



Limpsfield Grange Protective Measures Risk Assessment (v20) from 10th September 2021

Reviewed by Sandra Vaxevanakis School Business Manager and Sarah Wild, Headteacher

This risk assessment is based on Limpsfield Grange School covers the school being open for students to access onsite education, and also covers students working remotely from home, and will be reviewed as and when Government advice changes, or the school based context changes.

Public Health England know that the predominant new variant of coronavirus (COVID-19) is more transmissible however, PHE advice remains that the way to control this virus is with the system of controls, even with the current new variants.

The Limpsfield Grange Protective Measures Risk Assessment should be used alongside the Government guidance below:

<https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/guidance-for-full-opening-special-schools-and-other-specialist-settings>

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

<https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

<https://www.hse.gov.uk/coronavirus/assets/docs/risk-assessment.pdf>

<https://www.gov.uk/guidance/national-lockdown-stay-at-home#going-to-work>

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

[Dedicated transport to schools and colleges COVID-19 operational guidance \(publishing.service.gov.uk\).](#)

[Contingency framework: education and childcare settings - GOV.UK \(www.gov.uk\)](#)

The following Limpsfield Grange policies (but not limited to) should also be reviewed and updated as required:

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| <ul style="list-style-type: none"> • Behaviour Policy • Safeguarding & Child Protection Policy • Health and Safety Policy • Infection Control Policy | <ul style="list-style-type: none"> • Remote Education Policy • School Emergency Plan • School Business Continuity Plan • Premises Lettings Policy and Contract • LGS Outbreak Management Plan |
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| | Controls | By whom? | Deadline | Risk following action |
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| <p>Awareness of and adherence to policies and procedures</p> <p>Are the controls in place? YES</p> | <ul style="list-style-type: none"> • Health and Safety Policy is updated in light of the COVID19 advice • All staff, students and volunteers are aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> - Health and Safety Policy - Safeguarding Policy - Infection Control Policy - COVID19 Guidelines • All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> - The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 - The Health Protection (Notification) Regulations 2010 - Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' | SV / SW | Ongoing | L |
| | | SV | 05.06.20 | L |
| | | NW | 18.05.20 | L |
| | | SW | 05.06.20 | L |
| | | SV | 05.06.20 | L |
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| | <ul style="list-style-type: none"> - DfE and PHE (2020) ‘COVID19: guidance for educational settings’ • The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. • The school keeps up-to-date with advice issued by, but not limited to, the following: <ul style="list-style-type: none"> - DfE; NHS; Department of Health and Social Care; PHE • Staff and visiting instructors are made aware of the school’s infection control procedures in relation to coronavirus, including all staff who are new to the school. • Parents are made aware of Limpsfield Grange’s infection control procedures in relation to coronavirus. Parents are aware that they must not send their child to school if they have <u>coronavirus (COVID19) symptoms</u>, or have tested positive in the last 10 days, or if another household member develops coronavirus symptoms. In both these circumstances the parents/carers should call the school to inform the school of this and that they will be following the national Stay at Home guidance • All students, are aware of Limpsfield Grange’s infection control procedures in relation to coronavirus and are informed that they must tell a member of staff if they begin to feel unwell. • Staff, students and parents are made aware of the process for wearing and removing face coverings when in school at school. • Limpsfield Grange’s confidentiality procedures are followed at all times – this includes withholding the names of staff and students with either confirmed or suspected cases of coronavirus. | SW SW SW / SLT/Tuto rs SW SW/SLT/ Tutor SW | Ongoing Ongoing 22.07.20 22.07.20 22.07.20 and ongoing from Sept 20 22.07.20 and ongoing from Sept 20 22.07.20 and ongoing from Sept 20 06.11.20 22.07.20 | L L L L L L L L L |
| | Controls | By whom? | Deadline | Risk following action |

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| <p>Prevention</p> <p>Minimise contact with individuals who are unwell with COVID19 symptoms</p> <p>Are the controls in place? YES</p> | <ul style="list-style-type: none"> Staff and other adults do not come into Limpsfield Grange if they have coronavirus (COVID19) symptoms, or have tested positive in the last 10 days, and anyone developing those symptoms during the school day is sent home with immediate effect. Staff and students to self-test at home for COVID19 twice weekly and to not attend school if they test positive. On the receipt of a positive test result students or staff must have an NHS PCR test and follow the self-isolation guidance. If anyone in the school develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice. If a student is awaiting collection from school due to COVID19 related illness, they are moved, where possible, to Wellbeing Centre where they can be isolated behind a closed door, with appropriate adult supervision if required. A window should be opened for ventilation. If it is not possible to isolate them, they are moved to an area which is at least 2 metres away from other people. If the ill student needs to use a bathroom while waiting to be collected, they should use the student toilet opposite the kitchen. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else. If a student is awaiting collection from residential due to illness, they are moved, where possible, to the Independent Learning Space where they can be isolated behind a closed door, with appropriate adult supervision if required. A window should be opened for ventilation. If it is not possible to isolate them, they are moved to an area which is at least 2 metres away from other people. If the ill student needs to use a bathroom while waiting to be collected, they should use the student toilet opposite the kitchen. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else. Everyone will wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household disinfectant after they have left to reduce the | <p>All staff</p> <p>All staff/students/parents</p> <p>All staff</p> <p>All staff</p> <p>All staff</p> <p>All staff</p> <p>SV/TB/DB/ Sanitising Op / Contract Cleaners</p> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>On going</p> | <p>M</p> <p>M</p> <p>M</p> <p>M</p> <p>M</p> |
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| | <p>risk of passing the infection on to other people. See the COVID19: cleaning of non-healthcare settings guidance.</p> <ul style="list-style-type: none"> PPE will be worn by staff caring for the ill student while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance. In an emergency 999 will be called Any members of staff who have helped someone with symptoms and any students who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test & Trace. The Infection Control Policy and Cleaning in non-healthcare settings guidance to be followed to clean the area. Any medication given to ease the unwell individual's symptoms, e.g. paracetamol, is administered in accordance with the Administering Medications Policy Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Infection Control Policy and Cleaning in non-healthcare settings guidance If staff feel unwell they should ring the school office from their car to inform them that they are going home. A member of the Admin Team should then inform a member of the Leadership Team. The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. | <p>Residential Team All staff</p> <p>SV/TB/DB/ Sanitising Op / Contract Cleaners</p> <p>SV/TB/DB/ Sanitising Op / Contract Cleaners</p> <p>All staff</p> | <p>On going</p> <p>On going</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>M</p> <p>M</p> <p>M</p> <p>L</p> <p>L</p> |
| <p>Prevention Where recommended</p> | <ul style="list-style-type: none"> Face coverings are no longer recommended for students in classrooms or communal areas of schools. However where local infection rates increase, or the school experiences a COVID19 outbreak, face covering will be introduced for a fixed period of time. | <p>All staff</p> <p>SW</p> | <p>From 17.05.21</p> <p>From 18.06.21</p> | <p>L</p> |

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| <p>wear a face covering</p> <p>Are the controls in place? YES</p> | <ul style="list-style-type: none"> The DfE continue to recommend that face coverings should be worn by staff and visitors on situations outside of the classroom where social distancing is not possible in all types of school. Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, may be worn. Face visors or shields can be worn by those exempt from wearing a face covering, but they are not an equivalent alternative in terms of source control of virus transmission. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately. All visitors to the school to self-test for COVID19 prior to entry to Limpsfield Grange, and will not be admitted if they test positive. Students should wear a face covering when travelling on dedicated transport to secondary school or college if they are able. <p>Temporary Additional Measures in the event of an outbreak</p> <ul style="list-style-type: none"> Face coverings will temporarily be re-introduced in communal areas and classrooms for students (aged 11 and over), staff and visitors, unless exempt. <p>In the event of an outbreak, <u>Contingency framework: education and childcare settings - GOV.UK (www.gov.uk)</u> to be referred to- implement the use of face coverings.</p> | <p>All visitors, Admin Team</p> | <p>Ongoing</p> | <p>M</p> |
| <p>Prevention</p> <p>Good hand hygiene practice and good respiratory hygiene</p> | <ul style="list-style-type: none"> Students will be supported to clean their hands regularly, including when they arrive at the setting, when they return from breaks, when they change rooms and before and after eating. Residential students will clean their hands regularly, including when they enter boarding, when they wake up, when they change rooms and before and after eating. We have installed outside basins under the arch to ensure that all students wash their hands thoroughly on entering and leaving the school. The school will build hand washing routines into school culture | <p>All staff</p> <p>Resi staff</p> <p>All staff</p> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> <p>L</p> |

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| <p>Are the controls in place? YES</p> | <ul style="list-style-type: none"> • Fixed hand sanitisers are provided outside every classroom and also by external key pads and bottles of sanitiser in all classrooms and offices. • Students arriving at school wearing a face covering are instructed not to touch the front of their face covering during use or when removing them. Students immediately wash their hands on arrival before heading to their classroom. Students removing face coverings must dispose of disposable face coverings in a covered bin or place reusable face coverings in a bag to take home with them, they must then ensure they wash their hands. Hands must be sanitised before and after removing face masks during the day and at lunchtimes. DFE guidance to be followed on the <u>use of face coverings in education</u> and clear instructions are provided to staff, children and young people on <u>how to put on, remove, store and dispose of face coverings</u> • Suitable number of tissues and bins available in the school to support students and staff to follow 'Catch it bin it kill it' guidance. | <p>TB/SV</p> <p>Staff on meet and greet duty</p> <p>Students</p> <p>All staff</p> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> <p>L</p> |
| <p>Prevention</p> <p>Enhanced cleaning</p> <p>Are the controls in place? YES</p> | <ul style="list-style-type: none"> • Surfaces that students are touching, such as books, desks, chairs, doors, sinks, toilets, light switches, bannisters are cleaned more regularly than normal • We employ a full-time Sanitising Operative to carry out enhanced cleaning duties throughout the day and evening who will ensure the frequent cleaning of rooms and shared areas that are used by different groups. • Soft furnishings and equipment that is hard to clean (such as those with intricate parts) are removed. • Soft furnishings and staff sleeping areas in the residential setting will be sanitised using surface spray suitable for fabric • Toilets and showers in residential will be cleaned regularly, and students encouraged to clean their hands thoroughly after using the toilet. • The <u>COVID19: cleaning of non-healthcare settings guidance</u> is followed. | <p>SV/TB/DB/ Sanitising Op / Contract Cleaners Sanitising Op / Contract Cleaners</p> <p>All staff</p> <p>Resi staff</p> | <p>Ongoing</p> <p>Ongoing</p> <p>01.06.20</p> <p>01.06.20</p> <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p> |

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| | <ul style="list-style-type: none"> • Trim trails swings and outdoor gym are in use and are sanitised regularly throughout the day. • Cleaners are employed by the school to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy. • The SBM arranges enhanced cleaning to be undertaken where required – advice about enhanced cleaning protocols is sought from the local health team. The SBM monitors the cleaning standards of school cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. • Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Infection Control Policy and Cleaning in non-healthcare settings guidance | SV/TB/DB/ Sanitising Op / Contract Cleaners SV Sanitising Op Sanitising Op SV SV Sanitising Op | Ongoing Ongoing Ongoing Ongoing Ongoing | L L L L |
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| Prevention Minimise contact Are the controls in place? YES | <ul style="list-style-type: none"> From Step 4, it is no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). Bubbles will not need to be used for any summer provision or in schools from the autumn term. | All staff | Ongoing | L |
| | <p>Limpsfield Grange will continue with the following measures until the end of September 21 when the measures will be reviewed:</p> <ul style="list-style-type: none"> Limpsfield Grange students and staff will be part of a whole school 'bubble'. More information on groups can be found in COVID19: <u>Guidance for full opening</u> All teachers and other staff will operate across different classes and year groups in order to facilitate the delivery of the school timetable. Staff moving between classes and year groups, they should try and keep their distance from students and other staff as much as they can. Maintaining a distance between people whilst inside and reducing the amount of time they are in face to face to contact lowers the risk of transmission. This is not always possible, particularly when working with children and young people with SEND. Educational and care support should be provided for these students as normal, with other increased hygiene protocols in place to minimise risk of transmission. Older students with less complex needs should be supported to maintain distance and not touch staff and their peers. Where specialists therapists and other visitors come onto the school site they should ensure they minimise contact, wear a mask when moving around the school site and maintain as much distance as possible from other staff. Classrooms and other learning and residential environments are organised to maintain space between seats / desks / furniture where possible. Students are seated side by side and facing forwards, rather than face to face or side on. All unnecessary equipment and furniture will be removed from classrooms Doors and windows will remain open in classrooms to allow air flow and external doors will be left open where possible to minimise contact with surfaces. | All staff | Ongoing | L |
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| | | EP TB & all staff | | L |
| | | All staff | Ongoing | |
| | | TB All staff | Ongoing | L |
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| | <ul style="list-style-type: none"> • Large gatherings such as assemblies are avoided. • The timetable is revised to implement where possible: <ul style="list-style-type: none"> ○ Maximise the number of lessons or classroom activities which could take place outdoors; ○ Break times will be moved to the Gym, Youth Hut and playground ○ Lunch will be taken in Tutor Groups in a designated rooms and outside areas. Lunches will be served in the dining room and students will queue outside and sanitise their hands prior to entering the building. Students will be able to access lunchtime activities. • Mixing Limpsfield Grange contact is minimised by: <ul style="list-style-type: none"> ○ accessing rooms directly from outside where possible; ○ due to the size of the school site and the narrowness of corridors it is not possible to operate a one way system. ○ Staff briefings will take place in the Dining Room. • Visits to the site should be avoided. However where visits cannot be avoided visitors to the site, to be fully briefed on the school’s arrangements and follow site guidance on physical distancing, wearing of masks and hygiene on or before arrival. Visitors are be made aware of the need to self-test before entry to the school prior to their visit. Where visits can happen outside of school hours, they should. A record of visitors contact details will be kept by the school for one month after the visit. There will be very few visitors in school for the foreseeable future, Governors Meetings, Parents Evenings, Open Mornings and Annual Reviews will take place on Zoom. • The swimming pool will remain closed to the public . This decision will be reviewed termly. • Classroom and Residential based resources and materials which are used and shared by students or staff are cleaned regularly, along with all frequently touched surfaces. Wipes and disinfectant spray will be provided in classrooms for this purpose. Sharing materials resources and equipment is limited, and where materials have been shared they are disinfected after use. | <p>SW</p> <p>SG/KM SW/EP/J C/NW</p> <p>SW/SV SW All staff</p> <p>All staff</p> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p> |
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| <ul style="list-style-type: none"> • Students limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed. Students and teachers can take books and other shared resources home, although unnecessary sharing is avoided. Rules on hand cleaning, cleaning of the resources and rotation apply to these resources. Student’s mobile phones will be stored in individual bags when they are handed to the tutor team in the morning. • Staff and students have their own individual and very frequently used equipment, such as pencils and pens, these are not shared. • Physical Education classes should be kept in consistent groups and sports equipment thoroughly cleaned between used by different groups. Contact sport to be avoided. Outdoor sports to be prioritised and large indoor spaces used where not to ensure maximising distance between students and high levels of cleaning and hygiene. COVID19: Guidance on phased return of sport and recreations. • The Limpsfield Grange Residential Provision will open as usual, non- residential students will not be allowed in residential areas. Where possible residential students will board for 4 nights only. Additional routine sanitising will take place in the Residential provision. Residential staff will ensure that touch points are sanitised according to the schedule after students have used the swimming pool. • Staff will be required to sanitise the touch points of school vehicles after driving according to the Limpsfield Grange Vehicle Sanitising procedure. • Day visits including Bore Place, SOLD and Residential Provision led community based activities – schools can resume educational day visits from 12 April 2021. Any educational day visits must be conducted in line with relevant COVID-secure guidelines and regulations in place at that time. This includes system of controls, such as keeping children within their consistent groups and the COVID-secure measures in place at the destination. • Staff planning the trip should undertake full and thorough risk assessments in relation to all educational visits to ensure they can be undertaken safely. As part of this risk assessment, staff will need to consider what control measures need to be used and follow wider advice on visiting indoor | | <p>AR/JC/TAs</p> <p>NW</p> <p>NW and residential team</p> <p>All staff who use school vehicles</p> | <p>Next review June 21</p> <p>Aut 21</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> <p>L</p> |
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| | <p>and outdoor venues. Staff should consult the health and safety guidance on educational visits when considering visits.</p> <ul style="list-style-type: none"> • Domestic residential educational visits - schools can undertake domestic residential education visits, from 17 May 2021. • International educational visits – the DfE recommend schools do not go on any international visits this academic year up to and including 5 September 2021. We are aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit and the school will comply with international travel legislation and will have contingency plans in place to account for these changes. <p>Temporary Additional Measures in the event of an outbreak We may reintroduce the measures listed above in the event of a COVID19 outbreak</p> | <p>All staff who plan off site visits and activities / EP/SW</p> <p>All residential staff and students SW from 18th June 2021</p> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | |
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| <p>Prevention</p> <p>Minimise contact</p> <p>Are the controls in place? YES</p> | <p>When schools are partially closed due to national lockdowns:</p> <ul style="list-style-type: none"> • Limpsfield Grange will risk assess students and will prioritise on site places for children of key/critical workers/ children who have a social worker and children who were previously looked after. • All onsite measure listed above will apply for students educated on site • All other students will work remotely and will access our home learning offer | <p>SW</p> <p>SW EP/JC</p> | <p>As and when</p> <p>Ongoing Ongoing</p> | |
| <p>Prevention</p> <p>Keep occupied spaces well ventilated</p> <p>Are the controls in place? YES</p> | <p>Good ventilation reduces the concentration of the virus in the air, which reduces the risk from airborne transmission. At Limpsfield Grange we will achieve this through:</p> <ul style="list-style-type: none"> • 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), and through opening internal doors creating a throughput of air • Natural ventilation –opening external doors (as long as they are not fire doors and where safe to do so) The <u>Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak</u> and <u>CIBSE coronavirus (COVID-19) advice</u> provides more information. <p>To balance the need for increased ventilation while maintaining a comfortable temperature, at Limpsfield Grange we will consider:</p> <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 • rearranging furniture where possible to avoid direct draughts • Heating to be used as necessary to ensure comfort levels are maintained particularly in occupied spaces. | | | |
| <p>Prevention</p> | <p>The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including:</p> | <p>SW</p> | | <p>L</p> |

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| <p>Where necessary, wear PPE</p> <p>Are the controls in place? YES</p> | <ul style="list-style-type: none"> • Where a student becomes ill with coronavirus (COVID19) symptoms while at school, and only then if a distance of 2 metres cannot be maintained • Where a student already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used • When working with students who cough, spit or vomit but do not have coronavirus (COVID19) symptoms, only any PPE that would be routinely worn, should be worn. • Read the guidance on <u>safe working in education, childcare and children’s social care</u> for more information about preventing and controlling infection and follow SCC PPE guidance • Limpsfield Grange’s stock of PPE is kept in the main school office. • PPE is kept in all school vehicles | <p>SG/KM TB</p> | <p>Ongoing Ongoing</p> | <p>L L</p> |
| <p>Controls</p> | | <p>By whom?</p> | <p>Deadline</p> | <p>Risk following action</p> |
| <p>Promote and engage in asymptomatic testing</p> <p>Are the controls in place? YES</p> | <p>Asymptomatic testing</p> <ul style="list-style-type: none"> • Testing remains important in reducing the risk of transmission of infection within schools. • As pupils will potentially mix with lots of other people during the summer holidays, Limpsfield Grange students will be asked to take 2 LFTs before they return to school on 3rd Sept 2021 • Students should continue to test twice weekly at home until the end of September, when this will be reviewed. • Staff will be required to undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed. | <p>All staff / students / parents / visitors</p> | <p>Ongoing</p> | <p>L</p> |

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| | <ul style="list-style-type: none"> As a specialist setting, the school has additional considerations to take into account when delivering asymptomatic testing and will refer to additional guidance on testing in specialist settings. <p>Confirmatory PCR tests</p> <ul style="list-style-type: none"> Staff and students with a positive LFD test result should self-isolate in line with the stay at home guidance. They will also need to get a free PCR test to check if they have COVID-19. Whilst awaiting the PCR result, the individual should continue to self-isolate. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms. | | | |
| <p>Response to infection</p> <p>Test and trace</p> <p>Are the controls in place? YES</p> | <p>NHS Test and Trace process to be followed by staff and staff understand how to contact their local Public Health England Health Protection Team. Staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> Self-test using Lateral Flow Tests for COVID19 twice weekly at home Book an NHS test if they receive a positive Lateral Flow test result Provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID19) or if asked by NHS Test & Trace <u>Self-isolate</u> if they have been in close contact with someone who develops coronavirus (COVID19) symptoms or someone who tests positive for coronavirus (COVID19) <p>Limpsfield Grange School will ask parents and staff to inform them immediately of the result of the test:</p> <ul style="list-style-type: none"> If someone tests negative, if they feel well and no longer have symptoms similar to COVID19 they can stop self-isolating. If someone test positive they should follow the ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID19) infection’ and must continue to self-isolate for at | <p>All staff / students / parents / visitors</p> | <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> |

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| | <p>least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. Other members of their household should continue self-isolating for the full 10 days.</p> <ul style="list-style-type: none"> • From Step 4, close contacts will be identified via NHS Test and Trace and the school is longer expected to undertake contact tracing. • As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. • From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. The school encourages all individuals to take a PCR test if advised to do so. | All staff / students / parents / visitors | | |
| <p>Response to infection</p> <p>Managing confirmed COVID19 cases & outbreak planning</p> | <ul style="list-style-type: none"> • If a student or staff member develops COVID-19 symptoms or has a positive test they will follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). • If anyone in the school develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice. • The household (including any siblings) should follow the PHE stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. • Flowchart school response to suspected or confirmed COVID-19 cases to be followed for suspected or confirmed cases. • In the majority of cases, schools and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian | All staff / students / parents / visitors | Ongoing | L |

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| <p>Are the controls in place? YES</p> | <p>insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their students and staff from possible infection COVID-19. Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice.</p> | | | |
| <p>Response to infection</p> <p>Contain any outbreaks</p> <p>Are the controls in place? YES</p> | <ul style="list-style-type: none"> • If the school has several confirmed cases within 14 days, this may signify an outbreak. • The school will call the dedicated advice service who will escalate the issue to the local Health Protection Team where necessary and advise if any additional action is required, such as implementing elements of the school’s outbreak management plan. The school will call the DfE helpline on 0800 046 8687 and select option 1 for advice on the action to take in response to a positive case. • The <u>contingency framework</u> describes the principles of managing local outbreaks of COVID19 in education and childcare settings. Local Authorities, Directors of Public Health (DsPH) and PHE Health Protection Teams (HPTs) can recommend measures described in the contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities. • Additional measures may be necessary to help mitigate an outbreak, extremely high prevalence in the local community, or when responding to variants of concern. This risk assessment includes additional temporary measures to be introduced as part of the school’s outbreak plan, and this will be reviewed to reflect government guidance government’s <u>COVID-19 Contingency Framework</u> and the <u>Surrey County Council local outbreak control plan</u> • Covid Clinics - consultation offer provides additional support to assist school leaders in their decision making in response to an outbreak. The consultation service is delivered by Surrey County Council Public Health and School Relationships & Support Service. | <p>SW/EP</p> | <p>As and when</p> | <p>L</p> |
| <p>Attendance – students and staff</p> | <p>Clinically Extremely Vulnerable (CEV)</p> <ul style="list-style-type: none"> • Shielding advice was paused nationally on 31 March 2021. From 1 April 2021 all Clinically Extremely Vulnerable students should attend their school unless they are one of the very small number of | <p>SW</p> | <p>From 31.3.21</p> | <p>L</p> |

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| <p>Are the controls in place? YES</p> | <p>students under paediatric or other specialist care and have been advised by their GP or clinician not to attend.</p> <ul style="list-style-type: none"> • Students who live with someone who is Clinically Extremely Vulnerable should continue to attend school as normal. • Further information is available in the <u>guidance on supporting pupils at school with medical conditions</u> <p>Travel and quarantine</p> <ul style="list-style-type: none"> • All students travelling to England must adhere to current legislation and <u>government travel advice</u>. • Schools will check the current 'red list' and liaise with parents to ensure any pupils arriving from an affected country, or having transited through one in the past 10 days, will follow this advice. | SW | As and when | L |
| | <p>Controls</p> | <p>By whom?</p> | <p>Deadline</p> | <p>Risk following action</p> |
| <p>Emergencies Are the controls in place? YES</p> | <ul style="list-style-type: none"> • All student and staff emergency contact details are up-to-date, including alternative emergency contact details, where required. • Parents are contacted as soon as practicable in the event of an emergency. • Student alternative contacts are called where their primary emergency contact cannot be contacted. • The school has an up-to-date Student Health and Medication Administration Policy in place which outlines the management of medical emergencies – medical emergencies are managed in line with this policy. | <p>SG/KM</p> <p>All staff</p> <p>All staff</p> <p>NW/all staff</p> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> <p>L</p> <p>L</p> |

| | Controls | By whom? | Deadline | Risk following action |
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| Managing School Transport Are the controls in place? YES | <p>For more information on home to school transport, please refer to SCC guidance in safer working for home to school transport.</p> <ul style="list-style-type: none"> • Transport providers are advised that they do not work if they or a member of their household are displaying any symptoms of coronavirus. • Transport providers, as far as possible, are advised of the need to follow hygiene rules and try to keep distance from their passengers. | <p>All LA Transport Teams</p> <p>All LA Transport Teams</p> | <p>Ongoing</p> <p>Ongoing</p> | <p>L</p> <p>L</p> |
| Residential Provision Are the controls in place? YES | <ul style="list-style-type: none"> • All members of the Residential Team continue to undertake individual risk assessments, activity risk assessments, placement plans and COVID19 specific individual risk assessments where appropriate. The guidance on isolation for residential educational settings outlines how to care for students showing COVID19 symptoms in residential settings. | <p>NW & the Residential Team</p> | <p>Ongoing</p> | <p>L</p> |