



MMPS OPERATIONAL RISK ASSESSMENT

Effective from 1st September 2021

Reviewed: 25th February 2022

Risk assessment and control measures is based on the following government guidance documents.

- [*Schools coronavirus \(COVID-19\) operational guidance*](#) February 2022
- [*Guidance on local restrictions contingency framework*](#) February 2022
- [*https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts*](https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts) February 2022
- [*COVID-19 Response: Living with COVID-19*](#) February 2022
- *COVID-19: people with COVID-19 and their contacts* February 2022
- *Coronavirus (COVID-19): advice for pregnant employees* February 2022



COVID 19 HEALTH AND SAFETY RISK ASSESSMENT

Approach to risk estimation and management

In line with Department for Education (DfE) guidance, we take the following approach to reduce risks in our school:

Control Measures

1. Ensure good hygiene for everyone.
2. Maintain appropriate cleaning regimes.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

**** MMPS will contact the local health protection team if the thresholds for extra actions, as set out in the 'Contingency framework: education and childcare settings' (DfE, February 2022), are met.***

* MMPS continues to have a 'COVID-19 Outbreak Management & Contingency for Remote Education' Plan in place, outlining how we would operate if we were advised by central government or the local health protection team to take extra measures to help break chains of transmission.



COVID 19 HEALTH AND SAFETY RISK ASSESSMENT

Ref	Control Measure	Yes	No	N/A	Actions Taken Details/Further information
CONTACT WITH SOMEONE SUFFERING FROM CORONAVIRUS					
01	Anyone advised to self-isolate under current guidance will be asked not to attend. → see government guidance: COVID-19: people with COVID-19 and their contacts February 2022 <u>Pregnant staff:</u> Work place risk assessment in place and regularly reviewed. Pregnant staff issued with lateral flow tests and advised to test regularly.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Regular reminders given about this: letters to parents, website uploads, emails Remote/distance learning contingency arrangements for all pupils in place.
02	If a PCR test is positive, staff/parents/carers will be advised of government guidance and advised to stay at home and avoid contact with other people. Members of their household should follow the government guidance: COVID-19: people with COVID-19 and their contacts February 2022 Staff who test positive can obtain LFD tests from school.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If a member of staff tests positive, they will be advised to take an LFD test from 5 days after symptoms started (or the day they tested if they do not have symptoms) followed by another LFD the next day. If both test results are negative, and they do not have a temperature, they will be able to return to work. If the day 5 LFD test result is positive, they can continue taking LFD tests until they receive 2 consecutive negative test results.
03	Anyone self-isolating with symptoms will be encouraged to access testing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
04	Symptomatic person (staff or pupil) will be sent home immediately or self-isolated until they can be picked up.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Symptomatic person will be isolated in the sick room 999 will be called if they are seriously ill or injured or their life is at risk
05	If a symptomatic pupil is awaiting collection, they will be moved to the sick room where they can be isolated behind a closed door. The window will be opened and the ventilation switched on	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The sick room includes a single toilet and sink that can be used by the symptomatic person. The sick room will be disinfected with household bleach after the symptomatic person has left to reduce the risk of passing the infection onto anyone else.
06	If a symptomatic pupil needs to be supervised before being picked up <ul style="list-style-type: none"> If a distance of 2m can be maintained, supervising staff will wear a face covering and face shield If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron If there is a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supervising staff will wash their hands thoroughly for 20 seconds once the pupil has been collected from school. If there are home testing kits available in school, these will be given to parent/carer collecting symptomatic pupil if they are unable to get a test elsewhere.
07	A member of staff starts to display symptoms whilst at work	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff member will be sent home and advised to book a PCR test and self-isolate.



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08	A symptomatic person has been isolated in an area and has now been collected/sent home	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A thorough clean will take place in the areas that the symptomatic person has been in. If PPE was used, it will be disposed in bin located in the sick room.
09	The school has been informed that a pupil or staff member has tested positive for coronavirus and needs advice on next steps	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The school will contact the local health protection team if thresholds for extra actions, as set out in the 'Contingency framework: education and childcare settings' (DfE, updated February 2022), are met. School will seek advice on next steps, if necessary, by contacting Manchester Test & Trace: 0800 840 3858 The school will also assist Manchester authorities to identify potential outbreaks by completing the Manchester Test and Trace online confirmed case reporting form .
10	Advise those who are a close contact of the COVID-19 positive case to follow government guidance: COVID-19: people with COVID-19 and their contacts February 2022 <ul style="list-style-type: none"> Minimise contact with the person who has COVID-19 Avoid contact with anyone who is a higher risk of becoming severely unwell Limit contact with other people outside of household, especially in crowded, enclosed, poorly ventilated spaces Wear a well-fitting face covering made with multiple layers or a surgical face mask in crowded, enclosed or poorly ventilated spaces and where they are in close contact with other people Pay close attention to main symptoms of COVID-19 and order a PCR test if they develop symptoms. Follow advice for 10 days after the day the close contact symptoms started (or the day their test was taken if they did not have symptoms) 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Close contact: <ul style="list-style-type: none"> If you live with someone who has COVID-19 If you stayed overnight in the household of someone who has COVID-19
CONTACT WITH CORONAVIRUS WHEN GETTING TO AND FROM SCHOOL					
11	There is an overall rise in sickness absence where coronavirus is suspected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The school will work with the local health protection team to decide if additional action is needed. Any advice given by the team will be followed.
12	A symptomatic person needs to take public transport	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	They will be advised not to use public transport



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SPREADING INFECTION DUE TO TOUCH, SNEEZES AND COUGHS					
13	Everyone in school will: <ul style="list-style-type: none"> Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands Clean their hands on arrival, after breaks, if they change rooms, before and after eating, after sneezing or coughing Be encouraged not to touch their mouth, eyes and nose Use a tissue or elbow crook to cough or sneeze, and use bins for tissue waste Pupils taught: 'Catch it, kill it, bin it' approach 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Handwashing facilities are provided: <ul style="list-style-type: none"> Sinks and soap in classrooms. Sinks and soap in toilets. Additional soap dispensers in wudhu area. Hand sanitiser in classroom without sink (Urdu/SEN room, IT room) Hand sanitiser at all entrance/exit doors Hand sanitisers in all classrooms Hand sanitisers at both gates, all pupils asked by a member of staff at gate to use hand sanitiser at entry into playground. Pupils who cannot use hand sanitiser will wash hands immediately on arrival in classroom.
14	Pupils will be encouraged to learn and practise these habits in lessons and by posters put up across the school	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Help will be available for any pupils who have trouble cleaning their hands independently. Young children will be supervised during hand washing. Lidded bins for tissues will be emptied throughout the day.
SPREADING INFECTION THROUGH CONTACT WITH CORONAVIRUS ON SURFACES					
15	Regular cleaning of frequently touched surfaces using standard cleaning products (e.g. bleach, detergent) including: <ul style="list-style-type: none"> Bannisters Bathroom facilities (including taps and flush buttons) 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Caretaker regularly wipes frequent touch points. Vinyl prayer mats in use that can be wiped after use
16	Areas of the school that are used by pupils will be cleaned thoroughly at the end of the day: <ul style="list-style-type: none"> Classrooms Toilets Hall Staircases, bannisters 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17	If a person with coronavirus symptoms comes into school, a thorough clean till take place in the areas that the person has been in	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18	Cleaning supplies will be topped up regularly and monitored to make sure they're not close to running out	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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SPREADING INFECTION DUE TO THE SCHOOL ENVIRONMENT					
19	Areas in use will be well-ventilated by opening windows. <i>In cooler weather windows should be opened just enough to provide constant background ventilation, and opened more fully during break and lunchtime when classrooms are not in use, to purge the air in the space*</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	* Flexibility to allow additional, suitable indoor clothing. Parents informed that classroom windows/s are opened for ventilation purpose and asked to ensure that children wear bring in jumpers / hoodies during colder weather. CO2 monitor to check air quality
20	Doors will be propped open, when fire safety and safeguarding wouldn't be compromised	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21	Lidded bins will be provided in classrooms and other key locations to dispose of tissues and any other waste	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22	Outdoor space will be used for exercise and breaks, and for education where possible. All pupils required to bring in a rainproof coat/jacket with hold every day	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23	EYFS pupils will spend as much time as possible engaged in outdoor learning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SPREADING INFECTION DUE TO EXCESSIVE CONTACT AND MIXING IN MEETINGS					
24	Windows / doors will be open in rooms where meetings are held	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25	All staff (and pupils), including clinically extremely vulnerable (CEV) should attend unless they are self-isolating or have been advised not to by their GP or clinician.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meeting rooms ventilated (open windows, doors); staff may opt to wear face covering during meetings; staff may avoid staffroom during lunch time – alternative area available
EDUCATIONAL DAY VISITS AND DOMESTIC RESIDENTIALS					
26	Educational day visits can take place; standard trip risk assessment and additional COVID-19 risk assessment for each educational visit to determine whether it can be undertaken safely.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A full and thorough risk assessment prior to all educational visits will be undertaken and any public health advice, such as hygiene and ventilation requirements, included as part of that risk assessment.
VISITORS TO SCHOOL					
27	School visits, tours for potential parents can resume	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28	Parents can attend information meetings (induction) and workshops	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
INDOOR PERFORMANCES – COMMUNAL PRAYER					
29	Assemblies can go ahead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windows and door to hall will be open for ventilation / circulation of air
30	Communal prayer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Can resume in hall for ventilation / circulation of air; vinyl prayer mats that can be wiped after use;



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31	School Choir	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Can resume in hall – windows and door open for ventilation / circulation of air
32	Indoor sport can go ahead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Outdoor P.E. will be prioritised where possible