**Appendix to Health & Safety Policy**

**Managing risk during COVID-19 Pandemic Period**

**Key Points**

* Risk assessment procedures to ensure the health and safety of children and staff who are in school during the COVID-19 pandemic period.
* The school’s existing policies and procedures for securing the health and safety of staff and pupils will continue during this period, including those concerned with risk assessment and addressing hazards in the workplace.
* Risk assessments will be shared with staff as appropriate, including those that do not normally work at the setting.
* Appropriate Personal Protective Equipment for staff, is available and training has been given.
* School leaders have discussed with staff the procedures to be followed to reduce the risk of catching or transmitting the virus. Frequent reminders and updates will be given.
* Where there is a suspected or confirmed case of COVID-19, the procedures identified in risk assessment and based on Government guidelines will be followed.
* Staff and children with symptoms identified as possible COVID 19 symptoms should stay at home. The school will arrange for them to be registered for a test. If they are not able to be tested, they will stay self-isolate for a minimum of 7 days.
* Household members will self-isolate for a minimum of 14 days. Staff and families of pupils who have had COVID 19 symptoms must have permission from the Headteacher before they are able to return to school.
* If a member of staff or a child becomes unwell on site with a new, continuous cough or a high temperature they should be sent home immediately.
* The school has procedures in place to clean and disinfect regularly touched objects and surfaces more often than usual using their standard cleaning products/equipment.

#### Specific Issues

#### Emergency Procedures

#### Fire Evacuation – All staff and children, especially those that do not usually attend that location, are made aware of the fire evacuation procedures for the premises, including any changes that have been made as a result of the current situation.

#### First Aid – There is adequate first aid cover for both staff and children. Where usual first aiders are absent through illness or self-isolation, other qualified staff will be designated to cover where this is the case. In the event of first aiders not being available, the school would need to close.

#### Risk Assessment – Health and safety risk assessments have been reviewed and updated to take account of new working practices introduced as a result of the current situation.

#### Accident & Incident Reporting – All accidents and incidents continue to be recorded and reported using existing reporting channels

#### Staff Support – Staff are aware of, and have access to, employee/mental health support through Health Assured.

#### Statutory Safety Inspections – The school notes that the Health & Safety Executive (HSE) has advised that Statutory safety inspection regimes will not be relaxed. The school will continue to organise these regimes, undertaking them when required or specified.