



		Severity of harm				
		Very low	Low	Medium	High	Very high
Likelihood of harm	Highly Probable	Moderate	Substantial	Substantial	Severe	Severe
	Likely	Moderate	Moderate	Substantial	Substantial	Severe
	Possible	Acceptable	Moderate	Moderate	Substantial	Substantial
	Unlikely	Acceptable	Moderate	Moderate	Moderate	Moderate
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## PAT Covid-19 Trust wide risk assessment January 2022

<b>Date of assessment:</b>	5th January 2022. <b>Changes from previous version highlighted in yellow.</b>			
<b>Who is at risk:</b>	Staff, pupils, contractors, visitors			
<b>This risk assessment has been completed with generic risk applicable to all PAT schools. If there are additional risks identified by Heads of School they should be added to the bottom of each section.</b>				
Description of risk or hazard	Controls and mitigation	See risk matrix below		
		Likelihood of harm	Severity of harm	Risk rating with controls in place
<b>1. Staffing levels &amp; general mitigations</b>				
1.1 Adequate staffing levels cannot be maintained for the planned number of children in school	a) Ongoing monitoring tells us that the majority of staff within the Trust are now double vaccinated. Vaccination is the best way to protect yourself against infection and the DfE encourages all school staff to get vaccinated; b) Given that we have maintained staffing through some difficult weeks and did not have to send children home for lack of staff we have confidence that we will be able to maintain adequate staffing; c) Please note the following advice contained in the DfE operational guidance <i>'Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</i>  <i>i. they are fully vaccinated</i> <i>ii. they are below the age of 18 years and 6 months</i>	U	VL	<b>Acceptable</b>

Covid -19 Risk Assessment for schools within the Pegasus Academy Trust

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Likelihood of harm	Highly Probable	Moderate	Substantial	Substantial	Severe	Severe
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	<p><i>iii. they have taken part in or are currently part of an approved COVID-19 vaccine trial</i></p> <p><i>iv. they are not able to get vaccinated for medical reasons.'</i></p>			
<p>1.2 There is too much contact with others increasing risk of transmission</p> <p><a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance</a></p>	<p>a) 'Bubbles' are no longer to be used on DfE advice – see link in left hand column;</p> <p>b) Classes will still generally be with the same staff, as in any normal school year and movement between classes should be kept to a practical minimum. Staff must wear PPE in communal spaces – face masks or shields continue to be provided by the Trust wherever possible;</p> <p>c) Each school in the Trust will make local arrangements as they see fit in order to minimise large gatherings or too many children in close proximity – for instance it is not expected that we will return to whole school assemblies where space in halls is tight.</p>	P	M	<b>Moderate</b>
<p>1.3 Needs of children with specific needs/care cannot be met</p>	<p>a) Risk assessment for individual pupils undertaken if required. (pupils with medical needs etc.)</p> <p>b) These children will be contacted by HoS/SENCo and appropriate arrangements put in place.</p>	P	L	<b>Moderate</b>
<p>1.4 Inadequate training on all new arrangements</p>	<p>a) Changes to the existing Risk Assessment (RA) will be shared with staff via e-mail in the week of 4<sup>th</sup> January 2022. Staff will be expected to read this new RA (v16) and confirm that they have done so by clicking a box on Edupay;</p> <p>b) Where there is a need to meet in person (e.g. NQTs) social distancing will maintained by the use of bigger spaces – e.g. meeting in school halls</p>	VU	VL	<b>Acceptable</b>
<p>1.5 Notion of 'core hours' causes staff to be exposed to others for longer than is necessary each day</p>	<p>a) National guidance is that with vaccinations risk have now decreased therefore core hours, 8:30-4:30, apply again from 1<sup>st</sup> September 2021</p>	U	VL	<b>Acceptable</b>

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2. Vulnerable staff					
2.1	Risk to staff who are 'Clinically extremely vulnerable' (CEV) and have a letter to this effect from NHS	a) As children have returned to face to face teaching all staff, including CEV staff, should now attend their normal place of work as they cannot work from home; b) These staff should use their own judgement as to how at risk they feel and if necessary discuss this with their HoS. Mitigation may include keeping at a distance from children and using the PPE which is provided by the Trust;	P	M	<b>Moderate</b>
2.2	Risk to staff who are pregnant	a) Staff who are pregnant should make the HR officers, Tina Meniru or Jo Ridge, aware of their condition at the earliest opportunity. These staff should then have an individual risk assessment completed.	P	M	<b>Moderate</b>
2.3	Staff showing symptoms of the virus and passing it on to others.	a) All staff should complete their Lateral Flow Device (LFD) testing on Sunday and Wednesday evenings and should immediately contact their HoS if they have a positive result; b) If staff feel unwell at any point while working onsite they should make themselves known to SLT at the earliest opportunity and then should go home; c) These staff should then arrange for a PCR test to be completed; d) <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/ask-for-a-test-to-check-if-you-have-coronavirus/">https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/ask-for-a-test-to-check-if-you-have-coronavirus/</a> ; e) SLT at school to stay in touch with staff and ensure they are fully ready and have completed a test	P	H	<b>Substantial</b>

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2.4	Risk to those in other groups who may be at a statistically higher risk of complications from virus <sup>1</sup>	<ul style="list-style-type: none"> <li>a) Working arrangements for all to be discussed with HoS as part of establishing rotas;</li> <li>b) Those who have a combination of risk factors to self identify so that they can be offered an individual risk assessment as required;</li> <li>c) PPE is generally available for staff (see [10.1 b] below) including face shields where these are requested.</li> </ul>	U	M	<b>Moderate</b>
2.5	Vulnerable staff and children returning to school are put at risk by staff not adhering to PHE guidance outside school	<ul style="list-style-type: none"> <li>a) The Pegasus staff code of conduct has been updated to reflect the requirement for Pegasus employees and our contractors to adhere to PHE guidance outside school;</li> <li>b) PAT strongly encourages its staff to take advantage of vaccination when offered it according to the Joint Committee on Vaccination and Immunisation (JCVI) schedule</li> </ul>	VU	VL	<b>Acceptable</b>
<b>3. Risk of increased transmission of virus due to journeys to and from school</b>					
3.1	Risk to staff and pupils on public transport	<ul style="list-style-type: none"> <li>a) Staff and pupils to travel on foot, bicycle, motorcycle or own car wherever possible;</li> <li>b) News items will remind families to travel on foot etc. and take precautions if using public transport;</li> <li>c) Likelihood of harm depends on prevailing infection rates in London. The new variant 'Omicron' is <a href="#">more infectious than the previous variants</a>;</li> </ul>	P	M	<b>Moderate</b>
3.2	Danger of parent to parent transmission in playgrounds	<ul style="list-style-type: none"> <li>a) Encourage families to designate a single adult for the drop off with no elder/younger siblings on the school run if possible;</li> <li>b) PAT 'rolling start' continues. Pupils go straight into class and do not play with others in the school playgrounds;</li> <li>c) Pick up is now all done at the same time but staff should read [d] and [e] below;</li> </ul>	P	M	<b>Moderate</b>

<sup>1</sup> [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/964754/Weekly\\_Flu\\_and\\_COVID-19\\_report\\_w8.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964754/Weekly_Flu_and_COVID-19_report_w8.pdf) Latest available at the time of writing) Shows us that age is the predominant risk factor when it comes to INFECTION with Covid-19. Those with increased statistical risk of a greater SEVERITY from Coronavirus include men (Male 9,682 deaths vs Female 8,362) and those from a Black/African/Caribbean/Black British background. Increased risk can be determined by comparing figures from the link in footnote 1 with % of UK population from BAME backgrounds found at <https://www.ethnicity-facts-figures.service.gov.uk/uk-population-by-ethnicity/national-and-regional-populations/population-of-england-and-wales/latest>. See 2.5 for mitigation.

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	<p>d) Staff outside should remind parents to make drop off and pick up a brisk arrangement and to discourage chatting;</p> <p>e) Staff should wear PPE at drop off and pick up and should talk to parents and carers outside;</p> <p>f) Continue to share risk assessments with parents via website.</p>				
<b>4. Transitions</b>					
4.1	Risk of transmission as parents and children converge	<p>a) Increased number of entrances to schools to be used to minimise contact between small class groups;</p> <p>b) Paths may still be split with a designated direction. Work continues to widen paths as part of Capital spending plans this year. <b>EPS will have paths widened in the February half term 2022;</b></p> <p>c) Set entrances for set groups continue where required;</p>	U	VL	<b>Acceptable</b>
4.2	Risk of transmission as parents and children meet other groups in playground	a) No parents and carers beyond playgrounds (i.e. no entrance into classes – signage to this effect;	U	VL	<b>Acceptable</b>
4.3	Risk of person to person transmission of virus on hands	<p>a) All pupils and staff to sanitise/wash hands on arrival;</p> <p>b) Supervised washing of hands. Use of hand soap;</p> <p>c) Sanitising gels installed and maintained at each door.</p>	U	M	<b>Moderate</b>
4.4	Risk of transmission for bags or pencil cases, coats etc. brought from home	a) Staff and children should consider reducing items taken to and from school.	VU	M	<b>Acceptable</b>
4.5	Risk of transmission from visitors/parents to school office staff	a) School offices now reopened with screening in place. Staff who work in school offices may use the PPE provided by the Trust if they wish to do so.	VU	M	<b>Acceptable</b>
<b>5. Risk of transmission through activities on site</b>					
5.1	Risk of transmission at communal gatherings	<p><b>a) Indoor communal gatherings are suspended until further notice - i.e. assemblies, concerts, etc.</b></p> <p><b>b) Staff meetings and briefings should be organised via 'GoogleMeet';</b></p>	VU	M	<b>Acceptable</b>

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5.2	Risk of transmission from/to staff through proximity in school	<p>a) Staffrooms are now closed again for the time being, although further spaces where staff may eat and drink with wider social distancing (e.g. outside or in other rooms) are available throughout the Trust. Please consult your HoS if in doubt.</p> <p>b) Shared offices continue to be used and CO2 monitors will be installed. As per union advice staff working in these rooms should seek to increase ventilation if CO2 levels exceed 800ppm. At 1500ppm an alarm will sound and staff should 'flush' the room with fresh air;</p>	P	M	<b>Moderate</b>
5.3	Risk of transmission through use of shared spaces/equipment	<p>a) Enhanced cleaning still in place - cleaners to clean all areas used at least daily including all handles;</p> <p>b) Toilet areas cleaned with increased frequency during the day;</p>	U	M	<b>Moderate</b>
5.4	Risk of transmission on pupil clothing	<p>a) Uniform required for those children attending;</p> <p>b) No toys allowed from home (continuation of standard PAT policy)</p>	U	M	<b>Moderate</b>
5.5	Risk transmission between admin staff whilst undertaking duties	<p>a) Move desks apart if required;</p> <p>b) Screens separating staff provided as required.</p>	U	M	<b>Moderate</b>
5.6	Risk of transmission from/to sports coaches or contractors	<p>a) This risk assessment and associated training presentation will be shared with contractors who will be required to undertake their own risk assessments and pass these to SLT before resuming duties;</p> <p>b) We are reducing the instances of using external staff for the duration of the pandemic wherever we can.</p>	U	M	<b>Moderate</b>
5.7	Risk of transmission by those PAT staff who work cross site	<p>a) Cross site staff continue working across sites but with PPE and distancing in place.</p>	P	M	<b>Moderate</b>

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6. Classrooms					
6.1	Risk of transmission associated with poor hand hygiene in class	a) Handwashing/sanitising station as pupils and staff enter the building; b) Regular handwashing (in classroom sinks) to be observed throughout the day and: <ul style="list-style-type: none"> <li>• Before and after lunch</li> <li>• After coughing or sneezing</li> </ul>	P	M	<b>Moderate</b>
6.2	Inadequate ventilation in learning spaces leads to increased risk of transmission  <a href="https://english.elpais.com/society/2020-10-28/a-room-a-bar-and-a-class-how-the-coronavirus-is-spread-through-the-air.html">https://english.elpais.com/society/2020-10-28/a-room-a-bar-and-a-class-how-the-coronavirus-is-spread-through-the-air.html</a>  <a href="https://www.youtube.com/watch?v=4Oh-RSIM6ik">https://www.youtube.com/watch?v=4Oh-RSIM6ik</a>  <a href="https://neu.org.uk/advice/coronavirus-joint-union-safety-checklist-schools-and-other-settings">https://neu.org.uk/advice/coronavirus-joint-union-safety-checklist-schools-and-other-settings</a>	a) This is key to keeping infections within the Trust at a low level and has been a successful strategy for us. The Trust took further measures to increase ventilation (e.g. opening sky lights) as part of our capital spend in summer 2021; b) Premises staff will open all windows and skylights in the morning; c) All schools have CO2 monitors and staff should pay due attention to these - see <a href="#">YouTube video</a> in left hand column; d) The Trust has invested in extra CO2 monitors beyond those allocated to us by the DfE for offices and communal areas to keep all staff safe. If monitors show levels above 800ppm staff should take the advice given in the video; e) When the CO2 monitors reach 1500ppm an alarm will sound and staff should organise a 'flush' of the air in the room at this point by opening windows or doors. High level windows are the best to open to improve CO2 levels; f) If there are any rooms identified as having levels of CO2 consistently above 800ppm then the Trust will consider providing supplemental ventilation, such as a HEPA filtration unit; g) Children are given dispensation to wear coats in class if required;	P	M	<b>Moderate</b>

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6.3	Risk of transmission through touching door handles	h) Pegasus fleeces issued to new staff and regularly refreshed a) Leave doors propped open to avoid touching of handles	VU	M	<b>Acceptable</b>
6.4	Risk of transmission from reading books	a) School reading books to go home in KS1 and EYFS will proceed as normal although the Trust's new phonics scheme means that many books are available online too.	VU	M	<b>Acceptable</b>
<b>7. Outside learning (with the precautions outlined here in place outside learning should still take place as normal)</b>					
7.1	Risk of year groups mixing during outside learning (Rec and Year 1)	a) Complete separation of year groups is no longer necessary but HoS may make local arrangements to keep contact to a minimum if they deem it necessary;	VU	M	<b>Acceptable</b>
7.2	Risk of contagion from small outside equipment or tables	a) Dried foods (rice, pasta etc.) are not used in PAT schools for exploratory play at present	VU	M	<b>Acceptable</b>
<b>8. Movement around the school and break times.</b>					
8.1	Risk of transmission due to reduced social distancing when classes are moving around the school	a) Schools within the Trust should take common sense measures about keeping sensible social distancing between classes and year group and always have due regard to good ventilation of communal areas – see [6.2]. Queueing should be avoided wherever possible.	P	M	<b>Moderate</b>
8.2	Risk of transmission between Year groups	a) Leave and enter classrooms from outside door where possible;	U	M	<b>Moderate</b>
8.3	Risk of transmission between classes and year groups at playtimes	a) Schools should continue to make local arrangements to reduce the number of children in the playtime at any one time where they can.	VU	M	<b>Acceptable</b>
<b>9. Lunchtime</b>					
9.1	Risk of transmission at lunchtimes	a) Year groups to continue to eat separately in dining halls; b) Lunch hours extended by arrangement with Harrison to allow all year groups time to eat and play safely;	U	M	<b>Moderate</b>
9.2	Risk of transmission between kitchen staff	a) Harrison risk assessment undertaken with clear arrangements for what to do if staff show any symptoms;	VU	M	<b>Acceptable</b>



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	<ul style="list-style-type: none"> <li>b) Increase in PPE for kitchen staff and expectations about its use;</li> <li>c) PAT risk assessment and training materials shared with Harrison</li> </ul>			
9.3 Risk of transmission from packed lunch boxes	<ul style="list-style-type: none"> <li>a) Families encouraged to have school meals – if bringing food from home this must be in disposable bag;</li> <li>b) All waste is taken home.</li> </ul>	VU	M	<b>Acceptable</b>
9.4 Risk of transmission from shared water bottle or school drinking fountains	<ul style="list-style-type: none"> <li>a) Children use own water bottle that only they handle;</li> <li>b) Water bottle has name clearly displayed;</li> <li>c) School drinking fountains are still disabled and covered.</li> </ul>	VU	M	<b>Acceptable</b>
<b>10. Use of PPE</b>				
10.1 Insufficient PPE for staff available (general classroom duties)	<ul style="list-style-type: none"> <li>a) Staff will wear PPE in shared spaces as per [1.2 b) above] and may wear PPE in their classrooms if they wish to. The Trust will endeavour to procure and maintain PPE stocks in our schools but it may not be possible to do so reliably (depending on availability) nor is the Trust required to do so in government guidance;</li> <li>b) Children are allowed to wear PPE in class (masks, face shields and gloves) if they wish to. School staff will not get involved in attending to such PPE if it is broken or mislaid due to the increased risk of transmission;</li> <li>c) <a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe</a></li> <li>d) Separate PPE/visors kept in office and used for first aiders</li> </ul>	U	M	<b>Moderate</b>
10.2 Risk of transmission through contaminated used PPE	<ul style="list-style-type: none"> <li>a) PPE disposed of carefully in yellow 'hazmat' bins</li> </ul>	VU	M	<b>Acceptable</b>

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11. First Aid/confirmed & suspected positive cases					
11.1	First aiders risk transmission when dealing in the classroom with children who are unwell	a) Only first aiders qualified to 'first aid at work' or paediatric first aid' level to deliver first aid. No class teachers or TAs with lower levels of certification/no certification to do this unless in an absolute emergency (i.e. staunching blood flow etc.) Identified first aiders present on each site.	U	H	<b>Moderate</b>
11.2	Risk of children who are ill passing the virus to others while they await collection.	a) Identify suitable room on each site - may be different to the space normally used; b) Identify a space that sick pupils can be kept in until parents come to collect them, ideally with: <ul style="list-style-type: none"> <li>• A door you can close;</li> <li>• A window you can open for ventilation;</li> <li>• A separate bathroom they can use (either attached to the room or nearby)</li> </ul> c) Ensure that the first aid room/space is thoroughly cleaned when a child who is unwell leaves. Staff will need to use PPE to do this; d) No staff to enter the room apart from first aider/cleaner using PPE;	U	M	<b>Moderate</b>
11.3	Risk of transmission to staff dealing with first aid incidents	a) A face shield should be used if there is any risk of a splash to the face from coughing spitting or vomiting. These will be supplied by the Trust; b) Disposable gloves must also be worn. These will be provided by the Trust; c) Shield has to be used for children when displaying symptoms; d) Staff need to wash their hands thoroughly after contact with an ill child.	P	H	<b>Substantial</b>
11.4	Risk of children attending school while they are infectious	a) Children below the age of 18 years and 6 months who are a known contact of someone outside school, for instance a	P	M	<b>Moderate</b>

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<p><a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance#tracing">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance#tracing</a></p>	<p>family member, with a confirmed case of COVID-19 do not now need to self isolate. However, in line with government guidance the Trust does ask children to take a LFT test in these circumstances;</p> <p>b) Where there is a confirmed case of COVID-19 in a class other children in the class do not need to self isolate. If necessary they will be contacted by NHS track and trace to advise them as to next steps, including a PCR test if required. In order to keep all parents informed the school will send a letter to each class where there is a confirmed case of COVID-19 in the class;</p>			
<p>11.5 Risk of unmanageable larger outbreaks</p> <p><a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf</a></p>	<p>a) The Trust will consider extra contingency measures when:</p> <ul style="list-style-type: none"> <li>i. 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or</li> <li>ii. 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</li> </ul>	P	M	<b>Moderate</b>
<b>12. Staff with symptoms of COVID-19</b>				
<p>12.1 Risk of staff attending work with symptoms and infecting other staff and children</p>	<p>a) All staff should call their Head of School for a discussion prior to attending school if they have concerns or are displaying any symptoms of COVID-19;</p> <p>b) Staff who are vaccinated do not need to self isolate if someone in their household tests positive for COVID-19. However, they should take an LFT each day before attending work and should IMMEDIATELY speak to their Head of School if they begin to feel any symptoms.</p>			<b>Acceptable</b>

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	Very Unlikely	Acceptable	Acceptable	Acceptable	Moderate	Moderate

**NAME OF THE ASSESSOR: Jolyon Roberts (including best practice models from other schools and Trusts)**

**SIGNATURE OF THE ASSESSOR: -**

**POSITION OF RESPONSIBLE PERSON: - Executive Headteacher**

**Jolyon Roberts (also seen by Directors Richard Hill and Ian Patterson)**

**Date of planned review:** Reviewed at SLT