



Great Heath ACADEMY INFECTIOUS DISEASES COVID-19

[Back to index](#)

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
					YES	NO
Awareness of policies and procedures	Staff Pupils Others	Inadequate information	<ul style="list-style-type: none"> • All staff, pupils, parents, are aware of all relevant policies and procedures relating to COVID19 and published on academy website • Governors, visitors and volunteers to remain away from academy site during phased re-opening. • All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> ➤ The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 ➤ The Health Protection (Notification) Regulations 2010 ➤ Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' ➤ DfE and PHE (2020) 'COVID-19: guidance for educational settings' • The relevant staff receive any necessary training that helps minimise the spread of infection: <ul style="list-style-type: none"> ○ Infectious Diseases ○ COVID19 • The school keeps up-to-date procedures and risk assessment based on advice issued by, but not limited to, the following: <ul style="list-style-type: none"> ➤ DfE ➤ HSE ➤ NHS 	MEDIUM	YES	



			<ul style="list-style-type: none"> ➤ Department for Health and Social Care ➤ PHE • • Staff are made aware of the Academy's infection control procedures in relation to coronavirus via website, email or staff meetings and contact the academy as soon as possible if they believe they may have been exposed to coronavirus. • Parents are made aware of the academy's infection control procedures in relation to coronavirus via letter website and social media – they are informed that they must contact the academy as soon as possible if they believe their child has been exposed to coronavirus. • Pupils are made aware of the academy's infection control procedures in relation to coronavirus via class teacher and are informed that they must tell a member of staff if they feel unwell. • Temperature forehead monitoring gun in place to take temperature should a pupil/staff member feel unwell 			
Poor hygiene practice	Staff Pupils Others	Ill Health	<ul style="list-style-type: none"> • Posters are displayed throughout the academy reminding pupils, staff and visitors to wash and sanitise their hands, e.g. before entering and leaving the academy. • Pupils, staff and visitors are encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60% alcohol) and follow infection control procedures in accordance with the DfE and PHE's guidance and those published on academy website. • Sufficient amounts of soap clean water and paper towels are supplied in all toilets and kitchen areas. 	MEDIUM	YES	



			<ul style="list-style-type: none"> • Sufficient amounts of hand sanitiser are provided in each classroom. • Pupils are supervised by staff when washing their hands to ensure it is done correctly, where necessary. • Pupils are discouraged from sharing cutlery, cups or food. • Only plastic cups used on site and disposed of after use. • Cleaners to carry out daily, thorough cleaning that follows national guidance and is compliant with the COSHH Policy and the Health and Safety Policy. • ATT Central Estates Dept enhanced cleaning schedule to be undertaken during opening hours – advice about enhanced cleaning protocols is sought from the HPT/PHE and GOVT Guidance • Cleaning staff deployed during the day to clean all touchpoints and class spaces during breaktimes as detailed in ATT COVID additional cleaning procedure. • Closed lid bins and tissue dispensers provided in each room • Hand sanitiser available in every room. Portable units available for sanitising on entry into site 			
Ill health	Staff Pupils Others	Coronavirus Symptoms	<ul style="list-style-type: none"> • Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, and are kept up to date with national guidance about the signs, symptoms and transmission of coronavirus. • Any pupil or member of staff who displays signs of being unwell, such as having a cough, fever or difficulty in breathing, and believes they have been 			



			<p>exposed to coronavirus, is immediately taken out of the class and placed in an area where they will not come into contact with others and are supervised at all times.</p> <ul style="list-style-type: none">• The relevant member of staff calls for emergency assistance immediately if pupils' symptoms worsen.• The parents of unwell pupils are informed as soon as possible of the situation by a relevant member of staff.• Where contact with a pupil's parents cannot be made, appropriate procedures are followed in accordance with those outlined in governmental guidance.• Unwell pupils who are waiting to go home are kept in an area where they can be at least two metres away from others.• Staff caring for unwell pupil must wear PPE• Areas used by unwell staff and pupils who need to go home are appropriately cleaned once vacated, using a disinfectant and care to be taken when cleaning all hard surfaces.• If more than one corona virus case is confirmed, the affected area the pupil staff occupied is closed for 72 hours and a medical fogging treatment is performed prior to being brought back into use.• If unwell pupils and staff are waiting to go home, they are instructed to use different toilets to the rest of the academy to minimise the spread of infection.• Any pupils who display signs of infection are taken home immediately, or as soon as practicable, by their parents – the parents are advised to contact NHS 119 to book a test immediately or call 999 if the pupil becomes seriously ill or their life is at risk.	MEDIUM	YES	
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Spread of infection	Staff Pupils Others	Lack of infection control	<ul style="list-style-type: none">• Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with guidance, using PPE at all times.• Parents are informed not to bring their children to the academy or onto the academy premises if they show signs of being unwell or believe they have been exposed to coronavirus.• Staff and pupils do not return to the academy before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with national guidance.• Parents notify the academy if their child has an impaired immune system or a medical condition that means they are vulnerable to infections.• The academy in liaison with individuals' medical professionals where necessary, reviews the needs of pupils who are vulnerable to infections.• Any additional provisions for pupils who are vulnerable to infections are put in place by the headteacher, in liaison with the pupil's parents where necessary.	MEDIUM	YES	



<p>Poor management of infectious diseases</p>	<p>Staff Pupils Others</p>	<p>Lack of infection control</p>	<ul style="list-style-type: none"> • Everyone is instructed to monitor themselves and others and look out for similar symptoms if a pupil or staff member has been sent home with suspected coronavirus. • Staff are vigilant and report concerns about their own, a colleague's or a pupil's symptoms to the Headteacher or SLT as soon as possible. . • The academy is consistent in its approach to the management of suspected and confirmed cases of coronavirus and follows ATT procedures for both scenarios • The academy is informed by pupils' parents when pupils return to academy after having coronavirus – the academy informs the relevant staff. • Staff inform the Principal when they plan to return to work after having coronavirus. • The Principal/Regional Estates Manager monitors the cleaning standards of academy cleaning contractors and discusses any additional measures required with regards to managing the spread of coronavirus. 	<p>MEDIUM</p>	<p>YES</p>	
<p>Lack of communication</p>	<p>Staff Pupils Others</p>	<p>Unsafe Practices</p>	<ul style="list-style-type: none"> • The academy staff reports immediately to the Principal about any cases of suspected coronavirus, even if they are unsure and follows ATT Procedure for management of symptomatic pupils and confirmed cases of COVID19 • The headteacher contacts the local HPT team and follows the advice given from them and discusses if any further action needs to be taken. • The academy put into place any actions or precautions advised by their local health protection team. 	<p>MEDIUM</p>	<p>YES</p>	



			<ul style="list-style-type: none"> The academy keeps staff, pupils and parents adequately updated about any changes to infection control procedures as necessary. 			
Preparing for academy closure	Staff Pupils Others	Lack of control and resources	<ul style="list-style-type: none"> In the event of one or more confirmed of COVID19, the academy may have to part close under advice of local HPT In the event of a local lockdown the academy may have to close on advice of the GIVT and PHE The academy communicates with parents via letter/website/text as soon as possible about an academy closure. Pupils are informed via assembly about the academy closure and what is expected of them should they need to work from home. The Principal puts a plan in place to manage staff workload in preparation for a school closure. The Principal reverts to business continuity planning and moves to put a plan in place for pupils' continued education during a school closure to ensure there is minimal disruption to pupils' learning – this includes a plan to monitor pupils' learning while not in school. The Behavioural Policy and Staff Code of Conduct are adhered to at all times, even while working remotely. Communication lines are kept open between staff during a school closure – staff know to report to their line manager if there is an issue. The Principal ensures all pupils have access to schoolwork and the necessary reading materials at home, prior to a school closure. The Principal works with the ICT technicians to ensure that all technology used is accessible to all pupils – 	MEDIUM	YES	



			<p>alternative arrangements are put in place where required.</p> <ul style="list-style-type: none"> • The headteacher liaises with the relevant organisations to ensure adequate provision is in place for all pupils to be able to work from home, e.g. learning support. • Estates Dept arranges for the academy to be deep cleaned in the event there is a school closure. • The academy manages the use of parents' and pupils' contact details in line with the Data Protection Policy and Records Management Policy, e.g. collecting emails to send schoolwork to the pupil. • Estates Team and Principal will implement Partial opening Control Measures 			
academy remains open for Key Worker Pupils Only	Staff Pupils Others	Education issues	<ul style="list-style-type: none"> • The Principal will arrange for staff to remain at school to educate pupils who will remain in school as their parents are Key Workers. • The Principal will work closely with staff on creating a timetable for these children. 	MEDIUM	YES	
Cleaning while school open	Staff Pupils Others	Infection Control	<ul style="list-style-type: none"> • Additional Cleaning resource deployed during the day to clean all touch points and class spaces during break times when they are vacated. • All hard surfaces to be cleaned on a regular basis, this will include <ul style="list-style-type: none"> ➤ All door handles ➤ All tables and chairs used by staff and pupils ➤ Toilet flushes and regular cleaning of toilets. • All classrooms to have spray disinfectant and disposable cloths. • Regular cleaning of surfaces will reduce the risk of spreading the virus. 	MEDIUM	YES	



			<ul style="list-style-type: none"> All used cloths thrown away to be double bagged and then placed in a secure area i.e. lockable bin. 			
Vacant premises	Staff Pupils Others	Security issues	<ul style="list-style-type: none"> Access to the academy is restricted – this will be in line with normal shut down (i.e. school holidays) The Principal and site supervisor remain on-call in case of an emergency or if access to the academy is required. External signage is visible to show that the school is closed and that access is restricted if required. Valuable academy property and equipment is identified and reasonable measures are in place to ensure security. The Regional Estates manager ensures the academy premises is safe to return to before school activity resumes. Any hazards are reported to the Principal as soon as possible and issues are resolved prior to staff and pupils returning to the academy. The Principal ensures the school reopens only when it is safe and advisable to do so, in line with local and national advice. 	MEDIUM	YES	
Statutory Tests and Inspections	Staff Pupils Others	Maintenance issues	<ul style="list-style-type: none"> If the academy remains closed and no access permitted then ensure all planned testing and inspections of equipment resumes as soon as school re-opens. If the academy remains open for key workers it may be possible to allow contractors to carry out planned preventative maintenance. However this is subject to Government restrictions. In-house inspections should continue to ensure the academy remains as safe as possible whilst open. 	MEDIUM	YES	



Contractors in the academy	Staff Pupils Others	Inadequate control measures	<ul style="list-style-type: none">• Where contractors are coming into the academy, they must have up to date Risk Assessments and Method Statements.• Control measures regarding the Coronavirus must be included within their RAMs.• School to ensure no pupils or staff are in the area where contractors are working.• Contractors will be designated a toilet they can use whilst on site.• Contractors will be responsible for removing all rubbish they have created and to clean their area of work prior to leaving.• They must ensure no workers are displaying any signs or symptoms of Coronavirus prior to entering the school site.• If they become aware of a contractor coming down with symptoms within 14 days of being at the school they must inform the school immediately.	MEDIUM	YES	
Emergencies	Staff Pupils Others	Inadequate Control Measures	<ul style="list-style-type: none">• All staff and pupils' emergency contact details are up-to-date, including alternative emergency contact details, where required.• Pupils' parents are contacted as soon as practicable in the event of an emergency.• Staff and pupils' alternative contacts are contacted where their primary emergency contact cannot be contacted.• The academy has an up to date First Aid Policy in place which outlines the management of medical emergencies and medical emergencies are managed in line with this policy.	MEDIUM	YES	



			<ul style="list-style-type: none">• The academy has access to and follows ATT Guidance for Managing Symptomatic pupils and confirmed cases of COVID19.<ul style="list-style-type: none">• The academy follows the procedures in the Track and Trace government scheme. Please refer to Track and Trace guidance in ATT guidance and procedure for managing symptomatic pupils and confirmed cases of COVID19• The Academy has an up to date Business continuity Plan in place should the academy have to close			
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