

Coronavirus Risk Assessment

Updated 26 August 2021

- This Risk Assessment has been produced to reflect the Schools Covid-19 Operational Guidance provided from the Department for Education. This Risk Assessment will be reviewed regularly by the Headteacher and other leaders to ensure it is in line with modified guidance from Public Health and the Department for Education.
- A Covid contingency plan is available
- Links to government guidance for families:
 - <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/step-4-update-what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges>
 - <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Reducing Covid-19 transmission

The following routine actions for staff and students contribute to reducing the likelihood of COVID-19 transmission, and the severity of the impact:

- Washing hands frequently for at least 20 seconds, using soap and water, or hand sanitiser where soap and water are not immediately available;
- Coughing or sneezing into tissues before binning them;
- Avoiding touching the eyes, nose or face;
- Cleaning and disinfecting regularly touched objects and surfaces using regular cleaning products;
- Keep rooms well ventilated by opening windows and doors
- Ensuring that if staff, students (or anyone in their household) develop symptoms of COVID-19, they follow guidance.

Additionally:

- Staff at The Langley Academy should continue to participate in twice weekly asymptomatic Lateral Flow Device test
- Leaders will continue to work with other agencies (local Health Protection Team, DfE, Test and Trace) to help manage Covid risks
- Staff/students no longer need to wear a mask/visor but may do so if they wish

Lateral Flow Device Testing

- All students will be asked to undertake Lateral Flow Device tests (LFD) on their first day at school on the 3rd or 6th September. Sessions will be undertaken at various times as per the letter sent to Parents/Carers on 16th July

Daily Procedures:

Attendance:

- School is compulsory for all children as such they must attend daily. No holidays or term time absences other than sickness, medical appointments, self-isolation due to a positive result will be authorised
- If your child has to remain at home due as instructed by Test and Trace, work will be provided.

HR:

- All staff are expected to work on-site every day
- Staff are no longer required to remain in bubbles
- Meetings and training sessions will be held face to face, where possible, in a well-ventilated room
- Staff are able to make use of all areas of the school, including the staff room
- Staff are expected to resume all duties
- Clinically Extremely Vulnerable (CEV) people are expected to follow the same guidance as everyone else. Please speak to Tara Mackay if you would like to have an individual Risk Assessment.
- Sports coaches, music teachers and other specialist staff are expected to resume work in the Autumn Term
- In the event of staff absence, classes will be covered as per usual practice (cover supervisor/teacher)

Contact tracing & isolation:

- Close contacts (of students and staff) will now be identified via NHS Test and Trace.
- Parents will work with Test and Trace to identify their child's close contacts.
- Children under 18 years and 6 months do not have to isolate if they live in the same household as someone with Covid-19 or if they are a close contact.
- Staff who are double vaccinated, medically exempt from vaccination, below 18 years and 6 months or those taking part in an approved Covid-19 vaccine trial do not need to self-isolate if they are a close contact.
- TLA will work with Health Protection Teams in the event of a local outbreak.
- TLA has a contingency plan to manage a Covid-19 outbreak.

Symptomatic students and staff:

- Students and staff should not come into school if they have Covid-19 symptoms which are:
 - A new continuous cough
 - A high temperature
 - A loss of, or change in your normal sense of taste or smell
- Should a member of staff or student develop symptoms at school, they will be sent home
- Symptomatic students will be sent to the medical/meeting room to wait to be collected
- Staff who are supervising a symptomatic child must wear a face covering

- Symptomatic people must arrange to have a PCR test
- Symptomatic students must stay at home whilst waiting for their PCR result
- Any members of staff with a positive PCR must self-isolate and follow Test and Trace guidance
- Staff who have received notification of a positive Lateral Flow Test must self-isolate (so must members of their household)
- Staff who have a positive Lateral Flow Test result must book a PCR
- Close contacts of a symptomatic person should self-isolate unless they are double vaccinated, medically exempt from vaccination, below 18 years and 6 months or those taking part in an approved Covid-19 vaccine trial
- If PCR is negative the staff member/student can return to TLA
- If PCR is positive staff member/student must isolate for at least 10 days and follow Test & Trace guidance
- Students who have been identified as a close contact must still attend school

Access to the site:

- Given the removal of social distancing measures. TLA no longer offers staggered start/leaving times
- After the initial LFD testing days the site will return to normal opening times on 7th September. All students are expected to be on site by 08:20, finishing at 14:50 Monday to Thursday and 13:40 on Fridays. There will be enrichment opportunities at the end of each day, students will be notified in due course of the programme
- Breakfast club is available to all students from 07:45

Visitors:

- Visitors are welcome at TLA; we request that they sanitise their hands on arrival
- Staff are available for meetings but these must be arranged by appointment in advance
- TLA is now open for lettings

Cleaning/Hygiene:

- Hand gel, anti-viral sanitizer and tissues will be available in all classrooms and communal spaces.

Teaching and Learning:

- Students are no longer required to remain in bubbles, therefore they can mix at break and lunch-times
- Students are encouraged to wash or sanitise their hands frequently
- Classroom seating plans will be set and documented for each lesson

- Windows and doors will be opened to provide adequate ventilation whilst maintaining a comfortable temperature. If it is too cold in class, students can wear their coats.
- Resources will be cleaned daily
- Students can be mixed in different groups for educational purposes (for example interventions, music tuition etc)
- 1:1 or small group work is in place
- PE can take place indoors although outdoor sport will be prioritised where possible
- TLA will participate in face to face sporting competitions
- Assemblies will resume as a whole year group in one room

Remote Learning:

- Work will be provided for students who cannot attend school due to Covid-19 (eg travel difficulties, awaiting PCR results, child self-isolating due to a positive PCR)

Clubs and trips:

We recognise the importance of extra-curricular enrichment.

- Enrichment opportunities i.e. football will be available and notified to all students in due course
- Educational, museum learning and curriculum trips will resume from the Autumn Term. (Additional trip risk assessments will be undertaken)

Indoor and Outdoor Events:

- We plan to reintroduce some on site parent/carer events in the Autumn Term
- We will consult guidance before finalising such events

Induction of new students to TLA:

- An open evening for all prospective students will be organised on site at the start of the Autumn Term
- Parents who have missed the open evening will be invited for organised tours on set days

Wellbeing:

We recognise the impact of Covid-19 on the wellbeing of our staff and students. Additional support is available as summarised below:

- Students are able to receive additional support from Student Support Managers, our Schools Counsellor or through Place2Be
- Staff should seek additional support from their senior leader, line manager, HR or Assisted Benefits scheme