

## Outbreak Management Plan &amp; Risk Assessment Form

Assessor: <b>Nick O'Sullivan</b>	Date: <b>17 September 2021 V2</b>	Activity: <b>Outbreak Management Plan &amp; Assessment - High School. Relaxation of COVID19 related measures in line with Step 4.</b>	Location: <b>Weobley High School w.e.f 19<sup>th</sup> July 21 Step 4 Guidance</b>
Standard of dress for activity (if relevant):		PPE required: <b>Disposable Gloves, Aprons, Face masks, Fluid Resistant Face Masks, Goggles or Face Shields for supporting a Student or staff members displaying COVID19 symptoms until they are collected.</b>	Other equipment used during activity: <b>Cleaning &amp; disinfectant products.</b>
Persons exposed (please tick):		<b>Employees</b> <input checked="" type="checkbox"/>	<b>Students</b> <input checked="" type="checkbox"/>
		<b>Public</b> <input type="checkbox"/>	<b>Others</b> <input checked="" type="checkbox"/>
		<b>Expectant Mothers</b> <input type="checkbox"/>	
<b>Hazards Identified – Guidance Note:</b> Look at the activity and identify hazard(s), <b>tick</b> if <b>present</b> and <b>significant</b> . If unsure, class as significant. Remember, whenever possible assessments should be carried out as a GROUP activity. The assessment should ignore trivia and everyday hazards. Blank/empty boxes should be used when hazards not mentioned are present.			
<b>Physical Injury Hazards</b>		<b>Physical Agents and Hazardous Substances</b>	<b>Miscellaneous</b>
Hit by moving vehicles		Hazardous substances	Display Screen Equipment
Contact with moving part of a machine		<b>Micro organisms</b>	<input checked="" type="checkbox"/> Hot work/fire hazards
Hit by moving materials/substances i.e. water		Ionising radiation	Vibration
Fall(s) from height		Noise	Restricted Access
Slips, trips and falls from the same level		Pressure systems	Manual handling
Contact with/ use of live electrical equipment		Ultraviolet light	Lone working
Contact with cold objects		Lasers	Confined spaces
Contact with hot objects		Flammable liquid/solids	Waste produced by activity
Contact with sharp objects		Extremes of Temperature	<b>Stress</b> <input checked="" type="checkbox"/>
Impact with objects			Posture
Physical attack			
Finger "nips"			

## Fire and Risk Management Services

Activity/Task/ Risk From	Hazard	Persons at Risk	Existing Control Measures	S	L	R	Res	Further Control Measures required	Date further measures completed by
<b>Minimising Transmission.</b>	<ol style="list-style-type: none"> <li>1. Direct or Indirect transmission of COVID - 19 virus infection;</li> <li>2. Extremely high prevalence of COVID-19 and existing measures have failed to reduce community transmission;</li> <li>3. Extremely high prevalence of COVID-19 / variant of concern (VoC)</li> </ol>	Students/ Staff/ Visitors	<ol style="list-style-type: none"> <li>1. The main Operating risk assessment, detailing the prevention and response system of controls in place, continues to be reviewed on a two-weekly basis;</li> <li>2. If there is significant concern that existing or recently introduced measures in an area have failed to mitigate community transmission, or that a more robust response is required to contain the outbreak of a VoC it may be necessary to limit the number of children and young people in School through attendance restrictions. School Management aware no educational setting should move to implement restrictive measures of the kind set out in the Outbreak Management Plan &amp; Assessment without the explicit approval of DfE;</li> <li>3. Attendance restrictions of this kind should not be used to address operational</li> </ol>	3	3	9	M	<ol style="list-style-type: none"> <li>1. School may detail the specific areas where we will expect Face Coverings to be worn. We may also include what is deemed acceptable as a Face Covering.</li> <li>2. School Management aware of the Department for Education 'Contingency framework: education and childcare settings', published August 21. The thresholds, detailed below, can be used by Schools as an indication for when to seek public health advice if they are concerned. For most education and childcare settings, whichever of these thresholds is reached first:               <ol style="list-style-type: none"> <li>a. 5 students or staff, who are likely to have mixed closely, e.g, within one</li> </ol> </li> </ol>	

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			<p>challenges, including staff shortages;</p> <p>4. When a variant of COVID-19 is classed as a VoC, DHSC will ramp up targeted testing in that geographical area to help suppress and control any possible new cases and better understand the new variants;</p> <p>5. An increased use of home testing by School staff may also be advised;</p> <p>6. <b>Temporary re-introduction of face coverings.</b> In all cases any educational drawbacks in the recommended use of face coverings will be balanced with the benefits in managing transmission and should allow for reasonable exemptions for their use:</p> <p>a. Where social distancing cannot be maintained in indoor locations, face coverings will be worn by staff and visitors, unless they are exempt;</p> <p>b. Face visors or shields will not be worn as an alternative to a face</p>					<p>Class, test PCR positive for COVID-19 within a 10-day period; <u>or</u></p> <p>b. 10% of students or staff who are likely to have mixed closely e.g, within 1 Year, test PCR positive for COVID-19 within a 10-day period;</p> <p>c. Identifying a group that is likely to have mixed closely will be different for each School setting;</p> <p>3. The annex in the above DfE guidance gives examples for each sector, but a group will rarely mean a whole setting or year group;</p> <p>4. Initial measures may include the ceasing of whole school assemblies, staggered break &amp; lunchtimes, staff can wear face coverings in communal areas, one parent to drop off &amp; collect,</p>	
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			<p>covering. They will only be worn where they have been identified as appropriate following risk assessment and will be thoroughly cleaned between uses;</p> <p>c. Those Students or staff who rely on visual signals for communication, or communicate with or provide support to such individuals, are currently exempt from any requirement to wear face coverings but can, if they choose, wear transparent face coverings;</p> <p>7. This School runs community activities such as holiday clubs, breakfast or after-school clubs, tuition and other out-of-school or childcare provision (including wraparound childcare), for children over the age of 5 should be able to continue to open for both indoor and outdoor provision;</p> <p>a. If attendance restrictions are needed, vulnerable</p>					<p>staggered drop off &amp; collection times, visitors only outside of the school day;</p> <p>5. School Management aware of the contact email for their Local Outbreak Control Team and contact number. It is likely that when informing the Outbreak Control Team, School Management will also refer to measures already taken.</p>	
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			<p>children should be allowed to attend. For all other children, parents and carers should only be allowed to access these activities for face-to-face provision for their children for a limited set of essential purposes, such as to allow them to go to or seek work, attend a medical appointment, or undertake education or training.</p> <p>8. <b>Educational Visits</b> - Any attendance restrictions should be reflected in the visits risk assessment and School Management/ Trip leaders should consider carefully if the educational visit is still appropriate and safe:</p> <ul style="list-style-type: none"> <li>a. Only children who are attending the setting should go on an educational visit;</li> <li>b. School Management will consult the health and safety guidance on</li> </ul>					
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## Fire and Risk Management Services

			<p>educational visits when considering visits;</p> <p>9. <b>Safeguarding and designated safeguarding leads</b> - If restrictions are implemented in this School, we would expect all local safeguarding partners to be vigilant and responsive to all safeguarding threats and ensure vulnerable children and young persons are safe, particularly as more children and young people will be learning remotely:</p> <p>a. This Schools Designated Safeguarding lead (DSL) or a deputy, will review our child protection policy so that it reflects the local restrictions and remains effective;</p> <p>b. In some cases, a COVID19 annex or addendum that summarises any key local restriction related changes upon us may be more effective than re-writing and reissuing the whole policy;</p>						
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			<p>c. It will be important that all staff working in the School will be made aware of the revised policy or COVID19 annex;</p> <p><b>10. Vulnerable children</b> - Where vulnerable children are absent, School will:</p> <p>a. Follow up with the parent or carer, working with the Local Authority and social worker (where applicable), to explore the reason for absence and discuss their concerns;</p> <p>b. Encourage the child to attend educational provision, working with the local authority and social worker (where applicable), particularly where the social worker agrees that the child's attendance would be appropriate;</p> <p>c. Focus the discussions on the welfare of the child and ensuring that the child is able to access appropriate education</p>						
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			<p>and support while they are at home;</p> <p>d. Have in place procedures to maintain contact, ensure they are able to access remote education support, as required, and regularly check if they are doing so. If settings have to temporarily stop onsite provision on public health advice, they should discuss alternative arrangements for vulnerable children with the Local Authority.</p> <p>11. School Management is aware to ensure our outbreak management plans covers the possibility that we are advised to limit:</p> <ul style="list-style-type: none"> <li>a. Residential educational visits;</li> <li>b. Open days;</li> <li>c. Transition and taster days;</li> <li>d. Parental attendance in settings;</li> <li>e. Performances in School;</li> </ul> <p>12. School Management is aware that our Local Authority and PHE Health</p>					
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## Fire and Risk Management Services

			Protection Teams may recommend these precautions in one School setting, a cluster of School settings, or across an entire area.						
<b>Students &amp; staff with prior medical conditions deemed as 'Clinically Extremely Vulnerable' (CEV).</b>	1. Extremely high prevalence of COVID-19 / variant of concern (VoC)	Students / Staff	<ol style="list-style-type: none"> <li>1. Shielding was paused on 1 April 2021 and those who are clinically extremely vulnerable (CEV) are no longer advised to shield;</li> <li>2. In the event of a major outbreak or VoC that poses a significant risk to individuals on the Shielded Patient List (SPL), Government Ministers can agree to reintroduce shielding. Shielding would be considered in addition to other measures to address the residual risk to people on the SPL, once the wider interventions are taken into account;</li> <li>3. School Management are making sure that our outbreak management plans cover this possibility e.g., by updating/ confirming the persons involved;</li> </ol>	3	3	9	M	1. Staff & Parents aware of the NHS 'Test & trace' process and responsibility to inform school management if they are required to socially isolate for 10 days because of a contact alert.	

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			<p>4. Shielding can only be reintroduced by National Government;</p> <p>5. School Management will should continue to implement the system of controls set out in our other COVID-19 Risk Assessments. We will explain to staff the measures that are put in place to reduce risks to staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment;</p> <p>6. School Management will have regard to the Government guidance on clinically extremely vulnerable people;</p> <p>7. School will also consider if the COVID-19 education contingency framework offers more opportunities for staff to work at home, given reduced numbers of Students onsite and the use of remote education for Students scheduled to be at home. We will also have regard to staff work-life</p>						
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## Fire and Risk Management Services

			<p>balance and wellbeing. This includes considering how best to balance the demands of onsite teaching and support for remote education, which should be done within the terms and conditions of teachers' and staff employment;</p> <p>8. High quality remote education will be provided for all Students not attending. Refer to School's Remote Learning policy.</p>						
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S (Severity of accident/ exposure) x L (Likelihood of that accident/exposure happening) = R (Result). Res = Risk Rating Score - L, M or H

Assessment authorised by Headteacher/School Business Manager			
Print: D. Williams		Signature: 	Date: 20/9/21
RISK RATING SCORE	RESIDUAL RISK LEVEL	MANAGERIAL ACTION	RISK RESULT
1 - 5	L - LOW	Monitor, no action normally required	Acceptable = Risk Level & Controls Acceptable
6 - 10	M - MEDIUM	Attempt to improve controls so far as is reasonably practicable	
11 - 25	H - HIGH	Priority action to be taken to apply control measures	Not Acceptable = Risk Level & Controls Not Acceptable – Further Action Required
The Risk Assessment should be reviewed where circumstances change and/or at least annually. Significant changes will require a new risk assessment. For minor changes complete the boxes below. Attach additional Assessment Review Pages as necessary.			
Assessment Review			
Reviewed by:		Review date: Weekly.	Existing risk assessment valid? (Y/N):
Has the activity changed? (Y/N):	How:	New controls:	
Have new equipment or materials been introduced? (Y/N):	What:	New controls:	



# Fire and Risk Management Services

