



School Reopening Risk Assessment: Cyfarthfa High School

Update 2 - 11.8.2020

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		<p>Rationale as at August 2020 - based on current Welsh Government and LA guidance at 14th July 2020:</p> <p>School would operate between 8am-6pm. Monday-Friday</p> <p>All student groups will be returning from the 7th September 2020 parents.</p> <p>All classrooms will be in use, with a full staff return</p> <p>Any reasonable adjustments you'll need to make to enable everyone to follow the measures, including students with HC plans who should have their own updated health care plans in place (e.g. having signs written in Braille, designing approaches to help students with challenging behaviour who may struggle to follow the rules)</p> <p>It is important that all users of school sites follow social distancing guidelines at home and in the work environment.</p> <p>Schools are encouraged to promote good practice wherever and whenever possible, using the resources available from Welsh Government and Public Health Wales.</p> <p>The Local Authority recommends that all after-school clubs cease until further notice to mitigate contact between groups.</p> <p>Housekeeper in place to supervise open plan toilets and support additional cleaning in school as required.</p> <p>Additional daytime cleaning has been facilitated via the LA</p> <p>CHS is fully supportive of WG Track, Trace and Protect.</p>			

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School Return Plan

- All staff to return to school on Tuesday 1st September
- From Tuesday 1st September – Friday 4th September for Preparation, remodelling and readjustment.
- Monday 7th – Yr 7 and Yr 11 only
- Tuesday 8th – Yr 7 and 11 only
- Wednesday 9th – Yr 7, 10, 11
- Thursday 10th – Yr 7, 9, 10 and 11
- Friday 11th – All year groups
- Monday 14th – All year groups

Outline of the day – Final Model

<i>Period</i>	<i>Time</i>	<i>Organisation – Break/Lunch</i>	<i>Other</i>
<i>Registration</i>	<i>8.30-8.55am</i>		
<i>Lesson 1</i>	<i>8.55am-9.55am</i>		
<i>Lesson 2 and Break</i>	<i>9.55am-11.15am</i>	<i>Year 7 – 10.00-10.15</i> <i>Year 8 – 10.15-10.30</i> <i>Year 9 – 10.30-10.45</i> <i>Year 10 – 10.45-11.00</i> <i>Year 11 – 11.00-11.15</i>	<i>Staff to take 15mins break once their class is on break</i> <i>SLT and support staff will cover duties</i>
<i>Lesson 3</i>	<i>11.15-12.15pm</i>		
<i>Lesson 4</i>	<i>12.15pm-1.15pm</i>		
<i>Lunchtime</i>	<i>1.15pm – 1.50pm</i>	<i>Staggered lunch</i> <i>Year 7 (Early for first term)</i> <i>1.05pm-1.30pm</i> <i>Year 8 – 1.30-1.50pm</i>	<i>Canteens for 2020-2021</i> <i>Yr 7 and 8 – Main Hall</i> <i>Year 9 – New block café</i>

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		<p>ground floor has been identified as an isolation room. Only First Aiders have access to this space wearing full PPE . 999 will be called if they are seriously ill or injured or their life is at risk.</p> <p>In the case of a symptomatic student who needs to be supervised before being picked up:</p> <ul style="list-style-type: none"> • If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask • If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron • If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection • Supervising staff will wash their hands thoroughly for 20 seconds after the student has been picked up. <p>Only in extreme exceptional circumstances will staff take symptomatic students home themselves, and in this case one of the following steps will be taken:</p> <ul style="list-style-type: none"> • Use school minibus. • The driver will use PPE and the passenger will wear a face mask if they are old enough and able to do so <p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following LA guidance by SOLO/school caretaking team.</p>	<p>Designated first aider</p> <p>JA and Designated first aider</p> <p>RF/LMT</p> <p>KB</p> <p>JA/KB</p>		

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		<p>If a student or a staff member working with students tests positive for coronavirus, the rest of their student group will be sent home and advised to self-isolate for 14 days (as will any staff member who looked after them in school while they were symptomatic).</p> <p>If other cases are detected at school, the local Authority Health and safety team will be in touch to advise on appropriate action, such as asking more people to self-isolate.</p>	RF/LMT		
		<p>If a member of staff or learner shows symptoms of COVID-19, all areas where this person has been should be identified and kept clear. Management of the area should be physical where possible i.e. barriers with suitable signage or behind locked doors. A clean down prior to reoccupation should take place, considering the cleaning in non-healthcare settings guidance. Particular attention should be given to any specific area with which the person has been in contact i.e. allocated desk as well as all other 'high-touch' areas.</p> <p>If any waste is suspected of being in contact with someone showing symptoms, suspected or confirmed of COVID-19, it should be placed in a waste bag, held in a secure place for 72 hours then disposed of with other waste.</p> <p>Bags are now in school and available from the medical room and HD/ST</p>	RF/LMT/JA KB/GC	1.9.2020	

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		the school day.			
Spreading infection due to touch, sneezes and coughs		<p>Handwashing facilities will be provided. At the main school toilets at front and back entrance to the school. Hand sanitiser stations are also available throughout the school site and in every classroom/office.</p> <p>Everyone in school will be encouraged to:</p> <ul style="list-style-type: none"> • Frequently wash their hands with soap and water for 20 seconds and dry thoroughly or use alcohol-based hand sanitiser to cover all parts of their hands • Clean their hands on arrival, before and after eating, and after sneezing or coughing • Be encouraged not to touch their mouth, eyes and nose • Use a tissue or elbow to cough or sneeze into and use bins for tissue waste • Students will be encouraged to learn and practise these habits in tutor groups and by posters displayed across the school. • Help will be available for any students who have trouble cleaning their hands independently. • Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored to make sure they're not close to running out. • Lidded bins for tissues are in all classrooms and will be emptied at 	RF/LMT/JA	1.9.2020	

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		<p>the end of the day.</p> <ul style="list-style-type: none"> • Additional cleaning schedule in place 			
<p>Spreading infection through contact with coronavirus on surfaces</p>		<p>SOLO cleaning staff will regularly clean frequently touched surfaces using standard cleaning products (e.g., detergent), including:</p> <ul style="list-style-type: none"> • Banisters • Classroom desks, chairs and tables • Restroom facilities (including taps and flush buttons) • Door and window handles • Furniture • Light switches • Reception desks • Sports equipment • Telephones • Fingerprint scanners • Staff will be responsible for the teaching and learning aids, computer equipment (including keyboards and mouse) • Items that need laundering (e.g. towels, flannels) will be washed regularly in accordance with the manufacturer’s instructions, on the warmest water setting. These items will not be shared between students between washes. 	JA/KB	1.9.2020	

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		<p>Areas of the school that are used by students will be cleaned thoroughly at the end of the day by our cleaning contractors SOLO</p> <p>Unnecessary items, soft furnishings, that are hard to clean will be removed from areas being used and stored elsewhere.</p> <p>Any equipment that is shared will be cleaned between groups of students using it and multiple groups won't use it simultaneously.</p> <p>If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following guidance</p> <p>Cleaning supplies will be topped up regularly and monitored to make sure they're not close to running out.</p> <p>Teachers will wash their hands and surfaces before and will be provided with Everbrite anti-viral product for use on desk and keyboards, as they see fit.</p> <p>Teaching staff in ICT areas will/or students will clean keyboards and mice at the start of each lesson.</p> <p>Reading books can be sent home if required but where possible wiped down when returned and not sent back out with another student for at least 72 hrs.</p> <p>Staff should not be taking books home to mark.</p>			

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<p>Spreading infection due to excessive contact and mixing between students and staff in classrooms</p>		<p>Students will be organised into groups and kept in their contact group</p> <p>Space will be maintained between students, 2m apart at all times outside of classrooms.</p> <p>The amount of take-home resources will be limited, and the sharing of stationery and other equipment will be prevented where possible. If students do not have a pen etc. they will be provided with one for them to take home.</p> <p>Outdoor learning should be encouraged wherever possible. Where students are using outdoor equipment that can't be wiped down e.g. wooden trim trails, children should wash their hands prior to using the equipment and again after using it.</p> <p>Consideration could be made of having hand sanitiser available for use outdoors.</p>	LMT/LM	22.6.2020	
<p>Spreading infection due to excessive contact and mixing between students and</p>		<ul style="list-style-type: none"> • Students will be kept in the same contact groups at all times. • Student year groups will have staggered break and lunchtime • Students will be supervised at all times to ensure mixing between groups doesn't occur, and they will be reminded about the rules throughout the day. • Rooms will be accessed directly from outside where possible and 	RF/LMT	22.6.2020	

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staff around the school		<p>any corridors will have one-way circulation.</p> <ul style="list-style-type: none"> • All shared rooms, such as sport halls and dining areas, will only be used as a last resort. They will be cleaned between each use. Staff use of staff rooms and offices will be staggered to limit occupancy. Maximum of 6 in staff room and 1 in kitchen area at any time. Staff will be encouraged to bring in a flask, however they can utilise refreshment making equipment in office area. Providing social distancing rules are observed • Staff and contractors not working with student groups will be asked to maintain 2m distances from each other and from other student groups. • Toilets: Students will be allowed in the toilet, two students at any one time, we are trying to restrict the use of the toilet to break times only. Toilet use will be managed to avoid crowding and allow for cleaning. • Lunchtimes are staggered which makes it easier for access to canteen for “Grab and Go” to be cleaned after each use. • Staff and pupils should bring their own packed lunch and water bottle. There is no need to use disposable plates or cutlery. • Crockery and cutlery can be washed by hand or in a dishwasher using household detergent and hand-hot water after use. 			

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Spreading infection due to the school environment		<ul style="list-style-type: none"> • Checks to the premises will be done to make sure the school is up to health and safety standards before reopening. • Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with limited staff and changes to how the school space is being used. • Areas in use will be well ventilated by opening windows or using ventilation units. • Doors will be propped open, where fire safety and safeguarding wouldn't be compromised. • The use of lifts will be avoided unless essential. • Hand sanitiser available at key point in school building – information displayed on hand washing. • Lidded bins are provided in classrooms and other key locations to dispose of tissues and any other waste. • Outdoor space will be used for exercise and breaks, and for education where possible. • ICT equipment used will be cleaned using Everbrite product at the start of each lesson by staff/students at teacher discretion. 	<p>JA/KB</p> <p>JA</p> <p>KB</p> <p>KB/JA</p> <p>KB</p> <p>RF/LMT</p> <p>JA/KB/MH/JW</p> <p>All staff</p>	1.9.2020	
Spreading infection due to excessive		<ul style="list-style-type: none"> • Where possible, all meetings will be conducted by telephone or using video conferencing. • This includes meetings with Staff, Parents, Visitors and Governors. 	RF/LMT	1.9.2020	

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Facilities	<ul style="list-style-type: none"> • Visitors 	<ul style="list-style-type: none"> • Fire alarm testing • Repairs • Grass cutting • PAT testing • Fridges and freezers • Boiler/ heating servicing • Internet services • Any other statutory inspections • Insurance covers reopening arrangements 			from 26.6.2020
	Classroom doors	<p>The local authority recommends that all non-fire doors are be locked/wedged in an open position (to minimise physical contact with surfaces).</p> <p>Where possible windows should be kept open to provide further ventilation</p>		1.9.2020	
	Corridor doors	<ul style="list-style-type: none"> • Fire doors need to remain in 'normal' use. • Existing fire arrangements remain in place. • Social distancing requirements should be practised by staff at the fire assembly point. 		1.9.2020	
	Cross contamination	<ul style="list-style-type: none"> • Social distancing presumed at 2 meter • To Reduce the risk / exposure of virus, staff using fridge must 	RF/LMT/JA	1.9.2020	

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	and limited social distancing in staffroom	<p>ensure food packages are wiped clean with disinfectant wipe before use.</p> <ul style="list-style-type: none"> • Staff to bring in and take home personal drinks container • Snacks to be kept with staff and students • Ensure all staff are aware of procedures for staffroom use. • Maximum of 1 staff in kitchen area • Maximum of 6 staff in sitting area of staffroom • Social distance when entering and exiting staffroom areas • All staff to use personal mugs, wash, dry and put away after use • Include staffroom areas in midday cleans • Staff to wipe frequently touched areas after each use e.g. taps, kettle switch and handle, door and cupboard handles. • Staff to be aware of cross contamination and limited social distancing in staffrooms • Refreshment facilities where available to be used within departments. 			
	Restroom/toilet facilities	<p>Restrooms/toilets are available at:</p> <ul style="list-style-type: none"> • Main building open plan, girls only, staff • Staff male/female on main corridor • New building boys and girl's toilets • Disability toilets in physio room in each building • Demountable canteen boys and girl's facilities 			

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		<p>Hand sanitiser at the door to use before entry</p> <ul style="list-style-type: none"> • Keep the entrance door open if all toilets are cubicles • Setting a maximum number of pupils entering one toilet block at one time – two students. • students who have a medical condition in that they may need to use the toilet outside of the break. • Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach. • Continue with enhanced cleaning, including cleaning frequently touched surfaces often, using standard products. • In specific circumstances wear appropriate personal protective equipment (PPE). • Where possible ensure appropriate ventilation – in place • All toilets have lids. (It is good practice for the lid to be closed when the learner flushes the toilet in order to minimise the spread of water droplets when flushing.) • All urinals flush automatically and have suitable means of drainage. Urinals can now be used as it is considered there is a reduced risk of hand to contact points compared with a pupil having to access a fixed cubicle in terms door handles and other surfaces etc. • Good hygiene – It's in your hands guidance followed. Poster 			

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		<p>displayed in all restrooms.</p> <ul style="list-style-type: none"> • Restroom paper(soft) is provided in all restroom cubicles, at the start of a school day, and a process of re-supply is in place at a reasonable mid-point of the school day, unless re-supply is required through loss informed by a learner or member of staff. • Restroom paper dispensers are sturdy. If they are bolted back to back between cubicles, it is harder to vandalise them. • Restroom paper dispensers are mounted where they are easily accessible. • Restroom paper dispensers are big enough to hold commercial size rolls. • The house keeper will store spare stock in her office. 			
One way system	Staff, students, visitors	<ul style="list-style-type: none"> • One-way system long established in school and clearly marked with directional arrows • Stairways to be up or down only • floor markings along the middle of two-way corridors/stairs to keep groups apart and ‘keep left’ signs. • social distancing regulations, movement around classrooms will inevitably be limited. However, in some cases (e.g. behaviour management or following an accident), school staff will need to move to address issues. • It is vitally important that social distancing is observed wherever possible. 			

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		<ul style="list-style-type: none"> • Consideration should be given to any additional staffing required and the impact of these on social distancing. • Floor markings along the middle of two-way corridors/stairs to keep groups apart and 'keep left' signs. • Display arrows marking in corridors to indicate 'keep left' • In areas where queues may form, floor markings indicate social distancing. • Distancing marks at 2m to be displayed at all entrance / exit points. • Floor markings outside school to indicate distancing rules (if queuing during peak times). • Identify rooms that can be accessed directly from outside (to avoid shared use of corridors) ART and DT rooms 			
Preparing Buildings and Facilities	<ul style="list-style-type: none"> • Staff • Students • Contractors • Visitors 	<p>Office and classroom spaces re-designed where required to allow office-based staff, teachers and students to work safely.</p> <hr/> <p>Entry and exit routes to the school are in place, any physical changes and/or signage required to allow social distancing are in place. One way system around inside and outside of school established and clearly marked</p> <hr/> <p>Consideration given to premises lettings and approach in place. No letting of premises at this time</p>	<p>JA/KB</p> <hr/> <p>JA/KB</p> <hr/> <p>JA</p> <hr/> <p>KB/JA</p>	1.9.2020	

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		Consideration given to the arrangements for any deliveries at receptions space at front reception.	JA/KB		Updated to reflect changes 24.6.2020
		PPE to be supplied and worn where social distancing cannot be met e.g. agreed contractor visits for essential maintenance	RF/LMT/JA JA/LM		
Air conditioning Info from LA		<p>The risk of air conditioning spreading coronavirus (COVID-19) in the workplace is extremely low. CHS can continue using most types of air conditioning system as normal.</p> <p>There is no need to adjust air conditioning systems that mix some of the extracted air with fresh air and return it to the room as this increases the fresh air ventilation rate. Also, you do not need to adjust systems in individual rooms or portable units as these operate on 100% recirculation. CHS operates a recirculation system where air is drawn out and clean air drawn in. This is essential to controlling the conditions within classrooms backing onto the new build where all overlooking windows are sealed.</p> <p>General ventilation</p> <ul style="list-style-type: none"> Employers must, by law, ensure an adequate supply of fresh air in the workplace and this has not changed. Good ventilation can help reduce the risk of spreading coronavirus, so focus on improving general ventilation, preferably through fresh air or mechanical systems. 	LM JA KB/JA		Information from LA Health

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		<ul style="list-style-type: none"> • Where possible, consider ways to increase the supply of fresh air, for example, by opening windows and doors (unless fire doors). • Also consider if you can improve the circulation of outside air and prevent pockets of stagnant air in occupied spaces. You can do this by using ceiling fans, desk fans or opening windows, for example. • The risk of transmission through the use of ceiling and desk fans is extremely low 			
Measures within the classroom Taken from WG guidance July 2020		<ul style="list-style-type: none"> • WG - It is strong public health advice that staff in secondary schools maintain distance from their learners, staying at the front of the class, and away from their colleagues where possible. Ideally, adults should maintain a 2 metre distance from each other, and from learners. • Staff should avoid close face-to-face contact and minimise time spent within 1 metre of anyone. • Similarly, it will not be possible when working with many learners who have complex needs or who need close contact care. These learners' educational and care support should be provided as normal. • For learners old enough, they should also be supported to maintain distance and not touch staff and their peers where possible • When staff or learners cannot maintain distancing, the risk can 			

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		<p>also be reduced by keeping learners in the smaller, class-sized groups described above, small adaptations to the classroom to support distancing where possible.</p> <ul style="list-style-type: none"> • Seating learners side by side and facing forwards, rather than face to face or side on, unnecessary furniture has been removed from classrooms to make more space. • Elsewhere contact groups are kept apart in designated areas, school should avoid large gatherings such as assemblies or collective worship with more than one group. • When timetabling, groups should be kept apart and movement around the school site kept to a minimum. • While passing briefly in the corridor or playground is low risk, schools should avoid creating busy corridors, entrances and exits. • Staggered break times and lunch times (and time for cleaning surfaces in the dining hall between groups). • Use of staff rooms should be minimised, although staff must still have a break of a reasonable length during the day. 			
Emergency Evacuations		<ul style="list-style-type: none"> • Evacuation routes are confirmed and remain as was pre Covid19, signage accurately reflects this. • Whole school evacuation in event of alarm still applies • NB in the event of emergency the priority is getting out of the building calmly regardless of social distancing. 			

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		<ul style="list-style-type: none"> Consideration given to PEEP – buddies are assigned or reassigned according to available persons. 		1.9.2020	
		<ul style="list-style-type: none"> Arrangements in place to support individuals with reduced mobility including cover arrangements in the case of reduced numbers of staff. Individual staff and student subject to PEEP - place as required All students and staff to be informed that existing evacuation procedures remain in place , staff should observe social distancing at fire assembly points 			
<p>Personal Hygiene – reduce spread of COVID19 WG Guidance</p> <p>Ensure good respiratory hygiene by</p>	Staff and students	<ul style="list-style-type: none"> Clean hands thoroughly, more often than usual - COVID-19 is an easy virus to kill when it is on skin, this can be done with soap and running water or hand sanitiser. Students encouraged to clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. • Hand washing or hand sanitiser ‘stations’ available so that all learners and staff can clean their hands regularly Supervision of the use of hand sanitiser given the risks around ingestion 	<p>SLT</p> <p>Duty team</p>	1.9.2020	
		<ul style="list-style-type: none"> The ‘catch it, bin it, kill it’ approach adopted by school Supply of tissues in each classrooms 	Whole School	1.9.2020	

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promoting the 'catch it, bin it, kill it' approach		<ul style="list-style-type: none"> • Lidded bins in each classroom • This should be considered in risk assessments in order to support these learners and the staff working with them, and is not a reason to deny these learners face-to-face education. • Increased cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents. • where possible, providing separate toilets for different contact groups. Where this is not possible, using hand sanitiser before entering the toilet and ensuring toilets are cleaned regularly will help. Learners must be encouraged to clean their hands thoroughly after using the toilet. • Minimise contact between individuals and maintain social distancing wherever possible. 	JA/KB		
Vehicle and students access to site	Staff, student and visitors	<ul style="list-style-type: none"> • Vehicles access is via one-way system at front of school for drop off only. • Parents are not to enter further into school site unless they possess a disability permit. • School staff will not be able to control measures outside school premises. • Support of police in relation to parking issues outside school if necessary • Student one-way system identified outside main entrance as pavements available. 	KB/JA	1.9.2020	

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		<ul style="list-style-type: none"> • Clearly marked one-way entry system in operation • With queuing being possible, 2m lines to be marked • Staff to park within school car parking space available at the front and back of the school 			
Cleaning and waste disposal	Staff Students Contractors & Visitors	<p>Capacity of cleaning staff is adequate to enable enhanced cleaning regime.</p> <ul style="list-style-type: none"> • Additional mid-day cleaning in place via LA and SOLO hours to be confirmed to clean whole school key areas. • Cleaning staff will be provided with disposable aprons for their personal protection when carrying out cleaning duties in toilets. • SOLO cleaning contractors - risk assessment in place • Enhanced cleaning schedule implemented throughout the site, ensuring that contact points, work surfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly. • Adequate cleaning supplies and facilities around the school are in place. • Arrangements for longer-term continual supplies are also in place. • Sufficient time is available for the enhanced cleaning regime to take place. • Classroom areas require good housekeeping during the day i.e. both pupils and staff being aware of the need to minimise the amount of waste generated, and that waste bins are used 	Stock check KB with SOLO	1.9.2020	<p>Ordering schedule reviewed and order made.</p> <p>Updated 22.6.020</p>

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		<p>accordingly. By doing so, this will assist cleaners in being able to focus on surfaces and areas in need of cleaning at the end of the school day.</p>			
		<ul style="list-style-type: none"> • Waste disposal process in place for potentially contaminated waste in yellow bags. • Disposable tissues in each classroom to implement the 'catch it, bin it, kill it' approach • Hand towels and hand wash are to be checked and replaced as needed • Enhanced cleaning regime for toilet facilities particularly door handles, locks and toilet flush. • Waste bags and containers - kept closed and stored separately from communal waste for 72 hours • Waste collections made when the minimum number of persons are on site (i.e. after normal opening hours). • All cleaning staff should fully understand our cleaning requirements. • Following SOLO Cleaning rooms will be treated with Everbrite spray • Product information attached available via attachment - cleared by LA 	<p>KB</p> <p>SH</p> <p>GC</p> <p>KB/GC</p> <p>JA</p>	<p>1.9.2020</p>	<p>Lidded bins have been placed in all classrooms</p>
		<p>Classrooms have been re/arranged to allow as much space between</p>	<p>JA/KB</p>	<p>1.9.2020</p>	

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		individuals as practical- facing the front of the room			
		Classroom entry and exit routes have been determined and appropriate signage in place.	JA/KB	1.9.2020	
		<p>Appropriate resources are available within all classrooms e.g. IT, age specific resources. NB: sharing of equipment or stationery is not allowed and surfaces should be cleaned and disinfected more frequently. Resources and furniture which are not needed have been removed.</p> <p>Information posters are displayed in every corridor, at the main entrance, places visible to those at the school gate, in the staffroom and in all toilets/restrooms</p> <p>Desks - We have adopted a "clear desk policy" leaving only ICT equipment on the desk. (Please do not store items under the desk) Resources - All student's books and resource materials should be stored away appropriately within classroom cabinets, departmental storage areas/offices or one of the allocated storage classrooms, minimum resources should be left out - we are continuing to create a sterile classroom environment. Wall displays - all displays or notices have been replaced with new backing papers etc. surplus wall display boards have been removed</p>	<p>JA/KB</p> <p>JA/KB</p>	1.9.2020	Remove soft furnishings from classroom

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		<p>Reading books can be sent home if required but where possible wiped down when returned and not sent back out with another child for at least 72 hrs.</p> <p>Staff should not be taking books home to mark.</p>			
Cross contamination using resources	Staff and students	<p>All students only to bring in essential items from home including coats, bag with snacks, stationary.</p> <ul style="list-style-type: none"> For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and students have their own items that are not shared. Classroom-based resources, such as books and games, can be used and shared within the contact group; these should be cleaned regularly, along with all frequently touched surfaces. Resources that are shared between contact groups, such as sports, art and science equipment should be cleaned frequently and meticulously and always between contact groups, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different contact groups. Facilitated by staff and or technicians in DT, Science and ICT where necessary If non-symptomatic children present behaviours which may increase the risk of droplet transmission (such as biting, licking, kissing or spitting) or require care that cannot be provided 	<p>RF/LM</p> <p>JA</p> <p>MD HOD</p> <p>LM</p>	1.9.2020	<p>Information shared with parents Updated</p> <p>Eipen –all staff training In September 2020, pupil information</p>

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		<p>without close contact, they should continue to receive care in the same way, including any existing routine use of PPE.</p> <ul style="list-style-type: none"> • Additional space and frequent cleaning of surfaces and resources will be required. • Exception are those students required to carry medication e.g. diabetics and Epipen - • Diabetic support information shared with staff 	LM/JA/MD		shared with staff, guidance/support document shared with staff
Intimate care to students	Identified students with HCP	<ul style="list-style-type: none"> • Gloves and aprons should continue to be used when providing intimate care to a child or young person. This can include personal, hands-on care such as washing, toileting, or first aid and certain clinical procedures such as assisted feeding. • Fluid-resistant surgical masks and eye protection should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting. • Gloves, fluid repellent gowns, FFP3 masks and eye protection are indicated when undertaking aerosol generating procedures such as suction. • Gloves and aprons should be used when cleaning equipment or surfaces that might be contaminated with body fluids such as saliva or respiratory secretions. 	LM	1.9.2020	Stored in Housekeeper's office
Staffing	• Staff	Approach to staff absence reporting and recording in place. All staff aware.	RF/LMT	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES	
	• Students	Plans to respond to increased sickness levels are in place. Cover arrangements determined (including leaders and safeguarding designated leads) – on a weekly rather than daily basis to minimise contacts.	LMT	1.9.2020		
		Consideration given to staff clothing expectations and information shared with staff to ensure clothes worn are easily washable	LMT LMT	1.9.2020		
		Approaches for meetings and staff training in place.	RF, LMT	1.9.2020		
		Consideration given to staffing roles and responsibilities with regards to the possible remote provision alongside in-school provision.	RF, LMT, TG	1.9.2020		
			Approach to support wellbeing, mental health and resilience in place, including bereavement support How staff are supported to follow this within their own situations and that of students and colleagues is clear.	LMT/ DL/ NB RF, LMT, NB	1.9.2020	PERMA
			Arrangements for accessing testing, if and when necessary, are in place. Staff are clear on returning to work guidance. Antibody testing carried out on 23.6.2020.	RF/JA	1.9.2020	
			Arrangements for accessing testing, if and when necessary, are in	JA	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		place. Staff are clear on returning to work guidance.			
		The approach for inducting New Starters has been reviewed and updated in line with current situation.	JA	1.9.2020	
		Return to school procedures are clear for all staff.	RF/LMT	1.9.2020	
		Any staff contracts that need to be issued, extended or amended considering the current situation have been.	JA	1.9.2020	
		Any HR processes that were in-train prior to or put on hold due to the COVID19 emergency, have been appropriately resolved.	TG/ LMT	1.9.2020	
		Arrangements in place for any visitors/ contractors on site, protocols and expectations shared. NB: Their employer may require them to wear PPE. This should be documented as part of the risk assessment carried out by the Contractor	RF/LM/ JA	1.9.2020	
		Arrangements in place for any externally employed adults delivering learning in school e.g. sports coaches, music tutors, forest school leaders. Protocols and expectations shared.	LMT/ JA	1.9.2020	
	Staff Member	VI –new member of staff to undertake a full risk assessment prior to undertaking her role.	JA	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
Group Sizes	<ul style="list-style-type: none"> • Staff • Students 	Contact groups have been determined on the basis of year groups	LMT/LM	1.9.2020	
		Vulnerable and critical worker group sizes determined.	LMT/NB	1.9.2020	
One to one support	<ul style="list-style-type: none"> • Staff • Students 	<p>One to one support contact continues</p> <p>Where required Health Care Plans in place</p> <ul style="list-style-type: none"> • Letter from consultant confirming safe to do so received <p>CHS (Congenital Central Hyperventilation Syndrome) HCP- have been updated, risk assessment in place, by medical staff and shared with school. Staff made aware of procedures.</p> <p>Staff have undertaken training in PPE and use of personal fitted masks</p> <p>Two dedicated fully trained staff will be with the two students whilst they access their sessions at all times.</p> <p>Protocol –</p> <p>Teacher to remove all other pupils from the classroom/ immediate area and take them to the main hall. The door of the classroom is to be closed to isolate the room.</p> <p>Class teacher to immediately notify the office and 999 must be called. Nobody is to enter the classroom without full PPE.</p> <p>Ceri or Stacey to put on full PPE and mask before attempting to help</p>	LM/JA	1.9.2020	To be review in light of situation in September

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		James/Oliver. Ventilator to be administered. The room will be immediately taken off use and will be deep cleaned before it can be used again.			
Social Distancing	<ul style="list-style-type: none"> • Staff • Students • Contractors • Visitors 	Arrangements for social distancing in place to consider: <ul style="list-style-type: none"> • limited amounts of moving around the school/ corridors where possible • Classroom design • Break plans for social distancing during these times in place. • Toilet arrangements in place. 	LMT LMT/LM JA/KC	1.9.2020	
		Information shared with parents regarding students travelling to school, encouraging walking and avoiding public transport as much as possible. Information shared with parents	HC/NB	1.9.2020	
		Approach to avoiding children and young people entering school congregating and breaching social distancing is in place. Designated year group areas identified and signposted	RF/LMT	1.9.2020	
		Approach to potential breaches of social distancing in place, including in the case of repeat or deliberate breaches. Risks assessments and individualised approach in place for students who might struggle to follow expectations	RF/LMT NB	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		Social distancing plans communicated with parents, including approach to breaches.	HC/NB/LMT	1.9.2020	Letter shared
		Arrangements in place for the use of the quad, including seating , outdoor seating to be used with social distancing in mind.	KB	1.9.2020	
Catering	<ul style="list-style-type: none"> • Staff • Students 	<ul style="list-style-type: none"> • All meals will be served as a 'Grab &Go' facility. • Pre ordering only – information shared with parents • Cashless Parent Pay - system in place • Arrangements in place to provide vouchers to parents of FSM • The menu offerings will be advertised on the MTCBC website, 	Local Authority	In place	
		<p>Break time Year 7 – 10.00-10.15 Year 8 – 10.15-10.30 Year 9 – 10.30-10.45 Year 10 – 10.45-11.00 Year 11 – 11.00-11.15</p> <p>Staggered lunch Year 7 (Early for first term) 1.05pm-1.30pm Year 8 – 1.30-1.50pm Year 9 – 1.15pm-1.50pm Year 10 – 1.15pm- 1.30pm</p>	LMT	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		Year 11 – 1.30pm – 1.50pm Students will be encouraged during fine weather to vacate the canteen premises at earliest opportunity and to observe social distancing at all times.			
		A dedicated member(s) of staff will take pre-orders from 8.00-09.00. Payments provided to schools and on Parent Pay, web site updated so that parents are aware of the offerings available. Arrangements for when and where each group will take break and lunch time if necessary are in place so that students do not mix with students from other groups. Where possible, weather permitting, students will be encouraged to make use of outdoor space	SLT	1.9.2020	
		Approach and expectations around school uniform determined and communicated with parents.	R/LMT	1.9.2020	
		Minor changes to the school day/timetables shared with parents.	LMT/HC/NB	1.9.2020	
		All students instructed to bring a water bottle/drink into school each day - water fountains isolated and not in use.	KB/JA	1.9.2020	Ongoing
		Approach to preparing students for a return to academic work and new social situations is developed and shared by all teaching staff.	LMT	1.9.2020	
		Approach to supporting wellbeing, mental health and resilience,	DL/NB/LMT	1.9.2020	PERMA

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		including bereavement support is in place.			
		Consideration of the impact of COVID19 on families and whether any additional support may be required: <ul style="list-style-type: none"> • Financial • Increased FSM eligibility • Referrals to social care and other support • PDG/ vulnerable groups 	NB/HC/LMT	1.9.2020	
Transition into new year group	<ul style="list-style-type: none"> • Staff • Students 	Online/ website support for families and young people around transition.	DL/HC	1.9.2020	
		<ul style="list-style-type: none"> • Return to school letter shared with parents 	RF/LMT/DL/HC/MD	1.9.2020	
Safeguarding	<ul style="list-style-type: none"> • Staff • Students 	Individual risk assessments are in place Review risk assessments for students children to ensure they reflect any changes during lockdown	LMT/JA/NB/LM	1.9.2020	
		Staff are prepared for supporting wellbeing of students and receiving any potential disclosures. Staff refresher training session on processes and procedures and the revised wellbeing material.	NB/LM TG	1.9.2020	
		Updated Child Protection Policy is being developed (COVID19 Child	NB	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		Protection Policy)			
		Work with other agencies has been undertaken to support vulnerable students and families.	NB	1.9.2020	
		Consideration given to the safe use of physical contact in context of managing behaviour. Review individual consistent management plans to ensure they include protective measures.	LMT/RF/NB	1.9.2020	
	Safeguarding Students	Learners will have encountered different experiences and home environments during lockdown and all staff are reminded of their safeguarding duties within the statutory safeguarding guidance for education settings Keeping Learners Safe and School Safeguarding Policy.	NB,	1.9.2020	
Curriculum / learning environment	<ul style="list-style-type: none"> • Staff • Students 	Current learning plans, revised expectations and required adjustments have been considered. Staff are trained and supported in front of classroom delivery style and aware of how best to provide students with additional support.	LMT TG	1.9.2020	
		PE - Consideration has been given to what activity is more difficult/ not possible to be undertaken with social distancing in place?	LMT/RF/VC	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		Each physical activity should be risk assessed and should not be run unless the risks can be mitigated. See appendix 5			
		Whole school approach to adapting curriculum (S/M/L term), including: <ul style="list-style-type: none"> • Wellbeing curriculum • recognising 'non-curriculum' learning that has been done • capturing pupil achievements/ outcomes Student behaviour policy reviewed and amended where necessary in line with the current circumstances.	LMT/SLT	1.9.2020	PERMA
Students with ALN	• Students	Approach to provision of the elements of the Health care plan including health/therapies.	LM	1.9.2020	
		Annual reviews.	LM	1.9.2020	
		Requests for assessment.	LM	1.9.2020	
Attendance	• Students	Approach to supporting attendance for prioritised individuals determined.	LMT/NB	1.9.2020	
		Approach to support for parents where rates of persistent absence were high before closure.	RF/LMT		

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		Information shared with staff around the re-opening plan, returning to site, amendments to usual working patterns/practices and groups.	LMT		
Communication	<ul style="list-style-type: none"> • Staff • Students 	Letters, website updates, social media, texts	LMT/SLT/L McM	1.9.2020	
		On-going regular communication plans determined to ensure parents are kept well-informed	LMT/HC		
		Information shared with staff around the re-opening plan, returning to site, amendments to usual working patterns/practices and contact groups.	LMT		
Governors/ Governance	<ul style="list-style-type: none"> • Staff • Students • Contractors • Visitors 	Meetings and decisions that need to be taken prioritised.	RF/LMT/JA	1.9.2020 Ongoing	Socially distanced Governing Body meeting 20.9.2020
		Governors are clear on their role in the planning and re-opening of the school, including support to leaders.			
		Approach to communication between Leaders and governors is clear and understood.			
		Certain aspects of governance are on-hold in order to deal with the immediate situation, these are agreed and clear with all governors			

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		and there is a plan for then these will be reviewed and potentially reinstated.			
School events, including trips	<ul style="list-style-type: none"> • Staff • Students 	<p>The school's annual calendar of events has been reviewed and decisions made on cancelling or going ahead with events in the immediate term.</p> <p>All school trips cancelled as per Government And LA guidance</p>	JA	1.9.2020 Ongoing	
Finance	<ul style="list-style-type: none"> • Staff • Students • Contractors Visitors 	Additional costs incurred due to COVID19 are understood and clearly documented.	SE/JA	1.9.2020	
		Claims submitted for reimbursement for example, increased premises related costs; additional cleaning; support for FSM	JA/SE	1.9.2020	
		Any loss of income understood, including the impact of lettings and the financial implications of possibly not restarting.	JA/SE/LMT		No letting of premises
		Insurance claims, including visits/trips booked previously. Skinning trip scheduled for April 2020 and refunds issued	JA/KL		
		Consideration given to any support that may be brokered through working together, for example, partnerships, trusts etc.	JA/DL/LMT		Grants submitted
Return to remote	Staff	Awareness of GDPR implications as schools will be processing data. Awareness of data processing regulations when working at home /	RF	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
working for staff if necessary		remote access. Share information with LA DPO for guidance / checks. Consider purchasing of equipment e.g. lockable cupboard / secure access for those working at home and processing data. LA GDPR impact assessment will then be completed			
Staff fatigue & wellbeing protocols	Staff	Support emotional and physical wellbeing of staff and pupils, including possible stress and anxiety <ul style="list-style-type: none"> • COVID 19 self-risk assessment in place • Circle of vulnerability in place • Individual return risk assessment carried out where necessary • Shared linked to resources and guides for staff • Public Health Wales guidance available online • Wellbeing Working Party LA to produce and share resources to teachers relating to activities for implementation in class around Wellbeing. 	LMT JA NB	1.9.2020	
Shielding / Extremely vulnerable adults and children	Staff and students	<ul style="list-style-type: none"> • High risk students to have a risk assessment in place Students who have received a shielding letter from the Chief Medical Officer. Students in this category must not be asked to attend schools or settings but should be supported to work or learn from home.	JA	1.9.2020 Ongoing	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
<p>exposed to virus</p> <p>Clinically vulnerable staff or learners at 'increased risk' In the context of COVID-19 individuals at 'increased risk' are at a greater risk of severe illness from COVID-19.</p>	<p>WG – INFO</p>	<ul style="list-style-type: none"> • This category includes people aged over 70, those who are pregnant and those who have a range of chronic health conditions. _Risk Assessment carried out • Pregnant women are specifically advised to work from home after 28 weeks' gestation. While people in this category can go out to work, they should work from home if at all possible. • If staff or learners do attend, extra care must be taken to ensure these individuals, and those around them adhere to strict social distancing guidelines. • In the case of learners, we would only expect these to attend where parents/carers consent to this. Schools and settings may wish to consider undertaking individual risk assessments if necessary and arranging a meeting with the appropriate individual to discuss their concerns. If in doubt about whether their health condition means they should not be attending their school or setting. Staff, parents and carers should take advice from their GP or hospital doctor. Schools should work with local authorities in clarifying queries relating to staff attendance. • However, those learners and staff members in the "increased risk" group can attend school/setting providing social/physical distancing measures are strictly adhered to and safety measures are in place in the school/setting but they may wish to discuss the risks of doing so with their GP or hospital doctor before making that decision followed by further discussion with the 	<p>JA</p> <p>LMT/JA</p> <p>Whole school</p> <p>LMT/JA</p>	<p>1.9.2020</p>	<p>School to work with LA to confirm procedures</p>

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
Parents/carers and learners who are anxious about returning to schools and settings		<p>school/their employer regarding their decision having taken into account the advice of their GP/hospital doctor</p> <ul style="list-style-type: none"> • Living with a person who is either shielding or at increased risk If a learner or staff member lives in a household with someone who is at increased risk or is” shielding”, they should only attend a school or setting where they are strictly able to adhere to the social/physical distancing measures and the learner is able to understand and follow those instructions. • Likewise, we would not expect any staff who are at increased risk and attending the work place to be placed with learners who cannot reasonably adhere to the social/physical distancing measures. This should however be considered in the light of the most current advice around shielding. • All other learners must attend school. Schools should bear in mind the potential concerns of learners, parents/carers who may be reluctant or anxious about returning and put the right support in place to address this. 			
	Vulnerable adults exposed to virus	<ul style="list-style-type: none"> • All students with Health Care Plans to have these reviewed before they return to school. • Staff to ensure they follow recommended guidance for social distancing. <p>COVID 19 self-risk assessment in place</p>	LMT/NB JA	1.9.2020	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
	Vulnerable children exposed to virus	Contact with school nurse or agency for those parents of children before return to school. ELSA support provided to vulnerable learners ELSA resources for parents to support pupils made available on school website.	LM	1.9.2020	
Accessing offices causing potential cross-contamination and limiting social distance measures.	Staff	<ul style="list-style-type: none"> • Accessing office causing potential cross-contamination and limiting social distance measures. • Staff to be mindful of social distancing – no students to access office spaces. • Receptionist or nominated staff member only permitted in front reception office • Staff to disinfect phones and frequently touched surfaces in office as necessary • Unavoidable use of office for student contact areas to be disinfected after use. • Cleaning equipment in each office to include disinfectant wipes, hand sanitiser. 	JA/LMT	22.6.2020	
Supply staff, peripatetic and temporary staff		<ul style="list-style-type: none"> • Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. • Supply/temporary staff should ensure they minimise contact and maintain as much distance as possible from other staff. • Specialists, therapists, clinicians and other support staff for learners with SEN should provide interventions as usual. 			

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		<ul style="list-style-type: none"> • Visitors to the site, must sign in and adhere to site guidance on social/physical distancing and hygiene which is explained to visitors on or before arrival. • Where visits can happen outside of school hours, they should. A record should be kept of all visitors. 			

Appendix 1 Product information available within Health and Safety file on school network

Appendix 2 - First aid arrangements

When a student or staff member presents for first aid – full PPE must be worn and disposed of accordingly
 Staff member must phone to reception requesting first aider to be called to classroom - do not send student to reception.
 All first aid will be carried out in the Physio Room - this will also be used as our isolation space and cleaned accordingly after each use.
 Staff will administer first aid accordingly

Student displays symptoms

Teacher to contact reception where first aider will be called to collect student. Reminder to the students to keep 2-metres away from anyone they pass and not to touch anything

Staff displays symptoms

Staff member to inform RF/LMT/JA of symptoms

▼

Teacher to wait until supervision has arrived for their class before leaving the school premises, avoiding contact with others

First aider in full PPE will isolate student in Physio room before contacting parents to arrange for the them to be picked up and supervise the student until then

Symptomatic pupil/teacher/support staff member will be told by RF or LMT to self-isolate for **7 days**

- To take a **coronavirus test**
- That members of their household should self-isolate for **14 days**
- Move the class bubble into an alternative location and close off any other areas the symptomatic has come into contact with, so these can all be deep cleaned

If test is **negative**

If test is **positive**

Symptomatic pupil/teacher/support staff can return to school, and members of their household can stop self-isolating. Other students/staff in their class group can continue to stay in school, unless they display symptoms

- Other students/staff in their class group can continue to stay in school, unless they display symptoms
- Sent home
 - Told to self-isolate for **14 days**
- After 14 days, if they are not symptomatic, these students and staff can return to school
Household members should also self-isolate



Appendix3

DRAFT



Cyfarthfa High School - Phased return to PE

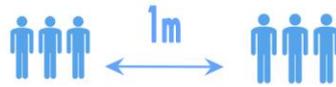


Phased return	Phase - 1	Phase - 2	Phase - 3	Phase - 4/5
What it could look like	<p>Athletics - track events Orienteering Cross Country Fitness - body weight (outside) Fitness - Interval Training Fitness - Fartlek Training Dance</p>	<p>Badminton Tennis Yoga Modified team games - up to 6 & maintain social distance. No close contact.</p>	<p>Gymnastics Rugby Netball MTB Rounders Volleyball Cricket Fitness - weights and bikes Athletics - throwing events</p>	<p>4 - Progression to whole team practices in preparation for the return of matches. Extra curricular activities to return. 5 - Matches to be played</p>



Strong hand hygiene to be adhered to at all stages



Likely trigger to move to this stage	<p>2m/1m social distance still in place, only allowed to meet other households outside</p> 	<p>Expansion in the number allowed to meet together. Equipment sharing allowed if supported by hand hygiene, cleaning after each use and NGB's are advocating modified activities.</p> 	<p>Further easing of group size rules & social distancing. Risk of face to face and close contact exposure low enough to allow progression to unrestricted face to face and close contact.</p> 	<p>Removal of social distancing. Risk of face to face contact exposure low enough to allow unrestricted face to face and close contact.</p> 
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Personal Protective Equipment (PPE)

It is important to remember that physical distancing, hand hygiene and respiratory hygiene (catching a cough or sneeze in a tissue or covering the mouth and nose with an elbow or sleeve) are scientifically proven to be the most effective ways to prevent the spread of coronavirus.

Hand hygiene is critical before and after all direct contact with a child or young person, and after cleaning equipment and the environment.

There is therefore no need to use personal protective equipment (PPE) when undertaking routine educational activities in classroom/school settings.

The list below covers when PPE may be required:

Routine activities

- No PPE is required when undertaking routine educational activities in classroom or school settings.

Suspected coronavirus (COVID-19)

- Gloves, aprons and a fluid-resistant surgical mask should be worn if a child or young person becomes unwell with symptoms of COVID-19 and needs direct personal care.
- Eye protection should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting.
- Gloves and aprons should be used when cleaning the areas where a person suspected of having COVID-19 has been.

Intimate care

- Gloves and aprons should be used when providing intimate care to a child or young person. This can include personal, hands-on care such as washing, toileting, or first aid and certain clinical procedures such as assisted feeding.
- Fluid-resistant surgical mask and eye protection should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting.
- Gloves, fluid repellent gown, FFP3 mask and eye protection are indicated when undertaking aerosol generating procedures such as suction.
- Gloves and aprons should be used when cleaning equipment or surfaces that might be contaminated with body fluids such as saliva or respiratory secretions.

Guidance also sets out that gloves and an apron should be used when cleaning areas where a person suspected of having COVID-19 has been.

In any case, handwashing should always be practiced before putting on and after removing PPE.

The use of PPE by staff within education settings should be based on a clear assessment of risk, taking into account each individual setting and the needs of the individual learner. Schools, settings and local authorities already have risk assessments processes in place which should be used to identify the need for the use of PPE. Following any risk assessment, where the need for PPE has been identified, it should be readily available and provided.

All staff should understand how to put on/remove PPE in order to reduce the risk of onward transmission of infection. Further guidance is available here in appendix 6 of the Infection Prevention and Control for Childcare Settings Guidance.

Schools and settings should contact their local authority to obtain PPE to cover the above.

Cleaning and Disinfection

General hygiene and preventative controls

The building(s) will need to be cleaned regularly and at least once a day. Hard surfaces should be cleaned with warm soapy water or the normal cleaning products used. Particular attention should be given to clean 'high-touch' areas and surfaces. These areas should be cleaned at least once a day and more frequently in high use areas based on local assessment, including bathrooms, railings, tables, toys, equipment door handles, push pads, taps and hand sanitiser dispensers.

An additional clean is required (as above) when learner groups are changed within any area or classroom. This includes canteen facilities and staggered lunch breaks.

Cleaning staff should maintain social distancing from each other and from staff and learners at all times.

Tissues should be placed in a separate waste bin and disposed of safely. All rubbish should be removed daily.

Cleaning where someone has shown symptoms

If a member of staff or learner shows symptoms of COVID-19, all areas where this person has been should be identified and kept clear. Management of the area should be physical where possible i.e. barriers with suitable signage or behind locked doors. A clean down prior to reoccupation should take place, considering the cleaning in non-healthcare settings guidance. Particular attention should be given to any specific area with which the person has been in contact i.e. allocated desk as well as all other 'high-touch' areas. Any soft toys should be removed if not already removed as a preventative control.

If any waste is suspected of being in contact with someone showing symptoms, suspected or confirmed of COVID-19, it should be placed in a waste bag, held in a secure place for 72 hours then disposed of with other waste.

Cleaning staff should fully understand the cleaning requirements. Local authorities should work with schools and settings to ensure that cleaning staff have appropriate training, products and equipment available to them in a timely manner.