

Coronavirus (COVID-19) Risk Assessment Summary of Actions for Parents / Carers

Date of latest review	27 August 2021
What is this?	An extract from the school's COVID-19 Risk Assessment, containing the relevant and most up-to-date points of information and action for parents. This document will be updated every half term or as required, and kept up to date in line with the main Risk Assessment.

Coronavirus Symptoms

A new consistent or continuous cough
A high temperature (above 37.5 degrees)
A loss/change of taste and/or smell

Area of Concern	Measures in place to limit risk												
<p>Reduce congestion: Busy school site with crowds at start / end of day</p>	<ul style="list-style-type: none"> ● Drop off and pick up for all children will be outside their own classrooms. 'Soft start' and 'soft finish' times are as follows: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 30%;">Drop off</th> <th style="width: 30%;">Pick up</th> </tr> </thead> <tbody> <tr> <td>Nursery - am</td> <td>8:30 to 8.45</td> <td>11:25 to 11:30</td> </tr> <tr> <td>Nursery - pm</td> <td>12:30 to 12:45</td> <td>3:25 to 3:30</td> </tr> <tr> <td>Reception, Year 1 and Year 2</td> <td>8:50 to 9:00</td> <td>3:10 to 3:20</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ● DO NOT wait around after drop off or pick up; leave the site quickly - to avoid congestion ● Face masks are not compulsory, but when you enter enclosed or crowded spaces we prefer that you wear a face covering ● No scooters/bikes allowed on school site; parents must carry/walk scooters once inside school gates 		Drop off	Pick up	Nursery - am	8:30 to 8.45	11:25 to 11:30	Nursery - pm	12:30 to 12:45	3:25 to 3:30	Reception, Year 1 and Year 2	8:50 to 9:00	3:10 to 3:20
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<p>Transmission from person to person:</p>	<ul style="list-style-type: none"> ● DO NOT enter school grounds if you or any member of your household has symptoms ● DO NOT give your child Calpol/cough mixture if they have a high temperature/cough and then bring them in to 												

<p>People with symptoms of COVID-19 / developing symptoms whilst at school</p>	<p>school</p> <ul style="list-style-type: none"> ● Classroom windows (high level where possible) are kept open for ventilation ● Staff to wear PPE when administering personal care and/or first aid for symptomatic children ● All staff to use lateral flow home testing kits 2x / week to avoid asymptomatic transmission ● Parents are able to collect lateral flow (rapid response) home testing kits from test centres for asymptomatic testing and/or pharmacies etc., or by ordering online, for use by their household (for further guidance, see here) ● Any child developing symptoms whilst at school will be sent home immediately and PCR testing is required straight away ● In the case of a confirmed positive case, children who are ‘close contacts’ (in the same class), and any fully vaccinated adults will be asked to take a PCR test immediately; they will not need to self-isolate while awaiting the results of the test. If the PCR test is positive, they will be required to self-isolate for 10 days from the date of the test. ● Child’s test results must be shared with the school immediately <p>Booking a test</p>
<p>Classrooms</p>	<ul style="list-style-type: none"> ● On arriving at school, all children wash hands or use hand sanitiser ● Children use the same classroom or area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day/session ● PE lessons may take place inside and outside. Equipment and apparatus must be wiped down after use ● Singing may resume inside; rooms must be well ventilated
<p>Contaminated surfaces: Use of shared equipment, e.g. toys, pens, books</p>	<ul style="list-style-type: none"> ● All staff and children are reminded to wash their hands regularly during the day, especially before eating, and drinking and to avoid touching their nose, mouth or eyes ● All water fountains have been switched off; children to bring in water bottles instead ● Keyboards and mice in ICT room are cleaned after each use / session ● Clean/sanitise resources between sessions in nursery ● Thorough cleaning of surfaces in classrooms at the end of each day ● Toilets and taps cleaned twice each day - before school and at lunchtime ● Other high-use surfaces (e.g. door handles) cleaned 2 x per day
<p>Lunchtime</p>	<ul style="list-style-type: none"> ● Children sit in class groups and may now be seated facing each other. After clearing away their plates, children return to tables to wait for their class to leave the hall. ● Year 1 and 2 will resume lunches in the Great Hall at the same time ● Tables, toilets / sinks cleaned after each sitting ● Each class has its own cutlery tray
<p>Local lockdown or outbreak in the school</p>	<ul style="list-style-type: none"> ● School will follow the advice provided by Public Health England and RBK (Local Authority) in these situations ● School regularly checks latest Government advice

<p>Clinically vulnerable: Some pupils / staff may be more vulnerable to complications associated with COVID-19</p>	<ul style="list-style-type: none"> ● Read the current advice on shielding (updated on 11/8/21) ● If required, individual risk assessments to be put in place for children/staff falling under the category of clinically extremely vulnerable
<p>Lack of knowledge / awareness amongst school community: Communication</p>	<ul style="list-style-type: none"> ● Parents informed of any changes, updates and reminders to COVID procedures through Friday e-newsletters, emails from the School office and the School website (see here) ● School regularly checks latest Government advice, and Local Authority updates
<p>Acorns Breakfast and After School Club</p>	<p>All the above measures are applicable to our wraparound childcare provision. In addition to the above:</p> <ul style="list-style-type: none"> ● Parents stay outside to drop off / collect their children ● Regular handwashing and hand sanitising through sessions ● Increased outside play ● All equipment and furniture is cleaned at the end of each session ● Toilets checked before every after school club