

Al-Khair Prep School

Addendum to Health and Safety Policy Policy and Procedures



Approved by: GB	Date: 31/08/2020	
Last reviewed on:	July 2020	Almas Iqbal
Next review due by:	Ongoing (taking into account changes to government guidance)	GB

Health and Safety

COVID-19 Addendum

1.0 This health and safety addendum is an immediate response to the COVID-19 Pandemic. Good health and safety management will be an integral part of the way that the school operates and will be considered across all work activities and across the wide range of educational activities delivered. The School has adhered to Government and Local Authority guidance during the outbreak.

1.1 This addendum should be read alongside the main Health and Safety Policy, as well as main school risk assessment and government guidance documents.

2.0 The Head Teacher and Facilities Manager have carried out a stringent risk assessment for health and safety procedures in specific regard to children returning to school in September 2020. Al Khair Prep School will adopt health and safety arrangements under COVID-19 in line with Health & Safety legislation, and in consideration of government guidelines.

2.1 To make the school as safe as possible we have:

completed a 'risk assessment', and taken reasonable steps to prevent potential risk from COVID-19 in school

followed the government guidelines on safer working on GOV.UK

adhere to advice on working safely during coronavirus from the Health and Safety Executive (HSE) <https://www.hse.gov.uk/news/coronavirus.htm>

3.0 Al Khair Prep school will apply and communicate sensible risk management and safe working practices. This will involve:

- Regular assessment of hazards and associated risks.
- Implementing preventive and protective control measures against those risks to an acceptable/ tolerable level.
- Monitoring the effectiveness of those measures by senior leaders.
- Provision of information, instruction, training and protective equipment to staff (and pupils where required).
- Review of risk assessments, policies, procedures and practices at regular interval and where additional information is gained through changes in government guidance, monitoring or following an incident

4.0 Al Khair prep school will Implement measures to ensure social distancing is observed across the site and in all buildings consistent with and appropriate to the numbers of pupils, staff and visitors in the school.

Maintain an appropriate hygiene regime to be followed by all pupils, staff and visitors.

Operate an enhanced cleaning regime for the duration of COVID-19.

Ensure that staff are informed and instructed to ensure competence and awareness of health & safety precautions required during COVID-19.

Educate children about COVID-19 and to encourage and re-assure them about the measures in place to protect themselves from it.

Require all employees and encourage and support all pupils to show a proper personal concern for their own safety, for that of the people around them.

Require staff to exercise increased due care and attention and observe safe working methods.

Communicate regularly and effectively with staff and parents about the school's response to COVID-19.

Put in place any flexible working arrangements needed to support delivery of education during COVID-19, including staggered start/end times.

Put in place measures to check on staff wellbeing (including for leaders).

5.0 The school will draw up contingency plans for:

- Someone falling ill or demonstrating symptoms on site
- Deep cleaning in the event of an outbreak of COVID-19 on site

Provide appropriate personal protective equipment (PPE) as required by staff for providing first aid and intimate care.

6.0 Staff must take personal responsibility to ensure that they have fully read and adhere to the following to protect their own safety and that of the children:

The most up to date copy of the Whole School Risk assessment - this will be emailed to staff with any updates.

First Aid during COVID-19 document

Government guidance regarding use of PPE, preparing for wider opening, actions for schools during the coronavirus outbreak. These documents can be found here: <https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings>

7.0 Monitoring and review

7.1 To be reviewed in accordance with Government guidance.

