

Schools/Settings COVID 19- Health and Safety Risk Assessment and Outbreak Management Plan

School/ Setting:	Chapel Street Community Primary School	Date of Assessment:	06/09/2021
Assessment Completed By:	Ella Hughes (Headteacher)	Published on website:	13/09/2021
<p>This risk assessment has been written based on circumstances and guidance at the time of writing. It will be reviewed and updated regularly and, as soon as is reasonably practicable, as circumstances and guidance change. It is worth noting that some of the government guidance may change without notice or prior warning and we will act upon information that is shared via the LA email updates and weekly circulars.</p> <p>Please see important updates as part of the review section at the end.</p>			

Staying COVID Secure – Our Commitment

- ✓ We recognise the risk posed by Coronavirus (COVID-19) to our staff, pupils and their families. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.
- ✓ We will ensure, as far as is reasonably practicable, the Health, Safety and Wellbeing of our staff and pupils.
- ✓ We will share this Risk Assessment and its findings with employees and consult on its contents.
- ✓ We will continue to comply with all relevant Health and Safety Legislation.

Key context to consider

- Large, three-form entry primary school (699 pupils on roll and 110 staff).
- High numbers of EAL (87%) and INA impact on communication with and understanding of parents / carers
- Very high level of anxiety within the community about transmission of coronavirus

Community population have a number of risk factors in terms of virus transmission and impact:

- Mostly black, Asian and ethnic minority families
- Multi-generational families in same household including older relatives (70+)
- Families living in overcrowded conditions
- High rate of pregnancies
- Largely low income families
- Many families with multiple siblings attending different settings and different year groups within same setting.

KEY	<p>Complete or ongoing / partially complete – further action needed / not yet started</p> <p><u>Blue and underlined text is a hyperlink to relevant guidance, website or further information</u></p> <p><u>Where the text is purple the hyperlink has been used to open the link</u></p> <p>Latest update from LA / DfE for change in guidance or update following review of measures in place and cases in school</p>
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Our Employees

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	<p>Any employee or persons within their household that has coronavirus (COVID-19) symptoms, should not attend school/ setting. They should arrange to have a test.</p> <p>07.01.22 — It continues to be a requirement for all pupils, staff and visitors with any of the main symptoms of Covid-19 to isolate and not come to school. They must have a PCR test as soon as possible and let school know the outcome — continuing to isolate whilst they await the result.</p> <p>26.02.22 — Whilst not a legal requirement to do so, it continues to be a school requirement that any pupils, staff or visitors with any of the main symptoms of Covid-19 isolate and don't come to school, whilst they wait the outcome of a PCR test. They must have a PCR test as soon as possible and let school know the outcome — continuing to isolate whilst they await the result.</p> <p>From 24 February, the Government will remove the legal requirement to self-isolate following a positive test.</p> <p>Adults and children who test positive will continue to be advised to stay at home and avoid contact with other people for at least 5 full days and then continue to follow the guidance until they have received 2 negative test results on consecutive days.</p> <p>Anyone with any of the main COVID-19 symptoms should order a test and is advised to stay at home while waiting for the result.</p> <p>If they test positive, they are advised to follow public health advice.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Staff, pupils and families should be reminded that they should not attend school, even if they are feeling better, until they receive their test results.</p> <p>06.09.21 — Follow latest DFE guidance and Manchester Test and Trace guidance.</p> <p>Whole staff training as part of INSET on first day back in September. Covid information overview provided for all staff. Staff sign to acknowledge receipt, read and understood by 17.09.21. Weekly Covid reminder update email for all staff. Information shared with families via email/text/letter and posters displayed around school.</p> <p>All staff and families have been informed regarding wider symptoms and relevant action to take if these are present without one of the three main Covid-19 symptoms — recommendation to take a PCR but isolation not necessary whilst waiting for results.</p> <p>It is each individual employee's responsibility to report their symptoms and absence via absence phone line. For pupils, parents/carers are responsible for phoning school to inform.</p> <p>It is each individual employee's responsibility to report their test results by phoning school on 0161 224 1269 or emailing: positivecases@chapelstreet.manchester.sch.uk Parents/carers are informed and reminded of their responsibility to do this for pupils.</p> <p>Where an employee or pupil has Covid-19 symptoms and it is felt there could be another explanation for this, the full Covid-19 guidance (in terms of isolation and testing) is still followed – to reduce risk of transmission.</p>



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<p>Pupils, staff and other adults should follow guidance on <u>People with COVID-19 and their contacts</u> if they have <u>COVID-19 symptoms</u>.</p> <p>Pupils and staff should return to school as soon as they can, in line with guidance for <u>People with COVID-19 and their contacts</u>.</p> <p>01.04.22 – Symptoms of Covid-19 in adults has been updated to include a wider range</p> <p>The following guidance for ‘People with symptoms of a respiratory infection including Covid-19’ will be followed in full.</p> <p>Respiratory infections can spread easily between people. It is important to be aware of symptoms so you can take action to reduce the risk of spreading your infection to other people.</p> <p>The symptoms of Covid-19 and other respiratory infections are very similar. It is not possible to tell if you have Covid-19 flu or another respiratory infection based on symptoms alone. Most people with Covid-19 and other respiratory infections will have a relatively mild illness, especially if they have been vaccinated.</p> <p>If you have symptoms of a respiratory infection, such as Covid-19, and you have a high temperature or you do not feel well enough to go to work or carry out normal activities, you are advised to try to stay at home and avoid contact with other people, until you no longer have a high temperature (if you had one) or until you no longer feel unwell.</p> <p>In some cases, you might continue to have a cough or feel tired after your other symptoms have improved, this does not mean that you are still infectious.</p>				<p>Staff and pupils only return to school following a negative test result or full isolation period – monitored through SAM by HR/Finance officer and staff absence team for staff and by attendance team for pupils.</p> <p>26.02.22 – Staff and pupils may return to school following a negative PCR result or having followed latest public health advice related to isolating following a positive PCR test result – at least 5 full days and then until they have received 2 negative LFD test results on consecutive days.</p>
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02	<p>Any employee who has tested positive for COVID 19 in the past 10 days should not attend school/ setting.</p> <p>07.01.22 — Isolation periods have been updated in line with current government guidance. Therefore, any employee who has tested positive for Covid-19 should not attend school in line with latest government guidance. (Currently, they are able to return on Day 8 if they are well enough, have no temperature and have had two negative LFD tests on Days 6 and 7. Where tests are not available, results are not negative or a temperature persists, the full 10 days isolation is required.)</p> <p>14.01.22 — Isolation periods updated again in line with government guidance. Earliest return is day 6 if negative LFD on days 5 and 6 with no temperature. If LFD is still positive then isolation can end when two tests, taken 24 hours apart, are negative and no temperature or 10 full days (depending on which is shortest).</p> <p>26.02.22 — See 01 above.</p> <p>01.04.22 - Any employee who tests positive for Covid-19 should stay at home and avoid contact with other people for 5 days after the day they took their test. They must not attend school during this period of time.</p> <p>At the end of this period, if you have a high temperature or feel unwell, try to follow this advice until you feel well enough to resume normal activities and you no longer have a high temperature if you had one.</p> <p>Although many people will no longer be infectious to others after 5 days, some people may be infectious to other people for up to 10 days from the start of their infection. You should avoid meeting people at higher risk of becoming seriously unwell from Covid-19, <u>especially those whose immune system means that they are at higher risk of</u></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>See 01 above.</p> <p>Isolation periods shared via absence email team so relevant staff are aware and can monitor. Recorded on 'absence overview' maintaining confidentiality of the individual. For pupils this information is recorded on SIMs.</p> <p>Monitoring overview of confirmed cases maintained on SLT drive.</p> <p>01.04.22 – Confirmed case guidance has been updated and shared with all staff in light of changes to national guidance.</p>
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	<p><u>serious illness from Covid-19, despite vaccination</u>, for 10 days after the day you took your test.</p> <p>If you have a positive Covid-19 test result, it is very likely that you have Covid-19 even if you do not have any symptoms. You can pass on the infection to others, even if you have no symptoms.</p> <p>Many people with Covid-19 will no longer be infectious to others after 5 days.</p> <p>There is different advice for children and young people aged 18 and under. See 06 below.</p>				
03	<p>Any employee who develops COVID-19 symptoms during the school day should be sent home as soon as possible and should <u>arrange to have a test</u>.</p> <p>01.04.22 - Any employee who develops a temperature during the school day should be sent home as soon as possible and should follow the guidance outlined in 01 above.</p> <p>Any employee who does not feel well enough to remain at work, due to one (or more) of the symptoms of Covid-19 (not including a temperature) must inform a member of SLT that they are not well and need to go home. They will then follow the guidance outlined in 01 above.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>See 01 above.</p> <p>06.09.21 — Enough PCR test kits available in school that can be provided to anyone (staff or pupil) that is unable to access a PCR otherwise.</p>
04	<p>An individual risk assessment will be completed for all staff that have characteristics that increase their potential risk from coronavirus (COVID-19), as set out in the <u>COVID-19: review of disparities in risks and outcomes report</u>. <i>Sample assessment template provided by Directorate for Children and Education Services will be used for all.</i></p> <p>CEV staff are no longer advised to shield.</p> <p>26.02.22</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>All staff individual risk assessments should be reviewed and updated regularly.</p> <p>06.09.21 – Individual risk assessments and an overview register have been completed for all identified staff who are CEV, CV, are pregnant or live with CEV. All were reviewed in full in July 2021 and will be again by end of autumn 1st half term 2021 (with most vulnerable staff prioritised to have theirs completed first). Staff regularly reminded to inform SLT and / or line manager if they feel they are vulnerable and need an individual risk assessment but don't have one. Individual risk assessments are reviewed once per half term as a minimum.</p>



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<p>Those formerly considered to be clinically extremely vulnerable</p> <p>Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again.</p> <p>Staff, children and young people who were previously identified as being in one of these groups are advised to continue to follow <u>Guidance for people previously considered clinically extremely vulnerable from COVID-19</u>.</p> <p>Staff, children and young people over the age of 12 with a weakened immune system should follow <u>Guidance for people whose immune system means they are at higher risk from COVID-19</u>.</p> <p>Staff, children and young people previously considered CEV should attend school and should follow the same <u>COVID-19 guidance</u> as the rest of the population.</p> <p>In some circumstances, staff, a child or young person may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice. Whilst individual risk assessments are not required, employers are expected to discuss any concerns that people previously considered CEV may have.</p> <p>Employers will need to follow this specific <u>guidance for pregnant employees</u>. <u>COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding</u> contains further advice on vaccination. Your workplace risk assessment should already consider any risks to female employees of childbearing age and, in particular, risks to new and expectant mothers. You should also consider the needs of pregnant pupils.</p>			<p>and as soon as practicable following changes in guidance, circumstance or health of individual. It is the individual's responsibility to inform their line manager and / or SLT if their circumstances or health change or if they have any concerns or feel additional measures are needed. This has been communicated with all staff and is revisited as part of risk assessment reviews.</p> <p>Individual risk assessments are not completed for all staff who are BAME (unless there are other vulnerability factors in addition to this) as such a high number of staff are BAME additional protective measures are included within the whole school risk assessment for all. An individual risk assessment will be completed with any BAME staff who feel one is needed or would be helpful and this has been communicated with all staff.</p> <p>04.01.22 – Overview of individual risk assessments has been updated to include all new staff who have been identified as vulnerable and following changes in circumstance for some existing staff. Reviews have been completed for autumn 1st and 2nd half term and will continue to be reviewed as outlined above.</p> <p>07.01.22 – '<u>Joint Union advice on medically vulnerable and higher risk groups</u>' has been issued for January 2022 along with advice from NAHT. This has been shared with all senior leaders and will be referred to and taken into account when reviewing individual risk assessments in January 2022. Senior leaders will review individual risk assessments for CEV staff and line managers will review for all other staff identified as vulnerable or living with someone CEV.</p> <p>26.02.22 – Whilst individual risk assessments are not required, they will be reviewed and updated at the start of spring 2nd half term in line with latest changes to government guidance. Line managers and senior leaders responsible for completing and / or reviewing individual risk assessments will be provided with the latest government and HSE guidance to refer to prior to</p>
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	<p>Employers should be able to explain the measures they have in place to keep staff safe at work. The Health and Safety Executive (HSE) has published guidance on <u>protecting vulnerable workers</u>, including advice for employers and employees on <u>how to talk about reducing risks in the workplace</u>. Employers should discuss concerns with staff.</p> <p>01.04.22 - People at higher risk of becoming seriously unwell from a respiratory infection, including Covid-19, include:</p> <ul style="list-style-type: none"> • Older people • Those who are pregnant • Those who are unvaccinated • <u>People of any age whose immune system means they are at a higher risk of serious illness</u> • <u>People of any age with certain long-term conditions</u> <p>The success of the Covid-19 vaccination programme has meant that the requirement for shielding and identifying people as clinically extremely vulnerable (CEV) is no longer necessary. However, there remains a smaller number of people whose immune system means they are at higher risk of serious illness from Covid-19, despite vaccination.</p> <p>Enhanced protections, such as those offered by specific treatments, and / or additional vaccinations alongside other protective behaviours may benefit these individuals – as outlined in the <u>guidance on this link</u>.</p>				<p>these discussions. Individuals will be asked to confirm, as part of these reviews whether they would prefer to continue with half termly reviews of their individual risk assessment or only have a review moving forwards annually and / or if there is a change in their circumstances, they have concerns or they feel further support is needed. An annual review will be triggered by school and any other review would need to be requested by the individual from their line manager or a senior leader.</p> <p>01.04.22 – All individual risk assessments were reviewed in the spring 2nd half term and the overview has been updated to reflect changes in circumstance for some staff, any new staff who has been identified as vulnerable and to include individual preference for the frequency of risk assessment reviews moving forwards (ranging from half termly to annually). All risk assessments will continue to be reviewed if there are changes in guidance (triggered by school) or in personal circumstance (triggered by the individual).</p> <p>Latest <u>Joint Union guidance</u> and national guidance (outlined in the bullet points to the left) specific to those who may be more medically vulnerable will be shared with all line managers and senior leaders prior to risk assessment reviews for the Summer 1st half term.</p> <p>This guidance will also be shared with all staff so they can inform themselves about personal decisions where applicable.</p> <p>All individual risk assessments will be reviewed at the start of the summer 1st half term due to the significant changes in guidance nationally.</p>
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Our Pupils

Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
05	<p>Any pupil or persons within their household that has coronavirus (COVID-19) symptoms, should not attend school/ setting. They should arrange to have a test.</p> <p>26.02.22 – See 01 above.</p> <p><i>Should parents send their child to school if they think they have COVID-19?</i> If a child has any of the main symptoms or a positive test result, the public health advice remains unchanged and is to stay at home and avoid contact with other people.</p> <p>Anyone with any of the main COVID-19 symptoms should order a test and is advised to stay at home while waiting for the result.</p> <p>If they test positive, they are advised to follow public health advice.</p> <p>In most cases, parents and carers will agree that a pupil with the key symptoms of COVID-19 should not attend the school, given the potential risk to others.</p> <p>If a parent or carer insists on a pupil attending your school where they have a confirmed or suspected case of COVID-19, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19.</p> <p>01.04.22 – Symptoms of Covid-19 in children has been updated to include a wider range of symptoms</p> <p>See 01 above.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See 01 above.



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	<p>Respiratory infections are common in children and young people, particularly during the winter months. Symptoms can be caused by several respiratory infections including the common cold, Covid-19 and RSV.</p> <p>For most children and young people, these illnesses will not be serious, and they will soon recover following rest and plenty of fluids.</p> <p>Children and young people with mild symptoms such as a runny nose, sore throat or slight cough, who are otherwise well, can continue to attend their education setting.</p> <p>Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people, where they can. They can go back to school and resume normal activities when they no longer have a high temperature and they are well enough to attend.</p> <p>All children and young people with respiratory symptoms should be encouraged to cover their mouth and nose with a disposable tissue when coughing and / or sneezing and to wash their hands after using or disposing of tissues.</p>				
06	<p>Any pupil who has tested positive for COVID 19 in the past 10 days should not attend school/ setting.</p> <p>26.02.22 — See 01 and 02 above.</p> <p>01.04.22 - It is not recommended that children and young people are tested for Covid-19 unless directed to by a health professional.</p> <p>If a child or young person has a positive Covid-19 test result they should try to stay at home and avoid contact with other people for 3 days after the day they took the test, if they can. After 3 days, if they feel well and do not have a high temperature, the risk of passing</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>See 02 above.</p> <p>Effective systems are in place for checking where a pupil returns to school and is still recorded on the register as isolating.</p>



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	the infection on to others is much lower. This is because children and young people tend to be infectious to other people for less time than adults.				
07	<p>Any pupil who develops COVID 19 symptoms during the school day should be sent home as soon as possible and should <u>arrange to have a test</u></p> <p>01.04.22 - Any pupil who develops a temperature during the school day should be sent home as soon as possible and should follow the guidance outlined in 05 above.</p> <p>Any pupil who does not feel well enough to remain at school, due to one (or more) of the symptoms of Covid-19 (not including a temperature) will be sent home and parents / carers will be provided with the information and guidance outlined in 05 above to follow.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>See 05 above.</p> <p>Designated space available within school for pupils who have symptoms to wait before they are collected – this is well ventilated and allows effective supervision and care for the pupil whilst maintaining social distance. PPE is available for staff where 2m distance cannot be maintained. Parents/ carers advised that pupils with symptoms must not use public transport when going home. System for enhanced cleaning in place of any spaces where a child with symptoms has waited before going home or spent time whilst on premises. (Through additional cleaning hours and / or premises team.)</p> <p>07.01.22 – Contingency arrangements are in place for when premises staff need to work split shifts and may not be on site all day, so that effective enhanced cleaning in response to confirmed cases or symptoms on site can continue.</p>
08	<p>Remote/distance learning contingency arrangements for all pupils should be maintained in line with any local Covid-19 outbreak.</p> <p>26.02.22 Where appropriate, you should support those who are self-isolating because they have tested positive to work or learn from home if they are well enough to do so. 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.</p> <p>You should maintain your capacity to deliver high-quality remote education across this academic year, including for pupils who are abroad, and facing challenges to return due to COVID-19 travel restrictions, for the period they are abroad.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Overseen by designated senior leader with specific support from middle leaders.</p> <p>See specific Remote Learning documents, overviews and plans – which are shared with and monitored by Governors.</p> <p>Devices and internet access available for pupils who do not have adequate access or devices at home for remote learning.</p> <p>07.01.22 – Senior leader responsible for remote learning has completed a review of provision in place and provided relevant updates and support for staff as needed. Overview of guidance will be shared with all staff the week beginning 10.01.22.</p>



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<p>The remote education provided should be equivalent in length to the core teaching pupils would receive in school.</p> <p>You should work collaboratively with families and put in place reasonable adjustments so that pupils with special educational needs and disabilities (SEND) can successfully access remote education.</p> <p>Full expectations for remote education, support and resources can be found on the get help with remote education service.</p> <p>01.04.22 – Providing remote education: guidance for schools</p> <p>Schools no longer have a legal duty to provide remote education, as The Coronavirus Act 2020 and provision of remote education (England) temporary continuity (no.2) direction expired on 24th March 2022.</p> <p>Government guidance has been updated and outlines current expectations for how schools can maintain their capability to provide remote education when it is not possible for some or all of their pupils to attend in person. This is non-statutory guidance.</p> <p>Where pupils are learning remotely, it is recommended that schools continue to keep a record of, and monitor pupils' engagement with remote education, but this does not need to be tracked in the attendance register.</p>				
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Our School

Asymptomatic Testing					
Ref	Control Measure	Yes	No	N/A	Actions Taken
09	<p>Rapid testing using Lateral Flow Devices (LFD)s will support the return to education in September by helping to identify people who are asymptomatic;</p> <ul style="list-style-type: none"> Primary school staff should complete twice weekly tests at home. <p>26.02.22 – The latest changes to testing rules do not mean the end of testing altogether. Regular testing is still advised for specialist special educational needs and disability (SEND) settings, alternative provision, and SEND units in mainstream schools or the equivalent in colleges. (This is not applicable to Chapel Street as we are not a specialist setting and do not have a SEND unit.)</p> <p>All settings may be advised by their local public health team to recommend lateral flow device (LFD) tests to manage an outbreak.</p> <p><i>What if staff or students want to continue testing regularly?</i> Although this will no longer be recommended, staff in education and childcare settings and students and pupils can still access test kits by <u>ordering them online</u> or through their local pharmacy if they wish.</p> <p>01.04.22 – Regular asymptomatic testing is no longer recommended in any education or childcare setting, including in SEND, alternative provision and children's social care settings. Therefore, settings will no longer be able to order test kits.</p> <p>Residential SEND settings may be advised by their local health protection team to re-introduce some time-limited asymptomatic testing. This would be an exceptional</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>All schools have a Lateral Flow Testing risk assessment in place for the provision, supply and storage for home Lateral Flow Device Tests.</p> <p>The need for regular asymptomatic testing will be reviewed at the end of September.</p> <p>01.10.21 – This has been reviewed as part of risk assessment review and LFD testing will continue to be recommended in line with government guidance for schools.</p> <p>06.09.21 – All staff updated and reminded as part of training and communication on first day back. Posters displayed around school. Included in weekly Covid-19 reminder. Systems in place to maintain stock of test kits on site.</p> <p>Where someone has tested positive on an LFD test, they must isolate immediately and book a confirmatory PCR test. If this test result is negative, their isolation may end. If their PCR test is positive, they must continue to isolate and follow the steps outlined in 02 and 06 above.</p> <p>07.01.22 – From 11.01.22 anyone who tests positive on an LFD test will no longer be required to take a confirmatory PCR. They must isolate immediately and follow the steps outlined in 02 and 06 above. Confirmed in DfE email on 06.01.22 – "Confirmatory PCR tests following a positive lateral flow device (LFD) test result are to be temporarily suspended from Tuesday 11 January. This will mean that anyone who receives a positive LFD test result will be required to self-isolate immediately and will not be required to take a confirmatory PCR test."</p>

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	<p>measure, for targeted groups or staff and pupils or students (secondary age or above) in the event of a possible Covid-19 outbreak. These settings are scheduled to receive an automatic delivery of contingency supply test kits during the week commencing 28th March 2022.</p> <p>UKHSA will issue further communications in due course about how schools and education settings should manage any excess stock of test kits from Friday 1st April. Schools are asked not to hand out any test kits to staff, pupils or students unless advised by their local health protection team, local authority or director of public health. Expired stock is classified as municipal waste and may be disposed of with other waste.</p> <p>Changes to national guidance mean that testing is now only available for free to specific groups of people and individuals who are at increased risk of more serious illness. This includes both PCR and LFD testing.</p> <p>Schools and staff working within them are no longer required to or able to facilitate regular asymptomatic testing.</p>				<p>26.02.22 – Confirmatory PCR tests will continue to not be required for those who have tested positive via an LFD test.</p> <p>01.04.22 – All staff and parents / carers will be informed of changes to testing as part of communications shared on 19.04.22</p>
Physical / Social Distancing in the Building					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
10	<p>Although social distancing is no longer a legal requirement for staff and pupils. Head Teachers still have a legal duty to ensure the health and safety of their staff.</p> <p>Staff are strongly encouraged and regularly reminded to maintain social distancing from other adults and pupils as much as possible.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>When there is an increase in local Covid-19 cases, considerations should be given to ensuring social distancing amongst staff- e.g;</p> <ul style="list-style-type: none"> Stagger the use and limit the occupancy of staff room and offices by employees and ensure staff maintain social distancing. Ensure maximum occupancy of each room is calculated to ensure staff can maintain social distancing. Car sharing should be avoided where possible <p>06.09.21 – Social distancing encouraged and supported between staff as much as possible and with pupils where</p>

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					<p>possible. Reminders provided through posters displayed around school and in weekly Covid-19 updates.</p> <p>Maximum occupancy displayed outside all communal rooms and spot checks completed by leadership team — to be adhered to where possible.</p> <p>Most staff meetings, training, larger team meetings and assemblies are still taking place remotely via Zoom (with smaller groups of staff socially distanced within teams and classes remaining in their classroom. Some meetings with teachers will take place face-to-face where there is adequate space and ventilation for the number of adults present. Staff are supported to wear face coverings where requested or needed.</p> <p>Pupils usually remain in class bubbles inside where possible with the exception of lunch times when years 1 to 6 eat within the dining hall as a year group but seated at tables as a class – with some movement of pupils around the hall. Pupils are usually in year group bubbles whilst outside for breaks and playtimes, with the exception of lunchtimes where some year groups have two years on the playground at the same time.</p> <p>07.01.22 – Year 3 and 4 will be on the same playground for their morning break too. This has been agreed to accommodate the changes needed for year 6 streaming.</p> <p>Some intervention groups, breakfast club and after school clubs (inside and outside) have children from multiple classes and / or years where necessary but this is kept to a minimum and monitored.</p> <p>07.01.22 – All above measures have been reviewed and remain in place.</p> <p>26.02.22 – Above measures remain in place as outlined.</p>
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					01.04.22 – Above measures remain in place, where they do not have a detrimental impact upon service delivery and provision for pupils. Any amendments are indicated in red text.
11	Staff that assist pupils with AGP (aerosol generating procedures) have appropriate AGP PPE. Any procedures are done in a separate, ventilated room where possible. (Refer to health colleagues if this is applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Detailed work has been completed by health, and health & safety colleagues to ensure staff that assist pupils with AGP can do this in a covid secure way. Refer to Amie Stocks/ Julie Hicklin if applicable.
Infection Control, Cleaning and Hygiene Arrangements					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
12	Staff and/or pupils who are experiencing <u>coronavirus (COVID-19) symptoms</u>, should not attend school/ setting. They should <u>arrange to have a test</u>. See 01 and 05 above.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See 01 and 05 above.
13	Staff who experience symptoms as above whilst at work should go home as soon as possible and should <u>arrange to have a test</u> follow the guidance outlined in 01 and 03 above.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See 01 and 03 above.
14	See 05 and 07 above. Pupils who experience COVID-19 symptoms should be collected from school/ setting as soon as possible. They should be kept 2m apart from all other pupils and staff whilst on site, where possible. If pupil needs direct personal care until they can return home, staff should wear gloves, an apron and a face mask. Eye protection should also be worn if deemed risk from coughing/spitting/ vomiting. Anyone who come into close contact with someone with COVID symptoms must wash their hands. They do not need to isolate or get a test unless they develop symptoms themselves.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See 05 and 07 above.
15	Parents of pupils with COVID 19 symptoms should be instructed to get their child tested. Schools will have a small number of testing kits to be provided to parents where it is uncertain they will get a test for their child or may struggle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See 05 and 07 above.



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	to get a test. provided with the relevant information from school, as outlined in 05 and 07 above.				
16	<p>Staff/ pupils who test positive for COVID 19 should self-isolate for 10 days. stay at home and not come to school for the required periods of time. This is 5 days for adults and 3 days for children – as of 01.04.22.</p> <p>Close contacts should take a PCR test but do not need to isolate; they can continue to attend the school setting whilst they are waiting for their results (unless they develop symptoms).</p> <p>07.01.22—Isolation periods and requirements for contacts are updated and communicated as needed in line with government guidance.</p> <p>14.01.22—Isolation periods updated again in line with government guidance. Earliest return is day 6 if negative LFD on days 5 and 6 with no temperature. If LFD is still positive then isolation can end when two tests, taken 24 hours apart, are negative and no temperature or 10 full days (depending on which is shortest).</p> <p>26.02.22—See 01, 02, 05 and 06 above.</p> <p>From 24 February, the Government will no longer ask fully vaccinated close contacts and those aged under 18 to test daily for 7 days and routine contact tracing will end.</p> <p>Staff, children and young people who are contacts should attend their education settings as usual. This includes staff who have been in close contact within their household, unless they are able to work from home.</p> <p>The UK Health Security Agency (UKHSA) published <u>updated guidance</u> on 24 February.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>See 02 and 06 above.</p> <p>06.09.21—'Warn and inform' letters drafted (using LA template) and will be shared with any staff or pupils who are identified (by school) as a potential close contact of a confirmed case, who has attended school during their infectious period—whilst maintaining confidentiality of the confirmed case.</p> <p>07.02.22—Current requirements for ending of isolation when someone has tested positive for Covid-19 are, they can return on Day 8 if they are well enough, have no temperature and have had two negative LFD tests on Days 6 and 7. Where tests are not available, results are not negative or a temperature persists, the full 10 days isolation is required.</p> <p>Current requirements for contacts of confirmed cases are outlined below, this is in addition to the strong recommendation to take a PCR:</p> <ul style="list-style-type: none"> • Close contacts who are fully vaccinated or between the ages of 5 years and 18 years and 6 months are advised to take LFD tests for 7 days or until the 10th day from their contact date with the confirmed case. This also applies to contacts of suspected or confirmed cases of the Omicron variant. • Anyone under 5 years is exempt from self-isolation and they do not need to take part in Daily Contact Testing. • All fully vaccinated contacts and those aged between 5 years and 18 years and 6 months who are eligible for daily testing for contacts of COVID-19 are only advised to test—they will have no legal requirements for self-isolation, unless they test positive. • All adult close contacts who are not fully vaccinated, including close contacts of suspected or confirmed cases of the Omicron variant, are required to self-isolate for 10 full days from their contact with the positive case.

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					<p>• For the purposes of exemption from isolation, at this stage fully vaccinated means you have had 2 doses of an approved vaccine such as Pfizer BioNTech, AstraZeneca or Spikevax (formerly Moderna) — you are also fully vaccinated if you have had one dose of the single dose Janssen vaccine.</p> <p>26.02.22 – ‘Warn and inform’ letters will no longer be shared by school with either staff, pupils or families. School will also no longer be carrying out contact tracing when notified of confirmed cases in school – for either pupils or staff.</p> <p>With regard to ‘contacts’ of confirmed Covid-19 cases, all staff (whether fully vaccinated, partially vaccinated or not vaccinated) will follow the same guidance, unless in exceptional circumstances where reasonable adjustments or additional measures are identified as part of an individual risk assessment – for example in the case of an unvaccinated member of staff who was previously considered to be clinically extremely vulnerable on advice from a medical professional.</p> <p>Guidance and measures for contacts of confirmed cases of Covid-19 are outlined in the ‘Additional measures’ section below.</p>
17	Provision of hand-washing / hand-hygiene facilities at entrances and throughout school/setting. (Regularly monitored & maintained).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Hand-Washing Guidance</p> <p>Hand-Washing Video</p> <p>E-Bug KS1 Horrid hands</p> <p>E-Bug KS1 Hand Hygiene</p> <p>Hand washing facilities available in (or just outside) all classrooms and kept stocked with adequate supplies of hand washing soap – provided through wall mounted dispensers and supplemented with bottles where needed.</p> <p>Sanitiser points at all external entrances / exits and frequently used spaces within school.</p>

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					<p>Handwashing / sanitising required strongly recommended and encouraged for all on entrance and exit to the building in addition to key transition times during the day (especially before / after food and toilet.)</p> <p>Signage to remind about importance of hand washing throughout school.</p> <p>Supply checked and replenished as needed, as part of daily Covid-monitoring by premises staff. All staff to notify the office immediately if they become aware a soap or sanitiser point is empty, damaged or not working. Office to inform premises team straight away so they can rectify.</p> <p>All sanitiser within school is alcohol based – in order to be effective against viruses (as advised by LA H&S). Children are therefore effectively supervised when using this.</p> <p>All staff informed and reminded about children only applying soap to wet hands and not applying soap to dry hands (to speed up the process) due to potential for rashes and skin irritation.</p>
18	<p>All staff and pupils are encouraged to regularly wash their hands with soap and water, especially upon arrival at school/setting, prior to eating, following break/lunch time and any other time deemed necessary (after coughs/sneezes).</p> <p>Small children and children with complex needs should continue to be helped to wash their hands properly.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>See 17 above.</p> <p>Handwashing routines are built into the school day for pupils and staff with regular reminders given and signage to prompt. Appropriate resources (including videos, songs and visuals) used to support establishing these routines effectively with children. All children, especially those who are in EYFS, KS1 or who have SEND / SEMH needs effectively supported and supervised to hand wash well. E-bug resources used with all appropriate age groups.</p>
19	<p>Toilets and facilities will be cleaned regularly in line with the school's enhanced cleaning regime.</p> <p>Pupils will be encouraged to clean their hands thoroughly throughout the day.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Enhanced cleaning regime in place – with a particular focus on frequently touched surfaces, touch points and toilets.</p> <p>01.04.22 – Cleaning regime in school updated in line with latest government guidance.</p>



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20	All staff and pupils are encouraged to cough / sneeze into tissues and dispose of these in appropriate waste disposal bins. (Catch it, Kill it, Bin it)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Poster</p> <p>E-Bug Covid-19 resources</p> <p>E-Bug KS1 Super Sneezes</p> <p>E-Bug KS2 Respiratory Hygiene</p> <p>Signage displayed around school. Regular reminders given – verbally and via email. Tissues and lidded bins available in all classrooms, communal areas and offices. Checked and replenished as part of premises staff daily monitoring Covid-checklist. Pupils have been taught through specific lessons and are given regular reminders. Staff model correct behaviours and routines for pupils at all times.</p>
21	Additional lidded bins and increased emptying / replacement are provided / in-place.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See 20 above.
22	<p>All working areas within the building should be well-ventilated (Windows and Doors open) where safe and appropriate to do so.</p> <p>The following guidance has been used to inform actions across school in relation to ventilation, in addition to specific government, DfE and LA guidance:</p> <p>UKHSA: Ventilation of indoor spaces to stop the spread of coronavirus (Covid-19)</p> <p>Good estate management: Health and Safety: Ventilation</p> <p>HSE – Ventilation during the Covid-19 pandemic</p> <p>Joint Union guide to improving ventilation in schools and colleges – September 2021</p> <p>REHVA – Guidance for schools</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Good ventilation can be achieved by a variety of measures including:</p> <ul style="list-style-type: none"> mechanical ventilation systems – these should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. If possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so). <p>To balance the need for increased ventilation while maintaining a comfortable temperature, consider:</p>

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				<ul style="list-style-type: none"> • opening high level windows in colder weather in preference to low level to reduce draughts • increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused) • providing flexibility to allow additional, suitable indoor clothing <p>Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p> <p>Guidance, reminders and updates shared regularly with all staff – posters throughout school and emails. Information shared with parents / carers and children around layering and dressing appropriately for colder weather and increased ventilation.</p> <p>Staff are responsible for opening doors and windows at the start of the day or when entering spaces and checking the windows / doors are closed before they leave the area they work in at the end of the day – this is further checked by premises staff when locking up.</p> <p>In the event of a fire, doors to be closed on exit of each area.</p> <p>06.09.21 – Training for all staff as part of INSET on first day back. Focus on creating airflow through at least two ventilation points for each room (for example a window and door on opposite side).</p> <p>07.01.22 – DfE CO2 monitors in place across school in line with guidance and monitored by premises staff. Written Ventilation risk assessment to be completed January 2022 and any necessary actions taken to increase ventilation in identified areas.</p> <p>01.04.22 – Ventilation continues to be effective across school and reminders will continue to be shared as needed.</p>
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22	<p>A regular cleaning schedule should be maintained. This should include twice daily cleaning (using detergent and hot water followed by a chlorine based disinfectant solution) of all areas and equipment, with a particular focus on frequently touched surfaces:</p> <ul style="list-style-type: none"> • Toilets • Door Handles/ Access Buttons • Kitchen areas and associated equipment • Water dispensers/ coolers • Printers/ Photocopiers • White Boards • Play Equipment • Shared resources 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Enhanced cleaning schedule and plans in place —in line with latest guidance for non-healthcare settings. Monitored by premises manager.</p> <p>01.04.22 – Cleaning regime in school updated in line with latest government guidance, as outlined in:</p> <ul style="list-style-type: none"> • Good estate management for schools • Health protection in schools: Chapter 2: infection prevention and control
23	<p>Staff and pupils are provided with instructions on how to achieve effective hand-washing; for example in the form of posters, written guidance and videos clips etc.</p> <p>Increased frequency of toilet inspections and checks to ensure sufficient supplies of liquid soap are maintained.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Hand-Washing Guidance</p> <p>Hand-Washing Video</p> <p>See 17 and 19 above.</p>
24	Suppliers and Contractors advised if attending premises of infection control arrangements, no-access areas and expectations around personal hygiene.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Premises manager and SBM responsible for overseeing this.</p> <p>Visitor guidelines to be followed by all.</p> <p>Visitors arranged outside of school hours where possible.</p>
Response to an Infection					
Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
25	<p>Sufficient understanding and processes are in place to respond to a confirmed case of COVID 19 in school:</p> <ul style="list-style-type: none"> - Those with symptoms book a test follow the steps outlined in 01, 03, 05 and 07 above. - Contact Public Health when become aware of a confirmed case (Public Health will also contact schools when they become aware of a confirmed case). - Complete On-Line MTAT form at least weekly. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>As outlined in points 02 and 06 above for confirmed cases.</p> <p>School follows the latest DfE guidance and LA guidance outlined in the latest versions of 'Covid-19 Case Management Guidance for Schools and EY settings', 'MTAT and Education Covid-19 Support Summary to schools and EY settings' and 'GM Schools Covid-19 Prevention and Outbreak Management Framework'.</p>

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	<ul style="list-style-type: none"> - Public Health/ MTAT will then work with school to determine actions to be taken. - Outbreak management plan is implemented if requested in response to request from local Director of Public Health, Test and Trace or Public Health. 				<p>On-line MTAT form completed at least once per week by the Headteacher, on a Thursday, as advised by LA. This is completed more frequently where numbers of confirmed cases are higher. The Deputy Headteacher will complete this in the event of HT absence or unable to.</p> <p>Senior Leaders phone Manchester Test and Trace Team – 0800 840 3858 - for advice where needed and in response to any triggers or thresholds for escalation being met or neared.</p> <p>See Outbreak Management Plan Below</p>
26	If an outbreak, school's Covid-19 outbreak management plan is implemented. Remote/distance learning contingency arrangements for all pupils should be maintained in case of school/ year group closure during any local COVID 19 outbreak.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>See 25 above.</p> <p>See Outbreak Management Plan Below</p>
<p>Additional measures in place to reduce risk of transmission without detrimental impact on education or welfare of pupils / staff</p> <p>26.02.22 – Following changes in national guidance and government guidance for schools this risk assessment will be reviewed at least once per half term moving forwards (from 24.02.22) and more frequently as needed (in response to changing circumstances, increasing cases and / or updated guidance from either the government, DfE, Public Health or the LA).</p> <p>The following are in addition to any measures outlined above, have been communicated with stakeholders and are reviewed regularly (at least fortnightly once per half term) to see whether a step-up or step-down is needed in light of any known cases within school and impact on provision (for pupils), wellbeing (for pupils and staff) or workload (for staff). Manchester Test and Trace, the Local Authority, Governors and other relevant parties will be contacted prior to any 'step-up' in measures – as outlined in the Outbreak Management Plan below.</p> <ul style="list-style-type: none"> Wearing of face coverings by adults (visitors and staff) within communal areas and whilst moving around school is recommended and strongly encouraged however is optional, unless directed within an outbreak management plan or as part of an agreed enhanced response or a 'step-up' in measures. Staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school. Staff and parents / carers are strongly encouraged to have both all vaccines available to them and any boosters offered and are provided with information, reminders and support to do so. Staff are supported in attending through authorisation of paid appointments during working hours if requested and necessary following the usual school procedure on SAM. Staff have been asked to share their vaccine status as part of measures to inform contact tracing / isolation following known confirmed cases within school and to identify and support those staff who may be at increased risk or more vulnerable. This is optional for all staff and the information is kept securely in line with data protection. This information can only be accessed by senior leaders who are responsible for responding to confirmed cases and the school's HR/Finance officer and will only be kept whilst needed or until all staff are fully vaccinated. One-way system in place for drop-off and pick-up and parents/carers encouraged and reminded to wear face coverings for this – for at least the first two weeks back in September. Reviewed week beginning 13.09.21 and decision made to end one-way system from 20.09.21 unless needs to be reinstated as part of Outbreak Management plan. Communicated to all staff, parents / carers and pupils on 17.09.21. Following measures in place to reduce risk of transmission whilst one-way system not in place: 					

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- Families encouraged to only have one adult dropping-off / picking-up children to reduce numbers on site
- Adults encouraged to wear face coverings for drop-off and pick-up unless exempt
- Families encouraged not to spend longer than essential on site for drop-off and pick-up
- Adults asked to maintain social distancing from those they don't live with whilst on site
- Parents / carers not to enter the school building (unless an appointment has been arranged for a specific reason)
- If parents / carers need to speak with staff this is done outside and maintaining social distance
- Parents / carers asked to leave space around classroom doors and staff and not gather in large groups where possible
- CEV staff to remain inside the classroom and at least 2 metres from parents / carers who must remain outside **where outlined in their individual risk assessment as a reasonable adjustment and / or supportive measure to reduce risk of transmission**
- ~~○ If staff feel they are needed, visors and / or face coverings can be worn when welcoming / dismissing children at the door~~
- ~~○ If needed, cones / barriers / signage can be introduced to create a space around classroom doors which parents / carers must remain outside of.~~
- Parents / carers not permitted entry to the building without a prior appointment and where possible are met outside.
- ~~● No trips involving coaches or other travel other than foot within local area are taking place currently. This will remain in place for the spring 2nd half term. Trips and visits requiring coaches and other travel can be booked for the summer term.~~ **Trips and visits, including using coaches and public transport, can now be booked and go ahead in line with usual risk assessment processes and procedures (which must be followed in full by all staff). Relevant measures in relation to Covid-19 must be outlined within risk assessment documentation as needed.**
- ~~● Singing to only take place outdoors with the exception of EYFS (in small groups with ventilation).~~
- ~~● Restricted sharing of resources / equipment between bubbles.~~
- ~~● Teachers able to choose whether to organise their classrooms in rows or not and whether to have carpet spaces or not in their own classrooms.~~
- ~~● PE to take place outdoors or in classroom in bubbles until at least the end of the autumn 1st half term 2021. Following review in the autumn 2nd half term, some indoor PE has resumed in line with class bubbles. Windows and doors to be opened for ventilation and only one class at a time.~~
- Staggering of break and lunch times.
- Visitors are only by prior appointment ~~and reduced to essential.~~

26.02.22

Attendance update

~~School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school.~~

~~Where a child is self-isolating (awaiting a test result) or in quarantine because of COVID19, they should be recorded as code X (not attending in circumstances related to coronavirus). Where they are unable to attend because they have a confirmed case of COVID-19 they should be recorded as code I (illness).~~

~~For pupils abroad who are facing challenges to return, code X is unlikely to apply. In some specific cases, code Y (unable to attend due to exceptional circumstances) will apply. Further guidance about the use of codes is provided in the school attendance guidance.~~

01.04.22 – Schools no longer need to record pupils who do not attend for reasons related to Covid-19, using Code X. Pupils with symptoms of Covid-19 are no longer advised to get a test, and most of the scenarios that this category was brought in to record no longer apply.



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Pupils who have symptoms of Covid-19 should follow the [UKHSA guidance](#) about when they should stay at home. Where a pupil is not attending because they have symptoms of Covid-19 or have had a positive test, schools should record this using Code I (Illness) unless another more appropriate absence code applies. Schools can continue to use the sub-code (I02) to record illness due to suspected Covid-19, although they are not required to.

Vulnerable pupils update

Where pupils who are self-isolating are within our [definition of vulnerable](#), it is very important that you put systems in place to keep in contact with them, particularly if they have a social worker. Some children may be vulnerable who are not officially in statutory systems and schools should seek to support any children who they believe may have challenging circumstances at home.

When a vulnerable pupil is self-isolating, you should:

- notify their social worker (if they have one) and, for looked-after children, the local authority virtual school head
- agree with the social worker the best way to maintain contact and offer support.

You should have procedures in place to:

- check if a vulnerable pupil is able to access remote education support,
- support them to access it (as far as possible),
- regularly check if they are accessing remote education,
- keep in contact with them to check their wellbeing and refer onto other services if additional support is needed.

School meals

You should continue to provide free school meal support to any pupils who are eligible for benefits-related free school meals and who are learning at home during term time. More information on [providing school meals during the COVID-19 pandemic is available](#).

Educational visits

Educational visits should be subject to risk assessments as normal and reflect any public health advice or in-country advice of the international destination. [General guidance on educational visits](#) is available and is supported by specialist advice from the [Outdoor Education Advisory Panel \(OEAP\)](#).

You are advised to ensure that all bookings have adequate financial protection in place. You should speak to either your visit provider, commercial insurance company, or the risk protection arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options can be sought from the British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI).

~~Wraparound provision and extra-curricular activity~~

~~More information on planning extra-curricular provision can be found in the guidance for [providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children](#).~~

01.04.22 – Close contacts of someone who has had a positive test result for Covid-19

People who live in the same household as someone with Covid-19 are at the highest risk of becoming infected because they are most likely to have prolonged close contact. People who stayed overnight in the household of someone with Covid-19 while they were infectious are also at high risk.



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If you are a household or overnight contact of someone who has had a positive Covid-19 test result it can take up to 10 days for your infection to develop. It is possible to pass on Covid-19 to others, even if you have no symptoms.

You can reduce the risk to other people by taking the following steps:

- avoid contact with anyone you know who is at [higher risk of becoming severely unwell](#) if they are infected with Covid-19, [especially those whose immune system means they are at higher risk of serious illness from Covid-19, despite vaccination](#)
- limit close contact with other people outside your household, especially in crowded, enclosed or poorly ventilated spaces
- wear a well-fitted face covering made with multiple layers or a surgical face mask if you do need to have close contact with other people, or you are in a crowded place
- wash your hands frequently with soap and water or use hand sanitiser.

If you develop symptoms of a respiratory infection try to stay at home and avoid contact with other people and follow the guidance for people with symptoms.

If you are in contact with someone with Covid-19 but do not live with them or did not stay in their household overnight, you are at lower risk of becoming infected. There is [guidance on protecting yourself and others in living safely with respiratory infections, including Covid-19](#).

Children and young people who usually go to school, college or childcare and who live with someone who has a positive Covid-19 test result should continue to attend as normal.

How to reduce the spread of infection with the people you live with, if you have Covid-19

If you have Covid-19, there is a high risk that others in your household will catch it from you. There are several things you can do to reduce the spread of infection in your household.

1. Limit close contact with others. Spend as little time as possible in communal areas.
2. Regularly clean frequently touched surfaces and shared rooms like kitchens and bathrooms.
3. Wash your hands regularly using soap and water, particularly after coughing and sneezing.
4. Get help where possible from those you live with. Ask for help with cleaning and being brought food safely to avoid unnecessary contact.
5. Use a face covering if you need to spend time in shared spaces.
6. Keep rooms well ventilated.
7. Catch coughs and sneezes in disposable tissues and put them straight in the bin.

You can find an [info graphic explaining how to reduce the spread of infection with the people you live with if you have Covid-19 here](#).

Children and young people who may be more vulnerable to serious illness from Covid-19

Children and young people can continue to attend education settings unless their clinician has advised otherwise. Where a child receives specific guidance from a medical profession, the school will seek further advice and support to inform an individual risk assessment for the child. This will be shared with parents / carers and relevant staff within school.

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When settings should consider extra action

The operational guidance sets out the measures that all education settings should have in place to manage COVID-19 risk day-to-day. For most settings, it will make sense to think about taking extra action if they face severe operational disruption to face to face education.

The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned. For most education and childcare settings, these include:

- 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.

Where further measures are needed these should be considered in line with government guidance (Contingency Framework: Education and childcare settings), LA guidance and the school's Contingency / Outbreak Management Plan (outlined below).

01.04.22 - Government guidance, 'Contingency Framework: Education and childcare settings' has now been withdrawn and replaced with, '[Emergency planning and response for education, childcare and children's social care settings](#)' alongside updates to, '[Health protection in education and childcare settings](#)'.

Our Contingency / Outbreak Management Plan (as outlined below) continues to remain in place and can be referred to and implemented as needed in response to changing circumstances, level or risk and guidance. Where school is considering implementation of further measures, advice will be sought from the LA, public health, Manchester Test and Trace etc. as needed and governors will be informed.

Health protection in education: Chapter 4: Action in the event of an outbreak or incident outlines that an outbreak or incident may be defined in epidemiological terms as:

- an incident in which 2 or more people experiencing a similar illness are linked in time or place
- a greater than expected rate of infection compared with the usual background rate for the place and time where the outbreak has occurred

These definitions should not be taken as a threshold for reporting or action. School will follow relevant guidance for when to seek help or report infections in our setting and will continue to report all confirmed cases of Covid-19 to the LA via their online monitoring form at least weekly.

Contingency / Outbreak Management Plan

Outbreak Management Plan (OMP) outlines how the school would operate if additional measures are recommended for your setting or the local area. The Director of Public Health, Public Health England Health Protection Teams or the Local Authority could recommend certain measures are re-introduced. This may happen to help manage outbreaks in schools, or if there is an "extremely high prevalence" of Covid-19 in the community and other measures have failed to reduce transmission, or as part of a package of measures "responding to a variant of concern".

N.B- THE FOLLOWING CONTROL MEASURES DO NOT NEED TO BE PUT INTO PLACE UNLESS RECOMMENDED BY THE DIRECTOR OF PUBLIC HEALTH, PHE HEALTH PROTECTION TEAMS OR THE LOCAL AUTHORITY.



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Ref	Control Measure	Yes	No	N/A	Actions Taken Details / Further Information
01	<p>If there is significant concern that existing or recently introduced measures in an area have failed to mitigate community transmission, or that a more robust response is required to contain the outbreak of a VoC it may be necessary to limit the number of children and young people in education or childcare settings through attendance restrictions.</p> <p>ATTENDANCE RESTRICTIONS SHOULD ONLY BE CONSIDERED AS A LAST RESORT FOLLOWING THE DfE's 'CONTINGENCY FRAMEWORK' AND, IN COLLABORATION WITH PUBLIC HEALTH AND THE LOCAL AUTHORITY.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Ensure remote learning platform remains – Class Dojo. Provision in place for vulnerable and key worker children's attendance (as per national lockdowns). Using systems and processes in place during previous lockdowns in 2020/2021. 07.01.22 – DfE guidance has updated the definition of a vulnerable pupil as outlined below: <p>Update to the definition of vulnerable children For many children, continuing to have the protective factor of face-to-face education is vital. Throughout the pandemic, settings have continued to provide on-site places for this group of children. As has been the case since March 2020, there are three categories of children and young people who should benefit from on-site provision:</p> <ul style="list-style-type: none"> those with a social worker those with an Education, Health and Care Plan a group of children considered locally, including by settings and local authorities, to be 'otherwise vulnerable' <p>We are updating our <u>guidance on children of critical workers and vulnerable children who can access school or education settings</u> to include a broader definition of children classified as vulnerable. In addition to the above, this list now includes:</p> <ul style="list-style-type: none"> children known to children's social care services in the past children whose home circumstances might be particularly challenging because of domestic abuse, parental offending, adult mental health issues, and drug and alcohol addiction <p>The intention of providing a broader definition is to support local decision making about children who might face increased risk inside or outside the home if they are unable to attend their setting, or who could not reasonably continue to learn remotely. The list is not intended to be exhaustive and local assessment will be based on knowledge of family and community risk.</p> <p>We have also written to all multi-agency safeguarding partnerships in England to ask them to work with wider partners including early years providers, schools and colleges to review their plans to support vulnerable children in their areas. We have asked for plans to ensure those who need the protective factor of face-to-face education</p>



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					<p>provision are benefitting from it or that there are checks on children and young people's wellbeing if they cannot be safely brought into their setting. We have also asked partnerships to check that vulnerable children and young people have re-engaged in their education following the holiday period.</p> <p>01.04.22 – See relevant information, in particular regarding vulnerable pupils and critical workers as outlined in, 'Emergency planning and response for education, childcare and children's social care settings'</p>
02	When a variant of COVID-19 is classed as a variant of concern (VoC), DHSC will may increase targeted testing in that area to help suppress and control any possible new cases and better understand the new variants.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Increased use of home testing for staff.
03	Temporary re-introduction of year/class bubbles, for a temporary period to reduce mixing between groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Year/ class group bubbles implemented – further than already in place to reintroduce (as needed) – zones and bibs for class bubbles outside, eating in classrooms at lunch times or further zoning / staggering of dining hall, single class / year groups or bubbles for breakfast club, ASCs and / or interventions. Staggered entrance/ exit times (if possible) – widen window for drop-off and pick-up, reintroduce one way system if not already in place. Use of different entrances (if possible) – already in place Staggered/ limited use of communal areas- hall/ dining room etc. further than is already in place. For example not using dining hall for lunch times again.
04	Temporary re-introduction of face coverings. In all cases any educational drawbacks in the recommended use of face coverings should be balanced with the benefits in managing transmission and should allow for reasonable exemptions for their use.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Face coverings worn by staff and visitors, in communal areas unless they are exempt – as a requirement rather than strongly recommended and encouraged optional. Face coverings will not be worn by pupils at any stage due to their age and this not being a requirement for primary school pupils.
05	<p>Temporary re-introduction of 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>SHIELDING CAN ONLY BE RE-INTRODUCED BY NATIONAL GOVERNMENT.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Individual risk assessments regularly reviewed and specifically in line with any updated government guidance regarding VoCs. Remote learning platform in place for children who are advised to shield.

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					<ul style="list-style-type: none"> Working from home arrangements in place for any staff who are shielding – in line with previous arrangements from 2020/2021.
06	Temporary limit to certain school activities; <ul style="list-style-type: none"> residential educational visits open days transition and taster days parental attendance in settings performances in settings 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Risk assessments in place. These are already limited but can be reviewed further as needed.

Further Information via: Health and Safety Team
Internal Audit & Risk Management
6th Floor
Town Hall Extension

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Approval

Approved by Head Teacher	Ella Hughes	Date of Approval	06/09/2021
Approved by Chair of Governors	Tobias Latham	Date of Approval	13/09/2021
Date provided to staff and unions	10/09/2021	Date of approval by FGB	20/09/2021

Review

Term / Week / Date	By	No. of cases				Step-up / Step-down	Key updates / changes
		Pupils	Staff	Total	Running total		
Au1 Wk1	EH	0	0	0	0	No change	<ul style="list-style-type: none"> No changes in guidance (government or LA) Training for SLT and MLT on 06.09.21

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10.09.21							<ul style="list-style-type: none"> Update and reminder email scheduled to send 13.09.21 (am)
Au1 Wk2 17.09.21	EH	0	0	0	0	No change – with exception of ending one-way system for drop-off and pick-up	<ul style="list-style-type: none"> No significant changes in guidance (government or LA) Reviewed one-way system week beginning 13.09.21 and decision made to end one-way system from 20.09.21 unless needs to be reinstated as part of Outbreak Management plan. Communicated to all staff, parents / carers and pupils on 17.09.21. Decision support by vast majority of staff and parents / carers. Measures to reduce risk without one-way system outlined in additional measures' box above. Macmillan Coffee Morning (for staff only) will take place on 23.09.21. All cakes to be bought (not home baked) and sealed in original packaging when brought to school on 21.09.21. Donations to be made online – no cash. Hand washing hygiene will be in place and social distancing / maximum room occupancy. When individual parents / carers ask, they will be allowed to bring in treats for children's birthdays (sealed items) but this won't yet be communicated widely. On identified days there will be two year group teams working in the PPA room at the same time. This will take the room over the recommended occupancy for less than one hour. Teams will maintain social distancing and ensure ventilation through open windows and doors. Twilights will start from Tuesday 21st September 2021 (approximately once per month 3:30pm to 5:30pm), including SSAT AfL CPD programme and specific training for EYFS and TAs. Staff may be working face-to-face (rather than online) in mixed year group teams for this but will maintain social distancing and ensure good ventilation through open windows and doors. Staff survey 16.09.21 to 20.09.21 re one-off meeting for all teachers in hall on 22.09.21 4:30pm to 5:00pm and whether to hold in person (socially distanced) or remote. Agreement between clerk, COG and HT that Governors meetings will still take place on Zoom for now.
Au1 Wk3 24.09.21	EH	0	0	0	0	No change – with exception of EYFS/KS1	<ul style="list-style-type: none"> No significant changes in guidance (government or LA) Four members of staff have taken PCR tests so far – all with negative results. One was in response to a positive asymptomatic LFD and three following onset of symptoms.

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						can run phonics interventions in streamed groups across classes as needed.	<ul style="list-style-type: none"> Transition to not using one-way system for drop-off and pick-up has been smooth and has actually reduced congestion on site during these times. Feedback from staff and parents/carers has been very positive and positive impact on time for communication between teachers and TAs in the mornings due to classroom doors opening 10 minutes later. In addition to verbal reminders in INSET / training and email updates, all new staff to school have been spoken with in person (by TA Manager) to specifically ask if they are CEV/CV/Live with CEV or have any other additional risk factors for Covid-19. This has been used to update the staff overview for completion of individual risk assessments – and included the addition of two new staff who are both CV. Further training for all SLT in completion of individual risk assessment review and a template provided. SLT will complete reviews this half term alongside line managers as a training exercise. Line managers will then complete moving forwards before being QA by SLT and signed off by HT. DfE update to guidance that staff and families should continue twice weekly asymptomatic LFD testing until the end of this term – rather than September. No update for staff / families required as original communication was that this asymptomatic testing should continue until asked to stop. Phase team meeting with all teachers to take place in main hall, face-to-face on 22.09.21. 21 staff completed survey about this with 13 requesting face-to-face and 8 Zoom. Communicated measures to reduce risk of transmission – all windows and doors open from 15 minutes before to 15 minutes after, all wearing face coverings apart from main speaker, all distanced and chairs spaced apart. Clarification shared with teachers in EYFS and KS1 that Phonics teaching can take place using groups of children from different classes / year groups as needed for essential teaching to be well pitched and responsive to children's needs. Decision made to not allow placements / volunteers to restart until at least after October half term and possibly January due to increased risk of transmission from unknown adults coming into school.

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Au1 Wk4 01.10.21	EH	2	0	2	2	No change	<ul style="list-style-type: none"> No significant changes in guidance (government or LA). Government has updated all guidance for schools to reflect their Covid-19 Response: Autumn and winter plan 2021. Both links have been shared with all staff. Two positive cases with pupils in the same year 1 class. One member of staff isolating as not vaccinated – teaching live lessons from home. All staff who have taken PCR tests as a result of symptoms themselves, have had negative test results. LA flyer printed and shared in all staff pigeon holes regarding when to take LFDs / PCRs etc. Reminder shared with all staff (04.10.21) to continue taking LFD tests twice weekly. EYFS Open Event next week being held in line with all Covid-19 measures in place in the summer term including hand sanitiser on entry and exit, reduced numbers, mainly outside, face coverings and visors in use, distancing between staff and parents / carers etc.
Au1 Wk5 08.10.21	EH	0	0	0	2	No change – face coverings optional	<ul style="list-style-type: none"> No significant changes in guidance (government or LA). Update from the LA to confirm that school doesn't need to report positive employees to the NHS Self Isolation Hub in the same manner other workplaces do. More information can be found on the HR FAQ 2 document which was distributed week beginning 27.09.21 and in LA Covid update on 08.10.21. Clarify for staff that the wearing of face coverings (by adults) is strongly encouraged in communal areas etc but is optional (11.10.21). Maximum occupancy signs are a recommended measure where it is possible to adhere to this but there may be times in the day where certain rooms have an occupancy above this, if needed – with effective ventilation and distancing as much as possible. Review of 'tuck shop' provision by SBM and HT with decision made to continue with no tuck shop until at least January 2022.
Au1 Wk6 15.10.21	EH	0	0	0	2	No change	<ul style="list-style-type: none"> DfE provided an update to contingency framework guidance, particularly that previously CEV people will not be asked to shield again in the future: https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings

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							<ul style="list-style-type: none"> Following review of this half term, decision made that from after October half term this risk assessment will be reviewed fortnightly rather than weekly. If cases increase or there is a change in circumstance or guidance this may revert back to more frequent reviews. Staff Covid information email will be shared with same frequency as whole school risk assessment review (as outlined above).
Au1 Wk7 22.10.21	EH	0	0	0	2	No change	<ul style="list-style-type: none"> No significant changes in guidance (government or LA). Staff will be informed, via an email update on 22.10.21, that from 01.11.21 this whole school risk assessment and covid-19 update emails for staff will be reviewed and shared fortnightly – as outlined above. Decision made that a group of year 4 pupils can attend a sports tournament with Manchester United on 25.11.21. Appropriate Covid-19 risk assessments will be in place. This is our first event with pupils off site and travelling via bus / coach. This will be a test event as a trial for possibly starting to increase the number off site trips and visits.
Au2 Wk1 05.11.21	EH	4	1	5	7	Step up	<ul style="list-style-type: none"> No significant changes in government guidance. LA email (19.10.21) contained a GM Covid-19 Outbreak Management Framework for education. LA email (04.11.21) requesting ‘step up’ to enhanced measures for all schools in light of increasing cases nationally and within Manchester (although Manchester cases are lower than many other areas and remain low in Chapel Street currently). This includes the following measures: <ul style="list-style-type: none"> Wearing of face coverings in communal areas for staff and visitors, who are not exempt All staff to follow social distancing as much as possible – this means staff are no longer able to hug on site and must maintain at least 1 metre (and ideally 2 metres) distance from each other as much as possible – this includes within communal spaces such as PPA room and staff room. <p>The following are measures that have continued to be in place and are being even more strongly encouraged by the LA:</p> <ul style="list-style-type: none"> Ventilation at all times Everyone to do twice-weekly lateral flow testing when they don’t have symptoms

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							<ul style="list-style-type: none"> – Everyone to book vaccinations / boosters if not already and are able to have them – Contacts who live with a confirmed case, who are not required to isolate, to take a PCR test as soon as possible and take LFD tests daily for 10 days. Only come to school if PCR and LFDs are negative. (The only people exempt from this are those who have tested positive using a PCR swab test in the last 90 days.) • Above shared with all staff via email, along with additional guidance and information, on 08.11.21. • In response to the sudden death of a member of staff, staff were informed on 01.11.21 that they were able to provide physical comfort (for example a hug) as needed during the week beginning 01.11.21. On 08.11.21 they will be updated with a return to social distancing but provided with alternative ways to meet the need for comfort at this time. • Confirmed update with HR regarding staff booking overseas holidays and information will be shared with all staff in email on 08.11.21.
Au2 Wk3 19.11.21	EH	4	0	4	11	No change – maintain enhanced	<ul style="list-style-type: none"> • No significant changes in government guidance. • LA guidance remains at enhanced level. • Year 6 classes have been mixing as a year group bubble (inside and outside) since Monday 8th November as a result of streaming. This decision has been made in consultation with the LA and balances the need for targeted support for pupils education alongside reducing risk of transmission in school. • Increased number of cases in school (4 pupils in one week – 2 in 6c, one in reception who is a sibling of 6c and on in year 1). This hasn't quite met the thresholds for an outbreak but school has held a precautionary conversation with Manchester Test and Trace anyway. • School contacted Manchester Test and Trace on Wednesday 17th November as 3 pupils in 6c have tested positive within 15 days of each other (rather than the 10 days outlined in the outbreak criteria). School outlined all measures currently in place and actions taken in light of increased cases. Positive feedback was shared about schools approach and school were advised that no further action needs to be taken at this stage.

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							<ul style="list-style-type: none"> Actions taken in response to increased cases in year 6 – letter to all families to remind of key messages and measures in place, additional PSHE lesson for all year 6 classes on Covid-19 system of controls and what all pupils need to do to support reduced risk of transmission, reminder of key messages for staff in year 6, vulnerable staff in year 6 identified and their individual risk assessments updated by Friday 19th November with any necessary reasonable adjustments agreed. KS2 AHT to continue to monitor ventilation in year 6 and take any necessary actions in response to staff not keeping windows / doors adequately open etc.
Au2 Wk5 03.12.21	EH	0	3	3	14	No change – maintain enhanced	<ul style="list-style-type: none"> 29.11.21 – Government guidance updated in relation to a new variant of concern (Omicron). This was shared over the weekend with the public and an email received from the DfE on 28.11.21. <ul style="list-style-type: none"> This guidance includes reintroducing some measures nationally outside of schools: <ul style="list-style-type: none"> Wearing of face coverings in shops and on public transport. Mandatory 10-day isolation for all contacts of a confirmed Omicron case, irrespective of vaccine status. Countries added to the red list for international travel. Mandatory PCR test on arrival to the UK from overseas. This guidance includes reintroducing some measures nationally for schools: <ul style="list-style-type: none"> <u>Face coverings</u>: Face coverings to be worn in communal areas in all settings by staff, visitors and pupils or students in year 7 and above, unless they are exempt. This is already in place at Chapel Street. <u>Testing</u>: All settings should continue to encourage staff and students to test twice weekly using lateral flow device (LFD) tests. This is already in place at Chapel Street. <u>Contact tracing and isolation</u>: Current guidance on contact tracing and isolation remains in place. In addition to these, any suspected or confirmed close contacts of the Omicron variant will be asked to isolate for 10 days regardless of vaccination status or age. You will be contacted directly and told to isolate if this is the case. This is already in place at Chapel Street and any

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							<p>notification of contacts of Omicron will be acted on in line with guidance.</p> <ul style="list-style-type: none"> ▪ <u>Vaccination</u>: All eligible staff and students aged 12 and over are encouraged to take up the offer of the vaccine, including boosters. This is already in place at Chapel Street. • 26.11.21 – Updated guidance shared by Manchester including three updated documents: <ul style="list-style-type: none"> ▪ Covid-19 Case Management Guidance for schools and EY settings ▪ GM Covid-19 Prevention and Outbreak Management Framework in 0-19 Educational settings ▪ Covid-19 Schools Events Guidance – November 2021 <ul style="list-style-type: none"> ○ The above guidance has all been read by the HT, relevant information shared with leaders and staff and any necessary action taken. They have replaced previous versions of documents on SLT drive. • There has been a mild increase again in number of cases in school. These have all been amongst staff and are not all believed to be connected. Details have been shared with the LA and Manchester Test and Trace team. No further action is needed by school at this stage. Reminders of key messages have been shared with all staff. • Christmas events and arrangements: <ul style="list-style-type: none"> ○ There will be no live audiences or events with parents / carers or visitors on site for Christmas or the end of term. The following arrangements have been made, in line with our Covid-19 risk assessment, for specific events. <ul style="list-style-type: none"> ▪ <u>Advent books</u> – All classes have been provided with a book advent calendar to open throughout December. Children selected will be able to take their books home to keep. ▪ <u>Gifts for children</u> – School has purchased a book for all pupils as a Christmas gift to keep. These have been quarantined prior to being wrapped by staff and will be quarantined again before being given to children.

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							<ul style="list-style-type: none"> ▪ <u>Enrichment day</u> – On the last day of term, pupils in all year groups will be taking part in Christmas crafts in the morning and watching a Christmas film in the afternoon. They will be doing this in their class bubbles. Popcorn and drinks will be provide for the afternoon by school. No food or drinks will be brought from home. All spaces will be well ventilated. ▪ <u>Parties</u> – There will be no Christmas parties for pupils this year as they are taking part in Christmas activities on the last day as part of the planned Enrichment activities. ▪ <u>Staff Christmas party</u> – there is an official staff Christmas party organised for Friday 17th December so that this doesn't impact on business continuity. It is an optional event for staff and was organised following consultation with all staff via an anonymous survey to identify preference. It is a Chapel Street only event with no other guests present to reduce risk of transmission. There is food being provided and staff will not attend if they have symptoms, test positive or are required to isolate. ▪ <u>Staff social</u> – School is aware that some staff are attending an alternative event before the end of term that is being organised by a member of staff in school but is not a 'school' event. Leaders have sought advice from HR and spoken with the person who is coordinating this event. ▪ <u>EYFS – Christmas forest</u> – Nursery and Reception children will be following a 'Festive elf trail' through the woodland area and will be given their gifts at the end of this. It is in line with our Covid-19 risk assessment and only includes children and staff who would usually be on site. ▪ <u>EYFS – Staff social</u> – EYFS team will be coming together outdoors and in line with social distancing in the last week, after school. They will follow guidance in our Covid-19 risk assessment. This is to support wellbeing and follow up on the EYFS afternoon session with Katy

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							<p>Beetham, following the sudden death of a member of the team.</p> <ul style="list-style-type: none"> ▪ <u>Nativities / Plays / Concerts / Carol singing</u> - • Following an update from the LA (26.11.21) completion of the weekly LA Covid-19 monitoring form (by HT) will move from a Monday to a Thursday each week – beginning 02.12.21. • School has received its DfE carbon dioxide monitors. The business manager will look at implementing use of these alongside the premises team.
Au2 Wk7 17.12.21	EH	1	4	5	19	No change – maintain enhanced	<ul style="list-style-type: none"> • 09.12.21 – DfE email received following announcement of ‘Plan B’ measures nationally on 08.12.21. Key messages: <ul style="list-style-type: none"> ○ Implementation of Plan B of the Covid-19 Response: Autumn and Winter plan ○ <u>Attendance</u>: School attendance remains mandatory and all the usual rules continue to apply. No changes needed at Chapel Street. ○ <u>Face coverings</u>: Face coverings should be worn by pupils and students in year 7 and above, staff and visitors in communal areas, unless exempt. We do not recommend that pupils and staff wear face coverings in classrooms, unless their Director of Public Health advises them to temporarily do so in one of the circumstances described in the Contingency Framework Guidance. This is already in place at Chapel Street. ○ <u>Wrap around provision</u>: Schools should continue to offer their usual before and after-school activities, including wraparound childcare. No changes needed at Chapel Street. ○ <u>Working from home</u>: Office workers who can work from home should do so from Monday 13th December. Anyone who cannot work from home should continue to go into work. Teaching and learning should not be moved online as a result of the work from home guidance. Therapists and wider children’s service professionals should continue to be invited into education and childcare settings. Education and childcare leaders are best placed to determine the workforce required to meet the needs of their children. Education and childcare leaders will need to consider whether it is possible for specific staff undertaking

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							<p>certain roles to work from home, while minimising disruption to face-to-face education and care. Following expert clinical advice and the successful rollout of the Covid-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV) and high or higher-risk are not being advised to shield again. No changes needed at Chapel Street.</p> <ul style="list-style-type: none"> ○ <u>Testing</u>: We strongly encourage all those involved in education to continue regular testing (LFD not PCR) and reporting their results. Settings are strongly encouraged to ask parents, guardians and other visitors to take a LFD test before entering the setting. No changes needed at Chapel Street. ○ <u>Isolation</u>: All individuals who have been identified as a close contact of a suspected or confirmed case of the Omicron variant of Covid-19, irrespective of vaccination status and age, will continue to be required to self-isolate and asked to book a PCR test. No changes needed and any notification of contacts of Omicron will be acted on in line with guidance. ○ <u>January return</u>: We continue to learn more about the impacts of the Omicron variant. To prepare for any possible changes in public health advice, all education settings should now revisit their existing outbreak plans to ensure they are well prepared for any future changes and ensure they are familiar with the Contingency Framework Guidance. Chapel Street plans revisited and in place as needed. ● 09.12.21 – LA email received in response to government guidance changes. Email included a letter from David Regan (Director of Public Health) setting out agreed Greater Manchester approach to dealing with Omicron cases. Key messages: <ul style="list-style-type: none"> ○ Continue with all the usual, effective measures school has in place as part of risk assessment (ventilation, respiratory and hand hygiene, appropriate cleaning regimes etc.) No changes needed at Chapel Street. ○ Remind staff about the importance of maintaining social distancing with other members of staff and with pupils wherever possible. Regular reminders shared.

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							<ul style="list-style-type: none"> ○ Reduce the number of occasions where larger numbers of adults come into the building, and where possible or advantageous to the setting/ families, use remote contact methods. Where these do go ahead ensure that you have completed a risk assessment and appropriate measures are in place to reduce infection and support contact tracing. This is already in place at Chapel Street – no changes needed. ○ Use multiple entrances and exits to and from the setting to avoid large crowding. This is already in place at Chapel Street – no changes needed. ○ Consider class groupings and try to reduce the number of occasions where large numbers of pupils come together, thus reducing the number of potential close contacts. This is already in place at Chapel Street – no changes needed. ○ Continue to report all cases to the Manchester Test and Trace Team using the usual notification form https://forms.office.com/r/sUcGg6A1hB Completed by headteacher at least weekly on a Thursday and more frequently as needed in response to cases in school. ○ If you think you have cases in staff or students being linked to Omicron, please flag these on the form. Not yet been needed at Chapel Street. ○ For urgent queries please ring 0800 840 3858. Not yet been needed at Chapel Street – number recorded on SLT guidance for future use as needed. • 13.12.21 – Full Covid-19 update and review as part of HT report at FGB. • 13.12.21 – DfE guidance update email: <ul style="list-style-type: none"> ○ Daily testing being introduced as a strong recommendation for fully vaccinated contacts of confirmed cases. ○ Confirmed cases of Omicron variant will be treated the same as other variants. ○ Vaccination update. Information shared with all staff. ○ Air cleaning marketplace now open. Information shared with Business Manager. • 14.12.21 – Update to guidance from DfE:

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							<ul style="list-style-type: none"> ○ <u>Daily testing of close contacts for Covid-19</u>: From today, adults who are fully vaccinated and all children and young people aged between 5 to 18 years and 6 months identified as a close contact of someone with Covid-19, are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result. Schools Covid-19 operational guidance has been updated to reflect this. Update email shared with all staff to inform. • Update email from LA with clarification regarding the above change from the DfE: <ul style="list-style-type: none"> • From Tuesday 14 December, daily testing for contacts of Covid-19 is being introduced. This is for close contacts who are fully vaccinated or between the ages of 5 years and 18 years and 6 months. Contacts are advised to take LFD tests for 7 days or until the 10th day from their contact date with the confirmed case. This also applies to contacts of suspected or confirmed cases of the Omicron variant. • Anyone under 5 years is exempt from self-isolation and they do not need to take part in Daily Contact Testing. • This will replace all previous guidance on isolation rules for contacts, regardless of whether they are linked to a suspected or confirmed Omicron case. Omicron contacts are no longer treated differently to other contacts. • If vaccinated contacts participate in daily testing for contacts of Covid-19, it will help to reduce the spread of Omicron with limited impact on people's day to day lives, although they should limit avoidable social contact as much as possible, particularly around vulnerable people. • All fully vaccinated contacts and those aged between 5 years and 18 years and 6 months who are eligible for daily testing for contacts of COVID-19 are only advised to test – they will have no legal requirements for self-isolation. • All adult close contacts who are not fully vaccinated, including close contacts of suspected or confirmed cases of the Omicron variant, are required to self-isolate for 10 full days from their contact with the positive case.

Schools/Settings COVID 19- Health and Safety Risk Assessment and Outbreak Management Plan

Term / Week / Date	By	No. of cases				Step-up / Step-down	Key updates / changes																				
		Pupils	Staff	Total	Running total																						
							<ul style="list-style-type: none">For the purposes of exemption from isolation, at this stage fully vaccinated means you have had 2 doses of an approved vaccine such as Pfizer BioNTech, AstraZeneca or Spikevax (formerly Moderna) – you are also fully vaccinated if you have had one dose of the single-dose Janssen vaccine.17.12.21 – All Individual risk assessments have been reviewed for staff who are identified as either CEV, CV or live with CEV. Overview has been updated with relevant new starters.17.12.21 – Reminder of key messages and what to do over holidays shared with all staff and families																				
Xmas holidays	EH	0	8	8	27	No change – maintain enhanced	<ul style="list-style-type: none">Updates to guidance and measures in place will be outlined below as part of risk assessment review for the end of the first week back in school. There have been no significant changes for the return to school on 04.01.22, as enhanced measures were already in place prior to the end of term and these will continue. <table><tr><th colspan="4">Overview of confirmed cases for Autumn term 2021</th></tr><tr><th></th><th>Term time</th><th>Holiday</th><th>Total</th></tr><tr><td>Pupils</td><td>11</td><td>0</td><td>11</td></tr><tr><td>Staff</td><td>8</td><td>8</td><td>16</td></tr><tr><td>Total</td><td>19</td><td>8</td><td>27</td></tr></table>	Overview of confirmed cases for Autumn term 2021					Term time	Holiday	Total	Pupils	11	0	11	Staff	8	8	16	Total	19	8	27
Overview of confirmed cases for Autumn term 2021																											
	Term time	Holiday	Total																								
Pupils	11	0	11																								
Staff	8	8	16																								
Total	19	8	27																								
Sp1 Wk1 07.01.22	EH	0	1	1	28	No change – maintain enhanced	<ul style="list-style-type: none">Updates to DfE guidance include: <p>Information on the changes to the self-isolation period for individuals who test positive for COVID-19</p> <p>Since Wednesday 22 December, the 10 day self-isolation period for people who record a positive PCR test result for COVID-19 has been reduced to 7 days in most circumstances, unless you cannot test for any reason.</p> <p>Individuals may now take LFD tests on day 6 and day 7 of their self-isolation period. Those who receive two negative test results are no longer required to complete 10 full days of self-isolation. The first test must be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours apart. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education setting from day 8.</p>																				

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		Pupils	Staff	Total	Running total		
							<p>Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-isolation.</p> <p>Further information is available in the stay at home: guidance for households with possible or confirmed COVID-19 infection.</p> <p>Daily testing for close contacts of COVID-19 People who are fully vaccinated, or children and young people aged between 5 and 18 years and 6 months, identified as a close contact of someone with COVID-19, should take an LFD test every day for seven days and continue to attend their setting as normal, unless they have a positive test result or develop symptoms at any time.</p> <p>Children under 5 are not being advised to take part in daily testing of close contacts. If a child under 5 is a contact of a confirmed case, they are not required to self-isolate and should not start daily testing. If they live in the same household as someone with COVID-19 they should limit their contact with anyone who is at higher risk of severe illness if infected with COVID-19, and arrange to take a PCR test as soon as possible. They can continue to attend an education or childcare setting while waiting for the PCR result. If the test is positive, they should follow the stay at home: guidance for households with possible or confirmed COVID-19 infection.</p> <p>Updated guidance on the use of face coverings in education settings From Sunday 2 January, it is recommended that face coverings are worn in classrooms where pupils in year 7 and above are educated. The advice is short term only, to support pupils and teachers as they return to school this term and builds on the existing proportionate guidance that recommends face coverings for all adults in communal areas of all settings. We are updating our guidance to reflect this.</p> <p>The advice on face coverings in classrooms will be in place until Wednesday 26 January, when Plan B regulations are currently scheduled to expire, at which point it will be reviewed.</p> <p>It is therefore recommended that all settings have a small contingency stock of face coverings available if an individual has forgotten or damaged their own. To support this, the Department of Health and Social Care (DHSC) has begun delivering face coverings to settings.</p> <ul style="list-style-type: none"> Most up-to-date guidance for schools is available below: Actions for schools during the coronavirus outbreak

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							<ul style="list-style-type: none"> New Joint Union advice published: <ul style="list-style-type: none"> Joint union safety checklist for schools Joint union advice on medically vulnerable and higher risk groups Above guidance has been used to inform a full review of all measures in place and update this risk assessment (as outlined in above sections). Actions to be completed January 2022: <ul style="list-style-type: none"> Share updated guidance and key reminders with staff, pupils and families (EH) Update declaration for all staff to sign and return (EH) Update vaccination register in light of above returns (JS) All staff reminded to let SLT know if they feel they need an individual risk assessment (for any reason) and don't currently have one and to inform of any changes in circumstance (EH) Individual risk assessment overview updated (EH) Individual risk assessment review template shared (EH) Joint union guidance shared with SLT prior to completion of individual risk assessment reviews (EH) Individual risk assessment reviews completed with all CEV staff by senior leaders (SLT) Individual risk assessment reviews completed with all vulnerable but not CEV staff by line managers and checked by senior leaders before being signed by headteacher (Line managers) Ventilation risk assessment (MC / FM) Review use and readings from DfE CO2 monitors (MC / FM) Purchase additional boxes of single use face coverings for office, visitors, meeting room, PPA room, staff room and inclusion room (MC / FM) Source FFP2/FFP3 face masks for CEV, business critical staff and those administering first aid and / or personal care (MC) Implement twice weekly texts / email reminders to families about LFD testing, symptoms, isolation reminders and key advice (CJ) Review visitor guidance and procedures and communicate any updates for admin and premises team (MC / CF / FM) Order more LFD tests for school (EH)

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		Pupils	Staff	Total	Running total		
							<ul style="list-style-type: none"> Write updated guidance re LFDs for all staff. (EH) Currently, government advice is that people who are fully vaccinated, or aged 18 years and 6 months, and identified as a contact of someone with Covid-19, whether Omicron or not, should take a LFD test every day for seven days. Joint union advice requests that, in addition to daily LFD testing, siblings and other household contacts are encouraged to stay at home until they have a negative PCR test result. This is not currently being implemented at Chapel Street but will be closely monitored and introduced if cases within school rise and it is felt this measure will help reduce transmission in school. A member of staff has requested that all contacts of confirmed cases don't attend school until they have received a negative PCR. This is not currently being implemented at Chapel Street but will be closely monitored and introduced if cases within school rise and it is felt this measure will help reduce transmission in school. Email from Manchester LA on 06.02.21 confirmed that, in light of changing circumstances and frequent updates to government guidance, specific Manchester guidance (MTAT Covid-19 case management document) will no longer be updated and will be removed from Schoolshub. Schools are instead directed to refer to latest DfE guidance: <ul style="list-style-type: none"> Actions for schools during the coronavirus outbreak Contingency framework: Education settings From 11th January the MTAT online reporting form will be used to inform the LA of positive LFD results as well as positive PCR results (as confirmatory PCRs will no longer be needed.)
Sp1 Wk2 13.01.22	EH	18	12	30	58	Step up	<ul style="list-style-type: none"> 10.01.22 - EH spoke with Matt from MTAT on Monday (10th January) following responses to our LA weekly reporting form from Sunday (9th December). He advised that he would escalate our situation for further advice. 10.01.22 - EH spoke with Sonia (SSQA) on Monday (10th January) to discuss the levels of staff absence and potential need to close classes. A

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							<p>decision was made on Monday to close four classes as a result of staff absence (Ra and year 2) and a further class needed to close on Tuesday (1b).</p> <ul style="list-style-type: none"> 11.01.22 – Staff update regarding enhanced measures as a result of increasing covid-19 cases in school and high levels of staff absence. See T:\1 1 Coronavirus for contingency plans put in place. Information below copied from LA weekly reporting form for 13.01.22: <ul style="list-style-type: none"> Staff absence levels for this week have been: <ul style="list-style-type: none"> Monday - 16% Tuesday - 18% Wednesday - 21% Thursday - 29% This includes both Covid-19 and non-covid related. Today's absence includes: <ul style="list-style-type: none"> 5 teachers 12 TAs - class based, intervention, cover TAs and HLTA 5 1:1 TAs 5 other - including admin, cleaners and LO This week we have been notified of 30 confirmed cases so far with the following positive cases each day: <i>Pupils and (staff)</i> <ul style="list-style-type: none"> Monday - 4 (6) Tuesday - 3 (3) Wednesday - 8 (1) Thursday - 3 (2) Updated and streamlined system and process implemented for responding to confirmed cases for pupils and staff. Class closures this week have included: <ul style="list-style-type: none"> Ra - Due to return on Tuesday 18th January (next week) 2a, 2b and 2c - Due to return on Tuesday 18th January (next week) 1b - Due to return on Monday 24th January (Week 4)
Sp1 Wk3 21.01.22	EH	13	12	25	78	Maintain enhanced measures	<ul style="list-style-type: none"> 14.01.22 – Email from DfE to confirm further changes to self-isolation period for those who have tested positive for Covid-19, as outlined below: <p>Changes to the self-isolation period for those who test positive for COVID-19</p>

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		Pupils	Staff	Total	Running total		
						(We will not be 'stepping down' in line with National guidance due to local case numbers and staff absence)	<p>From Monday 17 January, people who are self-isolating with COVID-19 will have the option to reduce their isolation period after 5 full days if they test negative with a lateral flow device (LFD) test on both day 5 and day 6 and they do not have a temperature. For example, if they test negative on the morning of day 5 and the morning of day 6, they can return to their education or childcare setting immediately on day 6.</p> <p>The first test must be taken no earlier than day 5 of the self-isolation period, and the second must be taken the following day. All test results should be reported to NHS Test and Trace.</p> <p>If the result of either of their tests is positive, they should continue to self-isolate until they get negative results from two LFD tests on consecutive days or until they have completed 10 full days of self-isolation, whichever is earliest.</p> <p>Anyone who is unable to take LFD tests or anyone who continues to have a temperature will need to complete the full 10 day period of self-isolation. Further information on self-isolation for those with COVID-19 is available.</p> <p>All staff provided with update via email and all relevant documents updated.</p> <ul style="list-style-type: none"> 19.01.22 – Update from DfE that government is ending Plan B measures. See further detail below for elements specific to primary schools. No changes are being implemented at Chapel Street in relation to this given the high number of cases in school, locally and high staff absence. An update for all education and childcare settings following the Prime Minister's announcement of the end of Plan B <p>Today, the Prime Minister announced that all Plan B measures will be removed in England, with a full return to Plan A by Thursday 27 January. In education and childcare settings, this means:</p> <p>From Thursday 27 January, face coverings are no longer recommended in communal areas for staff, and pupils and students in year 7 and above.</p>

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							<p>This decision comes in response to national infection data showing the prevalence of COVID-19 to be on a downward trajectory. Whilst there are some groups where cases are likely to continue rising, it is likely that the Omicron wave has now peaked nationally. There remains significant pressure on the NHS but hospital admissions have stabilised, and the number of patients in Intensive Care Units (ICU) remain low and are falling.</p> <p>This means it is right we remove the most stringent restrictions around wearing face coverings from education, but the virus is still with us, and continuing with proportionate protective measures remains vital to protect education.</p> <p>Local directors of public health are able to recommend the use of face coverings in communal areas, across their area only, where DfE and public health experts judge the measure to be proportionate due to specific health concerns. This is a temporary measure. Directors of public health will continue to advise individual settings experiencing outbreaks. Any local introduction of face coverings will be subject to routine review and removed at the earliest opportunity.</p> <p>Ofsted's deferral policy has provided reassurance to schools, colleges and early years settings that have been significantly impacted by staff absence in recent weeks. That policy remains in place and Ofsted will continue to remind providers about it for the remainder of this half-term. At the start of this term, Ofsted temporarily halted the use of part time inspectors who are also front-line leaders. They will now invite those who are able to inspect again to do so from Monday 31 January. As has always been the case, it will be for leaders to decide whether to offer their services to Ofsted.</p> <p>From Thursday 27 January, venues and events will no longer be required by law to use the NHS COVID Pass. The pass can be used on a voluntary basis as was previously the case in Plan A.</p>

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							<p>The government is no longer asking people to work from home. Staff should speak to their employers about arrangements for returning to the office, and should follow the working safely during COVID-19 guidance. We have updated the guidance for schools, further education settings, special schools and out-of-school settings to reflect these changes.</p> <ul style="list-style-type: none"> 20.01.22 – DfE update in line with Government announcement to step down from Plan B measures nationally. Links below to updated guidance: <ul style="list-style-type: none"> guidance for schools guidance for further education providers guidance for early years and childcare providers guidance for higher education providers guidance for parents and carers public health guidance to support exams for 2021 to 2022 guidance for children's social care services guidance on the assessment process for selective school admissions guidance on providing apprenticeships during the COVID-19 pandemic 20.01.22 – Verbal updated from LA at PSG that confirmed cases are continuing to increase in primary schools across Manchester for pupils and staff. 20.01.22 – Email update from LA including the following applicable to primary schools. The letter provided and vaccination leaflets (referred to below) will be shared with all staff (21.01.22) and parents / carers (24.01.22). <p>We are aware that although infection rates in secondary schools appear to be reducing, they are still increasing in primary schools and that many of our schools are continuing to struggle with staff absences. Leaders should be reassured that it is still within the gift of individual schools to retain measures where the context warrants it, and this may be specifically the case for those schools that are still experiencing high case rates, and where the school believes there is benefit in retaining face coverings in classrooms. As such, please see the attached letter from David Regan our Director of Public Health, which can be shared with</p>

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		Pupils	Staff	Total	Running total																																
							<p>parents and carers, reiterating this message where schools will continue with measures where needed due to infection rates, including the wearing of facemasks.</p> <p>The Prime Minister concluded his announcement by explaining that the self-isolation regulations will expire on 24 March and that date may be brought forward if the data allowed it. Guidance will be updated in the coming days and the Prime Ministers statement is linked here for your information https://www.gov.uk/government/speeches/pm-statement-to-the-house-of-commons-on-covid-19-19-january-2022. We will distribute updated guidance in respect of the above announcements once we receive this from DfE, and our GM and Health colleagues.</p> <p>In addition there are two leaflets attached from our Comms team with information about Omicron and adult vaccination that you may want to display around your setting or share with staff, parents and carers.</p> <ul style="list-style-type: none">21.01.22 – See new Covid-19 overview spreadsheet for detailed breakdown and tracking of confirmed cases and class closures. New systems and processes for responding to confirmed cases (pupils and staff) are working well and have reduced overall workload for the team by streamlining communication and removing duplication whilst maintaining clarity, oversight and a robust response. <table><tr><th></th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th></tr><tr><td>Pupil cases</td><td>3</td><td>0</td><td>2</td><td>4</td><td></td></tr><tr><td>Staff cases</td><td>4</td><td>2</td><td>3</td><td>1</td><td></td></tr><tr><td>Total cases</td><td>7</td><td>2</td><td>5</td><td>5</td><td></td></tr><tr><td>Staff absence</td><td>15%</td><td>19%</td><td>22%</td><td>18%</td><td></td></tr></table> <ul style="list-style-type: none">21.01.22 – Phone call with Matthew Smithson (MTAT - Mobile: 07929652987 and Office: 0800 840 3858) following completion of LA weekly Covid-19 monitoring online reporting form. Matt was phoning to ask if we needed support in relation to the high numbers of staff testing positive with Covid-19 (10 reported from 13.01.22 to 20.01.22). EH		Mon	Tue	Wed	Thu	Fri	Pupil cases	3	0	2	4		Staff cases	4	2	3	1		Total cases	7	2	5	5		Staff absence	15%	19%	22%	18%	
	Mon	Tue	Wed	Thu	Fri																																
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							<p>updated in relation to our plans in place and Matt was happy with this and it was felt no further support was needed.</p> <p>Advice was sought from Matt in relation to increasing cases in year 5 and in 5a in particular. (5 cases this week – 4 pupils and 1 staff, by 10:00am). Matt has requested the LA online reporting form is completed daily where any of the positive cases link to this potential outbreak in our Year 5.</p> <p>When EH spoke with Matt on the phone this morning we had a total of 9 cases across year 5 in the past 10 days as outlined below: pupils (staff)</p> <p>10th - 5b (5c) - no known links for either</p> <p>12th - (5a - this case was linked to 3 positive cases in household)</p> <p>13th - 5c</p> <p>14th - 5a</p> <p>17th - 5c</p> <p>18th - (5c)</p> <p>20th - 5a x 2</p> <p>21st - 5a x 2 (5a)</p> <p>These have now all been reported to the LA (either in previous forms or today) along with a further pupil case in 5a (which has been reported to school since EH spoke with Matt). The pupil cases in other year groups (reported today) are:</p> <p>1a - teacher tested positive from this class on 19th</p> <p>Rc - no known links</p> <p>6c - sister is in 5a</p> <p>Possible closure of either 5a or year 5 as a year group (to reduce transmission) was discussed with Matt and it was agreed to keep the classes open for now and continue to monitor. An overview of the measures in place across school was explained to Matt.</p> <p>In addition to current measures, the following have also been implemented from today:</p>

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							<ul style="list-style-type: none"> Letter to all year 5 classes with images and minimal text (to support understanding for EAL families) with key information re taking LFDs at home and isolating / symptoms LFD test kits sent home today with all children in 5a Text and email reminders to parents / carers of pupils in year 5 requesting all take LFDs before coming to school on Monday All teachers revisiting Covid-19 lessons with pupils about hygiene, routines and airborne transmission next week Further enhanced cleaning of year 5 classrooms flagged to premises and cleaning teams CEV staff will be made aware of the increasing cases and not be asked to cover in year 5 classes where possible AHT is present at start and end of day to speak with parents/carers at drop-off and pick-up to encourage LFD testing and reinforce key messages around isolation Parents / carers reminded to access LFD tests from school if they are struggling to source elsewhere - some are available at drop-off and pick-up AHT to revisit key messages around ventilation with year 5 staff and monitor this regularly - always at least two points of air flow and 'cleansing' of air when no one in the room
Sp1 Wk4 28.01.22	EH	27	2	29	83 for term 110 for year	Maintain	<ul style="list-style-type: none"> 24.01.22 – Review of additional contingency measures in place. Decision to continue with enhanced arrangements as outlined in the plan. See plan for full details. 25.01.22 – Email to all staff to confirm arrangements as part of contingency measures review. All parents / carers informed that after / before school clubs won't restart until after the February half term holiday. 26.01.22 – Email from LA to confirm continued wearing of face coverings in communal areas for all primary schools until the end of this half term. This is already in place for Chapel Street. "In primary schools, I am recommending that the wearing of face coverings by staff and visitors in communal areas, should also continue until the end of this half term, with a review before 18th February."
Sp1 Wk5	EH	7	2	9	92 for term 119 for year	Maintain	<ul style="list-style-type: none"> No significant changes in guidance

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04.02.22							<ul style="list-style-type: none"> Staff absence has reduced significantly to between 5% and 7% this week. Confirmed cases have significantly reduced for pupils and staff Greatest numbers of cases remain in years 5, 3 and Reception. Targeted responses to potential outbreaks (including sending children in that class home with LFD test kits, speaking with children about taking tests and what to do with results, monitoring of ventilation and targeted communications for families) have resulted in increased identification of cases and pupils isolating, therefore reducing risk of transmission in school. Most additional contingency measures will end for the start of next half term – this means that before and after school clubs and interventions will restart and TA3 roles will revert back to usual timetables.
Sp1 Wk6 11.02.22	EH	3	1	4	96 for term 123 for year	Maintain	<ul style="list-style-type: none"> 10.02.22 – Due to significantly reduced numbers of confirmed cases (pupils and staff) and staff absence remaining between 5% and 10% for two weeks, EH will be reverting to completing the online LA Covid-19 monitoring form weekly (on a Thursday) rather than daily.
Sp1 Wk7 18.02.22	EH	0	0	0	96 for term 123 for year	Step-down in line with National guidance	<ul style="list-style-type: none"> 17.02.22 – Email from LA to confirm that face coverings will no longer be required for staff or visitors (in communal areas and around school) from after the half term holiday. Where staff and / or visitors would like to wear face coverings (when not working with children) this will be supported. There have been no confirmed cases of Covid-29 reported since Tuesday 8th February (for either staff or pupils). Reviews of this risk assessment will reduce in frequency, from after the half term holiday, in line with reduced cases and improved staff absence. Reviews will be completed at least once per half term and more frequently as needed.
Half term holiday 26.02.22	EH	0	0	0	96 for term 123 for year	Step-down in line with National guidance	<ul style="list-style-type: none"> 21.02.22 – “Prime Minister announced the removal of measures put in place during the COVID-19 pandemic as we learn to live with the virus. This includes changes for schools and colleges such as no longer recommending regular testing for pupils and staff without symptoms and removing the legal requirement for people to isolate following a positive test - this includes school pupils, further education and higher education students and all staff in mainstream education and childcare settings.”

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							<ul style="list-style-type: none"> DfE update email 24.02.22 and LA update email 25.02.22 regarding government announcement. These updates reflect significant changes to guidance for schools and nationally. Full updates and guidance are available on the following links: <ul style="list-style-type: none"> Schools COVID-19 operational guidance - February 2022 Asymptomatic testing in education settings from 21st February 2022 – what, why and when SEND and specialist settings: additional COVID-19 operational guidance Rapid asymptomatic testing in specialist settings Contingency framework for education and childcare settings COVID-19: people with COVID-19 and their contacts COVID-19 Response: Living with COVID-19 A summary of what the latest advice on testing and isolation means for education settings is set out in the DfE Education Blog; https://educationhub.blog.gov.uk/2022/02/21/what-the-latest-advice-on-testing-and-self-isolation-means-for-education-settings/. This risk assessment has been updated in line with the above guidance – changes indicated in red. Where guidance / measures are no longer applicable, this has been indicated with crossed-out text so they can be reinstated quickly and easily if needed. Main measures which remain in place are: Control measures <div> <p>You should:</p> <ol style="list-style-type: none"> 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. </div>

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		Pupils	Staff	Total	Running total		
							<ul style="list-style-type: none"> Moving forwards this risk assessment will be updated at least once per half term (and more frequently if changes in circumstance and / or guidance require). The regular Covid-19 staff update emails will also move to half termly (and more frequently if changes in circumstance and / or guidance require). The LA Covid-19 confirmed cases online monitoring form will be completed once a week (usually on a Thursday by the HT) and more frequently if confirmed cases rise. Whilst parents / carers and staff will still be required to notify school of any confirmed cases (and isolate for the recommended period) school will no longer complete any contact tracing when notified of confirmed cases (staff or pupils) who have been on site during their infectious period. School will also no longer send 'warn and inform' letters (to pupils or staff) in response to confirmed cases. School will continue, for at least the spring 2nd half term, to record confirmed cases (for pupils and staff) on the relevant overviews. All changes and updates will be shared with staff via an email on 28.02.22 and families via an email / letter on 28.02.22.
Sp2 Easter holiday 11.04.22	EH	5	10	15	15 for half term 111 for term 138 for year	Step-down in line with National guidance	<ul style="list-style-type: none"> Confirmed cases across the spring 2nd half term remained generally low, however they were rapidly increasing across the last two weeks amongst staff. A number of staff working within one area of school (non-class based) all tested positive within 10 days of each other and their working environment was reviewed in light of this. The Headteacher spoke with Matthew Smithson (Manchester Test and Trace) on 31.03.22 following completion of the weekly LA monitoring form. This was in relation to reported cases of Covid-19 and one confirmed case of scarlet fever. School procedures and measures were verbally reviewed and it was agreed no further action was needed. Staff absence for the spring 2nd half term was between 5% and 16%. 29.03.22 - Significant changes in national guidance as outlined in announcement – Government sets out next steps for living with Covid <ul style="list-style-type: none"> "Vaccines and treatments mean we can transition to managing Covid-19 like other respiratory illnesses, with updated guidance published on 01.04.22." Universal testing offer ends from 01.04.22

Schools/Settings COVID 19- Health and Safety Risk Assessment and Outbreak Management Plan

Term / Week / Date	By	No. of cases				Step-up / Step-down	Key updates / changes
		Pupils	Staff	Total	Running total		
							<ul style="list-style-type: none"> 30.03.22 – Updated information from DfE – Living with Covid: the end of routine testing in schools, colleges and childcare <ul style="list-style-type: none"> Routine testing will no longer be expected in all education settings In the event of an outbreak, a local health protection team may advise some targeted outbreak testing. Adults, young people and children are all encouraged to continue to have their vaccination and boosters for Covid-19. Anyone with a positive Covid-19 test result will be advised to try to stay at home and avoid contact with other people for five days (for adults) and for three days (for children) – as this is when they are most infectious. Baseline infection prevention and control measures will remain in place to help reduce the spread of infection, including: <ul style="list-style-type: none"> Ensuring all eligible groups are enabled and supported to take up the offer of national vaccinations programmes including Covid-19 and flu. Ensuring occupied spaces are well-ventilated and let fresh air in. Reinforcing good hygiene practices such as hand washing and cleaning. 01.04.22 – New guidance came into effect from today and can be found on the links below: <ul style="list-style-type: none"> Reducing the spread of respiratory infections, including Covid-19, in the workplace – this guidance replaces, 'Working safely during coronavirus (Covid-19) People with symptoms of a respiratory infection including Covid-19 Covid-19: Guidance for people whose immune system means they are at higher risk Health protection in education and childcare settings Good estate management for schools Emergency planning and response for education, childcare and children's social care settings HSE: Coronavirus – Advice for workplaces Joint Union Guidance - Practical steps to reduce the risk of Covid-19 disruption in schools and other education settings (Spring / Summer 2022)

Schools/Settings COVID 19- Health and Safety Risk Assessment and Outbreak Management Plan

Term / Week / Date	By	No. of cases				Step-up / Step-down	Key updates / changes
		Pupils	Staff	Total	Running total		
							<ul style="list-style-type: none"> ○ Covid-19 joint union guidance for medically higher risk staff (Spring / Summer 2022) ○ NHS advice about Covid-19 including symptoms, testing, vaccination and staying at home ○ Covid-19 response: Living with Covid-19 • All previous government guidance for schools has now been withdrawn, including 'Actions for schools during the coronavirus outbreak' • 01.04.22 – "While there is no longer a requirement for all employers to explicitly consider Covid-19 in their statutory health and safety risk assessments, it is important that as a business, organisation or employer you continue to comply with your legal obligations relating to health and safety, employment and equality duties." • Symptoms of Covid-19 have been increased to include a wider range: <ul style="list-style-type: none"> ○ Covid-19 symptoms in adults ○ Covid-19 symptoms in children ○ What to do if you get symptoms again • This risk assessment has been updated in line with the above guidance – changes indicated in red. Where guidance / measures are no longer applicable, this has been indicated with crossed-out text so they can be reinstated quickly and easily if needed. • Main measures which remain in place are: Control measures <div style="background-color: #e6f2ff; padding: 10px; margin-top: 10px;"> <p>You should:</p> <ol style="list-style-type: none"> 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. </div> • Moving forwards this risk assessment will be updated at least once per half term (and more frequently if changes in circumstance and / or

Schools/Settings COVID 19- Health and Safety Risk Assessment and Outbreak Management Plan

Term / Week / Date	By	No. of cases				Step-up / Step-down	Key updates / changes
		Pupils	Staff	Total	Running total		
							<p>guidance require). The regular Covid-19 staff update emails will also move to half termly (and more frequently if changes in circumstance and / or guidance require).</p> <ul style="list-style-type: none"> The LA Covid-19 confirmed cases online monitoring form will be completed once a week (usually on a Thursday by the HT) and more frequently if confirmed cases rise. All changes and updates will be shared with staff via an email on 19.04.22 and families via an email / letter on 19.04.22.
Su1							•
Su2							•