

**Peterborough Diocese Education Trust**  
**Covid-19 Risk Assessment for Schools**

<b><u>Name of school:</u></b>	Kislingbury CE Primary School
<b><u>Name of person completing the risk assessment:</u></b>	Mr Neil Tyler
<b><u>Signed:</u></b>	<b>Signed copy held in school – This copy e-mailed via the headteacher’s e-mail.</b>
<b><u>Date completed:</u></b>	<b>20<sup>th</sup> May 2020</b> <i>Revision 1 8<sup>th</sup> June 2020</i>

The technical name of the virus that causes COVID-19 is severe acute respiratory syndrome coronavirus 2, abbreviated as **SARS-CoV-2**

Whilst the Covid-19 virus can cause serious illness, especially for vulnerable adults with underlying health conditions evidence suggests that for the majority (particularly children and young people) they will experience a mild to moderate illness.

Whilst this is a complex and changing situation, there is enough known about the epidemiology of Covid-19 to provide a risk based approach to support staff in their roles.

The assessment below has been developed based on the following principles:

- That we will act together to ensure the safety and reassurance of all staff, children & young people.
- PPE will be recommended according to evidence of **efficacy and assessment of clinical risk**.

- All efforts will be made to secure a reliable and adequate supply of suitable PPE.
- PPE does not negate the need for social distancing and hand and respiratory hygiene.
- Having entered a period of sustained, community transmission, all staff and pupils are approached as potentially carrying Covid-19.

The national guidance and response requires that where possible we: **Stay Alert**

- Only go outside for food, health reasons or work (but only if you cannot work from home). Schools/Educational settings are required to remain open to support children/young people of key workers and vulnerable children/young people. It is proposed that at a time, no earlier than 1<sup>st</sup> June 2020, schools will 'reopen' for some year groups, starting with nursery, EYFS, Y1 and Y6.
- If you go out, stay 2 metres (6ft) away from other people at all times
- Wash your hands as soon as you get home

Potential Hazard	Risk	Who might be harmed?	Minimum control measures to reduce risks to an acceptable level	School assessment of the level of risk (Low, medium, high) and actions undertaken to mitigate the risk
Covid-19	Staff not having appropriate knowledge on virus, transmission and risk leading to increased transmission of covid-19	Employee, visitors, agency staff, pupils, member of the public	<p>All staff to keep themselves updated and follow the latest <a href="https://www.gov.uk/coronavirus">Government</a> and national Public Health England/NHS guidelines via <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a></p> <p><a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a></p> <p>Anyone in a vulnerable group (see appendix 3) needs to follow the shielding protocols and should not come to work.</p>	<p>LOW</p> <p>All staff to be provided with the latest government guidelines.</p> <p>These to be discussed through staff meetings prior to the return to work.</p> <p>Specific concerns of staff to be addressed by the HT 1:1</p> <p><i>Weekly review with staff over effectiveness and any staff concerns Carried out end of week 1</i></p>
Covid-19	Contagious people coming into school leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public, Pupils	To help ensure that the risk of virus spread is as low as possible, the school will inform staff, parents and potential visitors, including customers and contractors, not to enter the school if they are displaying any symptoms of coronavirus (COVID-19) or if they should be self-isolating.	<p>LOW – MEDIUM</p> <p>All staff, parents and contractors to be informed not to come on to the school site if they have any symptoms. Plans in place for anyone showing symptoms.</p>

			<p>Anyone showing the symptoms (new continuous cough and/or a high temperature) should not come to work and should follow the relevant government protocols at home and before coming back to work, this will last at least 7 days.</p> <p>Process for collecting a child due to illness or an existing appointment during the school day is established and shared.</p> <p>Anyone living in a household where someone is showing symptoms should stay at home for 14 days. If they then become ill they must continue to isolate for 7 days from when they first showed their own symptoms.</p> <p>Work to be undertaken will be initially prioritised, based on its importance to the school and being able to assist with potential critical functions during the covid-19 outbreak.</p> <p>Occasional work onsite may be required to enable for the continued proper administration for the school.</p>	<p>Staff and parents informed of relevant protocols</p> <p>Pupils to be brought to their specific entrance by their groups TA.</p> <p>Staff and parents made aware of protocol.</p> <p>Only essential work will be carried out on the site by outside contractors. They will be informed of the protocols and a plan for their working developed if needed. No work is planned for the term.</p> <p><i>Testing protocol and flow chart placed in staff room and main office.</i></p>
Injury during travel and	Increased pressure on an already stretched NHS	Employee, pupil, visitors,	<p>External Visits and travel to be minimised.</p> <p>Higher risk tasks to be avoided where possible e.g. work at height.</p>	<p>LOW</p> <p>No external visits booked</p>

whilst onsite.		agency staff	Pupils should not use outdoor fixed equipment or indoor fixed equipment.	Children to be stopped from using any trim trail or PE equipment
Transmission of Covid-19 via arrival at school	Increased transmission of virus on arrival at the school premises	Employee, visitors, agency staff, member of the public Pupils.	<p>Staff and pupils will be encouraged to consider how they travel to school (following government guidance), and reduce any unnecessary travel on coaches, buses or public transport. Walking, cycling and individual use of cars to be encouraged.</p> <p>Signage will be made available to encourage people to remain in their vehicle on arrival and call reception rather than wander around the site.</p> <p>Hand washing on arrival to be encouraged and sanitizer provided.</p> <p>Processes and procedures are established and shared with Parents for pick up and drop off arrangements.</p>	<p>Pupil families and staff asked to walk or bike to school where possible and not to use public transport.</p> <p>Parents will have to bring pupils up to their specific entrance but will not enter the school building</p> <p>Hand washing on arrival and departure</p> <p>Schedule of drop off and pick up with 4 separate entrances used.</p>
Inadequate implementation of social distancing at school	People being unable to adhere to social distancing therefore increasing the transmission and spread of Covid-19	Employee, visitors, agency staff, member of	<p>Plan is in place to ensure that each class/group of children is staffed appropriately, minimising adults and children mixing with different groups.</p> <p>Class sizes will be kept as small as possible (no more than 15 pupils per class). Groups will have their own base room separate to other groups.</p>	<p>LOW - MEDIUM</p> <p>All three year groups will be split into two classes giving a maximum number in any class of 12. Two members of staff will be</p>

		<p>the public, Pupils</p>	<p>Classes to be located in different classrooms with the same adults.</p> <p>Ensure allocated space for vulnerable pupils/children of critical workers.</p> <p>Playground / field to be zoned.</p> <p>Maximise opportunities for Learning Outdoors.</p> <p>Lunch times, break times, and movement around the site will be staggered to reduce gatherings.</p> <p>Everyone will be either taught or asked to follow social distancing guidelines.</p> <p>Review behaviour policy and amend as appropriate.</p> <p>Identify actions required to ensure sufficiency in meeting increased demand for support where pupils are:</p> <ul style="list-style-type: none"> <li>• At risk of exclusion</li> <li>• In need of early help</li> <li>• Have additional needs such as behaviour, sensory impairment etc.</li> <li>• Exhibiting mental health and well-being issues</li> <li>• In need of bereavement counselling</li> <li>• Meeting the social care thresholds</li> </ul>	<p>assigned to that group and will be with them all day.</p> <p>A separate class will be used for priority children from Years 2 – 5 and any staff children.</p> <p>Playground to be timetabled and zoned to stop mixing of groups.</p> <p>Outdoor space will be used where possible.</p> <p>Staff and children will be told and taught to follow social distancing measures. This will be more challenging to maintain with the younger children.</p> <p>Behaviour policy reviewed in staff meeting.</p> <p>Any specific children identified and action plans put in place. This is low risk with the children coming in.</p> <p>Staff to use their own computer. <i>Sanitiser placed next to photocopier and staff directed to</i></p>
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			<p>Unnecessary sharing of offices will be avoided and ideally staff will avoid using computers that have been used by others in the previous 72 hours.</p> <p>When indoor seating in the same space is necessary, seating to be arranged 2m apart. Good ventilation required when sharing internal spaces.</p> <p>Separated toilets will be used where possible – Different groups to utilise different toilets where possible.</p> <p>Unnecessary staff gatherings will be avoided.</p>	<p><i>use after using printer or photocopier. .</i></p> <p>Staff to work from their class and not to use staff rooms. HT, Business manager and SENCO offices used by that member of staff only.</p> <p>Seating will be arranged as detailed this will be more challenging with EYFS pupils. They will have designated areas rather than tables.</p> <p>The toilets will have to be shared by EYFS and Year One, these will be monitored by staff and pupils only allowed in one at a time.</p> <p>New sink units to be provided external to the KS1 rooms.</p> <p>Low to medium due to age range of children. Confident with effectiveness of Year Six on social distancing less so with EYFS pupils and Year One</p>
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				<i>Review of behaviour, generally and specific children carried out end of week 1</i>
Consultation with staff	Staff made aware of implications for them	Staff	<p>Staff meetings held prior to reopening (in person or virtually) to share expectations with all staff and to address concerns</p> <p>Regular meetings timetabled to allow staff opportunities to express concerns.</p> <p>Access to well-being and mental Health support communicated and shared with staff.</p> <p><a href="#">Staff and visiting group leaders to be aware of key national guidance for school/education settings.</a></p>	<p>LOW</p> <p>Staff meetings held each week via Zoom and a meeting is planned at School for Wednesday 27<sup>th</sup> May for final plans / discussion.</p> <p>Weekly timetables staff meeting to discuss any issues from the week / day. Clear line of communication for any staff member to SLT / HT</p>
Poor hand & respiratory hygiene	Poor hand & respiratory hygiene leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public, Pupils	<p>Follow Hand Washing protocol at appendix 1 below <a href="https://www.who.int/gpsc/clean_hands_protection/en/">https://www.who.int/gpsc/clean_hands_protection/en/</a></p> <p>Soap and water, and regular hand washing for at least 20 seconds, is the best way of staying safe. Hand washing with soap employs mechanical action that loosens bacteria and viruses from the skin, rinsing them into the drain. Drying hands afterwards makes the skin less hospitable to the virus.</p>	<p>LOW</p> <p>Additional sinks added</p> <p>Soap dispensers with each sink and hand sanitiser provided in each class and around vulnerable areas such as the entrances and the photocopier.</p>

		<p>Staff, visitors and pupils should be reminded to wash their hands for 20 seconds more frequently than normal, including on arrival at the setting, before and after eating, and after sneezing or coughing.</p> <p>Staff assigned to refill soap dispensers throughout the day.</p> <p>Ensure, as far as possible that hand sanitiser is available. Hand sanitiser can be effective if soap is not available, or the situation makes using soap less feasible (for example, when outside), but using hand sanitiser provides none of the virus-destroying friction that rubbing your hands together and rinsing with water provides.</p> <p>Staff should supervise young children to ensure they wash their hands for 20 seconds with soap and water (or hand sanitiser if soap is not available or feasible in the particular situation)</p> <p>Coughs and sneezes to be caught in tissues. Bins for tissues should be emptied throughout the day.</p> <p>Some children and young people with special educational needs and disabilities may require additional support in following public health advice, or may find frequent hand washing distressing. Staff should know where this is likely to be the case, and</p>	<p>Concern over availability of hand sanitiser as an on-going situation. Supplies in school now but finding replacement supplies may become more difficult.</p> <p><i>Additional supplies of sanitiser bought during first week.</i></p> <p>Staff will supervise hand washing for their group.</p> <p>Children reminded of protocol / rules re- personal hygiene and coughs etc.</p> <p>Lidded bins purchased for each room for tissues.</p>
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			how they can best support individual children and young people.	
Surfaces contaminated with Covid-19	Increased transmission of covid-19 via surface – face contact	Employee, visitors, pupils, agency staff, member of the public	<p>Regular points of contact such as door handles, push plates, code pads and WC levers should be cleaned regularly unless it is already known (with certainty) that the building has not been in use for 48hrs.</p> <p>It should be assumed this is not the case unless there is knowledge to the contrary.</p> <p>Follow government guidelines as follows:</p> <p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a></p> <p>Checklist of cleaning has been created and is used to ensure that all frequently used objects and items are cleaned to include:</p> <ul style="list-style-type: none"> <li>• Door handles</li> <li>• Desks, table tops</li> <li>• Toys</li> <li>• Teaching equipment/resources</li> <li>• Bannisters</li> <li>• Light switches</li> <li>• Books</li> <li>• Toilets</li> <li>• Sinks</li> <li>• Use of disposable cloths</li> </ul>	<p><b>MEDIUM</b></p> <p>We will ensure regular points of contact are regularly cleaned.</p> <p>The school will be thoroughly cleaned prior to re-opening</p> <p>Aspects of the school such as corridor walls are not as easy to monitor and regularly clean. It is also challenging to ensure all surfaces in the EYFS area are kept free from contamination by the EYFS pupils. We will endeavour to do this as efficiently as possible and appropriate.</p> <p>A cleaning check list will be produced for the school and each class base.</p> <p>TA staff and some lunch time staff have agreed to carry out additional cleaning throughout the school.</p>

			<p>Additional cleaning capacity in place through use of teaching and support staff.</p> <p>Maximise opportunities for Learning Outdoors.</p> <p>Deep clean the kitchen prior to reopening before food preparation resumes.</p> <p>Clean and disinfect all areas and surfaces prior to reopening and if necessary, utilise pest control for insect infestations, particularly in the kitchen and/or food preparation areas.</p>	<p>Outdoor areas will be used whenever possible / feasible.</p> <p>At this time we are unsure if our kitchen Pod will be being used.</p>
Intimate care and minimising the risk of Covid-19	Intimate care procedures leading to increased transmission of covid-19	Employee, visitors, agency staff, member of the public, Pupils	<p>The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs, sneezes or speaks. These droplets are too heavy to hang in the air. They quickly fall on floors or surfaces. The advice for schools, colleges and childcare settings is to follow steps on <a href="#">social distancing</a>, <a href="#">hand washing and other hygiene measures</a>, and <a href="#">cleaning</a> of surfaces.</p> <p>If you are not providing intimate care to someone, PPE is <b>not</b> needed.</p> <p>Some children, and young people with special educational needs, may be unable to follow social distancing guidelines, or require personal care support. In these circumstances, staff need to increase their level of self-protection, such as</p>	<p>LOW</p> <p>The school only has one pupil who requires intimate care procedures at the moment. We have discussed with the family what the schools arrangements would be, however due to the child's condition the parents do not feel they wish their child to return to school at this stage. We will review if they decide send her into school.</p> <p>Staff will as a general method of teaching maintain social</p>

			<p>minimising close contact (where appropriate), cleaning frequently touched surfaces, and carrying out more frequent handwashing. School staff should continue to use the PPE that they have always used (such as an apron and gloves) when undertaking more intimate care with pupils.</p>	<p>distancing. When pupils need close support staff for work or behaviour staff will use PPE that we feel is appropriate based on the guidelines provided.</p>
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**Suggested protocol for the use of PPE (Based upon Public Health England Guidelines).**

Supplies are stored centrally and can be accessed by all staff members as and where required in exceptional circumstances.

	Category	PPE Requirements	Educational Setting
<b>1</b>	Staff / Pupil interaction where distance of 2m can be maintained throughout	<p>Close adherence to hand (i) and respiratory hygiene protocols (ii).</p> <p>No additional PPE required beyond what would usually be worn for any given task</p>	<p>The majority of school and childcare settings will fall into this category. For example, Class Teacher and Classroom assistants working within a classroom environment where social distancing can be adhered to.</p>
<b>2</b>	Staff / pupil interaction where momentary (iii) physical contact is required or cannot maintain 2m distance.	<p>Close adherence to hand and respiratory hygiene protocols.</p> <p>Surgical facemask to be worn by member of staff. Sessional (iv) use is adequate in these circumstances.</p>	<p>In some childcare and school settings where intimate care is required it may be necessary to wear a surgical facemask when undertaking certain tasks (e.g. administration of medication where it cannot be self-medicated, or When administering first aid, self-administration is not possible e.g. child places their own plaster on a cut / laceration</p>

3	Prolonged/intimate (v) physical contact is required between member of staff and Pupil.	<p>Close adherence to hand and respiratory hygiene protocols.</p> <p>PPE required - Disposable gloves, disposable apron, sessional surgical facemask, (include eye protection if client is coughing or sneezing). Donning and doffing according to standard protocols (vi) and disposing of clinical waste appropriately (vii).</p>	Anyone who is symptomatic should not be in a childcare or school setting. However, if required to undertake intimate care with a child or young person then category 3 PPE will apply e.g. If a child requires intimate care when administering first aid as a result of serious injury. If that child were coughing or spitting, this should include eye protection.
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NB: This summary relates to PHE's COVID-19: infection prevention and control, last updated 6th April

Review above table alongside appendix 2

In circumstances where staff feel PPE is appropriate following the principles above careful judgement should be used to consider likely risk and also any impact of behaviour the child/young person may demonstrate as a result of PPE being worn. The wearing of PPE unless carefully removed in itself can add increased risk therefore it is expected that PPE in educational settings **will only be required for momentary use** and not for long period of time.

When essential travel in a vehicle is required	Sharing a vehicle where social distancing is not possible leading to increased transmission of covid-19	Drivers, Pupils and accompanying staff	<p>When having to travel for business only travel when this is essential.</p> <p>Where using a car is essential involving two or more people, it is recommended that two or more cars are used rather than staff travelling together in the same vehicle.</p> <p>Staff where possible should use their own vehicle</p> <p>Staff should only share a vehicle with a pupil as an absolute last resort. (e.g. Emergency response).</p> <p>If you have to share the vehicle with another staff</p>	<p>LOW</p> <p>All staff and families will be advised to travel independently and where possible to walk or cycle to school.</p> <p>At this point no staff or pupils use public transport to travel to and from school.</p>
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			member – remember to wipe down the car after the visit has taken place e/g steering wheel, handbrake, door handles etc with an antibacterial wipe (dispose of the wipes by double bagging) and open windows.	
Increased lone working	Becoming injured when help is not at hand	Employees and contractors	<p>Many social distancing measures result in an increase in lone working, something that is usually minimised.</p> <p>If you are lone working it is important to follow lone working guidance and ensure a buddy system is implemented and you are in regular contact re your whereabouts.</p>	<p>LOW</p> <p>Any staff at school lone working will follow school policy and ensure either the HT or the FSW are informed when lone working starts and when the member of staff leaves the site.</p>
Managing risk if an individual displays symptoms	Proximity to a person displaying covid-19 symptoms leading to increased transmission of covid-19	Employee, pupils, agency staff, member of the public	<p><a href="https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19">https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19</a></p> <p>Identified room has been located enabling the contagion be contained, if required.</p> <p>If someone becomes unwell and starts to display symptoms and starts to display with a new, continuous cough or a high temperature in an education setting they must be sent home and advised to follow the <a href="#">staying at home guidance</a>.</p> <p>If an affected person is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door. If they are a</p>	<p>MEDIUM</p> <p>The school's first aid room will be used to isolated any staff or pupil in.</p> <p><i>This has been reviewed and changed to the library to allow additional space for isolation so staff can be with a child.</i></p> <p>If a younger child in this condition becomes distressed they can be moved to the external 'quiet area' so that a member of staff can sit close</p>

		<p>child, depending on the age of the child appropriate adult supervision may be required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area, which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>Public Health England together with NHS England and the Department of Health and Social Care (DHSC), has agreed to prioritise testing for those most at risk of severe illness from the virus. Those in hospital care for pneumonia or acute respiratory illness will be the priority.</p> <p>Wider testing is now available for critical workers showing symptoms.</p>	<p>enough to offer support without encroaching on the 2m distance.</p> <p>Supporting staff will wear PPE as the guidance.</p> <p>Any staff or the family of any pupil showing symptoms will be directed to the testing booking site.</p> <p><i>Flow chart and guidance provided in staff room and office</i></p>
Deliveries and Maintenance on school sites	Increased number of people onsite leading to increased transmission of covid-19	<p>Only essential repairs and maintenance work should be carried out</p> <p>Deliveries that need to be handled immediately should be sanitized with wipes before taking them inside the premises</p> <p>Keep deliveries to a minimum with important items only.</p>	<p>LOW - MEDIUM</p> <p>No work is planned on-site after the 1<sup>st</sup> of June. Should any essential / emergency work be needed this will be risk assessed and changes made to the provision as necessary.</p>

				<p>Deliveries will be kept to a minimum and will only be brought into school by school staff after cleaning down.</p> <p>As the school re-opens the site supervisor is not available due to family illness and isolation. All aspects are being covered by other staff but this may lead to additional costs in terms of minor maintenance activities.</p>
Recommissioning	If the school has been closed for a considerable time, items may require recommissioning.		<p>If the school has been closed, checks carried out on the following:</p> <ul style="list-style-type: none"> <li>• Gas</li> <li>• heating</li> <li>• water supply</li> <li>• mechanical and electrical systems</li> <li>• catering equipment</li> </ul> <p>Commission a water treatment specialist to chlorinate and flush the complete system for all hot and cold water systems (including drinking water) and certify the water system is safe before the buildings are reoccupied.</p>	<p>LOW</p> <p>Checks on the gas heating system were carried out on Friday 15<sup>th</sup> May</p> <p>Boiler serviced and checked on Monday 18<sup>th</sup> May</p> <p>The water system was checked on Monday 18<sup>th</sup> May and legionella tests carried out.</p>

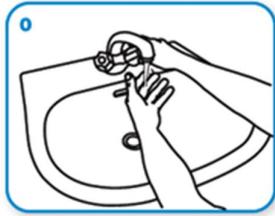
			<p>Checks carried out to ensure that:</p> <p>all fire doors are operational</p> <p>fire alarm system and emergency lights are operational</p>	<p>The system has been approved for re-commissioning.</p> <p>Fire alarm serviced and fully tested by the suppliers on Tuesday 19<sup>th</sup> May</p>
Children with EHC Plans			<p>Risks to children with EHC plans, both in terms of health and educational requirements to be reviewed.</p>	<p>At this moment we only have one pupil who has an EHC. This pupil is in school and we have reviewed their provision in terms of the current arrangements.</p>

## **Appendix 1: Clean hands protect against infection (WHO protocol)**

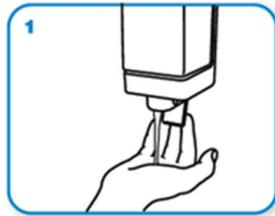
Protect yourself

- Clean your hands regularly.
- Wash your hands with soap and water, and dry them thoroughly.
- Use alcohol-based handrub if you don't have immediate access to soap and water.

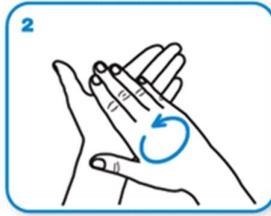
How do I wash my hands properly? Washing your hands properly takes about as long as singing "Happy Birthday" twice, using the images below:



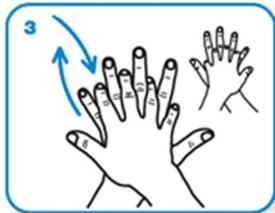
Wet hands with water



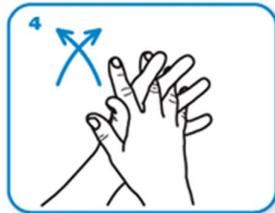
apply enough soap to cover all hand surfaces.



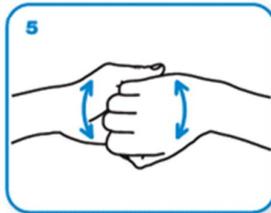
Rub hands palm to palm



right palm over left dorsum with interlaced fingers and vice versa



palm to palm with fingers interlaced



backs of fingers to opposing palms with fingers interlocked



rotational rubbing of left thumb clasped in right palm and vice versa



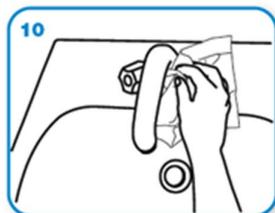
rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



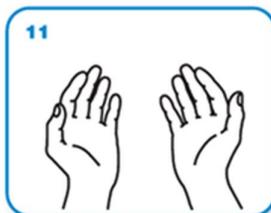
Rinse hands with water



dry thoroughly with a single use towel



use towel to turn off faucet



...and your hands are safe.

i.	Handwashing Protocol	Attached at appendix 1 above <a href="https://www.who.int/gpsc/clean_hands_protection/en/">https://www.who.int/gpsc/clean_hands_protection/en/</a>
ii	Respiratory hygiene protocol	This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately. <a href="https://www.who.int/emergencies/diseases/novel-coronavirus2019/advice-for-public">https://www.who.int/emergencies/diseases/novel-coronavirus2019/advice-for-public</a>
iii	Momentary contact	Relates to ad hoc interventions that may create proximity to bodily fluid – e.g. a driver putting a seatbelt onto a client.
iv	Sessional use	Surgical facemask can be used multiple times and need not be disposed of until wet, damaged or uncomfortable. <a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control/covid-19-personal-protective-equipmentppe#section-6">https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control/covid-19-personal-protective-equipmentppe#section-6</a>
v	Intimate care	Is defined as a role which is personally supporting the client to bathe, wash, feed etc. where there may be close proximity to bodily fluids.
vi	Donning and doffing	Refers to the correct method by which PPE should be put on and taken off.. <a href="https://www.gov.uk/government/publications/covid-19-personalprotective-equipment-use-for-non-aerosol-generating-procedures">https://www.gov.uk/government/publications/covid-19-personalprotective-equipment-use-for-non-aerosol-generating-procedures</a> <a href="https://www.youtube.com/watch?v=-GncQ_ed-9w">https://www.youtube.com/watch?v=-GncQ_ed-9w</a>
vii	Disposal of PPE	PPE should be bagged and disposed of in a lidded bin followed by close adherence to hand washing protocol.
viii	Shielded person	Definition at appendix 3.
ix	Single use	Refers to disposal of PPE after each client interaction.

x	PHE Covid-19 IPC	<a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control?utm_source=7c916e5e-b965-44d0-a304cf38d248abba&amp;utm_medium=email&amp;utm_campaign=govuknotifications&amp;utm_content=immediate">https://www.gov.uk/government/publications/wuhan-novel-coronavirusinfection-prevention-and-control?utm_source=7c916e5e-b965-44d0-a304cf38d248abba&amp;utm_medium=email&amp;utm_campaign=govuknotifications&amp;utm_content=immediate</a>
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### **Appendix 3**

People falling into this **extremely vulnerable group** include:

1. Solid organ transplant recipients.
2. People with specific cancers:
  - people with cancer who are undergoing active chemotherapy
  - people with lung cancer who are undergoing radical radiotherapy
  - people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
  - people having immunotherapy or other continuing antibody treatments for cancer □ people having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
  - people who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
3. People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe COPD.
4. People with rare diseases and inborn errors of metabolism that significantly increase the risk of infections (such as SCID, homozygous sickle cell).
5. People on immunosuppression therapies sufficient to significantly increase risk of infection.
6. Women who are pregnant with significant heart disease, congenital or acquired.

NB: Patients should have received notification directly from the government and or their GP practice about whether they fall into this group and how to reduce their risk.