Risk Assessment Form Version: 1

For further info on risk assessment see: BHCC Risk Assessment Guidance

To calculate Risk Rating (R): assess the likelihood (L) of an accident occurring against the **most** likely impact (I) the accident might have,

Task / Activity	Model risk asses	ssment (for local adaptat	ion)	Likelihood (L)	X	Impact	<b>(I)</b>	
Covered by the assessment	for schools duri	ng COVID-19 PANDEMIC		Almost Impossible	1	Insignificant injury, no tin		
Workplace	operational gu schools.	uidance and BHCC's <u>dedid</u>	ent guidance - <u>Schools COVID-19</u> cated COVID-19 page on BEEM for al COVID-19 operational guidance	Unlikely	2	Minor (non-pe injury, up to 7 o		
Date of Assessment	06.03.22	Date Assessment to be reviewed	Weekly	Possible	3	Moderate (( causing more days of	than 7	
Person Completing	Luke Lording	Manager/ Head teacher	Luke Lording	Likely	4	Major ((death o injury)		
Staff involved in assessment				Almost Certain	5	Catastrophic ( deaths	•	
				Low = 1 - 3	Moderate = 4-7	Significant = 8-14	High = 15-25	

## How to use this Risk Assessment:

- This RA is used to mitigate the risk from COVID-19 and should be used alongside any other risk assessment for the task being undertaken.
- To calculate Risk Rating (R): assess the likelihood (L) of a member of staff/others contracting COVID-19, taking into account the control measures that will be in place against the **most** likely impact (I) of contracting COVID-19 might have L x I = R
- This risk assessments should be completed in consultation with all relevant union colleagues not just individual unions. As a minimum this must always include Unison, the GMB and the NEU. This will ensure that all your staff who are part of a union have been fully consulted on the issues.

for	What are the significant,	Who is	Current control measures	Risk F	Rating	Ì	What additional controls can be		evise k Ra		Sign
	eseeable, hazards? e dangers that can cause harm)	at Risk?	(What is already in place/done)	L	I	R	put in place to reduce the risk further?	L	ı	R	as done
	School Site  Site not prepared for pupils/staff	Pupils/ staff	Risk assessment(s) regularly reviewed in-line with PH/Government/DfE advice. Shared with staff, Governors and safety representatives.  Usual building checks to ensure school safe and extra considerations (e.g. Legionella water checks, working hot water/heating systems, operating doors/windows, alarms) etc.  School cleaned in line with Cleaning in non-healthcare settings  Bins in classrooms/other locations.  Soap and hot water and hand drying facilities – paper towels and/or (electrical hand-dryers in toilets) and classrooms.  Sanitising wipes for cleaning of equipment.  Hand sanitiser available in appropriate locations.  Ensure good ventilation throughout by opening windows/doors etc. – see 3 below.  Individual & frequently used equipment (ideally) not shared and/or cleaned regularly.  Review on-site signage to reflect current guidance/Covid arrangements.  Review and share Covid-19 and essential induction information with all staff, pupils, visitors (including contractors, peripatetic/supply staff, parents & carers).  A small stock of LFD test kits held on site (for distribution/use) if required, this would be linked to the outbreak management plan.								

Communication	All Staff/	SLT to read, review and share UKHSA/DfE/Government			
	Pupils/	information and advice from LA/PH team ensuring all			1
SLT/staff not up	Parents/	staff/governors/parents/carers are kept up to date, including:			1
to date with	Outside	- Emails from Education & Skills			1
PHE/Government	Agencies	- Links to Gov.uk information			1
/DfE & LA/PH		- <u>BEEM</u>			1
team		Heads PA / designated staff member to check LA <u>website</u> daily			1
advice/guidance		and notify SLT.			1
		Outbreak Management Plan/Contingency Framework			1
		guidance regularly updated and shared with all staff following			1
		updated guidance from UKHSA/DfE/Government and LA.			ı
					1

3	Ventilation	All	Well ventilated/comfortable teaching environment maintained	Further advice can be found in	
	Ventuation	/ 111	as far as possible.	Health and Safety Executive	
	Lack of adequate		Windows/internal doors opened to improve natural ventilation	guidance on air conditioning and	
	ventilation and/or		and assist with creating a throughput of air – windows with	ventilation during the coronavirus	
	impact of		'restrictors' to prevent full opening for other safety reasons	outbreak and CIBSE coronavirus	
	ventilation on		should not be overridden.	(COVID-19) advice and also	
	indoor		Where natural ventilation is relied upon, windows opened	Ventilation of indoor spaces	
	temperatures		ahead of the start of the working day, wherever possible and	<u> </u>	
			rooms purged between use/lessons if possible.		
			Poorly ventilated areas *identified and practical steps taken to	*These can be indicators of poor	
			improve fresh air flow – extra consideration when holding	ventilation:	
			events/others on site.	- Areas which smell stuffy or smell	
			<ul> <li>CO2 monitors also used to identify poorly ventilated areas.</li> </ul>	unpleasant.	
			Refer to further information - How to use CO2 monitors.	- Areas without either natural	
			Where there are sustained high CO2 readings (1500ppm+) and	ventilation – e.g. openable	
			where lengthy remedial works to introduce/improve	windows and doors - or	
			ventilation are required - in teaching areas and staff rooms -	mechanical ventilation.	
			consideration also given to use of/sourcing Air Cleaning Units.	- Blocked airbricks.	
			Mechanical ventilation systems adjusted to increase the		
			ventilation rate wherever possible and only fresh outside air is	- Windows which require	
			circulated - ventilation started ahead of the working day and	attention to properly operate.	
			continued after classes have finished (where possible) as	- Dirty ventilation grids.	
			cleaners and other (maintenance) staff may work in those	- Where ventilation facilities are	
			rooms.	blocked by furniture,	
			Where full fresh air setting is not possible, system operated as	curtains/blinds.	
			normal – as long as within a single room – and supplemented		
			by outdoor air supply.		
			Fans – use of fans discouraged, as can spread contaminated air		
			from one person onto another – and only used after		
			considering other ventilation and heat reducing measures.		
			Sited (e.g. under/in an open window) so drawing and pushing		
			fresh air around a room (up in to an unoccupied space) and not		
			directed/blowing air from one person to another.		
			Opening internal doors to assist with creating a throughput of		
			air and use of DorGuards or Mag-lock devices linked to the fire		
			alarm system.		
			Fire doors NOT wedged open.		
			External opening doors used (as long as they are not fire doors		
			and where safe to do so).		
			Rooms cleaned regularly to reduce recirculation of any virus		
			deposited on surfaces – see CLEANING ARRANGEMENTS at 7		
			(below).		

4	the vir syr	us/developing mptoms (at the sting) leading
	•	Reduced
		pupil
		attendance
	•	Impact on
		learning
	•	Reduced
		staffing
	•	Insufficient
		supervision

ratios

Insufficient

Possible

outbreak

trained staff

Infection to Staff, children, families, visitors and contractors

## SYMPTOMATIC INDIVIDUALS:

- Pupils, staff and other adults should follow guidance on <u>People with COVID-19 and their contacts</u> if they have COVID-19 symptoms.
- Symptomatic people should get a <u>PCR test</u> and are advised to stay at home and avoid contact with other people while waiting for the test result.
- If you have COVID-19, stay at home and avoid contact with other people.
- If you can, let people who you have been in close contact with know about your positive test result so that they can follow this guidance.
- People who have been informed by the NHS that they are at highest risk of becoming severely unwell and who might be eligible for new COVID-19 treatments should follow this additional guidance
- Many people will no longer be infectious to others after 5 days. You may choose to take an LFD test from 5 days after your symptoms started (or the day your test was taken if you did not have symptoms) followed by another LFD test the next day. If both these test results are negative, and you do not have a high temperature, the risk that you are still infectious is much lower and you can safely return to your normal routine.
- If your day 5 LFD test result is positive, you can continue taking LFD tests until you receive 2 consecutive negative test results.
- If your LFD tests are still positive after the full 10 days since symptom onset, then you can return to normal activities as long as you are well enough to do so and do not have a high temperature
- Avoid meeting people at higher risk of becoming seriously unwell from COVID-19, especially those with a <u>severely</u> <u>weakened immune system</u>, for the 10 days after your symptoms started (or the day your test was taken if you did not have symptoms).
- Discussion to be held with manager to agree arrangements to support a safe return to work if staff member feels well enough to return.

\* If you have any of the main symptoms of COVID-19 or a positive test result, the public health advice is to stay at home and avoid contact with other people.

The main symptoms of coronavirus are:

- a high temperature
- a new, continuous cough
- a loss or change to your sense of smell or taste

Other symptoms linked with COVID-19 include shortness of breath, fatigue, loss of appetite, muscle ache, sore throat, headache, stuffy or runny nose, diarrhoea, nausea and vomiting.

Note: any of these symptoms (including the 3 main symptoms) may also have another cause.

Settings may continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting (see stepping measures up and down section for more information) or if central government offers the area an enhanced response package, a local director of public health might advise a setting to temporarily reintroduce some control measures.

School tell staff, children, parents, carers, or any visitors	Additional information
(including suppliers/providers) <i>not</i> to come into school if	on PCR test kits for schools and
they are displaying any symptoms of coronavirus	further education providers is
(however mild) or have tested positive.	available.
Staff to notify SLT as early as possible if they are	available.
presenting symptoms and to follow guidance.	
School to request that staff/parents/carers of children	
closely monitor themselves and children for signs of	
Covid-19 symptoms.	
Staff instructed to let SLT know and children instructed to	
let staff know (immediately) if they start feeling unwell	
with any of the main Covid-19 symptoms (however mild).	
<ul> <li>Procedure in place to be followed if staff or children become unwell/symptomatic on site and need to go</li> </ul>	
home – e.g., shortest route taken out of the building etc.	
Individuals with symptoms avoid using public transport	
and arrange to be collected by member of same	
household (where possible).	
Pupil/staff awaiting collection, to remain in the outdoor	
area or if this is not possible due to the weather, left in a	
room with window open, on their own (if possible) and	
safe to do so.	
<ul> <li>Isolation room and other potentially contaminated areas</li> </ul>	
ventilated and surfaces cleaned and disinfected after use,	
in line with guidelines.	
If it is not possible to isolate child, moved to an area,	
which is at least 2 metres from others.	
Symptomatic child to use a separate toilet - thoroughly	
cleaned after - in line with guidelines.	
Supervising staff to wear appropriate PPE if close contact	
is necessary – see <u>Use of PPE guidance</u> – and wash their	
hands thoroughly afterwards.	
Symptomatic person's household (including any siblings)	
should follow the People with COVID-19 and their	
contacts guidance.	
If (as a close contact) you develop symptoms you	
should arrange to have a COVID-19 PCR test. If your test	
result is positive, follow the People with COVID-19 and	
their contacts	
If you live in the same household as someone with COVID-	
19 or have stayed overnight with someone, you are	

advised to minimise contact with the person who has		
COVID-19, work from home if you able to do so, avoid		
contact with anyone who is higher risk of becoming		
severely unwell avoid contact with anyone you know who		
is at <u>higher risk of becoming severely unwell</u> if they are		
infected with COVID-19, especially those with a severely		
<mark>weakened immune system</mark>		
<ul> <li>Limit close contact with other people outside your</li> </ul>		
household, especially in crowded, enclosed or poorly		
ventilated spaces.		
<ul> <li>Wear a well-fitting <u>face covering</u> made with multiple</li> </ul>		
layers or a surgical face mask in crowded, enclosed or		
poorly ventilated spaces and where you are in close		
contact with other people.		
<ul> <li>Pay close attention to the <u>main symptoms of COVID-19</u>. If</li> </ul>		
you develop any of these symptoms, order a PCR test.		
You are advised to stay at home and avoid contact with		
other people while you are waiting for your test result.		
<ul> <li>Follow this advice for 10 days after the day the person</li> </ul>		
you live or stayed with symptoms started (or the day their		
test was taken if they did not have symptoms).		
<ul> <li>Children and young people who usually attend an</li> </ul>		
education or childcare setting and who live with someone		
who has COVID-19 should continue to attend the setting		
as normal (if not symptomatic or unwell).		
<ul> <li>If you are a contact of someone with COVID-19 but do not</li> </ul>		
live with them or did not stay in their household		
overnight, you are at lower risk of becoming infected.		
Carefully follow the guidance on Coronavirus: how to stay		
safe and help prevent the spread.		
Use reasonable judgment to refuse child entry when they		
appear to have symptoms to protect other pupils and		
staff from possible infection with COVID-19.		
ASYMPTOMATIC LATERAL FLOW DEVICE (LFD):		
Staff and pupils in mainstream schools no longer		
expected to undertake twice weekly asymptomatic		
testing.		
 <u> </u>		 <u> </u>

Staff and pupils in specialist SEND settings, Alternative
Provision and SEND units in mainstream schools are
advised to continue regular twice weekly LFD testing.
Report all LFD test results – positive, negative and void –
to NHS.
Where self-swabbing may cause significant concerns for
some SEND children/young people, not tested unless
informed consent given by appropriate person. Testing is
voluntary.
*Asymptomatic staff and pupils with a positive LFD test
result must follow guidance on People with COVID-19 and
their contacts Confirmatory PCR tests are currently not
required.
STAFFING LEVELS:
Member of SLT on site each day and will establish daily
supervision levels and contact local authority (Education
& Skills) if unable to operate safely – e.g., concerns over
staffing levels, where usual interventions and provision
(incl. first aid) cannot be provided etc.
Parents/carers informed (as early as possible) in the event
of (partial) closure.
of (partial) closure.
ALL POSITIVE (LFD & PCR TEST) CASES:
School to be notified of all positive LFD or PCR test
results.
Positive LFD test result <u>reported</u> to NHS.
Follow published Guidance
School can call dedicated advice service - <b>DfE helpline</b> :
0800 046 8687 (Option 1) /
dfe.coronavirushelpline@education.gov.uk if they require
advice or are concerned they might have an outbreak -
who may escalate issue to the local health protection
team to advise any additional action required, such as
implementing elements of the outbreak management
plan.
Liaise with H&S team where a positive <b>staff case</b> is
believed to be linked to transmission within the school.

## **CLOSE CONTACT TRACING:** \*Public health advice for People with COVID-19 and their Contact tracing has ended. contacts changed from 24 February 2022. Contacts are no Contacts of a person who has tested positive for COVIDlonger required to self-isolate or 19 need to follow People with COVID-19 and their advised to take daily tests and contacts guidance. contact tracing has ended. **FACE COVERINGS:** \*The legal requirement to wear a Face coverings are no longer advised for pupils, staff and face covering no longer applies. visitors in classrooms or communal areas. Staff and pupils However, the government should follow wider advice on face coverings outside of suggests that you continue to school, including on transport to and from school. wear a face covering in crowded • Schools to keep small contingency supply of faceand enclosed spaces where you covering/masks may come into contact with • Settings should be sensitive/supportive to individuals who people you do not normally choose to continue-wearing face masks/coverings and meet. consideration given to clear/see-through style (to aid communication). • There is no longer a legal requirement to wear a face covering when travelling on public transport and dedicated transport to and from school. However, operators are free to set their own requirements. Pupils/transport crew are encouraged to wear facecoverings on dedicated Home to School Transport. **OTHER:** Emergency cover arrangements in place – e.g. key holder, safeguarding, first-aid, cleaning, administration etc. to ensure safe opening/operation. Flexibility amongst teaching staff to teach/lead different School to check that external providers/contractors (e.g.

catering providers) have robust COVID-19 arrangements

Ensure key **contractors/visitors** etc. are aware of the school's control measures and ways of working.

in place.

5	People previously identified as Clinically Extremely Vulnerable (Pre-CEV) and others considered at higher risk of serious illness from COVID-19  Exposure to Covid-19	Previously CEV staff & pupils	<ul> <li>Continue to maximise use of outdoor space for learning/meetings/events, where possible.</li> <li>Advised to follow medical advice and latest government guidance for People previously considered CEV</li> <li>Pregnant women are advised to follow latest Government guidance for pregnant employees and guidance from the Royal College of Gynaecologists. [A 'New and Expectant Mothers &amp; Birthing Parents' risk assessment and 'COVID-19 Individual risk assessment' should be in place].</li> <li>Pre-CEV &amp; others at higher risk attend work subject to agreed Individual Risk Assessment (RA) in place/reviewed - see also (HSE) guidance on protecting vulnerable workers, including advice for employers and employees on how to talk about reducing risks in the workplace</li> <li>People previously CEV/at higher risk continue to consider additional precautions they can take.</li> <li>School support/encourage vaccine take up and enable all staff who are eligible for a vaccination to attend booked vaccine appointments, where possible.</li> <li>All previously CEV children and young people attend school unless they are under paediatric or other specialist care and have been advised by their GP or clinician not to attend – see also Supporting pupils with medical conditions.</li> <li>Some people with characteristics who may be at comparatively increased risk from COVID-19 can attend school, subject to Individual RA.</li> </ul>	Note: Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. Children and young people who were previously identified as being in one of these groups, are advised to continue to follow the guidance contained in Coronavirus: how to stay safe and help prevent the spread. Children and young people previously considered CEV should attend school and should follow the same COVID-19 guidance as the rest of the population. In some circumstances, a child or young person may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice.

C Land Outline	D		
6 Local Outbreak	Pupils/	Aware of and follow the Contingency Framework and the	
	Staff/	thresholds used as an indication for when to seek public	
	Parents/	health advice if concerned. For most education and childcare	
	Carers	settings, these include:	
	etc.	<ul> <li>A higher than previously experienced and/or rapidly</li> </ul>	
		increasing number of staff or student absences due to COVID-	
		19 infection	
		• Evidence of severe disease due to COVID-19, for example if a	
		pupil, student, child or staff member is admitted to hospital	
		due to COVID-19	
		<ul> <li>A cluster of cases where there are concerns about the health</li> </ul>	
		needs of <u>vulnerable staff or students</u> within the affected	
		group.	
		<ul> <li>For special schools, alternative provision, SEND/AP units</li> </ul>	
		within schools and colleges, open and secure children's homes	
		and settings that operate with 20 or fewer children, pupils,	
		students and staff at any one time: 2 children, pupils, students	
		and staff, who are likely to have mixed closely, test positive	
		for COVID-19 within a 10-day period and/or there are	
		concerns about the health needs of vulnerable individuals	
		within the affected group.	
		<ul> <li>Settings can seek advice and support from BHCC Education &amp;</li> </ul>	
		Skills and Public Health Teams.	
		Operational advice also available by phoning the DfE helpline	
		(0800 046 8687, option 1).	
		Follow any additional local measures/restrictions put in place	
		by the local authority (BHCC), Director of Public Health and/or	
		local Health Protection Team (as part of their local outbreak	
		management responsibilities). Please also see 'Measures that	
		settings should plan for' on Page 14 of the Contingency	
		Framework.	

Inadequate health and hygiene visito arrangements  Staff/ childr visito etc.	ren/ (pupils/staff/peripatetic teachers/others) to explain the latest school/site COVID-19 RA, required controls and safety arrangements.
	Appropriate cleaning regime/schedule – including regular cleaning of areas & equipment, with particular focus on frequently touched surfaces. Nightly clean and key contact points additionally cleaned during the day.  See UKHSA guidance: Cleaning in non-healthcare settings  Follow Principles of cleaning after an individual with COVID-19 symptoms, or a confirmed case, has left the setting or area. In situations where someone has symptoms of COVID-19, it is advised that you store personal waste for 72 hours as an additional precaution.  Cleaners to wear disposable gloves and aprons and if an area has been heavily contaminated such as with visible bodily fluids from a person with COVID-19, use protection for the eyes, mouth and nose, as well as wearing gloves and an apron.  Review the use of soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts).  Encourage staff and pupils to feedback any concerns/issues regarding hygiene measures in place.  Hygienic wipes or cleaning supplies available in each classroom/office and stored securely out of reach.  Premises staff, led by the Premises Manager, ensure that appropriate cleaning resources/protective clothing is provided/replenished/worn, as required.

nadequate	HAND HYGIENE	Note: Supervision of hand
ealth and		sanitiser use given risks
nygiene	Anyone entering the building should sanitise/wash their	around ingestion. Small
continued)	hands.	children and pupils with
	Clear instructions for visitors on where to wash/availability of	complex needs should continue to be helped to
	hand sanitiser and dedicated toilet facilities.	clean their hands properly.
	Hand washing facilities and hand sanitiser available in	Skin friendly skin cleaning
	appropriate locations and products stored securely.	wipes can be used as an
	Frequent and thorough hand cleaning routines now regular	alternative.
	practice and continual reminders for all to wash/sanitise	
	hands effectively – 20 seconds etc.	
	Supervised use of hand sanitiser, where required.	
	Anyone handling food, treating a cut/wound etc. must wash	
	their hands before and afterwards.	
	Remind children not to touch their eyes, nose and mouth with	
	unwashed hands.	
	Posters displayed showing effective hand washing and good	
	hygiene advice etc.	
	RESPIRATORY HYGIENE	
	Good respiratory hygiene – "Catch it, Bin it, Kill it" approach.	
	Use of <u>The e-Bug Covid-19 website</u> for good hand/respiratory	
	hygiene resources.	
	Staff and children reminded to use tissues or cover their	
	mouth and nose with a bent elbow, when coughing or	
	sneezing – washing/sanitising hands afterwards.	
	Tissues to be disposed of in lidded bins and emptied	
	regularly/end of each day.	
	Support for pupils who struggle to maintain good respiratory	
	hygiene (e.g. who spit uncontrollably or use saliva as a sensory	
	stimulant) and the staff who work with them - reviewing	
	individual pupil RAs and any PPE requirements.	

8	Wrap-around &	Staff/	Wraparound provision and extra-curricular activity <u>Guidance</u>			1	
	Extra-curricular	children/	followed and RA in place.			i	
	provision –	providers	Where school hires out its premises for use by external			i	
	transmission of	/parents/	wraparound childcare providers – checks made to ensure			ł	
	the virus	carers	these organisations have:			ł	
			- Covid arrangements in place, in line government guidance			i	
			for their sector.			i	
			<ul> <li>Are aware of the school's Covid arrangements and</li> </ul>			i	
			protocols.				

	ducational visits	Staff/	Full and thorough risk assessments undertaken in relation to	
-	- transmission of	children/	all educational visits - day trips, residential, adventurous,	You are advised to ensure that all
tl	he virus	providers	domestic and international – by EVC/Trip	bookings have adequate financial
		/parents/	Leader/Headteacher.	protection in place. You should
		carers	<ul> <li>Risk assessments should reflect any public health advice or in-</li> </ul>	speak to either your visit
			country advice of the international destination.	provider, commercial insurance
			General guidance on educational visits is available and is	company, or the risk protection
			supported by specialist advice from the Outdoor Education	arrangement (RPA) to assess the
			Advisory Panel (OEAP), BHCC Outdoor Education Adviser and	protection available.
			EVOLVE (BHCC's notification and approval system for offsite	Independent advice on insurance
			visits).	cover and options can be sought
			For international educational visits, you should refer to the	from the British Insurance
			Foreign, Commonwealth and Development Office travel	Brokers' Association (BIBA) or
			advice and the guidance on international travel before	Association of British Insurers
			booking and travelling to make sure that the school group	(ABI).
			meet any entry and in country requirements especially in	
			relation to vaccinations. More information can be found here	
			and in the guidance on health and safety on educational visits.	
			Reference to 'Managing Covid when going offsite' (model RA	
			for local adaptation) on EVOLVE.	
			Provider COVID arrangements verified (in addition to usual	
			checks) as part of planning process.	
			New bookings (domestic or international) checked for adaptive financial protection, given likely and in Cavid 10.	
			adequate financial protection, given likely gap in Covid-19 related cancellation insurance cover.	
			7 0 0 0 0 0 0 0 0 0 0 0 0 0 0	
			government travel advice in <u>travel to England from another</u> country during coronavirus (COVID-19).	
			Government broader international travel policy checked and	
			monitored for any international travel policy checked and	
			change).	
			Contingency plans in place for any sudden change to travel	
			regulations/quarantine requirements or individual becoming	
			unwell/Covid-symptomatic, which may temporarily prevent	
			their return to the UK.	
			Communications protocol in place to update school,	
			parents/carers etc. of any unexpected changes to visit	
			arrangements.	
			and agent and	
		1		

10	Staff Wellbeing - Staff with Covid- 19 related anxieties	All Staff including SLT	<ul> <li>Governing bodies and school leaders promote work-life balance and wellbeing.</li> <li>Headteacher wellbeing monitored by Governing Body and support provided.</li> <li>Staff have access to BHCC wellbeing pages and school wellbeing plan.</li> <li>Regular staff meetings and open-door policy for staff to discuss any wellbeing concerns.</li> <li>Regular SLT wellbeing checks with staff.</li> <li>SLT to monitor who is ill/self-isolating and make regular contact – esp. with those that live alone.</li> <li>Regular updates and consultation with staff on changes to Covid arrangements.</li> <li>Regular breaks programmed in for all staff.</li> <li>Mental Health and Wellbeing training and support available on BEEM and on the Learning Gateway.</li> <li>Bereavement support and guidance available.</li> <li>DfE additional support for both pupil and staff wellbeing in the current situation &amp; information about the extra mental health support for pupils and teachers available.</li> <li>The Education Support Partnership provides a free helpline for school staff and targeted support for mental health and wellbeing.</li> </ul>	
11	Children's wellbeing  Children with Covid-19 anxieties.	Children	<ul> <li>Staff monitor emotional wellbeing of children.</li> <li>Continue to provide opportunity for each child to share their negative and positive experiences during the pandemic.</li> <li>Availability of school learning mentors.</li> <li>BHISS to be contacted to offer support for children who have experienced trauma/anxiety during pandemic.</li> <li>Bereavement Resources for Educational Settings   BEEM</li> <li>Other LA specialist support sought where required.</li> <li>Wellbeing updates encouraged from home.</li> <li>Children's mental health and wellbeing support available. See also other useful links and sources of support on promoting and supporting mental health and wellbeing in schools.</li> </ul>	

12	Staff working from home  DSE related ill-health or injury & isolation	Staff	<ul> <li>Staff to follow <u>Display screen equipment advice</u></li> <li>Staff complete DSE eLearning and update DSE Self-Assessments for working at home, where required.</li> <li>Staff provided with DSE equipment if needed.</li> <li>Regular wellbeing checks with staff working from home.</li> <li>Staff encouraged to take regular DSE breaks.</li> <li>Staff aware of the corporate <u>guidance</u> for 'working well at home'.</li> </ul>		
13	Nappy/pad changing, intimate care and clinical and offensive waste removal	Staff may be exposed to the virus	<ul> <li>Children whose routine care already involves the use of PPE for toileting and/or intimate care continues in the same way and staff provided with same levels of PPE.</li> <li>Schools current toileting/intimate care procedures are followed.</li> <li>Clinical waste arrangements/facilities already in place.</li> </ul>	Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19.	
14	Catering Contractor unable to provide a school meals service/or are operating a reduced service	Pupils/ (staff having meals)	<ul> <li>Kitchens expected to be fully open and normal legal requirements apply to the provision of food for pupils, including ensuring food meets the standards for school food in England.</li> <li>Assurance sought that school kitchen operation and Contractor/Caterer Covid arrangements in place (and monitored) for safe service delivery.</li> <li>Follow guidance/information on providing school meals during coronavirus (COVID-19).</li> <li>Continued provision of free school meal support to pupils who are eligible for benefits-related free school meals and who are learning at home during term time.</li> <li>Liaison with Susie Haworth, School Meals Manager, where provision of school meals may be compromised due to Covid-related/other reasons.</li> <li>Robust contingency arrangements in place for safe provision of special diet meals/those with allergens at all times, esp. when service may be disrupted.</li> <li>From October 2021, Secondary Schools/Colleges will need to consider UK Food Information Amendment, also known as Natasha's Law.</li> <li>If only reduced/alternative menu available, parents/carers informed to ensure allergies considered.</li> </ul>		