

Pencoedtre High School Risk Assessment, post 20th September.

This document aims to provide a risk assessment which meets the requirements of post 20th September guidance ([Local COVID-19 Infection Control Decision Making Framework](#)) to enable Pencoedtre High School to minimise, where possible, the risk of and spread of COVID-19. The view of this document is the risk and implications of COVID may reside within our communities long term, thus this needs to be a risk assessment which is sustainable so as to action the 'guiding principles' of facilitating schools to operate as 'business as usual' to provide our pupils with the learning experiences they deserve, and whilst where possible minimising the risk of spread to others in our school community and beyond.

1. Pencoedtre High School recognises **the guiding principles** as stated in the Local Infection Control Decision Making Framework. These being in recognising the balance of benefits and harms to learners and staff our guiding principles are to:
 - enable schools to operate as '**business as usual**' as far as possible including the provision of free breakfast and after school clubs, extra-curricular activities and practical subjects
 - secure the best outcomes for all learners by considering both their educational needs and wellbeing
 - **manage ongoing risks** of COVID-19 as safely as possible as for other infections, and ensure clarity of actions required if there is a case in a school
2. Pencoedtre High School recognises the reference to national definitions, where by in Wales the person or persons responsible for any premises, or the work activity being undertaken on the premises, are under a specific duty to take all **reasonable measures** based on a risk assessment to minimise the risk of exposure to, and the spread of, COVID-19. As part of this, schools will need to ensure that regular COVID-19 risk assessments continue to be undertaken. The assessment **should directly address risks associated with COVID-19**, to enable measures to be put in place to control those risks. The overall risk level for Wales will continue to be determined nationally by Welsh Government and will be communicated to all.
3. Pencoedtre High School recognises the **Hierarchy of Risk Controls** outlined in this advice and in the Alert level 0: guidance for employers, businesses and organisations underpins the risk assessment. **All employers have a duty to consult employees on health and safety**, and they are best placed to understand the risks in individual schools. Employers should share the risk assessment results with the workforce. Schools working with their local authority must also follow the requirements of the Management of Health and Safety in the Workplace Regulations 1999.
4. Pencoedtre High School recognises locally there are well established systems in place to gather intelligence and feedback information to **Welsh Government from Situation Based Action Reports (SBARs) and other methods via TTP, Public Health Wales (PHW) and local authorities working with schools. IMTs (Incident Management Teams)** are also in place to manage clusters/outbreaks. It will continue to be important for Directors of Education and a local authority nominated person to be part of their local IMT to share intelligence and respond to incidents when necessary.
5. Pencoedtre High School recognises there will be a flow of information from national to local level and this will inform local interventions, which should be viewed as **a cyclical flow of information rather than a start and end:**
 - *Welsh Government decides on the national risk level, based on local and national intelligence*
 - *Welsh Government informs IMTs (Incident Management Teams / TTP leads of the national risk level*
 - *IMTs/TTP leads inform local authorities and schools of national risk level and identify any schools, areas or regions where the risk may differ*
 - *schools implement the appropriate variable measures for that risk level, or identify which variable measures may need to be introduced if risk differs from national rating*
 - *IMTs/TTP leads discuss any key points with the school*
 - *IMTs/TTP leads share intelligence with Welsh Government to inform decision on national risk rating*

6. However, Pencoedtre High recognised that:
 - where an alert level under The Health Protection (Coronavirus Restrictions) (No. 5) (Wales) Regulations 2020 applies a stricter requirement than set out in this framework, **then that stricter requirement must be adhered to**
 - where no requirement applies, or a less strict requirement applies under an alert level under the Regulations, then the approach set out under the relevant risk level in the framework should be followed - in these circumstances any additional reasonable measures to minimise the risk of exposure to or spread of coronavirus that are identified as the result of a provider's risk assessment should also be put in place.
7. Pencoedtre High School recognises **when at alert level zero the following 3 statements are the key strategies** to follow:
 - a) The fundamental principle remains that the most effective way to prevent transmission of COVID-19 in our schools is to stop infection being brought into the school.
 - b) The best way to manage personal risks is to take up the offer of vaccination, and we encourage those eligible for vaccination to take up this offer.
 - c) If anyone tests positive for COVID-19 they must self-isolate and not attend school.
8. **In these conditions, as per number 7, of alert level zero contacts of a proven case of COVID-19 who are under the age of 18 or those who are fully vaccinated do not have to self-isolate unless they themselves start to show symptoms of COVID-19.** A list of the exemptions is available. TTP (Test, Trace, Protect) contact tracers will contact the proxy (positive case) and get in touch with identified close contacts and offer them PCR testing on day 2 (or as soon as possible once identified as a contact) and day 8. TTP will also advise them on the most appropriate actions for their circumstances and for some, this will include advising to self-isolate.
9. In these conditions, as per number 7, **the majority of learners in a class/year group are unlikely to be identified as close contacts.** However, schools may be advised to take a warn and inform approach to update parents and staff on the situation and what they need to do, based on TTP advice – see letter from LA in appendix A
10. In these conditions, as per number 7, of alert level zero, **there will be more flexibility for employers to determine what is required** to manage risks at the local level.
11. Currently we are operating at alert level zero (8th September). This means that the overall risk level for Wales is determined as low.
12. Pencoedtre High School recognises the following are the all **'Wales Core interventions measures'**, which are in place and followed at the school and should remain in place regardless of risk level:
 - a) All staff and learners should be reminded to follow the Welsh Government guidance for self-isolation.
 - b) Staff and learners should not attend school if they have any COVID-19 symptoms. If a staff member or learner becomes symptomatic they should get a test as soon as possible, and self-isolate until the outcome of the test, if the test is negative they can leave self-isolation. Further guidance is available.
 - c) Regular handwashing, and respiratory etiquette (Catch it, Bin it, Kill it) are key interventions to prevent spread and manage cases, incidents & outbreaks.
 - d) Adequate ventilation by opening windows or adjusting ventilation systems are also important. Further guidance is available.
 - e) Maintain appropriate levels of cleaning in line with other communicable diseases. There will, however, no longer be a need for schools to set aside specific days for deep cleaning. However, if there is a confirmed cluster associated with one class in the school a deep clean of the immediate area will continue to be helpful in reducing transmission.

13. In addition, Pencoedre High School recognises the following as '**Pencoedre Core interventions measures**', which are in place and followed at the school when a low level of risk has been designated:

- a) Utilise a One-way system around the internal corridors of the school – *SIF high risk intervention*
- b) Wall Signage for directions for one- way system - *SIF high risk intervention*
- c) Making hand sanitiser available for pupils and staff in classrooms and around the school
- d) Making classroom cleaning materials to staff for intermittent cleaning
- e) Staff and pupils are voluntarily able to wear face coverings - *SIF low risk intervention*
- f) Twice weekly Lateral Flow Testing available and encouraged for staff and pupils – *SIF high risk intervention*
- g) Dining facilities for break and lunch are organised in year groups to reduce contact - *SIF high risk intervention*
- h) Outdoor areas are allocated for individual year groups to reduce contact - *SIF high risk intervention*
- i) Indoor areas are allocated for individual year groups to reduce contact - *SIF high risk intervention*
- j) Use of consistent seating plans to support identification of close contacts - *SIF high risk intervention*
- k) Face coverings used on school transport - *SIF low risk intervention*
- l) Where possible, the use of outdoor space – *SIF low risk intervention*

Please note many of the intervention measures are stated on the Schools Intervention Framework (SIF) for risk level other than low. The links to this framework is noted in italics against the points above.

14. Furthermore, Pencoedre High School recognises should the local level of risk be altered by the IMT and LA advice the following tailored interventions will be undertaken as required. Please refer to table below/

15. Tailored interventions to be implemented based on local risk

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom
<p style="text-align: center;">The risk and spread of COVID-19.</p>	<p style="text-align: center;">Staff and Pupils</p>	<ul style="list-style-type: none"> • Following the ‘ Wales Core Intervention Measures’ - see <i>point 12 above</i>; • Following ‘ Whitmore High School’ s Core Intervention Measures- see <i>point 13 above</i>. 	<p>Following a move to alter level risk to Moderate Risk, the following actions will apply in addition to those of points 12 & 13:</p> <ul style="list-style-type: none"> • to reduce close interactions, large group assemblies will not be held; • Physical distancing in classroom depending on room capacity recognising may not be possible with younger children or with a learner that requires one to one support; • LFD testing for staff used where there are local risks identified by IMT. Testing available for contacts of confirmed positive cases; • Face coverings used by learners, when moving around indoor communal areas outside of the classroom, such as corridors; • Face coverings used by staff and visitors, when moving around indoor communal areas outside of the classroom, such as corridors. 	
			<p>Following a move to alter level of risk to High risk, the following actions will apply in addition to those of points 12 & 13 and Moderate Risk:</p> <ul style="list-style-type: none"> • to reduce close interactions, action points of 12, 13 and those of moderate risk will continue to apply, i.e. no large assemblies, use of a one-way system with signage, use of seating plans and use of outdoor space encouraged at breaks and lunchtime; • Physical distancing and seating plans in place in classrooms. This may include forward facing desks depending on room capacity whilst recognising that this may not be possible with younger children or with learners that require one to one support; • LFD twice weekly testing available for staff and learners to identify asymptomatic individuals as soon as is possible; • Face coverings used by learners, when moving around indoor communal areas outside of the classroom, such as corridors; • Face coverings used by staff and visitors where physical distancing cannot be maintained, when moving around indoor communal areas outside of the classroom, such as corridors. 	
			<p>Following a move to alter level of risk to Very High risk, the following actions will apply in addition to those of points 12 & 13, Moderate Risk and High Risk:</p> <ul style="list-style-type: none"> • To continue to apply the interventions of High risk as well as introduce use of contact groups and potentially pausing after school / breakfast provision and team sports where necessary; • Physical distancing and seating plans in place in classrooms. This may include forward facing desks depending on room capacity whilst recognising that this may not be possible with younger children or with learners that require one to one support; • LFD twice weekly testing available and strongly recommended for staff and learners to identify asymptomatic individuals as soon as is possible; • Face coverings should be worn by secondary aged learners in all indoor areas, including classrooms, where physical distance cannot be maintained; • Face coverings should be worn by all staff and learners in all indoor areas, including classrooms, where physical distance cannot be maintained. 	

16. Further actions at a national level to reduce risk

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom
<p>The risk and spread of COVID-19.</p>	<p>Staff and Pupils</p>	<ul style="list-style-type: none"> Following the 'Wales Core Intervention Measures' - see point 12 above; Following 'Whitmore High School's Core Intervention Measures- see point 13 above. 	<ul style="list-style-type: none"> If there is a case of COVID-19 in your school? If a positive case is identified in a school, then Test, Trace, Protect (TTP) will discuss and liaise with schools to identifying the close contacts of staff and learners who have tested positive, supported by discussions with schools and other settings. However, schools may be required to support this process, including informing parents using pre-prepared letters. The TTP teams will be responsible for contacting each positive case and collecting information about their close contacts both within and outside the school. This will include contact tracing in different age groups, where TTP will contact and liaise with learners and parents. 	
			<ul style="list-style-type: none"> If Staff are identified as clinically extremely vulnerable should follow the published guidance. These members of staff should continue to discuss with their schools how they will be supported. Those living with someone who is clinically extremely vulnerable can still attend work where home-working is not possible. Children and young people are no longer considered clinically extremely vulnerable with respect to COVID-19. Staff who are at increased risk can continue to attend school. While in school they should follow the interventions to minimise the risks of transmission - including taking particular care to observe good hand and respiratory hygiene, minimising contact and maintaining physical distancing and should have an individual workplace assessment. People who live with those who are at increased risk can attend the workplace but should ensure they maintain good prevention practice in the workplace and home settings. 	

			<ul style="list-style-type: none"> • If Staff are pregnant are encouraged to take up vaccination and have a workplace risk assessment. If home-working is not possible, pregnant staff and their employers should follow the advice in the COVID-19: advice for pregnant employees' guidance. 	
			<ul style="list-style-type: none"> • If where pupils attend more than one setting, then Test, Trace, Protect (TTP) will discuss and liaise with schools to identifying the close contacts of staff and learners who have tested positive, supported by discussions with schools and other settings. However, schools may be required to support this process, including informing parents using pre-prepared letters. 	
			<ul style="list-style-type: none"> • If and when the school has visitors, it will consider how to manage these people by ensuring guidance is given on physical distancing and hygiene via signage displayed on the premises, and by keeping a record of all visitors as this may be needed at a future point to assist with contact tracing processes. • Schools should take steps to encourage parents/carers not to remain on the premises/at the gates longer than necessary especially when dropping off/ collecting children 	