

| School/Academy: | Ironville Codnor Park Primary | Date of assessment | 21/09/2022 | |
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| Who might be harmed? | Pupils, staff, visitors and contractors | How many are affected? | Whole School | |
| Hazard Aspect | Possible control measures | ✓ if in place ✗ if not or n/a | Where: ✗ state action to be taken with timescales ✗ any additional control measures ✓ site specific details | Residual Risk rating High, medium, low |
| Communication | <ul style="list-style-type: none"> This completed risk assessment is shared with staff. Signatures are obtained. | ✓ | Shared with all staff. Staff signatures will be collected by BM. | Low |
| Preventing infectious persons attending school | <ul style="list-style-type: none"> The exclusion table is displayed in the school office, medical room, nursery and staff room as necessary for reference. | ✓ | All staff have been emailed the information - and it is also available in the office and staffroom for reference (28.04.22). | Medium |
| | <ul style="list-style-type: none"> Pupils and members of staff with COVID-19 like symptoms or who have tested positive through a LFT follow the necessary procedures and timescales for staying away from school. (ref. flowcharts) | ✓ | Revised information sent to parents and staff via email - date 03.05.22. | |
| | <ul style="list-style-type: none"> When pupils have an infectious disease they are excluded from school on medical grounds for the minimum period recommended as noted in the exclusion table mentioned above. Formal exclusion of pupils from school on medical grounds is enforceable by the Head Teacher only, acting on behalf of the local authority or the managers or governors of a school. In exceptional cases, when parents insist on the return of their child to school when the child still poses a risk to others, the local authority may, by serving notice on the child's parents or carers, require that they keep the child away from school until they no longer pose a risk to others | ✓ | Revised information sent to parents and staff via email 03.05.22– all parents made aware of the need to keep their child away from school if necessary. Any issues are dealt with via a phone call BM, or AS. All information on absent staff is kept by BM in the office. | |
| | <ul style="list-style-type: none"> Staff have the same rules regarding exclusion applied to them as are applied to the children. They may return to work when they are no longer infectious, provided they feel well enough to do so. | ✓ | Staff all made aware of the new guidelines. Any staff who are reporting their absence should contact AS (by telephone) at the earliest opportunity. | |
| | <ul style="list-style-type: none"> <u>Food handling staff (where employed directly by the school):</u> <ul style="list-style-type: none"> The school has a clear written policy for the exclusion of food handlers in relation to gastro-enteric diseases. The school notifies their local Environmental Health Department | ✓ | Catering is provided by Derbyshire CC Catering Team who follow all guidelines, as stipulated by the local Environmental Health Department and government guidelines. | |

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| | <p>immediately that they are informed of a member of staff engaged in the handling of food has become aware that he or she is suffering from, or is the carrier of, any infection likely to cause food poisoning. This policy is made clear to the person in charge of the kitchen and all catering staff at the time of appointment.</p> <ul style="list-style-type: none"> ○ Food handlers are required by law to inform their employer immediately if they are suffering from: <ul style="list-style-type: none"> - typhoid fever - paratyphoid fever - other salmonella infections - dysentery - shigellosis - diarrhoea (cause of which has not been established) - infective jaundice - staphylococcal infections likely to cause food poisoning like impetigo, septic skin lesions, exposed infected wounds, boils - E. coli VTEC infection | | | |
| <p>Outbreak management</p> <p>The HPA (Health Protection Agency) in England is the UKSHA (UK Safety and Health Authority)</p> <p>Find your local health protection team in England</p> | <ul style="list-style-type: none"> • The school reports to the local HPA (UKHSA): <ul style="list-style-type: none"> ○ Any incident in which 2 or more people experiencing a similar illness are linked in time or place or ○ A greater than expected rate of infection compared with the usual background rate for the place and time where the outbreak has occurred • The school will telephone their local HPA (UKHSA) as soon as possible to report any serious or unusual illness particularly for: <ul style="list-style-type: none"> ○ Escherichia coli (VTEC) (also called E.coli 0157) or E coli VTEC infection ○ food poisoning ○ hepatitis ○ measles, mumps, rubella (rubella is also called German measles) | <p>✓</p> | <p>The school will inform our local HPA (UKHSA) to report other reportable illnesses as we have in the past. UKHSA East Midlands Health Protection Team: Public Health England, Seaton House City Link, Nottingham, NG2 4LA Phone: 0344 2254 524</p> <p>The school will inform our local HPA (UKHSA) to report other reportable illnesses as we have in the past. UKHSA East Midlands Health Protection Team: Public Health England, Seaton House City Link, Nottingham,</p> | <p>Medium</p> |

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| | <ul style="list-style-type: none"> ○ meningitis ○ tuberculosis ○ typhoid ○ whooping cough (also called pertussis) | | <p>NG2 4LA Phone: 0344 2254 524</p> | |
| | <ul style="list-style-type: none"> • The UKHSA are contacted in the event that there is <ul style="list-style-type: none"> ○ a higher than previously experienced and/or rapidly increasing number of staff or student absences due to COVID-19 infection [noting that testing will be severely reduced from April 1st 2022] ○ 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 ○ a cluster of cases where there are concerns about the health needs of vulnerable staff or students within the affected group | ✓ | <p>The school will inform the Public Health team by email www.derby.gov.uk/health-and-social-care/public-health/coronavirus-covid19 if either circumstance occurs</p> <p>SLT (AS, ETF & LB) to assess any additional measures that may need to be taken/re-introduced as outlined in the school's outbreak management plan.</p> | |
| | <ul style="list-style-type: none"> • The UKHSA's Appendix 3. Diarrhoea and vomiting outbreak – schools, nurseries and other childcare settings action checklist is used in circumstances described. | ✓ | <p>The school follows the UKHSA's guidance, as stated in Appendix 3.</p> | |
| | <ul style="list-style-type: none"> • The school considers situations where additional cleaning will be required including during term time in the event of an outbreak and how the school might carry this out. <p>Advice may be given by the HPA to ensure twice daily cleaning of areas (with particular attention to door handles, toilet flushes and taps) and communal areas where surfaces can easily become contaminated such as handrails.</p> <p>Plans are developed for such an event on how the school might carry this out which could also include during term time. Dedicated cleaning equipment should be colour coded according to area of use.</p> | ✓ | <p>SLT (JG, LB, ETF) have measures in place should changes to current procedures be necessary, as outlined in the school's outbreak management plan – these include additional cleaning.</p> <p>Enhanced hygiene procedures may be reintroduced when considered necessary by SLT.</p> <p>Records will be kept of the additional cleaning.</p> <p>Office staff (upstairs as well as main office) to clean and sanitise their own work area – sharing of desks to be kept to a minimum.</p> | |

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| Immunisation Awareness (see also Pregnant Members of Staff section) | <ul style="list-style-type: none"> The following documents are displayed or available to encourage staff and parents to obtain vaccinations: <ul style="list-style-type: none"> PHE: COVID-19 Vaccine Campaign posters. NHS: COVID-19 NHS: Influenza UKSHSA: Flu vaccination in schools PHE Campaign Resources: Childhood Vaccination 2022 PHE: Immunisations for young people: Explains the HPV, Td/IPV and MenACWY vaccinations given to young people in school years 7 to 13 UKHSA: Immunisation leaflets and guidance for parents | ✓ | Additional information and encouragement has been sent out via email to all parents and staff, as well as in the weekly newsletter. | Low |
| | <ul style="list-style-type: none"> Women of childbearing age are advised to check with their GP that they are immune to the rubella (German measles) virus. Those who are not immune should be immunised with MMR vaccine. The vaccine should not be given during pregnancy. NHS Leaflet: Thinking of getting pregnant? Make sure you're protected against German measles | ✓ | This information is shared with members of staff. | |
| | <ul style="list-style-type: none"> Note: Hepatitis B vaccine is not recommended for occupational reasons for routine school or nursery contacts of an infected child or adult. Hepatitis B vaccine is only recommended for staff who are involved in the care of children with severe learning disability or challenging behaviour, and for these children, if they live in an institutional accommodation. | ✓ | Noted. | |
| Catering / Food Technology | <u>Catering:</u> <ul style="list-style-type: none"> Documented food safety management procedures are in place based on the principles of Hazard Analysis and Critical Control Point (HACCP). | ✓ | The kitchen staff adhere to all government guidelines. | Medium |
| | <ul style="list-style-type: none"> Risk assessments have been completed for breakfast and after school clubs (where food is served). | N/A | | |
| | <ul style="list-style-type: none"> Food technology teachers have received an <i>appropriate level</i> of food hygiene training. The level of training takes into account that in KS1 and KS2 it is likely to be occasional, low risk, activities with small groups of pupils and in KS3 and KS4 they are likely to be using "higher risk" foodstuffs. Training course examples: DATA: Teaching Food Safely in the Primary School DATA: Teaching Food Safely in the Classroom | N/A | | |

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| | <ul style="list-style-type: none"> • <u>School fêtes</u> Although schools do not need a food hygiene certificate to make and sell food for charity events, they do you need to make sure that food is handled safely. The school follows this guidance. | ✓ | Noted | |
| | <ul style="list-style-type: none"> • The barbecues risk assessment is completed as and when necessary. | N/A | | |
| Cleaning | <ul style="list-style-type: none"> • A comprehensive cleaning contract is in place that highlights daily, weekly and periodic cleaning schedules. | ✓ | The school has a cleaning contract with Vertas – all guidelines are followed. | Medium |
| | <ul style="list-style-type: none"> • Colour-coded equipment is used in different areas with separate equipment for kitchen, toilet, classroom and office areas (red for toilets and wash rooms; yellow for hand wash basins and sinks; blue for general areas and green for kitchens). Cloths are disposable (or if reusable, disinfected after use). | ✓ | The school adheres to the colour coding equipment and follows the guidance for all cleaning practices in the school. | |
| | <ul style="list-style-type: none"> • A nominated member of staff monitors cleaning standards and discuss any issues with cleaning staff, or contractors employed by the school. | ✓ | Member of staff: AS to discuss with BM, if necessary. | |
| Persons at higher risk of becoming seriously ill to infections | <ul style="list-style-type: none"> • <u>Staff who are at Higher Risk to COVID-19</u> People who are at higher risk from COVID-19 and other respiratory infections include: <ul style="list-style-type: none"> ○ older people ○ those who are pregnant ○ those who are unvaccinated ○ people of any age whose immune system means they are at higher risk of serious illness ○ people of any age with certain long-term conditions • Whilst the numbers of COVID-19 cases remain significant, individual risk assessments must still be completed and reviewed as necessary for the staff who are at Higher Risk to COVID-19. • Persons who have tested positive for COVID-19 and those who live with someone who have tested positive for COVID-19 avoid meeting members of staff at higher risk from COVID-19 for 10 days, especially if their immune system means they're at higher risk of serious illness from COVID-19, even if they've had a COVID-19 vaccine. | ✓ | All risk assessments have been completed for those staff who are at higher risk to Covid-19. | Medium |

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| | <ul style="list-style-type: none"> • <u>Children at particular risk from infection:</u> Children who are immuno-compromised or have impaired immunity either as a result of their medical condition or the medication (e.g. high doses of steroids) that they are taking have been identified. Healthcare plans have been completed as necessary. If a vulnerable child is thought to have been exposed to a communicable disease (e.g. chickenpox, measles and parvovirus B19) in the school setting, parents or guardians of that child are informed promptly so that they can seek further medical advice from their GP or specialist, as appropriate. | ✓ | Health care plans are completed if and when necessary for those pupils who require them by the school's SENCo. | |
| | <ul style="list-style-type: none"> • <u>Pregnant members of staff:</u> <ul style="list-style-type: none"> ○ Pregnancy H&S and COVID-19 risk assessments are undertaken for all pregnant members of staff and these are subject to regular review. ○ The following website is referred to as necessary: UKHSA Pregnancy: how to help protect you and your baby <p>The following links have been shared with pregnant members of staff where necessary: <u>COVID-19:</u></p> <ul style="list-style-type: none"> ○ NHS: Pregnancy, breastfeeding, fertility and coronavirus (COVID-19) vaccination ○ Information Decision Aid - COVID-19 vaccine and pregnancy ○ UKHSA: Pregnant? Have your COVID-19 vaccinations ○ UKHSA: Pregnant? Have your COVID-19 vaccines!* <p><u>Flu / Whooping cough/German measles:</u></p> <ul style="list-style-type: none"> ○ UKHSA: "Pregnant? Immunisation helps to protect you and your baby from infectious diseases" <p>* These could be displayed in the staff room</p> | ✓ | All risk assessments are completed for those staff who are pregnant and are reviewed regularly. AS to ensure any pregnant members of staff are provided with this information. | Medium |
| | <ul style="list-style-type: none"> • Although the greatest risk to pregnant women from such infections comes from their own household rather than the workplace, if a pregnant woman develops a rash, or is in direct contact with someone with a rash who is potentially infectious, she is informed so that she may consult her doctor or midwife. | ✓ | This guidance has been shared with those members of staff to whom it is relevant 28.04.22 | |

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| First Aid | <ul style="list-style-type: none"> The school has CPR facemask / resuscitation shields available. | ✓ | <p>KMcN, KW & SH have instant access to CPR masks (attached to their lanyards).</p> <p>Spares are available from the first aid drawer in the staff room. If low on stock, staff to inform BM.</p> <p>A defibrillator is available at the village post office, Clowns nursery, or village community centre office - if required.</p> | Medium |
| | <ul style="list-style-type: none"> All cuts and abrasions are covered with a waterproof dressing. | ✓ | <p>Waterproof dressings are only used after checking whether a pupil is allergic to plasters and only if a wound is actively bleeding – otherwise they are left open to the air to heal faster.</p> | |
| Medical room | <ul style="list-style-type: none"> Suitable accommodation is provided in order to cater for the short-term care of sick pupils, which includes a washing facility and is near to a toilet facility. This room may be used for other purposes (apart from teaching) provided it is always readily available. | ✓ | | Low |
| Hygiene Procedures | <ul style="list-style-type: none"> Correct handwashing and good hygiene are followed by staff, pupils, visitors and contractors. Pupils wash their hands at the designated times during the day and after certain activities: <ul style="list-style-type: none"> On arrival at school After breaks and sport activities After touching any school animals Before cooking and eating After sneezing or coughing After using the toilet Before leaving for home <p>Pupils who use saliva as a sensory stimulant or who struggle with hand hygiene may also need more opportunities to wash their hands.</p> | ✓ | <p>Enhanced hygiene procedures remain in place for staff/pupils and visitors in line with current government guidelines – staff and pupils regularly reminded about this also.</p> <p>Hand sanitiser is provided to every child as they enter the school playground in a morning and again after break and lunch times.</p> | Medium |
| | <ul style="list-style-type: none"> Adequate soap / hand sanitizer and tissues are available for pupils and staff throughout the school and for visitors arriving at main reception. Soap and water is the preferred choice; hand sanitizer is used when the use of soap and water is not practical. Settings should ensure that staff and students have access to liquid soap, warm water and paper towels. Bar soap should not be used. | ✓ | <p>Vertas cleaning team are responsible for ensuring adequate hand gel/ soap / tissues /cleaning fluid is available in every classroom.</p> <p>It is every staff members' responsibility to inform the office manager BM before their resources run out.</p> | |

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| | <p>Alcohol hand gel can be used if appropriate hand washing facilities are not available but should not replace washing hands particularly if hands are visibly soiled or where there are cases of gastroenteritis (diarrhoea and vomiting) in the setting. Alcohol hand gel is not effective against norovirus.</p> <p>Identified children are supervised with their use of hand sanitiser use given risks around ingestion. Small children and pupils with complex needs should continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes are used as an alternative.</p> | | | |
| | <ul style="list-style-type: none"> Lidded bins with a pedal are provided. Site staff / cleaners wash their hands after emptying bins. | <p>✓</p> | <p>Every classroom has a bin with a lid and pupils are encouraged to wash their hands when they have placed anything in the bin. The bins have bin liners, so the cleaners do not have to touch anything in the bin to empty them.</p> | |
| | <ul style="list-style-type: none"> Outlets are not labelled “drinking water” within washroom areas and avoided where possible where the cold water taps are also used for washing hands or items (e.g. art brushes). | <p>✓</p> | <p>Noted.</p> | |
| <p>PPE (Reference)</p> | <ul style="list-style-type: none"> Adequate necessary Personal Protective Equipment (PPE) is available for cleaning tasks, personal care, first aid and certain medical procedures. | <p>✓</p> | <p>Staff are provided with PPE for all these situations – BM responsible for ensuring adequate stock levels - staff to notify BM if they see levels in their areas getting low.</p> | |
| | <ul style="list-style-type: none"> Training and instruction have been provided for the putting on, removing and disposal of PPE. | <p>✓</p> | <p>Instructions have been provided.</p> | |
| | <ul style="list-style-type: none"> Aerosol generating procedures (AGPs): Within education settings these are only undertaken for a very small number of children with complex medical needs, such as those receiving tracheostomy care. Staff performing AGPs in these settings follow Public Health England’s personal protective equipment (PPE) guidance on aerosol generating procedures, and wear the correct PPE which is: <ul style="list-style-type: none"> a FFP2/3 respirator gloves a long-sleeved fluid repellent gown eye protection | <p>✓</p> | <p>At present we have no children who require these procedures – equipment would be provided as and when it becomes necessary.</p> | <p>Low</p> |

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| Face coverings in school | <ul style="list-style-type: none"> Face coverings may be worn in school by: <ul style="list-style-type: none"> Staff as a personal preference or in particular when they have symptoms of a respiratory illness, outside the classroom where they are not a barrier to communication. Visitors in communal areas and in classrooms where they are not a barrier to any communication with pupils (if applicable) (School management may decide this is a mandatory* requirement while cases remain high) <p>* Medical exemptions apply.</p> | ✓ | All staff informed via this risk assessment. | Medium |
| Lack of air changes / ventilation | <ul style="list-style-type: none"> All occupied spaces are well ventilated to help reduce the amount of respiratory germs. <p>If there are areas of the setting identified that may have poor ventilation (e.g. by CO₂ monitors), the school looks to improve ventilation by:</p> <ul style="list-style-type: none"> partially opening windows and doors to let fresh air in opening higher level windows to reduce draughts opening windows for 10 minutes an hour or longer can help increase ventilation – where possible this can happen when the room is empty in between lessons, for example <p>The school balances the need for increased ventilation while maintaining a comfortable temperature.</p> | ✓ | <p>All staff have been informed on the need to maintain good ventilation and the practice of purging the air during breaks and lunchtimes.</p> <p>Internal doors to be kept open, where possible (but not fire doors). Staff reminded again via this risk assessment and at staff meetings.</p> <p>Weather permitting – windows to be open to allow for good ventilation. Staff and pupils allowed to wear extra layers to keep warm if necessary</p> | Medium |
| Other risk assessments | <ul style="list-style-type: none"> The following risk assessments have also been completed: <ul style="list-style-type: none"> Dealing with bodily fluids Dealing with discarded needles and syringes Animals (where necessary) Off site visits to farms – risk assessments include hygiene control measures | ✓ | <p>These risk assessments have been completed and the school has set policies and procedures in place.</p> <p>Risk assessments are completed when necessary if pupils are on an off-site visit to a farm or if animas are involved.</p> | Medium |

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| Are there any other foreseeable hazards associated with infection control? | | Yes <input type="checkbox"/> |
| | | No <input checked="" type="checkbox"/> |
| Additional Hazards | List any additional control measures required | Residual Risk rating High, medium, low |
| N/A | | |

Main Reference:

UKHSA: Health protection in schools and other childcare facilities: <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>:

An awareness poster for display in the medical room / staff room is available [here](#):

- Chapters 1 and 2: introduction and infections in childcare settings
- Chapter 3: prevention and control
- Chapter 4: what to do if you suspect an outbreak of infection
- Chapter 5: immunisation
- Chapter 6: cleaning the environment
- Chapter 7: staff health
- Chapter 8: pets and animal contact
- Chapter 9: managing specific infectious diseases
- Appendix 1: Health Protection Teams contact details
- Appendix 2: list of notifiable diseases
- Appendix 3: diarrhoea and vomiting outbreak checklist
- Appendix 4: further resources

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| <p>ASSESSED BY (Print name) Alison Smedley Deputy Head Teacher</p> | <p>SIGNED <i>A Smedley</i></p> | <p>DATE 21/09/2022</p> |
| <p>CHECKED BY (Print name) Pete Bevington – Curriculum Director</p> | <p>SIGNED <i>P Bevington</i></p> | <p>DATE 21/09/2022</p> |