

Health & Safety Guidance During COVID-19 Pandemic



Principles

The school needs to maintain its general health and safety arrangements during the current Covid-19 situation. However, there may be some challenges and changes to normal operations. A detailed risk assessment has been completed and is reviewed on a regular basis.

First Aid and Administering Medication

The school will ensure that there is provision for first aid and emergency treatment for staff and students at all times.

The member of staff trained in first aid on site will be appointed to take charge of first aid arrangements, such as calling the emergency services if necessary.

Staff are trained to deal with students with medical conditions that may require emergency action or medication. For example, asthma, anaphylaxis, etc.

Personal Protective Equipment (PPE)

We will follow current government guidelines regarding the use of PPE in cleaning and whilst dealing with first aid and illness.

Fire Safety

Normal operation fire safety arrangements will continue. All staff are required to sign in and out at Reception so that there is an accurate register of who is on site. Means of escape will be maintained at all times, even where some parts of the school buildings may not be used. Doors on fire escape routes will not be locked.

Revisited evacuation procedures have been communicated to staff and students. SLT will sweep the buildings if there is an evacuation.

Accident Reporting, Recording and Investigation

We will continue to record any injuries to students and staff in the normal way. The SHE Assure accident database will be used for reporting more serious incidents (eg requiring medical treatment).

Cleaning

We will continue to follow government advice to reduce the spread of coronavirus (COVID-19) see <https://www.gov.uk/coronavirus/education-and-childcare>

- Staff and students should not be in school if they are unwell, even if they are on the list that can attend school.
- If staff or students become unwell on site they should be isolated and sent home.
- Objects and surfaces that are touched regularly will be frequently cleaned using our standard cleaning products. We will follow the principles of cleaning explained in <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- Students and staff will be reminded to wash their hands more frequently than normal.

Access to Competent H&S Advice

If we need any health and safety advice we will contact the Safety, Health & Environment helpline.

Email: SHE@gloucestershire.gov.uk

Tel: 01452 425350