

On-Site Risk Assessment Checklist (Confirmed Cases Only)

	Information Gathered	Action to Take
Verify with confirmed case		
Check date of symptom onset or date of test if asymptomatic		
Identify dates of attendance at school during infectious period (48 hours prior to symptom onset or 48 hours prior to test date if asymptomatic, up to most recent day of attendance)		Advise on the self-isolation period: confirmed case(s) must not attend school for 10 days after the date of onset (or date of test if asymptomatic) and symptoms have resolved
If confirmed case did not attend school during the infectious period then no further action is required with the school.		
Risk Assessment		
Identify exposure areas (only exposures while the case was infectious): Consider class, year group and if a member of any other school groups (e.g. breakfast or after school club, sports or music group).	Class: Year group: Breakfast club or after school club? Music, sports, or other activity? Travel to school?	
Identify contacts (only contacts while the case was infectious): You will need to consider contacts in all of the exposure areas identified above. Contacts may be: <ul style="list-style-type: none"> ● Direct contacts: Face to face contact with a case for any length of time, including being coughed on, a face to face conversation, unprotected physical contact (skin to skin). This includes exposure within 1 metre for 1 minute or longer ● Proximity contacts: Extended close contact (within 2m for more than 15 minutes) with a case ● Travel contacts: Anyone who travelled in a small vehicle (car or people-carrier size) with a case 		Advise those identified as contacts to self-isolate for 14 days from date of last contact with the confirmed case
Refer to the appropriate section below		
Early Years and Key Stage 1 (Foundation to Year 2)		

<ul style="list-style-type: none"> • All children who had shared a classroom with the case during their infectious period • Children in friendship groups who are known to have had definite direct contact with them during their infectious period. This should be specific identifiable individuals (rather than groups where contact cannot be ruled out) • Staff members who report that they have had contact with the case during their infectious period 		<p>Advise those identified as contacts to self-isolate for 14 days from date of last contact with the confirmed case</p>
Key Stage 2 (Year 3-6)		
<ul style="list-style-type: none"> • If children mix a lot within the classroom then the whole class would usually be defined as contacts. • If there is a seating plan for all lessons and it is felt that social distancing has been observed in the classroom then look at seating plans instead. Identify contacts as children who sat within 2 metres of the case during their infectious period • Children in friendship groups who are known to have had definite direct contact with the case during their infectious period • Staff members who report that they have had contact with the case during their infectious period • Any other people who they have had definite face to face contact with at break times or in another group activities? This should be specific identifiable individuals (rather than groups where contact cannot be ruled out) 		<p>Advise those identified as contacts to self-isolate for 14 days from date of last contact with the confirmed case</p>
Key Stage 3, 4, and 5 (Year 7-13)		
<ul style="list-style-type: none"> • The default should NOT be to self-isolate the whole class or bubble in a secondary setting • Class contacts should be found by using the student timetable to identify classes during the infectious period. Look at seating plans and identify children who sat within 2 metres of the case during their infectious period in school • Children in friendship groups who are known to have had definite direct contact with the case during their infectious period • Staff members who report that they have had contact with the case during their infectious period • Any other people who they have had definite face to face contact with at break times or in another group activities? This should be specific identifiable individuals (rather than whole groups where contact cannot be ruled out) 		<p>Advise those identified as contacts to self-isolate for 14 days from date of last contact with the confirmed case</p>