



ALL SAINTS' CE SCHOOL  
INFECTION PREVENTION CONTROL  
SCHOOLS OPERATIONS RISK ASSESSMENT



**This risk assessment refers to current national guidance, which is listed at the end of this document, and within accompanying guidance.**



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**Likelihood:**  
 Very unlikely, e.g. 1 in 1,000,000 chance of it happening  
 Unlikely, e.g. 1 in 100,000 chance of it happening  
 Possible, e.g. likely to occur during standard operations  
 Likely, e.g. has been known to happen before  
 Very likely, e.g. it is almost certain that something will happen

**Severity:**  
 Insignificant No injury  
 Minor Minor injuries requiring first aid  
 Moderate First aid/RIDDOR reportable incident  
 Major Serious injury/hospital attendance  
 Most severe Disabling injury, long term ill-health or fatality

**15-25 Unacceptable.**  
 Stop activity and make immediate improvements  
**6-12 Tolerable**  
 Look to improve within a specified timescale  
**1-5 Acceptable**  
 No further action, but ensure controls are maintained

		Severity				
		1 Insignificant	2 Minor	3 Moderate	4 Major	5 Most Severe
Likelihood	5 Very Likely	5 Low Risk	10 Medium Risk	15 High Risk	20 High Risk	25 High Risk
	4 Likely	4 Low Risk	8 Medium Risk	12 Medium Risk	16 High Risk	20 High Risk
	3 Possible	3 Low Risk	6 Medium Risk	9 Medium Risk	12 Medium Risk	15 High Risk
	2 Unlikely	2 Low Risk	4 Low Risk	6 Medium Risk	8 Medium Risk	10 Medium Risk
	1 Very Unlikely	1 Low Risk	2 Low Risk	3 Low Risk	4 Low Risk	5 Low Risk



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		Activity description	Reducing the risks from public health incidents
<b>Assessment date</b>	9/9/22	<b>Assessor name</b>	Nicola Smallwood
<b>Assessment team members</b>	Nicola Smallwood Health and Safety Governor committee.	<b>Planned review date</b>	Reviewed to reflect any changes in national guidance.
<b>Location</b>	All Saints' CE School.	<b>Number of people exposed</b>	250
<b>Overall residual risk level following implementation of effective control measures</b>	<b>Medium risk</b> Professionals in Public Health, Health and Safety and LA services will continue to work closely with recognised trade union colleagues to promote safe working procedures, suitable safety controls and limit risk.	<b>People exposed</b>	All employees Pupils Visitors Contractors Members of the public Vulnerable children/adults
<b>Schools should now consider COVID-19 as one risk amongst others in relation to health and safety risk assessments, and identify measures needed to reduce the risks from any public health incidents so far as is reasonably practicable.</b>			
		<b>Is this an acceptable risk?</b>	<b>Yes</b>
<p><b>Training:</b> All staff will receive training and information proportionate and relevant to the activity that is being undertaken.</p> <p><b>Monitor and review:</b> This risk assessment and its implementation will be monitored on at least a weekly basis and will take account of any new or updated guidance and ensure that the control measures remain relevant and effective.</p> <p><b>Communication and consultation:</b> Regular updates will be provided to all staff through team meetings/staff bulletins – feedback and comments will be welcomed. Copies of this risk assessment will be available on our school website.</p>			



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Hazard description and how people are at risk	Potential risk	Current control measures (those that are in place)	Additional control measures (to be identified and implemented)	Residual risk	Action details by whom by when
<p><b>Student attends setting feeling unwell and showing the symptoms of an <sup>1</sup>infectious disease</b></p>		<ul style="list-style-type: none"> <li><input type="checkbox"/> <sup>2</sup>Students are advised that they must not come into school if they are unwell and must stay away from the setting for the <sup>3</sup>minimum period recommended by UKHSA. (See footnote 2 and 3 for details of symptoms, recommended actions and exclusion periods).</li> <li><input type="checkbox"/> <sup>4</sup>In the event of an <sup>5</sup>outbreak of any infectious illness we will follow local IPC advice or UKHSA Local Health Protection Team which might include use of PPE to respond to spikes and outbreaks for a limited time.</li> <li><input type="checkbox"/> We will continue to keep a small supply of PPE in the event of a change in local public health guidance.</li> <li><input type="checkbox"/> We will consult the local IPC team or UKHSA Local Health Protection Team for advice regarding exclusion of close contacts of any infectious illness.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="#">Catch it Kill it Bin it Poster on Schools Portal</a></li> <li><input type="checkbox"/> <a href="#">e-Bug   England Home</a></li> <li><input type="checkbox"/> Children who are symptomatic or asymptomatic and choose to take a COVID-19 test and receive a positive result will be advised to stay at home and avoid contact with other people for three</li> </ul>	<p><b>6 medium risk.</b></p>	

<sup>1</sup> Infectious diseases are caused by pathogenic microorganisms such as bacteria, viruses, parasites or fungi and can spread directly or indirectly from one person to another.

<sup>2</sup> [Exclusion table - this guidance refers to public health exclusions to indicate the time period an individual should not attend a setting to reduce the risk of transmission during the infectious stage.](#)

<sup>3</sup> [Public Health management of specific infectious diseases .](#)

<sup>4</sup> The local Education IPC team will continue to support all education and childcare settings in Cumbria with suspected and confirmed cases of COVID-19 throughout the next 12 months. This support will be extended to include advice and guidance on other infectious diseases such as norovirus and scarlet fever.

<sup>5</sup> An outbreak is defined in epidemiological terms as an incident in which 2 or more people experience a similar illness, are linked in time and place, and is a greater than expected rate of infection compared with the usual background rate for the place and time where the outbreak occurred.



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Hazard description and how people are at risk	Potential risk	Current control measures (those that are in place)	Additional control measures (to be identified and implemented)	Residual risk	Action details by whom by when
		<ul style="list-style-type: none"> <li><input type="checkbox"/> The headteacher reserves the right to refuse a pupil's attendance in school if in their reasonable judgement the rest of the pupils and staff are at risk of possible infection.</li> <li><input type="checkbox"/> Ongoing communications regarding infectious diseases (posters, emails, inductions, briefings toolbox talks) are provided to all employees, pupils, and visitors.</li> </ul>	<ul style="list-style-type: none"> <li>days <b>after</b> the day of the test.<sup>6</sup></li> <li><input type="checkbox"/> One minute guides from Public Health team</li> <li><input type="checkbox"/> <a href="#">One Minute Guides - Public Health guidance</a></li> </ul>		
<b>Staff member attends setting feeling unwell and showing the symptoms of an infectious disease</b>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Staff are responsible for ensuring that they are up-to-date with their own routine immunisations.</li> <li><input type="checkbox"/> Normal absence and wellbeing reporting procedures are followed.</li> <li><input type="checkbox"/> <sup>7</sup>We will continue to encourage staff who may be at increased risk from specific infections to raise their concerns with the headteacher.</li> <li><input type="checkbox"/> Where necessary, referrals will be made to our occupational health provider.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Any member of staff who takes a COVID-19 test and receives a positive result or has a <sup>9</sup>high temperature or other respiratory symptoms will be advised to stay at home for 5 days</li> </ul>	<b>6 medium risk.</b>	

<sup>6</sup> [What to do if you have coronavirus \(COVID-19\) or symptoms of COVID-19 - NHS \(www.nhs.uk\)](https://www.nhs.uk)

<sup>7</sup> [COVID-19: guidance for people whose immune system means they are at higher risk - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

<sup>9</sup> if you have a high temperature or feel unwell, try to follow this advice until you feel well enough to resume normal activities and you no longer have a high temperature if you had one.



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		<ul style="list-style-type: none"> <li><input type="checkbox"/> <sup>8</sup>All staff will adhere to any instructions, advice, guidance, and site rules provided to them, including hand and respiratory hygiene and any specific advice provided by the Director of Public Health/ Education IPC Team.</li> </ul>	<p><b>after</b> the day of the test <sup>6</sup></p>		
<b>Hazards relating to close contact with symptomatic persons</b>		<ul style="list-style-type: none"> <li><input type="checkbox"/> We will continue to make a space available for any symptomatic pupil who is awaiting collection.</li> <li><input type="checkbox"/> We will ensure that appropriate adult supervision is available.</li> <li><input type="checkbox"/> We will ensure that there is adequate ventilation in the room and a supply of PPE available in case close contact is necessary.</li> <li><input type="checkbox"/> We will ensure that the space is thoroughly cleaned once the pupil has been collected.</li> <li><input type="checkbox"/> We will report all cases and suspected outbreaks of infectious diseases to the Education IPC team or UKHSA according to local and national guidance/procedures.</li> </ul>		<b>6 medium risk.</b>	
<b>Hazards in relation to poor cleaning/hygiene</b>		<ul style="list-style-type: none"> <li><input type="checkbox"/> We will continue to encourage and remind staff and pupils about frequent and thorough hand-washing and maintain adequate supplies of liquid soap, paper towels and hand sanitiser.</li> <li><input type="checkbox"/> We will continue to provide hand sanitiser at all entrances and encourage visitors to use it.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Pupil allergies identified where applicable</li> </ul>	<b>6 medium risk.</b>	

<sup>8</sup> [New guidance sets out how to live safely with COVID-19 - GOV.UK \(www.gov.uk\)](https://www.gov.uk)



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		<ul style="list-style-type: none"> <li><input type="checkbox"/> Cleaning regimes will be maintained and will include regular cleaning of areas and equipment and frequently-touched surfaces.</li> <li><input type="checkbox"/> In the event of an outbreak of any infectious disease, we will follow Public Health advice to carry out enhanced and more frequent cleaning where required.</li> <li><input type="checkbox"/> We will continue to ensure that shared resources are cleaned regularly and rotated where possible.</li> <li><input type="checkbox"/> All cleaning solutions used are stored in accordance with Control of Substances Hazardous to Health (COSHH). We have copies of all relevant safety data sheets for sanitising products used.</li> <li><input type="checkbox"/> The headteacher/SLT will monitor cleaning standards and discuss any issues with cleaning staff.</li> <li><input type="checkbox"/> Local school-specific risk assessments will identify additional control measures to be followed to prevent cross contamination and infection, e.g. cleaning/kitchen RA's.</li> </ul>			
<b>Hazards in relation to poor ventilation</b>		<ul style="list-style-type: none"> <li><input type="checkbox"/> <sup>10</sup>We will continue to ensure that classrooms are well-ventilated.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Where we are unable to improve</li> </ul>	<b>6 medium risk.</b>	

<sup>10</sup> 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



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		<ul style="list-style-type: none"> <li><input type="checkbox"/> We have monitors in some classrooms to identify higher levels of CO<sup>2</sup>.</li> </ul>	ventilation in classrooms, we have installed portable air cleaning units		
<b>Hazards in relation to shortage of staff due to infection or isolation</b>		<ul style="list-style-type: none"> <li><input type="checkbox"/> We have a staffing plan in place to ensure safe staffing levels are achievable, agreed, established, and monitored appropriate to group sizes/pupil needs and the activities required.</li> <li><input type="checkbox"/> Ratios are based on appropriate risk assessments.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> If safe staffing levels cannot be achieved we will revert to remote learning until staff return to work</li> </ul>	<b>6 medium risk.</b>	
<b>Hazards due to the lack of suitable PPE</b>  <b>Splashing or contamination with blood or bodily fluids</b>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Local risk assessments/individual healthcare plans/behaviour management plans reviewed and followed to identify <sup>11</sup>PPE requirements in line with current guidance.</li> <li><input type="checkbox"/> Where PPE/RPE is provided, staff are provided with training and instruction in its use.</li> <li><input type="checkbox"/> Local compliance to be monitored by headteacher as far as reasonably practicable.</li> </ul>		6 medium risk.	
<b>Hazards due to handling contaminated clothing/hazardous waste</b>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Any clothing that has been contaminated with blood or bodily fluids will be removed as soon as possible and placed in a plastic bag and sent home with the child.</li> </ul>		6 medium risk.	

<sup>11</sup> PPE provided free to SEND schools will continue as long as supplies continue to be provided at no cost.





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		<input type="checkbox"/> Procedures are in place for staff to follow when changing nappies, including use of disposable gloves and hand hygiene.			
		<input type="checkbox"/>			
		<input type="checkbox"/>			

**To be completed by the individual undertaking the risk assessment:**

<b>Name:</b>	Nicola Smallwood	<b>Job title:</b>	Headteacher
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<b>Signature</b>	<i>N J Smallwood</i>	<b>Date:</b>	9/9/22
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**To be completed by the headteacher:**

I consider this risk assessment to be suitable and sufficient to control the risks to the health and safety of both employees undertaking the tasks involved and any other person who may be affected by the activities.

<b>Name:</b>	Nicola Smallwood	<b>Job title:</b>	Headteacher
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<b>Signature:</b>	<i>N J Smallwood</i>	<b>Date:</b>	9/9/22
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**Useful links and guidance:**

- [Chapter 1: introduction to infections - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [Chapter 2: infection prevention and control - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [Chapter 3: public health management of specific infectious diseases - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [Chapter 4: action in the event of an outbreak or incident - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [Chapter 5: immunisation - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [Exclusion table - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [E-School Nurse - support for health conditions | Cumbria County Council](http://www.cumbria.gov.uk)



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[Health A to Z - NHS](#)

[Health protection in schools and other childcare facilities](#)

[Health protection: Infectious diseases - detailed information - GOV.UK \(www.gov.uk\)](#)

<https://oeapng.info> Outdoor Education Advisory Panel advice on health and safety on educational visits

[Changes to COVID-19 testing in England from 1 April - GOV.UK \(www.gov.uk\)](#)

[What to do if you have coronavirus \(COVID-19\) or symptoms of COVID-19 - NHS \(www.nhs.uk\)](#)