



YOUR SAFETY AT WORK

Before schools fully reopen on Monday 8th March, it is important you see the **personal individual risk assessment** for your role. This personal risk assessment should look at you and your role and it is important you are involved in this process. The risk assessment process should have a “done with” not a “done to” approach.

This risk assessment may cover-

1. The children you work with and more specifically if there are any children with needs or behaviours that place you at risk e.g. spitting or licking. Is PPE required?
2. Your role- are you providing cover for a teacher and working alone, supervising a class? Are you working alone in an office?
3. Your workspace e.g. is it well ventilated? is it a shared space? is there room for social distancing?
4. Interactions- how many people are you interacting with and are these interactions managed and recorded? Are you required to work in more than one class/bubble- how is this risk managed?
5. Your personal circumstances- are you CV/CEV? Has a referral been made to Occupational Health? Do you live with someone who is CEV?

The ‘Hands, Face and Space’ message remains an important one.

HANDS- Pupils should clean their hands regularly, including when they arrive at the school, when they return from breaks, when they change rooms, before and after eating. Frequent handwashing needs to be incorporated into timetables or lesson plans. Staff should have access to soap and hot water, hand sanitiser and be given time for hand washing.

FACE- Face coverings should be worn as per DfE Guidance. Face visors or shields should not be worn as an alternative to face coverings. They may protect against droplet spread in specific circumstances but are unlikely to be effective in reducing aerosol transmission when used without an additional face covering. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.

SPACE- Where social distancing is not possible, other measures should be in place e.g face coverings and ventilation. SPACES must also be subject to an enhanced cleaning schedule. This should include more frequent cleaning of rooms or shared areas that are used by different groups, frequently touched surfaces being cleaned more often than normal and cleaning toilets regularly (not by support staff though).



Ventilation

Good ventilation reduces the concentration of the virus in the air, which reduces the risk from airborne transmission and is therefore an integral feature of trying to make schools as safe as possible. Previous guidance on ventilation is [here](#).

NHS APP

The app is available to anyone aged 16 and over to download if they choose. This will mean that some pupils in year 11, and most pupils in years 12 and above will be eligible to use the app and benefit from its features. Staff members are also able to use the app.

LATERAL FLOW TESTING

Negative LFD test results do not remove the need for control measures such as social distancing and members must be aware of the potential risk that may arise from individuals becoming complacent about the need to adhere to the systems of control. Even with negative LFD test results DfE guidance states "***It remains imperative that the system of controls continues to be rigorously applied to enable the safest possible environment.***"

Individuals with a positive LFD test result will need to self-isolate in line with the guidance for households with possible coronavirus infection. Those with a negative LFD test result can continue to attend school unless they have individually been advised otherwise by NHS Test and Trace or Public Health professionals (for example as a close contact).

CHECKLIST

- ✓ Have you made a request for Occupational Health to be involved in producing Risk Assessment? (CEV/CV members only)
- ✓ Has your personal individual risk assessment been completed and shared with you?
- ✓ Have you seen the whole school risk assessment for the full reopening?
- ✓ Have you been provided with the information you need to make sure you clearly understand how to work safely once the school is reopened?
- ✓ Is there good ventilation in your workspace?
- ✓ Are there any new policies or protocols in place because of COVID-19 and if so, have you received copies of these and made sure you understand any changes?
- ✓ Are there any additional duties to your usual role and are you confident and comfortable in being able to carry these out?
- ✓ Does your role require PPE, for example if you work with challenging behaviours that may include spitting, and is PPE available?
- ✓ Will you be expected to work longer or different times?

