

## Moray Council Re-opening of Schools Risk Assessment Guidance Updates February 2021

Schools have been open from Tuesday the 5<sup>th</sup> January for staff to access facilities, pick up resources, arrange home learning packs, support online learning activities etc. Normal arrangements for staff to inform HT/ line manager / administrators of their presence within the building should be in place.

The following information should be considered alongside the 4 documents previously provided to schools as follows:

**Moray Council, Re-opening of Schools Risk Assessment Guidance Update Appendix 1 August 2020**  
**Moray Council, Risk Assessment Form SMS 8.4** – information for staff and pupils – August return.  
**Re-opening Moray School – COVID-19 Response Planning Generic Risk Assessments** – June reopening for staff

Following announcements on Tuesday the 16<sup>th</sup> February, the following information aims to highlight a number of changes to the above documents and should sit alongside any documents that are already held within schools specific to their own school risk assessments or indeed specific to any individual staff risk assessment. The changes are highlighted according to the **Task** number contained within the original documents and should be shared initially with school trade union representatives and subsequently, once agreed, with all staff.

Section 52

**1 Shielding** clinically vulnerable staff and learners

Section 78 – lockdown and children section

Section 80 + link

Section 77 – note at bottom of document

### **2 Infection Risk (symptoms)**

Any Moray Council employee who develops symptoms should complete the online form available from [here](#) or contact their local GP practice and follow their advice as appropriate.

For staff and pupils attending school lateral flow tests are available for staff section 71 - 73

Staff who are concerned that they have been at risk of infection, may request a test whether or not they have symptoms and should do this through Moray Council's employee portal. **We still await a link from our HR colleagues to support this process.**

Anne Smith's link - still relevant for those not accessing schools

### **3 Infection Risk (special measures) –**

All staff and pupils in the senior phase should wear a face covering in classrooms during lessons. Only those exempt are not required to wear a mask. Section 65

Two metres distancing between staff and pupils should be adhered to across both primary and secondary  
Section 57  
Section 60 63

#### **4 Operational Strategy**

**Identify rooms required for pupil attending school giving consideration to ensuring that hub and key workers don't mix – section 19**

Identify rooms required for childcare (consider P1-P3 and P4-P7 groupings depending on numbers). Consider physical spaces to be used for this provision (the used footprint of the building is expected to significantly reduce so that cleaning demands are limited). Try to ensure that strict 2m social distancing can be maintained and consider your capacities to support mitigation of risks.

In secondary room occupancy should be based on 2m distancing.

"It has been agreed with clinicians that schools may, if absolutely necessary during the phased start to the term, re-group vulnerable pupils and children of key workers (i.e. move them into different groups to those they were in prior to the festive break). This should be kept to the minimum necessary to ensure effective, safe learning and teaching arrangements are in place. It should be done in a way which meets children's needs and enables them to engage in learning and teaching that is age and stage appropriate"

#### **5 Infection Risk (buildings)**

Rooms chosen for pupils returning from the 6<sup>th</sup> January should consider those that can be adequately heated and provide the appropriate ventilation. Section 68 ventilation pg 17 of original guidance – reducing risks in schools

3 bullet points as recommendations

#### **6 Travel to work**

No changes

#### **7 Arrival**

These should be identified at school level and be dependent on the numbers of staff and pupils attending – changes will be required at school level to highlight for additional pupils returning.

#### **8 Internal Traffic**

Depending on the room(s) used for supporting pupils of key workers and vulnerable pupils, there may require to be some changes to routes to and from toilets or entry and exit points to reduce unnecessary movement around the school for pupils and or staff working in the building. Requires to be updated based on pupil snow attending

#### **9 Toilets**

No change

## **10 Playgrounds**

No change

## **11 Teaching Areas**

No change

## **12 Food Hygiene**

No change **section 20** – leaving and returning to school during the school day

## **13 First Aid**

No change

## **14 Emergency Procedures**

No change – social distancing still required but arrangements should be in place to avoid more than one class in any one area. If necessary more than one muster point should be used and procedures updated and shared with staff and pupils.

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Section re vaccination and flu testing 77

**Additions** – schools trips – section 105

Outbreak Management – section 70