

Leicester High School Covid 19 Risk Assessment Level 2 – Extract

The practical steps below are taken from the complete Risk Assessment which was approved by Governors on 24.8.20. The full risk assessment will be reviewed weekly to ensure it is reflective of best practice and the latest government guidelines.

The latest version of the full, 41 page, Risk Assessment is available on request by emailing enquiries@leicesterhigh.co.uk

Social Distancing

Poster material related to social distancing has been applied throughout the School and staff and students are reminded regularly of the importance of social distancing.

A one-way system has been put in place on stairs and corridors where feasible in the Senior School. Social Zones have been created in the Junior Department and Senior School for current year groups on site. Separate recreational spaces have been assigned for all groups of pupils.

Junior Department:

'Bubbles' are in use in the Junior Department for EYFS, Years 1 & 2, Year 3, Year 4 and Year 5. Each group will be taught by their class teacher/key persons in one classroom/area. Groups have access to different areas of the playground for break and lunchtime. Junior lunchtime has been staggered to allow for social distancing between groups in the dining hall. Bubbles of pupils will be kept apart from each other and children will be kept 2 metres away from staff, where at all practicable. All classrooms have been rearranged with girls facing forwards

Drop off and collection times will be staggered for the Junior Department, with all junior parents being able to drive on site to drop off.

Senior School:

'Bubbles' are in use in the Senior School. Each year group forms a bubble. Separate recreational spaces for break and lunchtimes have been assigned to each year group. Groups of pupils will be kept separate from each other through the extension of the arrival times to the Senior School and separate exits at the end of the School day. All classrooms have been rearranged with girls facing forwards

Classrooms have been rearranged to allow for 2 metre distancing between pupils and staff. The one way system will also support social distancing and clear signage remains the girls to stay separated from other bubbles and from staff.

Staff:

Classrooms in the Senior School have been rearranged to allow for two metre distancing between pupils and staff.

Staff areas have reduced capacity and overflow areas have been identified where possible and restrictions/overflow areas are clearly signposted.

Staff are reminded to keep their distance from each other and specific PPE has been provided to any high-risk staff. Visors are provided for all practical subjects, and at request.

Hygiene

Staff and pupils are reminded on a regular basis to wash their hands for 20 seconds with warm water and soap and the importance of proper drying. Signage highlighting this is on display throughout the School. They are also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching their face, eyes, nose or mouth with unclean hands

Tissues/paper towels have been made available throughout the workplace. Antibacterial washes dispenser available in all entrance areas. Antibacterial spray is available in all classrooms and staff areas.

There is an increased number of sanitizer stations in the School. Girls will be asked to wash their hands before and after each activity, before and after eating, as well as on arrival in School.

Masks will be worn by all senior pupils and staff in corridors when moving around School and in classrooms. They will also be worn by Junior staff in corridors and communal areas, where social distancing cannot be maintained.

Regular cleaning of the hand washing facilities and checks of soap and sanitizer levels takes place as part of the cleaning schedule.

Desks are cleaned in between lessons.

Infection prevention

The frequency of cleaning of high traffic areas has been increased and the Site manager monitors this cleaning regime. There is increased cleaning and disinfection of frequently handled or touched surfaces within classrooms, teaching areas, common rooms, entrances, corridors and eating areas.

Door handles/switches/touch points are sanitized AM and PM, in addition to normal cleaning regime

Cleaning Stations have been provided in each classroom. Teachers are encouraged to bring their own equipment. Staff desks are left clear for each teacher, who will wipe down their own area before and after use. Signage has been added to rooms to highlight this. A minimalist approach to each used classroom has been taken to ease cleaning schedules.

Toys and equipment will be cleaned and disinfected regularly. We have reduced the amount of equipment in classrooms to avoid unnecessary cleaning.

Teaching equipment, such as pens and pencils, should not be shared between pupils. Junior pupils will have been asked to bring in their own equipment and senior pupils have been reminded of the importance of not sharing equipment.

Where there is the requirement to share equipment, e.g. Science, Music, Art equipment, this will be cleaned and disinfected following use or alternative teaching practices followed.

Rooms should be well ventilated/windows opened to allow fresh air circulation.

Staff will clean equipment, such as the EYFS climbing frame/slide, during the day between its use by different groups.

Asymptomatic Testing

Senior School pupils will be tested on-site from 8 March, with 3 tests, 3 to 5 days apart.

Rapid testing using Lateral Flow Devices (LFD)s will support the return to face-to face education by helping to identify people who are infectious but do not have any coronavirus (COVID-19) symptoms.

Secondary school staff and pupils will move to a home testing model (for pupils, following the first 3 onsite tests). The lateral flow devices used have received regulatory approval from the MHRA for selfuse.

Home test kits will be available for all staff on return. Once pupils have been tested 3 times at school, they will be provided with home test kits for regular testing. Testing remains voluntary but strongly encouraged.

Staff or pupils with a positive LFD test result will need to self-isolate in line with the stay-at-home guidance. They will also need to arrange a lab-based polymerase chain reaction (PCR) test to confirm the result if the test was done at home. Those with a negative LFD test result can continue to attend school and use protective measures.

Site Access

If you wish to make an appointment to see your daughter's teacher, form tutor or Head of Year, we ask that you do so at least 24 hours in advance. This will allow us to make sure the staff member is available, and to provide a socially-distanced meeting space for your discussion. We encourage all parents to arrange virtual meetings wherever possible.

A staggered drop off and collection is in process at the Junior entrance. Senior School pupils access School across an extended drop-off time and leave via different exits.

Visitors are on an appointment basis only. Visitors sign in and confirm no Covid symptoms.

Staff/Visitors who are showing any of the signs of COVID 19 may NOT come into School. This has been reinforced in the FAQs provided to staff and pupils.

The School will fully engage with track and trace if requested to, or in the case of a suspected COVID-19 case on site.