**Christ Church C of E**

**Primary School Moreton**

COVID19 Contingency Plan

**Version 9 updated for ending of restrictions 1st April 2022**

Original Aug 2021 Reviewed 12/09/21 01/01/22 1/11/21 21/02/22



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|  | **Christ Church Primary School COVID19 Risk Assessment for April 2022**  **RA 029B Contingency Plan v9 1st April 2022 reviewed and updated** | **RISK ASSESSMENT**  **RECORDING FORM** |  |

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| Location or School  Address: Christ Church Moreton | Date assessment  Undertaken 24th August 2021  Reviewed 12th September 2021  Updated 27th October 2021  Updated 01/11/22 1/1/22 21/2/22 & 2/4/22 | Assessment undertaken.  by: Jeanne Fairbrother and Amanda Donelan |
| Activity or  situation **Contingency Plan School opening** | Review  date: monthly or as any positive cases or incidents occur | Signature:  ADonelan |

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| **Background information**  **Contingency Plan COVID 19 V4 February 2022**  On 21 February the Prime Minister set out the next phase of the Government’s COVID19 response. COVID-19 continues to be a virus that we learn to live with, and the imperative is to reduce the disruption to children and young people’s education. The contingency framework describes the principles of managing local outbreaks of coronavirus (COVID-19) (including responding to variants of concern) in education and childcare settings, covering:   * good baseline infection prevention and control which can provide protection against infection and associated education disruption * the types of measures that settings should be prepared for * who can recommend these measures and where • when measures should be lifted * how decisions are made Local authorities, directors of public health (DsPH) and their teams, and the UK Health Security Agency (UKHSA) health protection teams should follow the principles and can recommend measures described in this guidance in individual education and childcare settings as part of their outbreak management responsibilities. Where there is a need to address more widespread issues across an area, ministers will take decisions on an area-by-area basis.   **Guidance**  DfE guidance states that schools should have an ‘outbreak management plan’, this is the same as the contingency plan outlining how they would operate if any of the measures described in the document were recommended for their setting or area. It clearly states what a good contingency plan should cover:  • roles and responsibilities  • when and how to seek public health advice  • details on the types of control measures you might be asked to put in place  For each control measure we have included:  • actions we would take to put it in place quickly.  • how we would ensure every child, pupil or student receives the quantity and quality of education and support to which they are normally entitled.  • how we would communicate changes to children, pupils, students, parents, carers and staff.  See page 9 [Guidance: Contingency framework: education and childcare settings](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings)  **Legislation and guidance**  Health and Safety at Work Act etc. 1974  Management of H&S at Work Regulations 1999  Workplace (Health, Safety and Welfare) Regulations 1992  DfE Actions for schools plus associated COVID 19 Guidance  Public Health England Guidance | | | | |
| **1) Hazard / Activity** | **2) Who can be harmed and how?** | **3) What controls exist to reduce the risk?**  ***Have you followed the hierarchy of controls (eliminate, substitute etc)?*** | **Risk Score**  **Consequence**  **X Likelihood** | **4) Any further action.**  ***This should be included in the action plan (5), below*** |
| **Collaboration with local authorities during localised outbreak of COVID 19 cases** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * Local authorities, directors of public health (DsPH) and PHE health protection teams (HPT’s) are responsible for managing localised outbreaks. * School liaises and responds to guidance from DsPH& local HPT’s | **2x2=4** |  |
| **Failure to assess the risks of COVID 19 transmission in school.** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * School has assessed the reasonably foreseeable risks of transmission of COVID 19. See **RA 029A School opening COVID 19 v2 Aug 2021** * The risk assessment is regularly reviewed as circumstances in school and the public health advice changes. * School monitors whether the controls in place are effective and working as intended. | **3X2=6** |  |
| **Failing to have adequate outbreak management plans to allow for stepping measures up and down.** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * Schools /Settings latest **RA 029A School opening COVID 19** sets out the infection prevention and control measures that all education and childcare settings should have in place as good practice. * This includes:   + Pupils, staff and other adults with COVID-19 symptoms, a positive test result, or who are a close contact of a case should follow the guidance for [people with COVID-19 and their contacts.](https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts)   + Pupils and staff should return to school as soon as they can, in line with the above guidance.   + School is prepared to implement high-quality home learning arrangements so that any child or student who is well enough to learn from home can do so.   + School continues to follow the latest **RA 029A School opening COVID 19** to ensure good hygiene for everyone, maintain appropriate cleaning regimes, keep occupied spaces well ventilated, and follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.   + School continues to encourage (COVID-19) vaccination uptake for eligible students and staff. | **3X2=6** |  |
| **Failing to have adequate outbreak management plans to allow for stepping measures up and down.** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * School has latest **RA 029A School opening COVID 19**   risk assessment for following the latest guidance.   * School has this contingency plan risk assessment with measures it will use if staff or pupils test positive for COVID 19 or, to step measures up or down, if required by local DsPH in the event of a local outbreak. | **3X2=6** |  |
| **Communication** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * Christ Church uses parent and staff emails as the primary form of communication. To ensure that no important documentation is missed, messages are sent via school FB and twitter or staff emergency Whatsapp advising to look at email * Should school be asked to support with local public health management, senior leaders will telephone relevant families to ensure they are individually advised to access testing for their child * School will communicate its plan for addressing any imposed restrictions with parents, staff, pupils and other relevant parties regarding:   + opening arrangements.   + access for specific targeted groups where applicable, such as certain year groups, vulnerable pupils and children of critical workers.   + any reviews of the school’s protective measures as part of school’s risk assessments.   + any arrangements for remote working * School will keep all relevant parties up to date with the circumstances of any imposed restrictions and how these affect the school as the situation develops. | **2X2=4** |  |
| **Testing** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * Increased testing - this may temporarily be advised in instances of high prevalence by DsPH as part of their responsibilities in outbreak management. * DPH or HPT might advise rapid lateral flow device (LFD) testing by some staff. * In the instances of increased positive cases school will liaise with DsPH to identify what support may be needed, including test kit supply. * DsPH should keep DfE and UKHSA informed of all cases where they are considering recommending onsite LFD testing for an education setting, via their RPT and RSC. Pupils, staff and other adults with a positive test result should follow [UKHSA guidance](https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts) on whether to stay at home and avoid contact with other people. | **3X2=6** |  |
| **Thresholds for extra action** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | School will use the following thresholds as an indication for when to seek PH advice if concerned:   * a higher than previously experienced and/or rapidly increasing number of staff or student absences due to COVID-19 infection * evidence of severe disease due to COVID-19, for example if a pupil, student, child or staff member is admitted to hospital due to COVID-19 * a cluster of cases where there are concerns about the health needs of vulnerable staff or students within the affected group, such as 5% of children or staff in one class who are likely to have mixed closely, show typical COVID19 symptoms or test positive for COVID-19 within a 10-day period: or 10% of school population * **School will seek public health advice by Phoning the DfE helpline (0800 046 8687, option 1)** * School will work to contain any outbreak by following local HPT’s advice   + **Cheshire & Merseyside PHE contact 0344 225 0562**   + **Wirral schools contact** Wirral LA covid helpline 0151 666 3600. Email: [covidschoolsupport@wirral.gov.uk](mailto:covidschoolsupport@wirral.gov.uk) | **3X2=6** |  |
| **Close contacts** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * **From 24 February,** routine contact tracing will end. Contacts will no longer be required to self-isolate or advised to take daily tests. * School will ask families and staff to notify them if there are symptoms or confirmed cases in a household so that the school community can be monitored * School will no longer ask **fully vaccinated** close contacts and those under the age of 18 to test daily * Close contacts who are **unvaccinated** are no longer required to self-isolate. * Children who live with someone who has COVID-19 should continue to attend the setting as normal as long as they are well and have no symptoms * Contacts are advised to take precautions to reduce risk to themselves and other people:   + minimise contact with the person who has COVID-19   + avoid contact with anyone who is at [higher risk of becoming severely unwell](https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts#higherrisk) if they are infected with COVID-19, especially those with a [severely weakened immune system](https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk)   + limit close contact with other people outside household, especially in crowded, enclosed or poorly ventilated spaces   + adults will be asked to wear a well-fitting [face covering](https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own) made with multiple layers or a surgical face mask in communal or poorly ventilated spaces and where there is close contact with other people   + pay close attention to the [main symptoms of COVID-19](https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts#symptoms). If contacts develop any of these symptoms, [order a PCR test](https://www.gov.uk/get-coronavirus-test). They should stay at home and avoid contact with other people | **2X2=4** |  |
| **Positive case - staff** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * School continues to advise adults and children who test positive to [stay at home](https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts#:~:text=If%20you%20have%20COVID%2D19%2C%20stay,areas%20such%20as%20kitchens%20and%20bathrooms) and avoid contact with other people. After 5 days, if they do not have a temperature, they can safely return to their normal routine. * School will encourage those testing positive for COVID-19 or with symptoms to inform their close contacts so that they can follow new guidance. * School advises those who test positive should avoid contact with anyone in an at-risk group:   + older people   + those who are pregnant   + those who are unvaccinated   + people of any age who have a [severely weakened immune system](https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk)   + people of any age with [certain long-term conditions](https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/who-is-at-high-risk-from-coronavirus/) * Positive cases who need to leave home while still infectious, should take the following steps to reduce the chance of passing on the infection to others:   + wear a well-fitting [face covering](https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own) made with multiple layers or a surgical face mask   + avoid close contact with anyone you know who is at higher risk of becoming severely unwell if they are infected with COVID-19, especially those with a [severely weakened immune system](https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk)   + avoid crowded places. If you need to take public transport, avoid busy times, for example by using off peak services   + avoid large social gatherings and events, or anywhere that is poorly ventilated, crowded, or enclosed   + limit close contact with other people outside your household as much as possible. Meet outside and try and stay at least 2 metres apart from them   + take any exercise outdoors in places where you will not have contact with other people   + be especially careful with your hand and respiratory hygiene | **3X2=6** |  |
| **Actions to consider once a threshold is reached** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * If school reaches a threshold for extra action (See Thresholds for extra action above) school will:   + contact local the DfE helpline & HPT   + contact CDAT CEO and COG   + review and reinforce the testing, hygiene and ventilation measures already in place. And will consider:     - whether any activities could take place outdoors, including exercise, assemblies, or classes     - whether any activities need to change or cease including assemblies, use of canteen, CC4C groups     - ways to improve ventilation indoors, where this would not significantly impact thermal comfort     - one-off enhanced cleaning focussing on touch points and any shared equipment. | **2X2=4** |  |
| **Face coverings** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | *In England, face coverings are no longer required by law. In education and childcare settings, face coverings are not advised for pupils, staff and visitors in communal areas, or classrooms and teaching spaces*.   * Face coverings in **communal areas** may temporarily, and exceptionally, be advised by DsPH:   + for an individual setting, as part of their responsibilities in outbreak management   + for settings across areas where DfE and public health experts judge the measure to be proportionate, based on the evidence public health experts share with the DFE and specific local public health concerns. For example, where the area has been designated as an enhanced response area, and where COVID-19 risk may put exceptional local pressure on the healthcare system. This is a temporary measure. * Face coverings in **classrooms and teaching spaces** may temporarily, and exceptionally, be advised by DsPH for an individual setting, as part of their responsibilities in outbreak management. * Face coverings in classrooms and teaching spaces should only ever be recommended across an area if it has been designated as an enhanced response area by the Local Action Committee command structure. * No pupil or student should be denied education on the grounds of whether they are, or are not, wearing a face covering. * Any guidance should allow for circumstances where people are not able to wear face coverings. * In all cases any educational and wellbeing drawbacks in the recommended use of face coverings should be balanced with the benefits in managing COVID-19 risk. * Where recommended, the use of face coverings should be kept under regular review and lifted as soon as the evidence supports doing so * The wearing of face coverings will be supported for those wishing to do so in school or as part of individual risk assessments * Face coverings will also be advised for adults who have a positive or symptomatic household case | **2X2=4** |  |
| **CEV staff & pupils, pregnant staff** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * Individuals previously identified as CEV are advised to continue to follow the same guidance as the general public on how to stay safe and help prevent the spread of COVID-19. * Individuals with a weakened immune system should follow DHSC and UKHSA [advice for people whose immune system means they are at higher risk from COVID-19.](https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk) * All previously identified CEV & pregnant staff have individual risk assessments detailing the measures the school has put in place to reduce risks to these staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment. | **3X2=6** |  |
| **Education workforce** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | School contingency plans include details if it is appropriate for One identified teacher to work remotely if restrictions are imposed | **2X2=4** |  |
| **Transport** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | In the event of having to increase measures:   * school will encourage staff & pupils to walk or cycle wherever possible and to avoid public transport. * If needing to use public transport, they are required to wear a face covering while travelling, unless exempt. * If directed, pupils and staff may also need to resume mandatory wearing of face coverings on dedicated school transport for tips and visits unless they are exempt. | **3X2=6** |  |
| **Residential educational visits** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * All visits are risk assessed and include current local restrictions by the person planning the activity. They are then cross checked by the EVL Ali Edgington before being forwarded to the HT for authorisation and Evolve for monitoring * School will consider carefully if the educational visit is still appropriate and safe. * Only pupils who are attending the setting will go on an educational visit. | **2X2=4** |  |
| **School failing to plan:**   * **Open days** * **Transition & taster days** * **Parental attendance** * **Performances** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * All such events are risk assessed and include current local restrictions. * School will consider carefully if the event is still appropriate and safe. * School will reduce number attending and run repeat sessions to maintain distancing safely * Adults will be supported but not required to wear masks when coming into school for large events and this will be reviewed regularly * staff will arrange meetings in rooms that can accommodate numbers acordingly, following the guidance in the main RA for room sizes and numbers | **2X2=4** |  |
| **Attendance restrictions - increased COVID infections** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | *High quality face-to-face education remains a government priority. Attendance restrictions would only ever be considered as a short-term measure and as a last resort:*   * following local HPT advice when other measures have not broken chains of transmission * following government advice * School contingency plans cover the possibility that if advised, temporarily, to limit attendance high quality remote education is provided to all pupils or students not attending. * School will continue to give priority to vulnerable children and young people and children of critical workers to attend school undertaking their normal timetables. * School contingency plans cover measures that include attendance restrictions, and if the DfE advises on any other groups that should be prioritised. * Unless advised otherwise, school would revert to the successful arrangements in place for vulnerable and keyworker pupils previously, with staff working on rotas to support remote learning and learning on site. * Should staff absence increase beyond what is deemed safe, the HT and Chair of Governors would review the provision of face to face education and make a safe recommendation to restrict access | **3X2=6** |  |
| **Food provision** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * School will provide meal options for all pupils who are attending. * FSM or food parcels to eligible pupils who are not attending school, where they:   + are self-isolating.   + have had symptoms or have tested positive.   + are not attending due to the implementation of local restrictions advised by local PHE teams. | **3X2=6** |  |
| **Safeguarding** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * School will review the child protection policy so that it reflects the local restrictions and remains effective. * In the event of increased restrictions, school will use traffic light system to identify those who most need on site places, door step visits and daily phone calls. Family mentor and SENCO will instigate contact with the most vulnerable and SLT will allocate places dependent upon need | **2X2=4** |  |
| **Vulnerable pupils & young people** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 199392** | * Where vulnerable children and young people are absent, school will work with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concern. * Regular communication between LGJ and the attendance officer and between MS and the area SW will ensure that no child slips through and all children are accounted for and regularly in contact with school * Where hard to reach families do not respond to communication o offer of places GB will begin doorstep visits along with phone calls with SENCO * Our professional contacted agencies will move to remote support for the most vulnerable, these will include EP, ADHD, SALT support | **2X2=4** |  |
| **Teaching & learning** | **Staff, pupils, visitors, contractors increased risk of transmission of COVID 19** | * High-quality remote learning will be provided for all pupils and students if:   + they have tested positive for COVID-19 or are symptomatic and cannot access a test but are well enough to learn from home; or   + attendance at the setting has been temporarily restricted * On-site provision is retained for vulnerable children and young people and the children of critical workers. * If school has to temporarily stop onsite provision on advice of the local HPT, the school contingency plans include alternative arrangements for vulnerable children and young people | **3X2=6** | AHT to detail remote learning arrangements |

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| **Risk Rating** | **Action Required** |
| **20 - 25** | **Unacceptable** – stop activity and make immediate improvements |
| **10 - 16** | **Urgent action** – take immediate action and stop activity, if necessary, maintain existing controls vigorously |
| **5 - 9** | **Action –** Improve within specific timescales |
| **3 - 4** | **Monitor** – but look to improve at review or if there is a significant change |
| **1 - 2** | **Acceptable** – no further action but ensure controls are maintained & reviewed |



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

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

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

**Likelihood: Consequence**

5 – Very likely 5 – Catastrophic

4 – Likely 4 – Major

3 – Fairly likely 3 – Moderate

2 – Unlikely 2 – Minor

1 – Very unlikely 1 – Insignificant

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|  | **5. Action plan** | **Responsible** | **Completed** |
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|  | **Action plan reviewed by Amanda Donelan 02/04/22** |  |  |