>	As Above	Low
Staff, Student or Visitor becomes unwell whilst at School	Infection from Virus	Staff, Students, Visitor	<p>If anyone in school develops COVID-19 symptoms, however mild, they should be sent home and they should follow public health advice.</p> <ul style="list-style-type: none"> Send them home to begin isolation - the isolation period includes the day the symptoms started and for the next 10 full days Advise them to follow the guidance for households with possible or confirmed COVID-19 infection Advise them to arrange to have a test as soon as possible to see if they have COVID-19 	<p>Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance. They will also need to get a free PCR test to check if they have COVID-19. Whilst awaiting the PCR result, the individual should continue to self-isolate.</p> <p>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 doesn't have COVID-19 symptoms.</p>	Medium

<p>Confirmed case of coronavirus in School</p>	<p>Infection from Virus</p>	<p>Staff, Students, Visitor</p>	<p>Pupils, Staff and Visitors must immediately cease to attend and not attend for at least 10 days from the day after:</p> <ul style="list-style-type: none"> • The start of their symptoms • The test date if they did not have any symptoms but have had a positive LFD or PCR test (if an LFD test is taken first, and a PCR test is then taken within 2 days of the positive lateral flow test, and is negative, it overrides the LFD test and the pupil can return to school) <p>Anyone told to isolate by NHS Test and Trace or by Public Health England has a legal obligation to self-isolate, but you may leave home to avoid injury or illness or to escape the risk of harm.</p> <p>More information can be found on NHS Test and Trace: how it works.</p>	<p>Follow the advice provided from Bradford Schools Online in the first instance: https://bso.bradford.gov.uk/content/public-health-guidance-for-schools</p> <p>If we have several confirmed cases within 14 days, we may have an outbreak.</p> <p>There are two suggested "thresholds" for when schools may consider to have reached this point.</p> <p>The guidance says, for most schools, this is whichever is reached first out of:</p> <ul style="list-style-type: none"> • Five children, pupils, students or staff, who are likely to have mixed closely, test positive for Covid-19 within a 10-day period, or • 10 per cent of pupils, students or staff who are likely to have mixed closely test positive for Covid-19 within a 10-day period <p>We should call the dedicated advice service who will escalate the issue to your local health protection team where necessary and advise if any additional action is required, such as implementing elements of your outbreak management plan.</p> <p>We can reach them by calling the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case.</p> <p>If the above thresholds are reached, schools "should review and reinforce the testing, hygiene and ventilation measures they already have in place", according to the guidance.</p> <p>Schools should also consider:</p> <ul style="list-style-type: none"> • Whether any activities could take place outdoors, including exercise, assemblies, or classes • Ways to improve ventilation indoors, where 	<p>Medium</p>
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Contact Tracing	Infection from Virus	Staff,Students, Visitor	<p>From Step 4 (19 July), close contacts will be identified via NHS Test and Trace and educational settings will no longer be expected to undertake contact tracing.</p> <p>As with positive cases in any other settings, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact.</p> <p>Individuals are no longer required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> • They are fully vaccinated • They are below the age of 18 years and 6 months • They have taken part in or are currently part of an approved COVID-19 vaccine trial • They are not able to get vaccinated for medical reasons <p>Instead, they 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.</p>	Schools will continue to have a role in working with health protection teams in the case of a local outbreak.	N/A
How to clean schools where there were	Infection from Virus	Staff,Students, Visitor	<p>Coronavirus symptoms are similar to a flu-like illness and include cough, fever, or shortness of breath. Once symptomatic, all surfaces that the suspected case has come</p>	<p>Site Cleaning Teams have their own arrangements and protocols during any outbreaks and will follow PHE Guidance.</p>	Low

<p>children, students or staff with suspected cases of COVID-19</p>			<p>into contact with must be cleaned using disposable cloths and household detergents, according to current recommended workplace legislation and practice.</p> <p>These include:</p> <ul style="list-style-type: none"> • All surfaces and objects which are visibly contaminated with body fluids • All potentially contaminated high-contact areas such as toilets, door handles, telephones <p>Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with body fluids do not need to be specially cleaned and disinfected. If a person becomes ill in a shared space, these should be cleaned as detailed above.</p>	<p>Disinfectant, anti-bacterial wipes and spray is to be used immediately on the threat of infectious disease or virus.</p>	
<p>Virus being spread through Waste transfer</p>	<p>Infection from Virus</p>	<p>Staff, Students, Visitor</p>	<p>All waste that has been in contact with the individual, including used tissues, and masks if used, should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied. It should be put in a safe place and marked for storage until the result is available. If the individual tests negative, this can be put in the normal waste. Should the individual test positive, you will be instructed what to do with the waste.</p>	<p>Waste Disposal will be completed by the Site Teams and escalated if appropriate.</p>	<p>Low</p>
<p>Educational Visits</p>	<p>Infection from Virus</p>	<p>Staff, Students, Members of the Public</p>	<p>Prior to any Educational Visit, a full and thorough risk assessment should be undertaken and Educational Visit Leaders must ensure that any public health advice, such as hygiene and ventilation requirements, are included as part of that risk assessment. General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).</p>	<p>Should numbers of Covid cases increase, the school will look to either suspend or limit residential trips, open days, transition or taster days, together with parental attendance in settings and performances. We will have plans in place to commence the re-delivery of Remote Learning if required.</p>	<p>Medium</p>
<p>Remote Learning</p>	<p>N/A</p>	<p>Staff and Students</p>	<p>Not all people with COVID-19 have symptoms.</p> <p>Where appropriate, we should support those who need to self-isolate because they have tested positive to work or learn from home if they are well enough to do so.</p>	<p>The remote education provided should be equivalent in length to the core teaching pupils would receive in school.</p> <p>We should work collaboratively with families and put in place reasonable adjustments so that pupils with</p>	<p>N/A</p>

			Schools subject to the remote education temporary continuity direction are required to provide remote education to pupils covered by the direction where their attendance would be contrary to government guidance or legislation around COVID-19.	SEND can successfully access remote education. Full expectations for remote education, support and resources can be found on the get help with remote education service .	
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