

SHS COVID Secure Risk Assessment: **SUSPECTED CASE OF COVID-19 RISK ASSESSMENT** **MAY 21**

RA No:	Severity X Likelihood + Weighting <b>WITHOUT</b> control measures = Risk	S	L	W	R	(S) Severity (L) Likelihood	(W) Weighting (R) Risk	Severity X Likelihood + Weighting <b>WITH</b> control measures = Risk	S	L	W	R
16		4	4	5	21				2	2	5	9

**Hazard: Transmission of infection via surfaces**

**Control measures to reduce the risk:**

This Risk Assessment has been updated to reflect **Step 4 guidelines July 21**. Updates are in yellow.

**ALL GOVERNMENT GUIDANCE MUST BE FOLLOWED IN A POSITIVE TEST RESULT/SHOWING SYMPTOMS OF INFECTION ON SITE:**

- Stay at home: Guidance for households with possible or confirmed coronavirus (Covid-19) infection **23 06 21**
- Schools Operational Guidance **07 07 21**
- Stay Safe and Prevent the Spread **12 07 21**

**No one with symptoms, no matter how mild, should attend the High School.** The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

**The school will fully support and engage with the NHS Test and Trace systems.**

**Notification of Positive cases: PLEASE REFER TO THE SCHOOL'S FAQ On the School Website.**

Schools **MUST** notify the local health protection team as soon as they become aware that someone who has attended school has tested positive for Covid-19. The local health protection team support schools and assist with rapid risk assessment and appropriate actions. The Transport Team will also be informed if the student uses school buses.

Parents/carers **MUST** notify school of a positive test result within the household and follow the Stay at Home guidance and [Coronavirus: how to stay safe and help prevent the spread from 19 July - GOV.UK \(www.gov.uk\)](#) – see below

- “If you develop covid-19 symptoms, self-isolate and get a PCR test even if your symptoms are mild. You should self-isolate while you book and wait for the results. You must self-isolate if you test positive. Your isolation period includes the day your symptoms started (or the day of your test if you do not have symptoms) and for the next 10 full days. This is the law.”
- “You must self-isolate if you are told to do so by NHS Test and Trace, for example if you have come into contact with someone who is positive. This remains the law, regardless of your vaccination status.”
- “From August 16<sup>th</sup>, if you have been fully vaccinated you will be exempt from the requirement to self-isolate if you are a contact of a positive case. You will instead be advised to take a PCR test as soon as possible. You will also be exempt from self-isolation from 16<sup>th</sup> August if you are under 18 and a contact of a positive case. As with adults, you will be advised whether a PCR test needs to be taken. If you are 18 years old you will be treated in the same way as an under 18 year old until four months after your 18<sup>th</sup> birthday to allow you the opportunity to get fully vaccinated.”

“If you test positive you will still need to self-isolate regardless of your vaccination status or age and follow the [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](#)

**Close Contacts:**

Those who have been in “close contact” with the positive case will be sent home and told to organise a PCR test. Close contacts must self-isolate until they have their result and if it is negative and they do not have symptoms, they may return to school. If they do not wish to organise a PCR test they must complete the full 10-day self-isolation.

The School will keep accurate registers and lists of classes that a suspected patient has been with and prior to leaving site, the patient will be asked to list those they have come into close contact. The School will continue to use the previously used government definitions of close contact (see below).

- anyone who lives in the same household as someone with coronavirus (Covid-19) symptoms or who has tested positive for coronavirus (Covid-19)
- anyone who has had any of the following types of contact with someone who has tested positive for coronavirus (Covid-19) with a PCR or LFD test:
  - face-to-face contact including being coughed on or having a face-to-face conversation within one metre
  - been within one metre for one minute or longer without face-to-face contact
  - sexual contacts
  - been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day)
  - travelled in the same vehicle or a plane

Close contacts will be advised to follow [Coronavirus: how to stay safe and help prevent the spread from 19 July - GOV.UK \(www.gov.uk\)](https://www.gov.uk/coronavirus-how-to-stay-safe-and-help-prevent-the-spread-from-19-july)

Household members of those close contacts do not need to self-isolate unless they too start to show symptoms or the self-isolating person starts to show symptoms.

**“Clean” Medical Room:**

Peri Room 1 is the “Clean” Medical Room. This room has temporarily been decommissioned from ALL other uses and is ONLY to be used for suspected cases of Covid-19. This is a room where a patient can be isolated, behind a closed door but tended too in close proximity to the main part of the school with safe and easy access for parents and if needed, paramedics. Adult supervision will be maintained.

When a student or staff member develops symptoms compatible with coronavirus (COVID-19) during the school day, they will be sent home immediately and instructed to organise a PCR Test and await their result. If positive, they will need to isolate for 10 days. All other household members will need to isolate and refer to [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](https://www.gov.uk/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection)

The member of staff initially with the child should follow the first aid instructions in the Lesson Procedures Risk Assessment. That is, contact reception and ask for assistance. NO student should be sent to the medical room/reception. If a child needs a first aider or to visit the medical room, assistance should be called for and a first aider will come to the room and escort the student to the “Clean” Medical Room. The call to first aid might overlap with a change of lesson. If first aid has not arrived by the time the bell goes, the student is not to be sent on to the next lesson but given a note and told to report to reception. If the teacher thinks the student is too unwell to report to reception alone, they should quickly accompany them at the end of the lesson to ensure they get to reception safely – as soon as the student is at reception the member of staff can leave – the student can explain how they feel. The student must wear their mask for the duration of transit and when reporting to reception who will organise prompt first aid. This exception is only to be used where the child tells a colleague right at the end of a lesson – it is not to be routinely used.

If the School Medical Officer/First aider believes there is an emergency, they will call 999.

If the patient needs to go to the toilet, the toilets next door in the D of E corridor will be used. These are currently designated as boys’ toilets but have cubicles. If a patient with suspected Covid-19 needs to use the toilets they will be taken out of use for others completely. The corridor will be shut down and a sign directing male students to use the closest disabled or staff toilet instead. The entire bathroom area will be cleaned and disinfected as per govt guidelines.

The patient will be asked where they have been that day and whom they have been in close contact with. This information will also be tracked via timetabling, seating plans and group organisation. Site staff/daily cleaner will be directed to the areas to sanitise as per the directions below:

If a member of staff or another student has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves or have a positive LFD or PCR test. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. Instructions in the operational guidance for schools is to be followed.

If a student becomes unwell with symptoms during the course of the school day, the entire class will be moved to a new “clean” room and made to wash their hands/sanitise as per the direction above. The room(s) will be deep cleaned. Staff and other students, with whom the patient has come into contact that day, will also, be informed.

Information will be sent home to parents of students in the group informing them of a possible suspected case and reiterating the need for them to be vigilant of symptoms in their own children and to follow the guidance [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection). This notification and advice may be implemented as part of the national Test and Trace system.

First aid staff tending a patient with suspected Covid-19 MUST wear PPE as recommended, this means that:

- a facemask should be worn **even** if a distance of 2 metres can be maintained from someone with symptoms of coronavirus
- if contact is necessary, then gloves, a disposable apron (or washable overalls) and a facemask should all be worn
- if there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection should also be worn (protective goggles)

When PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance in order to reduce self-contamination: [Schools COVID-19 operational guidance \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/612212/schools-covid-19-operational-guidance.pdf)

### **Cleaning:**

All surfaces that the symptomatic person has come into contact with will be cleaned and disinfected, including:

- Objects which are visibly contaminated with body fluids
- All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells

Disposable cloths or paper roll and disposable mop heads will be used to clean all hard surfaces, floors, chairs, door handles and sanitary fittings, following one of the options below:

- Either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine **or**
- A household detergent followed by disinfection (1000 parts per million av.cl.).

### **Waste:**

Any waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):

- Will be put in a plastic rubbish bag and tied
- The plastic bag will then be placed in a second bin bag and tied
- It will then be put in a suitable and secure place and marked for storage until the individual's test results are known

Waste will be stored safely and kept away from other. It will not be put in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours. Staff with symptoms will be sent home from work, told to self-isolate and follow the most current advice in the Stay At Home guidance: [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection)

Children with symptoms will be sent home (parents/carers to collect), told to self-isolate, advised to get a test and notify school of the results. They will be advised to follow the most current advice in the Stay At Home Guidance: [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection)

#### **Daily actions:**

- The school has a nominated named staff member (HM or the most senior member of the SLT on site) to co-ordinate suspected case information, communication and actions.
- The school has a nominated named staff member to co-ordinate patient care (Medical Officer – Mrs Pryke) or first aider tending the patient.

#### **In the event of a confirmed case:**

- The School (HM or most senior leader on site) will inform the Health Protection Team and Lincolnshire Transport Team if there is a possible or confirmed case.
- If there are two or more possible or confirmed cases, this needs to be reported as an outbreak.

#### **Key Contacts for Early Advice and Support include:**

- Public Health Lincolnshire – Tel: 01522 552993 [Mon-Fri 08:00 – 20:00 / Sat-Sun 09.00-17.00]
- DfE Advice Line 08000468687 [Mon-Fri 08:00 – 18:00 / Sat-Sun 10.00-16.00]
- 111 online Coronavirus available [here](#) or via calling 111 service if they are unable to access the online platform.

#### **Lateral Flow Device Tests (From January 21): PLEASE REFER TO THE SCHOOL'S FAQ On the School Website.**

With effect from January 2021, the School established an ATS test centre and twice weekly testing of staff and students takes place. SHS has established its test centre in R6 and is compliant in all elements of the operational manuals, instructions to schools and training for test staff and volunteers. Due to the emergence of new, more transmittable variants of Covid-19 and questions regarding the degree of accuracy of the LFD result, the School have agreed the following “belts and braces” response should an LFD test yield a positive result for a member of staff or a student:

- Emotional support will be given in sharing the news of the positive result. The isolation procedures explained above will be followed, including the need for a confirmatory PCR test.
- Details of school based close contacts will be collected. In consultation with the student and the seating plans, a Senior Leader will identify and confirm close contacts.
- Close contacts will be instructed to self-isolate immediately and organise a PCR test. In the case of students, parents/carers will be notified immediately. Normal “close contact isolation” routines will be followed. Individuals must self-isolation until they receive their PCR result. If it is negative they may return to school. If positive they must follow the advice/law given above. If individuals refuse a PCR test, a full 10 day self-isolation period must be followed.
- In the case of student close contacts, remote learning is well established and these students (children of key workers/vulnerable children) will continue their learning at home but via Microsoft Teams. Pastoral support will be provided as per our Covid Remote Education procedures.
- In the case of a member of staff, remote teaching is well established and providing the colleague is well enough, their professional duties will continue for the duration of their self-isolation. Support will continue as per our CONTAIN Contingency Plan.