



Newbold & Tredington C of E Primary School and Day Nursery

Creating a chance to SHINE every day

INFECTIOUS DISEASES SUMMER 2022						
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, parents, governors, visitors and volunteers are aware of all relevant policies and procedures. • All staff have access to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> • The Reporting of Injuries, Disease 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 (2020/21/22) “Covid-19 Guidance for Educational Settings • Relevant staff receive necessary training that helps minimise the spread of any infection e.g. infection control • The school keeps up to date with advice issued by, but not limited to the following: <ul style="list-style-type: none"> • DfE • NHS • Department for Health and Social Care • PHE • Staff are made aware of the school’s infection control procedure via email, staff meetings and they are aware that they must contact the Head as soon as possible if they believe there is an outbreak • Parents are made aware of the school’s infection control procedures via letter, emails, website and social media - they are informed that they must contact the school as soon as possible if they believe that their child or a member of their household has been exposed to an infectious disease • Pupils are aware that if they feel unwell they must tell a member of staff 	M	Reminders in Staff meetings	
					Emails to all staff regarding update.	
					Policies and Procedures available in staff rooms	

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Disruption to the running of the school in cases of local outbreak	Staff, pupils, others	Infection control	<ul style="list-style-type: none"> The school keeps up to date and adheres to the latest local and nation advice about school closures. Advice is sort from local PH or DfE if required. Follow Government advice and instructions Remote Learning Policy in place for situations when setting has to close 	M		√
Use of Transport	Staff, pupils, others	Infection control	<ul style="list-style-type: none"> In an outbreak it is recommended that face masks are worn in enclosed/ crowded spaces where contact you don't normally meet occurs. This includes public transport and dedicated transport to school. School will follow Public Health advice in cases of local outbreak. School will put into place any actions or reactions advised by the local PHE. 	M		√
Cleaning of School	Staff, pupils, others	Infection Control	<ul style="list-style-type: none"> All hard surfaces to be cleaned on a regular basis this will include door handles, tables and chairs Toilets flushes and a lunchtime cleaning of the toilets and touch points All classroom to have spray disinfectant or wipes. Regular cleaning of surfaces will reduce the risk of spreading a virus throughout the day. 	M		
Ventilation classrooms and office spaces	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> Identify any poorly ventilated spaces and take steps to improve the fresh air flow. Where appropriate open high external windows, internal doors, external doors to improve natural ventilation. If external doors are open ensure that they are not fire doors and it is safe to do so. Ensure balance between ventilation and temperature of classes Use of DFE CO2 monitors and 2 air purifiers. Open doors and windows at break times 	M		

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Poor hygiene practice	Staff, pupils, others	Ill health	<ul style="list-style-type: none"> Continue to ensure that children clean their hands regularly, this can be done with soap and water or hand sanitiser. Ensure lunchtime hand washing isn't over crowded and use classroom facilities when possible. Staff and visitors encouraged to wash their hands on arrival with alcohol based sanitiser and follow infection control procedure in accordance with DfE and PHE's guidance. Sufficient amounts of soap and paper towels are supplied in all toilets and kitchen areas. Pupil are discouraged from sharing cutlery, cups or food. All cups and cutlery are cleaned before and after use in the dishwasher. Cleaners to carry out daily, thorough cleaning that follows National Guidance and is compliant with the COSHH and the Health and Safety Policy. 	M	Maintain practice	√
Spread of Infection	Staff, pupils, others	Lack of infection control	<ul style="list-style-type: none"> Spillage of bodily fluid e.g. respiratory and nasal discharges are cleaned up immediately in line with guidance from PHE using PPE at all times Parents are informed not to bring their children to school or on the school premises, if they show signs of being unwell and believe they have been exposed to a virus Staff and pupils do not return to school before the minimum recommended exclusion period (or self isolation period) has passed, in line with National Guidelines. Parents must inform school if their child has a medical condition that means they are vulnerable to infections. The school, in liaison with medical professionals where necessary, review the needs of the pupils who are vulnerable. Any additional provisions for pupils who are vulnerable will be put in place by the Headteacher, in liaison with the pupil's parents. 	M		√
Classroom Management	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> Outbreak management plans cover the possibility of reintroducing restrictions on mixing for a temporary period in case of local outbreak. In event of local outbreak we have the option to stagger play times or put in classes 	M		√

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Collective Worship and Singing	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> Collective Worship as normal in the hall with Clergy present when timetabled and singing in the school hall. Contingency plan in place when necessary 	M		
Playtime and Using Equipment	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> Playtimes with no restrictions in place regarding using and sharing but some will continue to aid space limits where necessary Contingency plan when necessary 			
Lunchtimes	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> Tables and chairs must still be cleaned thoroughly at the end of lunchtime. 	M		
Personal Protective Equipment Face Coverings	Pupils, Staff, Visitors, Parents	Infection Control	<ul style="list-style-type: none"> In an outbreak it is recommended that face masks are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet - This includes dedicated transport to school. School will follow PHE advice in the event of a local outbreak. 	M		√
Ill Health	Pupils, Staff, Visitors, Parents	virus symptoms	<ul style="list-style-type: none"> Staff are aware of the symptoms of possible viral infection e.g. a cough, loss or change to smell and taste, diarrhoea etc Any pupil or member of staff who displays signs of being unwell symptoms and/or believes that they have been exposed to a virus is recommended to test but to watch for the symptoms. If no temperature they can remain at work if feel well 	M		√
Autumn term Asymptomatic testing	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> No testing required of Primary age children Staff should continue testing if they can for Covid. Only positive results to be reported to the Head teacher. 	M		√
Positive Cases	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> School no longer required to undertake contact tracing as close contacts will be identified via NHS Test and Trace. Adults advised to isolate for 5 days Children advised to isolate for 3 days 	M		√

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Poor Management of infectious Diseased	Staff, pupils, others	Lack of Infection Control	<ul style="list-style-type: none"> • Staff are vigilant and report concerns about their own and a colleague's or pupil's symptoms to the Head as soon as possible. • The school is consistent in its approach to the management of suspected and confirmed cases of a virus • The school is informed by pupil's parents when pupils return to school after an infectious disease • Staff inform the Head when they plan to return to work after having coronavirus if fully vaccinated after 5 days. • Head monitors the cleaning standards of school cleaning and discusses additional measures required with regards to managing the spread of virus 	M		√
Lack of Communication	Staff, pupils, others	Unsafe Practices	<ul style="list-style-type: none"> • Staff report immediately to the Head about cases of suspected infectious disease even if they are unsure • The Head teacher contacts Warwickshire PHE and follows advice given from them and any further action that ends to be taken. • School put into place any actions or precautions advised by Warwickshire PHE • School keeps staff and parents updated about changes to infection control procedures if necessary. • Parents have detailed instructions of communication methods with the school 	M		√
Admitting Children to school	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> • In most cases, parents and carers will agree that a pupil with illness should not attend the school. If a parent or carer insists on a pupil attending school, the school can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect pupils and staff from possible infection. 	M		√
CEV children	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> • All CEV children should attend their education 	M		√
Admitting Adults into School	Pupils, Staff	Infection Control	<ul style="list-style-type: none"> • Pupils, staff and other adults should not come into school if they have symptoms, have had a positive test result or have been instructed to quarantine for an illness. 	M		√

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Staff CEV	Staff	Infection Control	<ul style="list-style-type: none"> • CEV people are no longer advised to shield but may wish to take extra precautions to protect themselves and follow practical steps set out in the guidance to minimise the risk of exposure to the virus. • The school will follow DHSC updated guidance 	M		√
Educational Visits	Staff, pupils, others	Financial Risk	<ul style="list-style-type: none"> • Full risk assessment (EVOLVE) must be completed • RPA insurance in place 	M	Trips booked in consultation with HT and Exec Head and CFO	√
Out of school clubs	Pupils Parents, Staff, Other	Infection Control	<ul style="list-style-type: none"> • Parents are to collect as in general procedures • Ensure up to date contact information is available in the event of an emergency • Lettings signed if appropriate 	M		√
Lettings	Pupils Parents, Other	Infection Control	<ul style="list-style-type: none"> • Lettings resume following full risk assessment meeting with Headteacher and completion of lettings form 	M		√
Travel	Pupils Parents, Staff, Other	Infection Control	<ul style="list-style-type: none"> • All staff and parents and children travelling to England must adhere to government advice • Parents should bear in mind the impact on their child's education if needed to quarantine • Leave of absence will only be granted in exceptional circumstances not due to Covid 	L		√
Safeguarding	Pupils Parents, Other	Safety and well being	<ul style="list-style-type: none"> • Any vulnerable pupils must be kept in contact with during any isolation for illness • Social workers must be informed and virtual school head where applicable 	M	Refer to other agencies if concerns arise	√