



## COVID 19 School Risk Assessment September 2020

School:	Ryburn Valley High School
Date of update:	31 <sup>st</sup> August 2020
Approved by governing body:	2 <sup>nd</sup> September 2020
Date of Assessment:	2 <sup>nd</sup> September 2020
Assessment carried out by:	Gary Laird
Date of next review:	11 <sup>th</sup> September 2020 (end of first week)

**This risk assessment is compiled in line with Government guidance for the particular challenges of our Schools and reviewed regularly as and when circumstances change. The risk assessment should be reviewed alongside the Trust Guidance for Covid-19 Estate Management.**

**All staff need to be trained/issued with the risk assessments relevant to their work and this must be recorded.**

**The risk assessment is demonstrating Together Learning Trust Education and its Schools are reducing and mitigating risk so far as is reasonably practicable following the most up to date Government advice.**

**If the guidance cannot be achieved after plans have been put in place, then The Trust has to consider whether that activity or part of the School should be open.**

**COVID is a biological agent and comes under the COSHH Regulations and Health and Safety at Work Act. If you require any assistance with this process it is recommended you contact your health and safety manager at Together Learning Trust Education.**

*\*Please note that this risk assessment has been produced in line with the current Government guidance and advice available at the time of production (issued 07/08/2020). The risk assessment will be updated in line with further updates as and when they arise.*

What is the Activity and/or Hazards?	Who might be affected & how?	What controls have been put in place to reduce the risk of infection in accordance with Public Health advice?	What further actions are required to control the risk?	Action by whom?	Action by When?	Done
<p><b>1</b> <b>General controls to prevent risk of infection.</b></p>	<p>Staff, visitors, Pupils</p>	<p>General Controls and instruction to staff throughout the School: -</p> <p>1.1. Curriculum structure reviewed and rewritten for September 2020:</p> <ul style="list-style-type: none"> <li>• Each year group has been split into separate “bubbles” to minimise contact (note: Year 12/13 will create one KS5 “bubble”)</li> <li>• Curriculum has been reviewed for each year group to allow for extra time for English and Mathematics catch-up (KS3 and KS4)</li> <li>• All Year groups will have separate entrances, toilets and break/lunches and be based predominantly in one area of the school, teachers will move around the school to teach lessons, with student movement minimised</li> <li>• Break and lunch will be on a 30 minutes rota, 20 minutes in venue and 10 minutes in classroom (to allow for cleaning) – only one year group will be in a venue at any one time</li> <li>• A suggested start time will be communicated to parents and year groups will be dismissed one at a time, all students will return to their form room at 3:10 prior to dismissal</li> <li>• Each year group will have a different year group tie, this will make identification of each</li> </ul>	<p>1a Establish a record of cleaning, particularly for specialist rooms were different year groups will be utilising them during the day</p> <p>1b Review cleaning schedule for lunch venues, 10 minutes gap between each year group means staff need to be efficient but effective</p> <p>1c Identify any areas of increased movement between Year 11 and KS5 who have increased movement – how can this be minimised</p> <p>1d Training for staff on new protocols on training day</p> <p>1e PowerPoint presentation for students on first day in school – key areas</p> <p>1f Posters on classrooms walls to show break/lunch times</p> <p>1g Posters on corridors to promote key principles of social distancing, importance of hygiene and the school one-way system</p>	<p>SALT (KPa, MTh), Interserve</p>	<p>Prior to Sept opening</p>	

		<p>“bubble” clearer as well as support in other areas such as school buses and fire assembly</p> <ul style="list-style-type: none"> <li>• Some lessons at KS4 and KS5 will involve movement within outside their designated classroom to specialised rooms, these will be wiped clean by students/staff between each different year group use</li> <li>• At KS3 specialised subjects will be taught in classrooms, students will share relevant resources within the year group only and laptop banks will be provided for each year group to book</li> <li>• Heads of Departments have reviewed their Programmes of Study to support teaching within the classroom, ensuring lessons are linked to the National Curriculum requirements, they have received updated guidance in terms of subject specialism (particularly relevant for Science, DT, PE, Music, Drama, Dance and MFL)</li> <li>• In the first instance students will bring trainers only into school to undertake PE lessons, this will be extended to full kit (wear on PE days), changing rooms are available if required on a rota</li> <li>• Training and guidance on “teaching from the front” will be provided to all staff on training day</li> </ul>	<p>1h Reminder to parents and staff of symptomatic people or those in the household of someone who is symptomatic are not to attend School</p> <p>1i Parents reminded of the procedures in relation to COVID19</p> <p>1j Ensure sufficient PPE and hand sanitizers in stock</p>			
--	--	--	---	--	--	--

		<ul style="list-style-type: none"> <li>• Withdrawal of all non-essential trips and meetings from the calendar in the first instance, to be reviewed after Christmas</li> <li>• Review extra-curricular offer to ensure all sessions adhere to current guidelines</li> <li>• Offer additional catch-up sessions and tuition after school for students identified (including pupil premium students)</li> </ul> <p>1.2. Increased cleaning regime, with identified high touch areas and daily cleaning programmes in place for specialised classrooms and staff workrooms</p> <p>1.3. Communal areas (used for break/lunch) will be cleaned between each use</p> <p>1.4. Hand washing facilities in place in toilets and pupils encouraged to use these</p> <p>1.5. School will have hand sanitisers at entrance points and in each classroom, students will sanitised as they leave or enter a classroom, toilets have been updated with improved wash room facilities, each “bubble” will have a separate toilet to use during the day</p> <p>1.6. All classrooms will have spray and wipes so each member of staff can clean the area before/after use</p> <p>1.7. Staff or pupils who may become <b><i>symptomatic</i></b> to be remain home until a test has been completed</p> <p>1.8. Non-fire safety doors propped open to allow ventilation</p>				
--	--	--	--	--	--	--

		<p>1.9. Windows opened each morning to allow adequate ventilation</p> <p>1.10. Alternate staff work and social spaces to be introduced in order to ensure appropriate social distancing, screens to be in place where 2m distance cannot be maintained</p> <p>1.11. Face visors are to be provided to all staff to use when they are outside the classroom, any member of staff who wishes to wear a face mask in addition to a visor will be allowed, full PPE will be available to all staff who undertake care needs and first aid, disposable gloves will also be available to staff if required</p> <p>1.12. Restriction of materials being taken home by pupils or staff or brought in to mitigate the risks, each student will have a pack of resources which will be returned to the form room at the end of the day (eg. whiteboard and pen, purple pen, highlighter)</p>				
<b>2 Use of Classrooms</b>	Staff, Visitors, Pupils	<p>2.1 Classroom furniture reorganised (removed) to enable 2m social distancing between teaching staff and pupils, each classroom has two clear lines marked out – one for staff and one for the front desk</p> <p>2.2 All seating has been amended so students are not sitting face-to-face, where this is not possible screening has been put in place</p> <p>2.3 All staff will be provided with a face visor, if they need to move within 2m of any student</p>	<p>2a All rooms set up and markings in place in classrooms</p> <p>2b Training for staff on key protocols in the classroom</p> <p>2c Updated Behaviour Protocol agreed at Governors</p>	<b>SALT (CEv, MTh), HODs</b>	<b>Prior to Sept opening</b>	

		<p>they will be required to wear this visor (this should be no longer than 15 minutes but kept to a minimum and only when strictly necessary)</p> <p>2.4 Restrictions introduced regarding the maximum number of adults permitted to work with children in a classroom setting at any time to three</p> <p>2.5 Windows opened every morning for good ventilation</p> <p>2.6 Programmes of Study have been reviewed to support “teaching from the front” with students provided with personal whiteboards and pens to use</p> <p>2.7 Specialised rooms will be cleaned between different year group use (technology, science, art, pe changing room, ict rooms)</p> <p>2.8 Staff keyboards and staff desks to be wiped down after every use (this includes staff communal areas)</p> <p>2.9 Any student who wishes to wear a face covering in the classroom will be allowed to do so</p> <p>2.10 Behaviour policy has been reviewed with clear guidance on behaviour expectations and consequences, where a student is removed from lesson they will be placed in the Access Centre (this has been modified with screens to take multiple year groups with each unit being wiped down following use)</p>				
--	--	---	--	--	--	--

<p><b>3</b> <b>Use of Corridors</b></p>	<p>Staff, pupils, visitors</p>	<p>3.1 Year groups have been allocated to different areas of the school, this will minimise contact, at KS4 and KS5 students will move around the school for specialist subjects (following the school one way system)</p> <p>3.2 Each year group has been given a different tie so they can clearly see if they are passing a student in a different year group</p> <p>3.3 All students (except those exempt) will wear a face covering when they leave the classroom (this is currently mandatory for students in the Soweby Bridge Ward), any parent who does not agree (in the Ryburn Ward) will need to provide a written statement to this affect</p> <p>3.4 Corridor markings retained and guidance provided to staff and adult visitors regarding maintaining 2m social distancing when moving around the site</p> <p>3.5 Where possible establish and implement a one-way system to prevent crossing on the corridors</p>	<p>3a Pilot and test all transition routes prior to implementation with staff and children in September</p> <p>3b Ensure emergency supply of face masks for students</p> <p>3c Ensure all students have been provided with a year group tie</p> <p>3d Monitor and review on a daily basis</p>	<p>SALT (NJo, MTh)</p>	<p>Prior to Sept opening</p>	
<p><b>4</b> <b>Use of toilets and cloakrooms</b></p>	<p>Staff, pupils, visitors</p>	<p>4.1 Available hand washing facilities with encouragement to use these facilities regularly</p> <p>4.2 Hand driers isolated in all toilets and hand towels provided</p>	<p>4a Duty rotas set up for before school, break and lunch</p> <p>4b Monitor and review on a daily basis</p>	<p>SALT (ICu, MTh), Interserve</p>	<p>Prior to Sept opening</p>	

		<p>4.3 All toilets will be monitored by staff before school and during break/lunch to manage traffic</p> <p>4.4 Use of toilet during the day will be for emergency only with no more than one student out of the classroom at any one time</p>				
<p><b>5</b> <b>Use of common social spaces</b></p>	<p>Staff, Pupils, Visitors</p>	<p>5.1 Suggested start times for each “bubble” and staggered release at end of day</p> <p>5.2 All students will return to form room at 3:10 to return equipment and support a staggered exit from school</p> <p>5.3 Each “bubble” has their own break and lunch time – two venues are available for each of these in separate areas of the school</p> <p>5.4 All facilities have been amended so that students are no longer able to sit face-to-face</p> <p>5.5 Continue to promote social distancing where possible, particularly outside where students will be able to mix more freely</p> <p>5.6 Breakfast club has been suspended and school will not be open to students until 8:30am</p> <p>5.7 Students will be encouraged to bring a packed lunch but a reduced menu is also available – this is in the form of a “grab bag” to minimise queueing time</p> <p>5.8 No cash will be allowed in school to purchase food, so all parents must ensure any school lunch money is paid via Parent Pay, each student will have a large name sticker on the</p>	<p>5a Duty rotas set up for before school, break and lunch</p> <p>5a Monitor and review on a daily basis</p>	<p>SALT (ICu), Interserve, All Staff</p>	<p>From Sept '20</p>	



		front of their planner to support the canteen staff				
		5.9 Contact sports such as football and basketball are prohibited				
<b>6</b> <b>Use of staff social spaces</b>	Staff,	<p>6.1 Several areas have been identified for staff to use during break/lunch/PPA time, these have been amended using shields where social distancing of 2m not available</p> <p>6.2 All staff to ensure they understand and follow the clear guidance on maintaining 2m social distance, face visors will be provided to all staff who should wear them outside of the classroom and in communal areas</p> <p>6.3 Clear desk policy to apply to all social and workspaces - additional guidance set out in staff handbook</p> <p>6.4 Staff to clean any social areas (including keyboards) following each use</p> <p>6.5 Alternate staff work and social spaces to be introduced in order to ensure appropriate social distancing</p> <p>6.6 Staff encouraged to bring own cutlery and crockery for personal use if required (this should be removed from site each day), staff should wipe down any services or general equipment they use (microwave, hot water dispenser, taps)</p> <p>6.7 Staff will be able to order lunch via the school sixth form service (this will be delivered to the</p>	<p>5a Discuss protocol with staff on training day</p> <p>5b Ensure cleaning facilities available in all social areas</p> <p>5a Monitor and review on a daily basis</p>	SALT (CEv), All Staff	From Sept '20	

		<p>staff area for collection), this can be pre-ordered each week, staff will not be able to access the canteen or sixth form canteen at any point</p> <p>6.8 Staff social spaces to be included in regular cleaning routine</p> <p>6.9 All staff to sanitize when entering any classroom or communal area</p>				
<b>7</b> <b>Drop off/collection areas with parents</b>	Staff, pupils, visitors, parents	<p>7.1 Parents/ carers informed of preferred start times and staggered finish times</p> <p>7.2 All students will be required to wear a face covering on entering the school premises as year groups will may mix more at this point</p> <p>7.3 All students to hand sanitize on entry and when leaving their form room at the end of the day</p> <p>7.4 Students to follow guidance for school buses, use of school ties to identify year groups</p> <p>7.5 Additional staff initially on duty before and after school to support the new routines</p>	<p>7a Communicate staggered start / finish time with parents and provide clear guidance on return to school requirements in terms of face covering and logistics</p> <p>7b Finalise duty staffing, meet with duty staff (virtually) to clarify duty protocol</p> <p>7c Finalise plans for the school buses</p>	<b>SALT (NJo), All Staff</b>	<b>Prior to Sept opening</b>	
<b>8</b> <b>Catering and use of exiting food hall</b>	Staff, pupils, Visitors	<p>8.1 Introduce barrier shields between catering staff and students</p> <p>8.2 All duty staff to wear face visor in all areas</p> <p>8.3 Biometric systems replaced with label on planner to increase speed of delivery</p> <p>8.4 Students to be given guidance in terms of specific entrances to key venue for break and lunch</p>	<p>8a Interserve to relay this to all members of their teams</p> <p>8b Label for each student to speed up cashless process</p> <p>8c Students encouraged to bring their own pack lunch</p> <p>8d Monitor and review on a daily basis</p>	<b>SALT (ICu), Interserve</b>	<b>Prior to Sept opening</b>	

		<p>8.5 Current menu replaced with reduced 'grab bag' offer (hot and cold) in order to reduce queuing and to ensure food hygiene standards are maintained (with regard to food temperatures)</p> <p>8.6 All seating amended to remove any face-to-face seating in the canteen or sports hall (packed lunches venue)</p>				
<p><b>9</b> <b>Reception area</b></p>	<p>Staff, Pupils, Visitors,</p>	<p>9.1 Parents informed first point of contact is to call the School ead of attending in person</p> <p>9.2 The design of the reception area provides a physical barrier between front facing staff and others</p> <p>9.3 Students to enter the School via designated area</p> <p>9.4 Students with specific needs who are being escorted to school will be met at reception as appropriate</p> <p>9.5 Protocol introduced establishing expectations regarding visitors attending the site</p> <p>9.6 All interview rooms to have a screen for use for meetings, where possible these should be limited to 15 minutes and staff will need to wear a face visor</p> <p>9.7 Office staff (who do not go into classrooms) can form an "office bubble" however, shields will be in place where 2m distancing cannot be guaranteed at all times</p>	<p>9a Finalise 2m plans for reception area</p> <p>9b Monitor and review on a daily basis</p>	<p>SALT (TBo, MTh), admin team</p>	<p>Prior to Sept opening</p>	

<b>10 Clinically vulnerable adults (and other vulnerabilities inc. BAME)</b>	Staff	<p>10.1 All staff that self-identified (in the June Staff Survey) as having a vulnerability contacted and required to complete a Risk Assessment, tours of the school have been arranged for any staff who has requested one</p> <p>10.2 All staff to be offered a return to work conference call or meeting to discuss what adaptations (if any) might be appropriate to support their return</p>	<p>10a Leadership to review termly with any vulnerable staff</p>	SALT (NRm), JLu	Jul/ Aug '20	
<b>11 Extremely clinically vulnerable</b>	Staff, pupils, visitors	<p>11.1 All staff that were in receipt of a Shielding Letter prior to 1<sup>st</sup> August contacted and required to complete a Risk Assessment, tours of the school have been arranged for any staff who has requested one</p> <p>11.2 All staff to be offered a return to work conference call or meeting to discuss what adaptations (if any) might be appropriate to support their return</p> <p>11.3 Occupational health referral made for any staff that identify as having ongoing medical issues</p> <p>11.4 Any staff receiving medical advice not to return to work provided with alternate duties, completed remotely and monitored</p>	<p>10a Leadership to review termly with any extremely vulnerable staff</p> <p>10b Health Care Assistant (CMg) to liaise with parents of students who have been (or are) shielding</p>	SALT (NRm), JLu	Jul/ Aug '20	

		11.5	Collect information from parents of students who have been shielding to assess the risk of a return to school				
<b>12 Staff contingency arrangements</b>	Staff, pupils	12.1	<p>Ensuring there is a plan in place to have a suitable and sufficient staff ratio to pupils that may include having cover staff:</p> <ul style="list-style-type: none"> <li>• <i>How many staff do you have available to work in school?</i></li> <li>• <i>How many teachers do you have available to work in school?</i></li> <li>• <i>How many support staff including teaching assistants do you have available for work in school</i></li> <li>• <i>Do you have a head or deputy available for work in school?</i></li> <li>• <i>Do you have at least one person with first aid training available for work in school?</i></li> <li>• <i>Do you have at least one person with up to date Designated Safeguarding Lead (DSL) training available to work in school?</i></li> <li>• <i>Do you have your special educational needs coordinator available for work, or an alternative staff member who could take on this role?</i></li> <li>• <i>Do you have a caretaker and/or cleaning staff, and if necessary at least one office staff member available during the school day?</i></li> </ul>	12a	Ensure staff are aware of the reporting procedure to highlight if they have any symptom – to be covered in Training Day	SALT (KPa), JLu	Prior to Sept opening
		12.2	All supply staff to be briefed on the school protocols and expectation on arrival prior to working in any classroom, face visors to be				

		provided to all supply teachers (sanitized after each use)				
<b>13 Curriculum contingency (School/ year group lockdown)</b>	Staff, Pupils, Parents	<p>13.1 All staff to be trained on Google Classrooms and Loom on Training Day</p> <p>13.2 Blended learning arrangements to be maintained</p> <p>13.3 All learning resources uploaded onto Google Classroom weekly to ensure that banks of work are available to access online should a child need to self-isolate or a year bubble or school lockdown be necessary following an outbreak</p> <p>13.4 Two week block timetable to be available to support a more wider scale local lockdown</p> <p>13.5 Heads of Department to identify topics/units that can be delivered remotely (if a more large scale local lockdown is applied) and ensure that resources are modified appropriately for this purpose</p> <p>13.6 NJo / MTh to support arrangement for access to laptops for students who do not have one at home</p>	<p>13a Heads of Department to ensure that appropriate materials are made available remotely each week, these should be linked to the current POS (and utilised online resources such as Oak Academy and BBC Bitesize)</p> <p>13b SALT to monitor and quality assure the online provision on a weekly basis and liaise with parents of students who are not in school</p>	SALT (YMa, FTh), all teachers	From Sep '20	
<b>14 Area for medical isolation/first</b>	Staff, Pupils,	<p>14.1 First Aid Room identified as an appropriate area that will be used for First Aid, maintain cleaning standards and clean after each treatment</p>	<p>14a Guidance to staff regarding arrangements for First Aid during the school day (emergencies only)</p>	SALT (RBr)/ all staff, first aiders	From Sept '20	

aid and separate toilet			14b Regular cleaning throughout the day 14c Daily review of all controls			
<b>15 Symptomatic staff or pupils</b>	Staff, visitors, pupils	<p>15.1 Construction Academy building to be used for students who are symptomatic, this will be supervised by a member of SALT, students will have access to a separate toilet and will be collected from classrooms by SLT, all symptomatic students will be required to wear a face covering at all times (provided by the school)</p> <p>15.2 Area in which symptomatic people await collection cleaned after use</p> <p>15.3 Those staff who require close supervision while awaiting collection will be provided with PPE i.e. face shield, respirator FP3, gloves and apron, these will be kept at Student Services</p> <p>15.4 Procedure in place for isolating staff and pupils who are symptomatic or who have been formally diagnosed with COVID</p> <p>15.5 Staff referred for testing if they or member of their household display symptoms</p> <p>15.6 A small number of home testing kits will be available at student services if required</p>	15a Communicate the procedure for staff of how to access testing (as a key worker group) 15b Establish a clear procedure for students in how to access testing and communicate it to parents	<b>SALT (RBr)/ all staff</b>	<b>From Sept'20</b>	
<b>16 Assembly &amp; gatherings</b>	Staff, Pupils Visitors	16.1 Cancel large gatherings, such as assemblies and parent's evenings, and replace with virtual models of delivery where possible	16a Identify and implement alternate arrangements for parents' evenings, Open	<b>SALT (CEv, TBo, LRo)</b>	<b>Prior to Sept opening</b>	

		<p>16.2 Assessment tests (and mock exams) to take place in classrooms</p> <p>16.3 Open evening to be virtual</p>	<p>16b Evening, Celebration Evening etc. Identify and implement alternate arrangements for assemblies</p>			
<p><b>17 Transport arrangements</b></p>	<p>Staff, Pupils, Contractors</p>	<p>17.1 Remind parents and pupils still using public transport that face coverings are mandatory for children 11 years+</p> <p>17.2 Work with home-to-school transport providers to determine appropriate protective measures to take on transport to align with school policies</p> <p>17.3 Students to sit in year group “bubbles” on school service buses – use of year group tie to support this</p> <p>17.4 Liaise with school transport regarding travel arrangements for Looked After Children and Alternative Provision students to ensure that appropriate protective measures are in place</p> <p>17.5 Encourage all staff and children to make alternate travel arrangements that avoid public transport at key times</p> <p>17.6 Arrangements in place for safe storage / ‘parking’ of cycles (staff and students)</p> <p>17.7 Suggested staggered start time for students at start and end of day to minimise congestion on St Peters’ Avenue</p>	<p>17a Establish an agreement with the transport provider of the controls they will have in place to ensure safety</p> <p>17b Secure additional bus provision where demand is high</p>	<p>SALT (NJo)</p>	<p>Prior to Sept opening</p>	



<p><b>18 Personal Protective Equipment (PPE)</b></p>	<p>Staff, Pupils</p>	<p>18.1 Full PPE identified for personal care only 18.2 All staff to be provided with a face visor 18.3 All students to wear a face covering outside of lesson – emergency stock to be available if a student does not have access to one 18.4 Liaise with parents to ensure all Pupil Premium students have access to suitable face coverings on a daily basis 18.5 Increased stocks of PPE sourced prior to opening 18.6 Ensure relevant PPE signed out when used 18.7 Risk assessment in place for children with intimate care need (PPE to continue to be used in usual way)</p>	<p>18a Inform staff of the requirements for PPE and provide information for their safe usage 18b Individual risk assessments to be conducted 18c Recording system established and monitored in relation to when PPE is deployed and used (for tracking and stock management purposes)</p>	<p>SALT (RBr)/ all staff</p>	<p>Prior to Sept opening</p>	
<p><b>19 Home visits into the property</b></p>	<p>Staff, Families, Pupils</p>	<p>19.1 Home visits should be undertaken only where absolutely necessary 19.2 No home visits conducted for those who are symptomatic 19.3 Hand sanitiser provided for staff required to conduct home visits, face visors should be worn at all times 19.4 Home visits to adhere with current social distancing guidance and as far as possible be conducted 2m from outside the front door (any concerns will be directed to social services in the normal manner)</p>	<p>19a Establish/ update home visit procedure to include COVID19 controls</p>	<p>SALT (ICu, AMi)/ pastoral staff</p>	<p>From Sep '20</p>	

<p><b>20</b> <b>Visitors &amp; Contractors in School</b></p>		<p>20.1 Where possible avoid visitors and contractors from attending the School without an appointment</p> <p>20.2 Reception should obtain confirmation (verbal or written) those who will be on site are not showing signs of COVID19 and take contact details for all visitors</p> <p>20.3 Where an appointment is necessary aim to keep meetings below 15 minutes where possible</p> <p>20.4 Face visors must be worn by staff at all times and a shield in place where a 2m distance cannot be maintained</p> <p>20.5 Provide hand sanitiser facilities for visitors/contractors</p> <p>20.6 Allow for social distancing for the contractor while in place such as contactless signing in, hand washing and an isolated area for the contractor to work in</p> <p>20.7 Contractors should not be working in areas where students are based during school time, any rooms used by contractors/visitors after school should be deep cleaned prior to the start of the next day</p>	<p>20a Aspects relating to COVID to be included in the contractor rules for the School</p>	<p>SALT (MTh), Interserve, reception staff</p>	<p>From Jul '20</p>	
<p><b>21</b> <b>Physical restraints/comforting, first aid</b></p>	<p>Staff, pupils</p>	<p>21.1 TeamTeach training completed by teachers who are required to carry out physical restraint</p> <p>21.2 Ensure wash facilities or hand sanitiser are available after a close contact event</p>	<p>21a Monitor and review on a daily basis</p>	<p>SALT (ICu)</p>	<p>Prior to Sept opening</p>	

		<p>21.3 No child or member of staff should be in School if they are symptomatic</p> <p>21.4 Usual First Aid procedures to continue using PPE as required</p> <p>21.5 Head of School to review restraint policy (if applicable) based on each case as it arises</p>				
<b>22 Waste</b>	Staff, pupils	<p>22.1 Waste regularly removed from within the building and in the outdoor bins</p> <p>22.2 Procure and implement covered bins (e.g. flip top) wherever practicable</p> <p>22.3 If someone is symptomatic and while isolating, ensure that any items tissues or waste is then bagged up and stored for 72 hours prior to collection</p>	22a Monitor and review on a daily basis	SALT (MTh), Interserve	From Sep '20	
<b>Health and Safety general considerations</b>	Staff and pupils	<p>23.1 School maintains all statutory requirements for maintenance of mechanical and electrical systems e.g. water system, fire system etc.</p> <p>23.2 Site inspection to be conducted prior to reopening of any section of the School</p> <p>23.3 Sixth Form entrance changed from key code to bar code/swipe card</p> <p>23.4 Fire drills conducted as single year bubbles in order to reduce social mixing between year groups</p> <p>23.5 Staff to remove door wedges if fire alarm sounds</p> <p>23.6 Additional duty staff before and after school to support changes</p>	<p>23a Monitor and review Health and Safety arrangements on a daily basis</p> <p>23b Ensure that staff on duty in all areas from 8:30am</p> <p>23c Staff Training on fire alarm protocol on Training Day</p> <p>23a Review school bell requirements for break and lunch</p>	SALT (KPa, MTh)/ All Staff	Prior to Sept opening	

		23.7 Lockdown procedure reviewed and shared with staff				
--	--	--	--	--	--	--