

<b>Department:</b> Education and Children's Services	<b>RISK ASSESSMENT</b>	<b>Aberdeenshire</b> COUNCIL 
<b>Process/Activity:</b> COVID-19 Infection Prevention & Control	<b>Location:</b> Elrick Primary	<b>Date:</b> 18.04.2022 V019
<b>Describe activity:</b> ECS establishments opening to children, young people, staff, visitors and contractors.		

Please save a copy of the template before updating so the master template is not populated with school specific information.

THIS RISK ASSESSMENT NEEDS TO BE TAILORED TO EACH ESTABLISHMENT AND SHARED WITH ALL STAFF. CONSIDER PUBLISHING ON THE SCHOOL'S WEBSITE.

Hazard	Person/s Affected	Risk	Risk level before controls are in place (delete as appropriate)			Control Measures	Risk level after controls are in place (delete as appropriate)		
			L	M	H		L	M	H
Spread of virus through contact with others	Children, young people and staff	Infection being passed to pupils and staff resulting in illness and absence from establishment.	L	M	H	<ul style="list-style-type: none"> <li>Encourage vaccination Information on securing an appointment can be found at: <a href="https://www.nhs.uk/conditions/coronavirus/coronavirus-vaccine/">The coronavirus (COVID-19) vaccine (nhsinform.scot)</a></li> <li>Optional wearing of face coverings by individuals. Staff and learners still wishing to wear face coverings supported to do so. The wearing of face coverings will not be mandatory, but it will remain encouraged in indoor communal areas in line with the workplace guidance.</li> <li>Distancing where possible between adults and adults, adults and pupils where possible in line with the wider societal guidance on physical distancing in schools or on dedicated school transport.</li> <li>Routine handwashing/sanitising will continue, and all children will be asked to wash/sanitise on school entry/exit</li> <li>Clear signage regarding social distancing</li> <li>Appropriate wearing of PPE based on clear assessment of risk</li> </ul>	L	M	H

						<ul style="list-style-type: none"> <li>Shielding advice followed for those staff and pupils on the <a href="#">Highest Risk List</a>. <a href="#">Individual risk assessment</a> completed for employees in this category returning to workplace setting.</li> <li>Continued maximising the use of ventilation to reduce the risk of virus transmission. <a href="#">Follow Scottish Government advice on ventilation</a>.</li> <li>Use CO2 monitoring where appropriate, when monitor shows CO2 level increasing, staff must take appropriate action (eg. Further opening of windows/doors). If levels continue to increase despite approp. measures, this must be reported to SLT.</li> <li>Follow Scottish Government advice for <a href="#">general guidance for safety in the workplace</a></li> <li>School day visits and residential stays are permitted in keeping with guidance on school visits and trips: <a href="#">Coronavirus (COVID-19): school visits and trips - gov.scot (www.gov.scot)</a></li> <li>Promote the <a href="#">Distance Aware Scheme</a>.</li> </ul>			
People Symptomatic Attending ECS Establishments	Children, young people and staff	Spread of infection	L	M	H	<p>Children, young people and staff must stay at home and self-isolate if they:</p> <ul style="list-style-type: none"> <li>have symptoms of COVID-19, whether they feel unwell or not</li> <li>have tested positive, even if asymptomatic</li> <li>are required to self-isolate for any other reason in line with the requirements set out on NHS Inform</li> <li>are identified as a close contact and are over 18 years and 4 months and not fully vaccinated</li> <li>Clear repeat messaging of advice to parents / carers</li> <li>Promote social distancing where possible between staff and staff, staff and pupils, staff and parents / carers / visitors.</li> <li><a href="#">Follow current testing advice from Scottish Government</a>.</li> <li>Public health advice on testing, self-isolation and managing confirmed cases of COVID-19 followed as per the relevant <a href="#">Scottish Government guidance and Test and Protect   NHS inform</a>.</li> <li>Follow <a href="#">Testing Transition Plan</a> (ceasing on regular testing for asymptomatic people)</li> </ul>	L	M	H
Spread of infection from	Children, young people and staff	Infection being passed to pupils and staff resulting in	L	M	H	<ul style="list-style-type: none"> <li>Follow <a href="#">Test and Protect</a> guidance</li> <li>Symptomatic student / Staff member sent to the designated isolation room/space, using face covering provided until collected or staff member returns home</li> </ul>	L	M	H

symptomatic individual		illness and absence from establishment.				<ul style="list-style-type: none"> <li>Make parent//carer or staff should be made aware of the Test and Protect process, and the school consult with local HPT.</li> <li>First Aider contacted with COVID related symptom advice, puts on relevant PPE – supervises ill user until collection (supervised outside the room).</li> <li>Cleaning Services notified for designated isolation room/space and any toilets used deep clean <a href="#">following covid-19-decontamination-in-non-healthcare-settings</a>.</li> <li><u>With the group/class</u> <ol style="list-style-type: none"> <li>Where student/staff has been identified displaying COVID related symptoms, lesson proceeds in situ for the remainder of that period or the class decanted to another area (local decision from dynamic risk assessment undertaken).</li> <li>When decanting add sign to the outside of the door putting the room out of use for that day and a sign on the relevant workstation.</li> <li>Staff member notifies line manager and Cleaning Services to enable deep cleaning to take place.</li> <li>Alternative locations are found for classes due to be in that room/area</li> </ol> </li> </ul>			
Spread of infection through touching surfaces with virus present	Children, young people and staff	Infection being passed to pupils and staff resulting in illness and absence from establishment.	L	M	H	<ul style="list-style-type: none"> <li>Follow advice on good hand hygiene</li> <li>Reinforcing enhanced cleaning, particularly of frequently touched surfaces, and hygiene measures such as providing alcohol-based hand sanitiser. Additional touch point cleaning in place until end of May 2022.</li> <li>Promotion of effective respiratory and cough hygiene</li> <li>Provision of cleaning supplies to wipe down desks / chairs / surfaces as required</li> <li>Clear signage regarding hand hygiene and washing</li> <li>Supervision of younger pupils to follow guidance – P6 and P7 volunteers will continue to support younger pupils to sanitise on leaving the lunch hall</li> </ul>	L	M	H
Spread of infection through close contact with others	Children, young people and staff	Infection being passed to pupils and staff resulting in illness and absence from establishment.	L	M	H	<ul style="list-style-type: none"> <li>Provision of hand sanitiser – hand sanitiser stations to remain at entry/exit points and in the dining hall. Children should continue to wash their hands where possible.</li> <li>Promotion of social distancing where possible between staff and staff, staff and pupils, staff and parents / carers / visitors. When gathering in communal areas such as the staffroom, all windows must be open, and consideration should be given to the volume of people and the room capacity. If busy, consider alternative places, such as GP/Class Room</li> <li>Where possible, meetings will continue online to avoid large groups gathering</li> <li>Individual choice to wearing of face coverings when in close contact</li> </ul>	L	M	H

						<ul style="list-style-type: none"> <li>• Minimising congested areas such as narrow corridors, staircases, doorways, till points and storage areas where possible</li> <li>• Ongoing review use of shared areas such as changing rooms etc. to reduce people using them at the same time, where possible.</li> <li>• Space between people on shared working areas where possible.</li> </ul>			
Spread of infection to pregnant women	Women	Infection of pregnant women	L	M	H	<ul style="list-style-type: none"> <li>• All pregnant women who are vaccinated should undergo a risk assessment in the workplace and continue to work if it is safe to do so.</li> <li>• Pregnant women who are unvaccinated at any gestation should take a more precautionary approach in light of the increased risk.</li> <li>• <a href="#">It is recommended that pregnant women have the vaccine.</a> Further information can be found at: <a href="#">Combined info sheet and decision aid 20.07.2021 (rcog.org.uk)</a>. c</li> <li>• Continuing to use the Scottish Government Covid 19 <a href="#">Guidance</a> on individual occupational risk assessment and tool. More information can be found on Scottish Government <a href="#">website</a>. <a href="#">Covid-19 Vaccine in Pregnancy Toolkit</a></li> </ul>	L	M	H

