

Version 8	DOCUMENT REVISION	Published
Page 37	The flowchart poster has been removed as this was causing some formatting problems for some schools and is available separately. The wording where the flowchart image is has been changed to ' <b>A supporting flowchart is available to download for dealing with Coronavirus (COVID-19) suspected and confirmed cases</b> '.	01/2021
Page 43	Unsafe COVID-19 testing in schools heading in the 'What are the hazards?' column changed to - <b>Unsafe Secondary COVID-19 testing in schools</b> and the word 'secondary' added on the first line to help differentiate from the primary/nursery school staff testing risk assessment.	01/2021
Page 43	New risk control row added to 'Unsafe Secondary COVID-19 testing in schools' that states - <b>The school has a dedicated LFD testing site organised, signage up and cleaning processes in place.</b>	01/2021
Page 43	New ' <b>Unsafe primary schools, school-based nurseries and maintained nursery schools COVID-19 staff testing</b> ' section added to link to a primary/nursery school risk assessment. Not applicable to secondary schools	01/2021
Last Page & Separate Flowchart Poster	The flowchart poster information will be updated to V8 and the main changes are in the ' <b>STEPS FOR REPORTING CONFIRMED COVID-19 CASES ONLY</b> '.	01/2021
For Info	<b>COVID-19 Testing for Staff in Primary Schools, School-Based Nurseries and Maintained Nursery Schools - 2021.01 V01</b> – Risk assessment is now available to download not applicable to secondary schools. A new one for secondary schools was added 1 <sup>st</sup> March 2021	01/2021

**LMS added on: Pages 17 and 38**

**New face coverings advice included. This will be reviewed by DfE Easter 2021**

In Y7 and above face coverings should be worn in classrooms or during activities unless social distancing can be maintained. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, eg PE lessons

Where required, transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. Those who rely on visual signals for communication, or communicate with or provide support to such individuals, are currently exempt from any requirement to wear face coverings in schools or in public places.

Face visors or shields should not be worn as an alternative to face coverings.

DfE will provide a stock of face masks for use by students from w/c 8<sup>th</sup> March 2021

Version 7	DOCUMENT REVISION	Published
Whole Document	Government Guidance Links have been added ( <a href="#">in blue font</a> ) on various pages in the 'What are the hazards?' column for reference purposes.	01/2021
Whole Document	General page formatting and reducing link titles to support existing page numbers where required.	01/2021
Page 4	The following wording has been added in the green column - <i>The school/establishment is following current guidance for building and services safety e.g. Legionella Flushing Update 2021.01. (Available to download from the 'COVID-19 RESOURCES for SCHOOLS' traded services page).</i>	01/2021
Page 7	Reformatting for 'Lack of hygiene provision during deliveries' to be separate from 'Lack of hygiene provision and effective cleaning'.	01/2021
Page 14	First row regarding 'individual risk assessment'. The following wording and link has been added in the green column - <i>The <a href="#">Staff Individual Risk Assessment and Guidance</a> that had been redrafted by Schools HR can be found on schoolsnet (click on link).</i>	01/2021
Page 24	In the Vulnerable people (What are the hazards? Column) 2 <sup>nd</sup> row the wording has been reduced to say 'The school follows the 'Updated guidance on vulnerable staff in schools'. This removes the November date as there has been an update on schoolsnet and also in case there are further updates regarding this.	01/2021
Page 35	Link heading wording reduced from 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' to ' <b>stay at home: guidance for households</b> '.	01/2021
Page 35	All reference to 14 days isolation has been changed to 10 days.	01/2021
Page 35	Text in the green column that previously stated; 'The 14-day period starts from the day when the first person in the household became ill or if they do not have symptoms, from the day their test was taken' – <b>has now been changed to - The isolation period includes the day the first person the household's symptoms started (or the day their test was taken if they did not have symptoms). Members of their household (including any siblings) should self-isolate for 10 days.</b>	01/2021
Page 38	Offsite Visits Breach – Row one wording has been replaced by - <i>Department of Education Guidance (Restricting attendance during the national lockdown: schools Guidance for all schools in England January 2021) advise against all educational visits at this time.</i> Row two has added wording to reflect that - <i>All Forest School activities should be local</i>	
Page 43	New Hazard and control measure introduced for schools undertaking COVID-19 lateral flow device testing headed - <i>Unsafe COVID-19 testing in schools.</i>	01/2021
Last Page	The chart now states to self-isolate for 10 days and not 14. The chart has 'COVID-19: guidance for households with possible coronavirus infection' link inserted where it states household <a href="#">in blue font</a> .	01/2021
		01/2021
A3 Flowchart	The Coronavirus (COVID-19) Symptomatic – Confirmed Case A3 Flowchart - 2021.01 V07 available download now states to self-isolate for 10 days and not 14	01/2021

Version 6	DOCUMENT REVISION	Published
Page 4	New row and new information added in row 8 that reads - <i>All door closers have been checked and adjusted/tensioned to ensure the door closes gently instead of slamming.</i>	11/2020
Page 4	New row and new information added in last row (9) that reads - <i>All fire doors that are kept open are held open by a suitable fire door retainer that releases the door automatically in the event of a fire.</i>	11/2020
Page 8	New first row added that reads - <i>The school 'CORONAVIRUS (COVID-19) – Schools Full Opening risk assessment' is reviewed regularly &amp; when there are significant changes.</i>	11/2020
Page 8	Added wording in row 6 - (including H&S COVID-19 FAQ's).	11/2020
Page 11	<p>New row 4 information added, and bullet points removed in the first row to fit the information in without changing page numbers. The following wording has been added - <i>The school maintains an up-to-date list (including contact information) for each member of staff, student and group/bubble to quickly identify all contacts and groups to which an individual belongs. These groups may include:</i></p> <ul style="list-style-type: none"> <li>• <i>Teaching staff, rotary staff, supply staff, site staff, fixed teams, classmates, and others that provide additional in-school supports.</i></li> <li>• <i>Pupils on the same bus route, the assigned driver and bus monitors.</i></li> <li>• <i>Pupils attending before and after school programs</i></li> </ul>	11/2020
Page 18	<p>Additional wording related to ventilation and heating along with an HSE link have been added in the green column.</p> <p><b>For information</b> - Minimum school temperatures were previously set out in the Education (School Premises) Regulations 1999, which for a normal level of physical activity associated with teaching, the appropriate minimum temperature was 18°C. These regulations were replaced on 31 October 2012 by the School Premises (England) Regulations 2012. These regulations do not specify minimum temperatures for any parts of a school.</p> <p>The Workplace (Health, Safety and Welfare) Regulations 1992, which apply to all workplaces, including schools, set out requirements on minimum temperatures in workplaces. Regulation 7 requires that temperatures shall be “<b>reasonable</b>” and the temperature in a workplace should normally be at least 16°C. If work involves rigorous physical effort, the temperature should be at least 13°C. However, these temperatures may not necessarily provide reasonable comfort, depending on other factors such as air movement, relative humidity and worker clothing. These temperature guidelines do not apply where it would be impractical to maintain those temperatures, for example in rooms which have to be open to the outside, or where food or other products have to be kept cold.</p>	11/2020
Page 18	<i>Added wording in last row to now read - External doors and windows are opened <b>and appropriately secured</b> to allow additional ventilation, where possible (including offices).</i>	11/2020
Page 23	<i>The following wording has been added in the green column - <b>Note;</b> Schools are not expected to create NHS QR code posters for their entrance or their classrooms as they have registers. The school may use QR code posters if hosting an event with external guests on the premises, or if the premises are let out during evenings, weekends or holidays to external providers. <a href="https://www.gov.uk/create-coronavirus-qr-poster">https://www.gov.uk/create-coronavirus-qr-poster</a></i>	11/2020

Version 6	DOCUMENT REVISION	Published
Page 24	In the Vulnerable people section, first row the wording has been changed to - <i>The DCC 'Individual Risk Assessment for Staff Categorised as at Higher Risk from COVID-19' is undertaken for those individuals who are identified by their GP to be clinically extremely vulnerable.</i>	11/2020
Page 24	In the Vulnerable people section, a new second row has been added containing the following - The school follows the <a href="#">'Updated guidance on vulnerable staff in schools during 2nd National Lockdown'</a> dated 09/11/2020.	11/2020
Page 28	Additional wording has been added in the green column, which reads - <b>Note;</b> in National or local lockdown alert level 'high' (tier 2) or 'very high' (tier 3) Derbyshire County Council Catering Service School Based Staff will wear face coverings in corridors and communal areas where social distancing is difficult to maintain unless the individual is exempt under Government guidance - <a href="#">Face coverings: when to wear one, exemptions, and how to make your own.</a>  <i>(The is to support all schools with contact mitigation and ensure that the DCC Catering Service has consistency across all their staff as it is mandatory for secondary school staff and a discretionary decision by the Headteacher for primary and below school staff during national or local lockdown alert level 'high' (tier 2) or 'very high' (tier 3).</i>	11/2020
Page 29	The following wording has been added in the green column - <b>Note;</b> hand dryers do not contribute to the spread of coronavirus. Both paper towels and warm air hand dryers offer a hygienic way to dry hands.	11/2020
Page 30	Typo - removal of repeated wording 'includes' in the green column.	11/2020
Page 31	Wording 'Music for Key Stages 4 and 5' has been removed, as control measures apply to all who can achieve appropriate mitigation measures. Removal of wording in green column that is no longer relevant.	11/2020
Page 37	Updated Coronavirus (COVID-19) Symptomatic – Confirmed Case A3 Flowchart image inserted to replace outdated version.	11/2020
Page 38	The word 'National' added to the 1 <sup>st</sup> column 'What are the hazards?' that now reads - National / local lockdown alert level 'high' (tier 2) or 'very high' (tier 3).	11/2020
Page 38	Change of wording in row 2 to now say – In National or local lockdown alert level 'high' (tier 2) or 'very high' (tier 3) all staff and pupils in Y7 and above will wear face coverings in corridors and communal areas where social distancing is difficult to maintain unless exempt.	11/2020
Page 38	New information had been added at the top of the green column - <b>Note;</b> In primary schools and education settings teaching year 6 and below during National or local lockdown alert level 'high' (tier 2) or 'very high' (tier 3), it is not mandatory for staff and visitors to wear face coverings. In situations where social distancing between adults in settings is not possible (e.g. when moving around in corridors and communal areas), settings have the discretion to recommend the use of face coverings for adults on site, for both staff and visitors.	11/2020
Page 38	Change of wording in green column (second bullet point) to now say - <b>Note; Outside of where national/local restrictions (lockdown) apply,</b> schools have the discretion to recommend the use of face coverings for staff, visitors and pupils in Y7 and above within indoor communal areas where social distancing cannot be safely managed.	11/2020
Page 39	The first 2 rows have been rewritten to add clarity and now reads: <b>Row 1</b> - Where it is not possible, or it is impractical to group children in the same bubbles as they are in during the school day. Children are grouped with the same children each time wherever possible (in groups of 15 children max) and at least one staff member, depending on the type of provision or size of the group. <b>Row 2</b> - The school follows Government guidance for <a href="#">out of school provision.</a>	11/2020

Version 6	DOCUMENT REVISION	Published
Page 39	<p>➤ New information had been added into the green column, which reads - <i>During national lockdown, out of school provision should only be available if all 4 points can be achieved:</i></p> <ol style="list-style-type: none"> <li>1. <i>If it is safe to do so e.g. if existing school day bubbles remain consistent.</i></li> <li>2. <i>The school follow the <a href="#">‘Protective measures for holiday or after-school clubs and other out-of-school settings for children during the coronavirus (COVID-19) outbreak’</a> guidance.</i></li> <li>3. <i>Parents follow the <a href="#">Guidance for parents and carers of children attending out-of-school settings during the coronavirus (COVID-19) outbreak</a> guidance.</i></li> <li>4. <i>Out of school provision is for those parents to enable them going to work, finding work, undertaking training or education.</i></li> </ol>	11/2020
Last page	Coronavirus (COVID-19) Symptomatic – Confirmed Case Flowchart updated	11/2020
Last page	Link to Download Coronavirus (COVID-19) Symptomatic – Confirmed Case Flowchart (pdf separate A3 printable poster)	11/2020
Last page	Link to ASCH Test & Trace - Information Required from Schools following a Confirmed COVID-19 Case	11/2020

Version 5	DOCUMENT REVISION	Published
Was page 6	‘Bins are emptied regularly’ has been removed due to duplication of wording on page 19 which states ‘Bin liners are used in all bins and emptied daily’.	08/2020
Page 6	Added information to the ‘Outdoor playground equipment is cleaned. Block to include (further information is available on this in the Trim Trail and use of outdoor play equipment section of this risk assessment).	08/2020
Page 16	Information added in the green column of likely timelines that COVID-19 may persist on certain surfaces.	08/2020
Page 17	Change of wording in row 6 to now say – ‘ <i>Staff and pupils do not wear face masks or face coverings in schools unless it is authorised by the Headteacher and identified as a requirement of a risk assessment</i> ’.	08/2020
Page 18	The following text added row 4 when using photocopiers etc - <i>Hand sanitiser/sanitizing wipes station is next to the office’s shared work equipment e.g. printers, fax machine, copier etc, so staff can clean their hands after each use.</i>	08/2020
Page 19	Information added in the green column regarding good hand hygiene.	08/2020
Page 22	Information added regarding lifts in schools (last bullet point) ‘ <i>Maximum occupancy of lifts to 2 persons where social distancing with mitigation can be achieved (side-by-side or facing away from each other) unless emergency or medical requirements necessitate more than 2 is in place with all staff and pupils informed</i> ’.	08/2020
Page 23	Duplication found in the bottom column pg23 ‘ <i>Any essential face to face meeting is undertaken maintaining 2 metre social distancing</i> ’ has been deleted as it is already covered by the top column on page 21	08/2020
Page 24	SEND information added in the green column - <i>To support staff and pupils the Coronavirus (COVID-19) Pupil Specific (Send) Risk Assessment version 2, is available to download from DCC Health and Safety to use and put in place proportionate protective measures for pupils and staff for September 2020.</i>	08/2020
Page 24	Link added in the green column where to find the DCC Individual Risk Assessment for Staff.	08/2020
Page 28	Information added (4 <sup>th</sup> row down) to ‘ <i>Dining tables and associated furniture with high traffic touch points are cleaned using an appropriate cleaning product between groups/bubbles</i> ’.	08/2020



Version 5	DOCUMENT REVISION	Published
Page 29/30	Contractor information section updated to include, no workers are displaying any signs or symptoms of Coronavirus prior to entering the school site, track & trace and being responsible for removing (where required) all rubbish and to clean their area of work prior to leaving.	08/2020
Page 30	New DCC guidance link added for school transport in the 'Transport failings section'.	08/2020
Pages 34, 35, 36 & 44	All information stating self-isolation for 7 days has been updated to 10 days to reflect current Government advice from when symptoms start.	08/2020
Page 34	Information and a link added in the Green column regarding home test kits for schools.	08/2020
Page 36 & Last Page Flowchart	Information clarity added in the 'Green Column and Flowchart' - <i>The 14-day period starts from the day when the first person in the household became ill or if they do not have symptoms, from the day their test was taken.</i>	08/2020
Page 38	A new section has been added to incorporate where local restrictions (local lockdown) apply.	08/2020
Page 38	A new section has been added to incorporate offsite visits.	08/2020
Page 39	A new section has been added to incorporate out of school provision.	08/2020
Page 40	A new section has been added to incorporate Trim Trail and use of outdoor play equipment.	08/2020
Page 41	A new section has been added to incorporate site staff vulnerable to Covid-19.	08/2020
Page 42	A new section has been added to incorporate Use of work vehicles.	08/2020
Page 44	The poster has been updated to include the 10 day self-isolation period Public Health England telephone contact point and reference also to email Derbyshire's Public Health Team also in the event of 2 or more cases within school.	08/2020

Version 4	DOCUMENT REVISION	Published
Page 5	Staying COVID-19 should now read ' <i>Staying COVID-19 Secure notice is displayed for (non-teaching/childcare work areas e.g. office) to show staff that the school has complied with managing the risk of coronavirus (COVID-19) where possible.</i>	14/07/2020
Page 14	This previous wording on the top of page 14 read; DCC individual risk assessments are in place for those staff who were previously working from home due to shielding, (clinically vulnerable and/or living with someone in these groups), and appropriate arrangements for mitigating risk are identified. This has now been changed and the document updated with the following text. ' <i>Individual risk assessments are in place following the Derbyshire County Council Guidance for Schools Individual Risk Assessment for Staff Categorised as at Higher Risk from COVID-19.</i>	14/07/2020
Page 14	This previous wording on the 3 <sup>rd</sup> column down on page 14 read; Consideration has been given to staff clothing expectations and information shared with staff. This has now been changed and the document updated with the following text ' <i>Consideration has been given for staff to wear appropriate clothing who undertake personal care with pupils as they may need to change and wash them more regularly.</i>	14/07/2020

Version 4	DOCUMENT REVISION	Published
Page 22	Generic Control Measures column has a change in the first sentence to include ' <i>Social distancing failure</i> '. Also, duplication bullet points in the same section have been removed along with reference to toilets which is covered later in the document.	14/07/2020
Page 29	The following wording 'Pupils and staff know that they can only use the toilet one at a time' has now been removed and replace with the following 2 control measures. <i>a. The number of children using the toilet at any one time is limited where possible and different groups using the same facilities at the same time are avoided where possible.</i> <i>b. Staff will follow social distancing when using toilet areas.</i>	14/07/2020
Page 31	For Music in (What are the hazards? Column) has inserted ' <i>Music for Key Stages 4 and 5</i> '. I do believe there will be further updates on this for primary schools, etc before September.	14/07/2020