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| RISK ASSESSMENT FOR the Full Reopening of Stone Church of England Combined School following coronavirus (COVID-19) lockdown Assessment written by: Headteacher Checked by Chair of Governors, Health & Safety Committee & Full Governing Body. Distributed to all staff and parents | | Date: August 2020 |
| Benefit from this activity | To provide a safe environment as possible for children returning to Full Opening of Schools in September 2020 | |
| Who is at risk | Pupils, families of pupils, staff, families of staff | |
| Potential Hazard/Risk | Pupils could catch the coronavirus Pupils could spread the coronavirus to members of their household Staff could catch the coronavirus Staff could spread the coronavirus to members of their household | |

| System of control | Government Recommendation | School Measures |
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| Prevention | Minimise contact with individuals who are unwell | <p>SYMPTOMS AND PROCEDURES</p> <p>Make staff and parents aware of the requirement that people who are ill stay at home</p> <ul style="list-style-type: none"> Ensuring that pupils, staff and other adults do not come into the school if they have coronavirus symptoms: <ul style="list-style-type: none"> ➤ high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature) ➤ new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual) ➤ loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal <p>or if they have tested positive in the last 10 days</p> <p>SYMPTOMS DEVELOPED DURING THE SCHOOL DAY</p> <ul style="list-style-type: none"> If anyone develops symptoms during the school day they will be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' (office staff have been provided with this document and will give to all staff and parents of pupils if symptoms develop). This sets out that they must self-isolate for at least 10 days and |

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| | <p>should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.</p> <ul style="list-style-type: none">• If a child is awaiting collection, they should be moved, if possible, to the medical room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, we will move them to an area which is at least 2 metres away from other people.• If a child/adult with symptoms need to go to the bathroom while waiting to be collected or before going home, they should use the disabled toilet. The disabled toilet must be cleaned and disinfected using standard cleaning products before being used by anyone else.• PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).• As is usual practice, in an emergency, we will call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.• Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test)• If the symptomatic person subsequently tests positive advice will be sought from our local public health who will advise if anyone else should be sent home.• Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. |
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| | | <ul style="list-style-type: none"> The person that contacts the parents to inform them that their child has symptoms must inform the Head Teacher that a child is being sent home with symptoms. <p>TAKING CHILDREN'S TEMPERATURES</p> <ul style="list-style-type: none"> Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19) so Stone School will only take temperatures if a child is exhibiting symptoms. |
| Prevention | Have robust hand and respiratory hygiene | <p>HAND HYGEINE</p> <ul style="list-style-type: none"> Sanitizer will be provided that contains at least 60% alcohol and soap will be available in classrooms and washrooms. Parents to ensure children are used to washing hands independently. Hand sanitiser to be available on entry to school, in each classroom, in main hall, at main entrance, in each office, in staffroom. Children to clean hands on arrival to the setting, after break, before changing rooms, before and after eating, after sneezing or coughing and before going home. Teachers re-teach handwashing and respiratory hygiene. Small children and pupils with complex needs are helped to clean their hands properly. <p>HYGIENE POSTERS</p> <p>We will display the following posters in appropriate areas:</p> <ul style="list-style-type: none"> Horrid hands Super sneezes Hand hygiene Respiratory hygiene Microbe mania <ul style="list-style-type: none"> Handwashing guidance posters are displayed by all wash basins. <p>RESPIRATORY HYGIENE</p> <ul style="list-style-type: none"> Staff will instruct children to follow the 'catch it, bin it, kill it' approach. Ensure there is a good supply of disposable tissues to implement the 'catch it, bin it, kill it' approach in each classroom/hall and enough to top up. Procedures in place and a good supply of products acquired and maintained – monitored by caretaker and School Business Manager |

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| | | <ul style="list-style-type: none"> • Lidded bins are available in all classrooms, offices and toilets. • A good supply of tissues is maintained by the School Business Manager. <p>FACE COVERINGS</p> <ul style="list-style-type: none"> • Face coverings in schools are not recommended at this time and are not usually used in Stone School except in exceptional cases: i.e: <ul style="list-style-type: none"> • where a child has coronavirus symptoms and 2m contact cannot be maintained. • Staff have been advised to maintain 2m distance wherever possible and to work in close proximity to a child for limited periods. There may be exceptional circumstances where a member of staff is required to be in 'close proximity' (within 1m) with a child for extended periods (that is for more than 15 minutes). On these occasions the member of staff may wear a see-through mask. Staff will disinfect the mask immediately after use and wash their hands thoroughly. The mask will be stored in a sealed plastic named bag. • Parents, pupils and staff are informed of the process for the removal of face coverings if they arrive at school wearing one. They are instructed not to touch the front of the face covering during use or when removing it. They must wash their hands immediately on arrival, dispose of the face covering in a covered bin or in a plastic bag that they bring to school, which they can then take home. They must then wash their hands again before moving into the school. • Some members of the cleaning team may wear a face mask but it must be a new disposable face mask which is disposed of safely. (Guidance is continually changing and we will follow relevant guidance on this) • Other staff may wear PPE appropriate to their tasks or if recommended by a health professional |
| Prevention | Enhanced cleaning arrangements | <ul style="list-style-type: none"> • A cleaning schedule is in place • Cleaning resources available in each classroom/area • Staff regularly cleaning frequently touched surfaces throughout the day • Using standard products such as detergent, bleach, disinfectant, Milton • Different 'bubbles' will not be allocated their own toilet block, but toilets are cleaned regularly and children clean their hands thoroughly after using the toilet |
| Prevention | Formal consideration of how to reduce contacts and maximise | STRUCTURE OF THE SCHOOL DAY |

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| <p>distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable</p> | <p>All teachers in class from 8:35am – 3:25pm. Lunch time reduced by 15 minutes. Teaching time not reduced e.g. School day: 8:50 – 3pm. Depending on staggered start time. Staggered arrival times for bubble – but staff children can come from earliest time and go straight to class and leave latest if needed or when staff member ready to collect. Staff children cannot go into their parent's bubble classroom. Siblings can arrive at the earliest time and go straight to class but will leave when their class bubble finishes as there would be too many siblings from all the bubbles moving around the school and waiting with other bubbles for collection.</p> <p>CLASS ORGANISATION</p> <ul style="list-style-type: none"> • Group children in class bubbles of up to 30 – it is recognised that in order to fit 30 children in the class they will not be able to social distance – although they will be discouraged from touching each other or hugging each other. Younger children or children with SEND are also less likely to social distance. Therefore, children in 'bubbles' will not be expected to social distance. • Siblings will be in different bubbles unless they are twins. • We will avoid contact between different bubbles. Children will not enter another class bubble. PPA staff and SLT only will enter other classrooms. Other staff will only enter another bubble for an educational reason e.g. a TA needs to cover a class due to teacher absence or for an emergency situation. • Children will not be sent on messages around the school. A walkie talkie should be used to contact the office in an emergency if there is not a TA available to summon help. • We are arranging classrooms with forward facing desks where possible – EYFS and Year 1 will not have forward facing tables • Staff maintain distance from pupils and other staff as much as possible • Teachers to teach from the front where possible and TAs to try to maintain a 1m distance. Periods of close proximity to be limited and should be less than 15 minutes where possible. • Staff to keep a record of names and dates of proximity contact for anyone else who is in close contact with someone from their bubble (staff and pupils) e.g. First Aid/Intervention, or if another member of staff comes into the classroom. • Reduce movement around the school • Allocate zones for 'bubbles' to play in <p>DROP OFF AND COLLECTION</p> <ul style="list-style-type: none"> • Parents will be asked to arrive promptly at drop off and collection time and |
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must not gather for discussions outside the school.

- Staff children may be dropped off at the earliest opening time and collected at the latest if needed.
- Siblings may be dropped off together at the earliest time that one of the sibling's groups start but the children will need to be collected at each child's collection time.

BREAK AND LUNCH TIMES

- Stagger break and lunch times
- Cold lunch options only to be available and to be book as per usual procedure or packed lunches may be brought to school. Lunches to be eaten in classrooms (tables to be washed before and after eating).

STAFF MOVEMENT AROUND SCHOOL and INTERACTIONS WITH OTHERS

- Leaders and teachers can operate across different classes in order to facilitate the delivery of the school timetable and to manage the school. Where staff need to move between classes, they will try to maintain their distance from pupils and other staff as much as they can, ideally 2m from other adults – although it is recognised that this may not be possible in primary schools.
- Other staff will not enter classroom except for educational reasons as agreed with HT or DHT or in an emergency situation.
- Ideally, adults should maintain 2m distance from each other and from children.
- All staff will avoid face-to-face contact and minimise the time spent within 1m of anyone.
- Children should be encouraged, where they are old enough, to keep their distance and to not touch staff where possible.
- Staff remain at a safe distance from each other at lunchtime or during breaks. The staffroom is only to be used for preparation. There is a one-way system in staffroom with only one person in the 'kitchen' area at one time. Staff to exit through the fire exit. Staff remain at a safe 2m distance from each other wherever possible. Staff to use the outside areas or school hall for lunch and break – socially distancing.
- Staff may move freely around school but must not enter other bubbles without prior agreement of HT or DHT except in an emergency.
- There must be only 2 people in the medical room at one time.
- Staff must not enter any of the offices unless invited to do so, and should aim to only interact from 2 metres away where possible.

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| | <p>GATHERINGS</p> <ul style="list-style-type: none"> • All large gatherings will be avoided i.e. no assemblies / collective worships. We will have class assemblies and virtual collective worships instead. • Parents will not be invited to school gatherings e.g. assemblies, harvest festivals, leavers assemblies etc. <p>COMMUNICATION</p> <ul style="list-style-type: none"> • Teachers will not be able to have the usual quick discussion with parents/carers at drop off or collection at this time. Teachers will phone parents if they need to let them know about anything that happened during the day. • Parents to phone the office or email stomeadmin@stone.bucks.sch.uk if they would like to share information or speak to a teacher <p>PARENT TRAVEL, ARRIVAL AND ACCESS TO SCHOOL</p> <ul style="list-style-type: none"> • Only 1 parent will drop off and pick up each child. If pre-school children have to be brought to school and can't be left at home, they must be hand-held by their parent at all times or in a pram /buggy. • All families to walk to school where possible • Parents must arrive in their time slot as they cannot stand together to wait • Children to be released immediately to avoid parents congregating • No access to school buildings for parents unless there is a critical emergency with their child. They must phone the school to make to make an inquiry. • If there needs to be exchange of items, parent to place it on the floor and step away. Staff to wash hands after picking up items. • Parents must not come onto the school site without an appointment. They should contact the school office and where possible a telephone appointment will be made. <p>SHARED AREA OF THE SCHOOL</p> <p>The main school corridor is out of bounds to all children except for the following purposes: accessing emergency first aid support; an emergency where the health and safety of a child or adult is in imminent danger – entry to classroom (if not through fire exit) and to use the toilets.</p> <p>A one-way system has been set up for staffroom use and only two members of staff should be in the staffroom at any one time maintaining 2m social distancing.</p> |
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| | | Only two members of staff in the medical room at any one time maintaining 2m social distancing if possible. |
| Prevention | Other considerations | <p>EXTERNAL PROFESSIONALS AND CONTRACTORS VISITING THE SCHOOL</p> <ul style="list-style-type: none"> • Sports coaches, peripatetic music teachers, supply teachers, special teachers etc may move between schools. They should minimise contact and maintain as much distance as possible from other staff. They should follow our risk assessments. • Contractors will be provided with guidance on physical distancing and hygiene should be explained on arrival. Where visits can happen outside of school hours, this will be arranged. A record will be kept of all visitors. <p>UNIFORM</p> <ul style="list-style-type: none"> • Children will be expected to wear school uniform. They may wear black or white trainers or school shoes (that they can run in) to school during this period as we will be making the most of the outdoor areas and encouraging plenty of exercise. • Children will be asked to wear their PE kit to school on PE days i.e. shorts, PE top and trainers. They may wear dark jogging trousers over their shorts in cold weather along with a school jumper. <p>FIRST AID</p> <ul style="list-style-type: none"> • First Aid will be administered in the classrooms or on playground at break and lunch except for serious incidents that need to use the medical room <p>RESOURCES</p> <ul style="list-style-type: none"> • Staff and pupils will have their own set of frequently used resources. Pupils will be asked to provide their own set of stationery in a wipeable pencil case. • Pupils will be asked to provide their own box/pkt of tissues where possible which will be disinfected when brought to school. • All equipment brought from home will be wiped with disinfectant on arrival and will then be kept in a tray on their desk • Classroom resources such as books, maths equipment and games/toys will be used and shared within their bubble. These will be cleaned regularly or put aside for 48 hours (72 hours for plastics) before reuse. • Equipment that is share between bubbles – e.g. PE/sports equipment, art equipment etc will be meticulously cleaned between bubbles or rotated to allow them to be left unused for a period of 48 hours (72 hours for plastics). • Reading books may go home – they will be wiped with disinfectant on their return or left unused for a period of 48 hours (72 hours if covered in plastic). |

- Teachers may take pupils books and resources home where this will contribute to children's education and development.
- Children will be limited to the amount they may bring to school each day to essentials such as lunch boxes, hats, coats, water bottle and books. A book bag or alternate small bag may be brought to school.
- All belongings will be kept under the child's table or on the back of their chair where necessary to avoid bubbles mixing in the corridors.
- Disposable cups available in each class in case a child needs water.

1-1 OR GROUP SUPPORT/LESSON LED BY INTERNAL OR EXTERNAL PROFESSIONAL

- Only work with a group if they are from the same bubble
- Pupils from the same bubble do not have to social distance but you should try to maintain 2m distance wherever possible
- Wash hands/sanitise before and after working with a pupil/s
- Pupil/s wash hands/sanitise before and after moving rooms
- A space is identified for the intervention to take place - set up with two separate desks or chairs placed at a suitable distance apart if required
- Set up all equipment needed for the child/ren in the allocated space before the start of the session
- When you are prepared, go to the child's classroom, standing at the entrance to collect the pupil/s (not entering the classroom)
- The child/ren follows the you (at a distance) to the identified area and returns to class following the intervention in the same way
- The intervention is provided at a distance
- After the child has returned to class, the member of staff cleans the desk area/chair/piano (or whatever has been touched)

OUTDOOR PLAY EQUIPMENT

- Shared outdoor play equipment may be used by bubbles but will need to be meticulously cleaned or put aside for 48 hours (72 hours for plastics) before reuse.
- Outdoor play equipment allocated to a bubble must be cleaned before reuse.
- EYFS playground climbing frame may be used by Reception class only but will need to be cleaned regularly.
- The tyres will not be used.
- The ballpark may not be used.

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| | | <ul style="list-style-type: none"> The adventure playground may not be used. <p>DEDICATED SCHOOL TRANSPORT</p> <ul style="list-style-type: none"> If possible, pupils from the same bubble may share transport. Where this is not possible, children from different bubbles may share school transport providing all the recommended controls are in place; i.e. additional cleaning of vehicle, use of hand sanitiser upon boarding and/or on disembarking, organised queuing and boarding where possible, distancing within vehicles wherever possible, use of face coverings for children over 11 if they are likely to come into contact with pupils from outside their bubble. <p>OTHER</p> <ul style="list-style-type: none"> Doors and windows will remain open where safe to do so (bearing in mind fire safety and safeguarding) to lessen the need to touch them and to aid ventilation. |
| Prevention | Where necessary, wear appropriate PPE | The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including: <ul style="list-style-type: none"> where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used |
| Response to any Infections | Active engagement with NHS Test and Trace Process | <p>TEST AND TRACE</p> <p>School will ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> book a test if they or their child are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and will be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5. provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace self-isolate if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household displays symptoms of coronavirus (COVID-19) |

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| | <p>Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test.</p> <p>TESTING</p> <ul style="list-style-type: none"> • Anyone displaying symptoms should be tested. • Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing. • The government has said that by the autumn term, all schools will have been provided with a small number of home testing kits. We will give these to parents/carers or staff members who may have transport issues or other reasons that may reduce the likelihood of them being tested. <p>TEST RESULTS</p> <p>Parents/carers and staff must inform school immediately of the results of the test. The results should be communicated to the headteacher immediately by the School Business Manager or Admin Staff taking the call/email in person or by phone.</p> <ul style="list-style-type: none"> • if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating. • if someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days. | |
| Response to any Infections | Manage confirmed cases of coronavirus (COVID-19) amongst the school community | <p>CONFIRMED CASE</p> <ul style="list-style-type: none"> • When school are informed of a confirmed case – the Head teacher, or allocated person, contact the local health protection team and follow their guidance. • The health protection team will work with the school to guide us through the course of actions we should be taking. • The advice is likely to be to send home those people who have been in close contact with that person when they were infectious – the health protection team will provide definitive advice on who must be sent home. • Parents/carers must be prepared to collect children at short notice if they need |

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| | | <p>to be sent home.</p> <ul style="list-style-type: none"> • Household members do not need to self-isolate themselves unless the child who is self-isolating subsequently develops symptoms. • If someone that has been asked to self-isolate subsequently develops symptoms within their 14 day isolation period, they should follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'. They should get a test, and: <ul style="list-style-type: none"> • if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. • if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' <p>PROCEDURE FOR CLOSING A BUBBLE/S</p> <ul style="list-style-type: none"> • If a bubble/s needs to close during the school day a text message will be sent to all relevant parents/carers followed by an email by ParentMail. If the child has not been collected after 30 minutes, phone calls will be made. |
| Response to any Infections | Contain any outbreak by following local Health Protection team advice | <p>ACTION IN CASE OF AN OUTBREAK</p> <ul style="list-style-type: none"> • If we have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an outbreak, and will continue to work with our local health protection team who will advise if additional action is required. • In some cases, health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure • In all cases school will communicate emergency 'bubble' or school closures by sending a text message to parents followed by an email by ParentMail. |
| Attendance Reporting | <p>Attendance expectations</p> <p>School attendance will be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:</p> | <p>ALL PUPILS MUST ATTEND SCHOOL FROM SEPTEMBER 2020</p> <ul style="list-style-type: none"> • We will contact all parents to inform them that school is mandatory from September 2020. • A survey will be completed in the summer term to determine any children or |

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| | <ul style="list-style-type: none"> parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age; schools' responsibilities to record attendance and follow up absence the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct | <p>families that are anxious about the return to school</p> <ul style="list-style-type: none"> If parents have any concerns about their child returning to school they will be asked to speak to a member of staff. Parents will be asked to inform school in advance if their child will not be returning on 3rd September because they are travelling abroad and will have to self-isolate on their return or if they are unable to travel back for any reason. <p>PUPILS WHO ARE SHIELDING</p> <ul style="list-style-type: none"> From 1st August all shielding advice for adults and children will pause – this means that even the children who remain on the shielding list can return to school as can those who have family members who are shielding <p>PUPILS WHO ARE SELF-ISOLATING</p> <ul style="list-style-type: none"> A small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19) <p>ATTENDANCE RECORDING</p> <ul style="list-style-type: none"> We will restart our usual attendance procedures as soon as school restarts in September with amended template letters to reflect C-19 supplied by BC – awaiting government guidance on attendance codes We will use attendance data to identify those at risk and undertake enhanced engagement activities Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised. BC will provide guidance on referrals for penalty notices which we will follow |
| Staff who are clinically vulnerable or extremely clinically vulnerable | Where schools apply the full measures in this guidance the risks to all staff will be mitigated significantly, including those who are extremely clinically vulnerable and clinically vulnerable. We expect this will allow most staff to return to the workplace, although we advise those in the most at risk categories to take particular care while community transmission rates continue to fall. | <p>STAFF WHO ARE CLINICALLY EXTREMELY VULNERABLE</p> <p>Individuals who were considered to be clinically extremely vulnerable and received a letter advising them to shield are now advised that they can return to work from 1 August as long as they maintain social distancing.</p> <p>We will be flexible in how those members of staff are deployed to enable them to maintain social distancing.</p> <p>People who live with those who are clinically extremely vulnerable or clinically</p> |

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| | | <p>vulnerable can attend school.</p> <p>Staff who are pregnant As a general principle, pregnant women are in the ‘clinically vulnerable’ category and are advised to follow the relevant guidance available for clinically-vulnerable people.</p> <p>Employer health and safety and equalities duties We will continue to assess health and safety risks and consider how to meet equalities duties in the usual way.</p> <p>Supporting staff Governing boards and school leaders will have regard to staff (including the headteacher) work-life balance and wellbeing.</p> <p>Shortage of Staff If there are any shortages of teachers, then teaching assistants may be allocated to lead a class working under the direction of the Key Stage Leader. Agency supply staff may be engaged to cover classes.</p> |
| Educational Visits | We continue to advise against domestic (UK) overnight and overseas educational visits. In the autumn term, schools can resume non-overnight domestic educational visits. | <p>RESIDENTIALS</p> <ul style="list-style-type: none"> • Residential will not be booked for the academic year 2020-2021 • Residential will not be booked until this government guidance changes and only then if parents are in agreement that they will send the children and that members of staff are prepared to take the children. <p>DAY TRIPS</p> <ul style="list-style-type: none"> • We will resume forest school in September if it is reopened. • We will not book any trips for the autumn term that require coaches. This will be reviewed in the autumn term to consider booking trips for Spring term. |
| Breakfast/After School Provision | Schools/Organisations should consider resuming any breakfast and after-school provision, where possible, from the start of the autumn term. We recognise that schools may need to respond flexibly and build this up over time. | <p>BREAKFAST / AFTER SCHOOL CLUB</p> <ul style="list-style-type: none"> • School will liaise with Stone and Fairford Leys Pre-school, who provide Breakfast/Afterschool club to discuss their control measures • Parents will need to communicate with Stone and Fairford Leys Pre-school to |

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| | <p>We recognise that this will be logistically challenging for schools/Organisations, particularly for clubs that would normally offer support across year groups, where parents are using multiple providers, or where childminders are picking up/dropping off pupils. Schools/Organisations should carefully consider how they can make such provision work alongside their wider protective measures, including keeping children within their year groups or bubbles where possible. If it is not possible to maintain bubbles being used during the school day then schools/organisations should use small, consistent groups.</p> | <p>discuss the control measures they will be able to put in place and to see their risk assessments.</p> |
| Behaviour Expectations | <p>Schools should consider updating their behaviour policies with any new rules/policies, and consider how to communicate rules/policies clearly and consistently to staff, pupils and parents, setting clear, reasonable and proportionate expectations of pupil behaviour.</p> <p>Schools should set out clearly at the earliest opportunity the consequences for poor behaviour and deliberately breaking the rules and how they will enforce those rules including any sanctions. This is particularly the case when considering restrictions on movement within school and new hygiene rules.</p> | <p>BEHAVIOUR</p> <p>Communicate new rules and routines to parents and pupils by:</p> <ul style="list-style-type: none"> • Sharing the COVID-19 Annex to the behaviour policy to parents, pupils and staff • Provide Staff, Parents and Pupils with a copy of the Home/School agreement – asking parents to discuss the behaviour expectations with their child and ask both parents and children to sign and return the agreement • Regularly and rigorously reinforcing behaviour throughout every day • Consistently imposing sanctions when rules are broken, in line with the policy, as well as positively reinforcing well-executed rules through encouragement and rewards |
| Mental Health and Wellbeing | <p>We acknowledge that some pupils will return to school having been exposed to a range of adversity and trauma including bereavement, anxiety and in some cases increased welfare and safeguarding risks.</p> <p>This may lead to an increase in social, emotional and mental health concerns and some children, particularly vulnerable groups such as children with a social worker and young carers, will need additional support and access to services such as</p> | <p>MENTAL HEALTH AND WELLBEING</p> <p>We will follow our normal school procedures which are well established.</p> <p>Some children may have experienced bereavements in their immediate family or wider circle of friends or family or had increased/new caring responsibilities.</p> <p>All children will have missed the routine of school, seeing their friends, and being supported by their teachers and other adults in the school.</p> <p>Staff will provide:</p> |

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| | <p>educational psychologists, social workers, and counsellors.</p> <p>Additionally, provision for children who have SEND may have been disrupted during partial school closure and there may be an impact on their behaviour. Schools will need to work with local services (such as health and the local authority) to ensure the services and support are in place for a smooth return to schools for pupils.</p> | <ul style="list-style-type: none"> • opportunities for children to talk about their experiences of lockdown • opportunities for one-to-one conversations with trusted adults where this may be supportive • some refocussed lessons on relevant topics, for example, mental wellbeing or staying safe • pastoral activity, such as positive opportunities to renew and develop friendships and peer groups • other enriching developmental activities • Referrals if required • Staff will strike an appropriate balance between reintegrating pupils into a reassuring and familiar work ethic to support their mental wellbeing on the one hand, and identifying and taking time to address explicitly individual concerns or problems on the other |
| Remote education | <p>Where a class, group or small number of pupils need to self-isolate, or there is a local lockdown requiring pupils to remain at home, we expect schools to have the capacity to offer immediate remote education.</p> <p>Remote education, where needed, is high quality and aligns as closely as possible with in-school provision: schools and other settings continue to build their capability to educate pupils remotely, where this is needed.</p> <p>Schools are expected to consider how to continue to improve the quality of their existing offer and have a strong contingency plan in place for remote education provision by the end of September.</p> <p>This planning will be particularly important to support a scenario in which the logistical challenges of remote provision are greatest, for example where large numbers of pupils are required to remain at home.</p> | <p>OVERALL AIM FOR REMOTE EDUCATION</p> <ul style="list-style-type: none"> • use a curriculum sequence that allows access to high-quality online and offline resources and teaching videos which are linked to the school's curriculum expectations • we will give access to high quality remote education resources • we have selected online programs that are consistently used across the school in order to allow interaction, assessment and feedback i.e. Sum Dog (maths), Night Zoo Keeper (writing), Reading Express/Reading Eggs (Reading) • provide printed resources, for pupils who do not have suitable online access • Differentiate and work with families to support pupils with SEN <p>WHEN TEACHING PUPILS REMOTELY, WE WILL:</p> <ul style="list-style-type: none"> • set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects • teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be taught and practised in each subject <p>IF LESS THAN A WHOLE BUBBLE IS SELF ISOLATING</p> <ul style="list-style-type: none"> • If providing work for less than a whole bubble, provide frequent, clear |

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| | <p>explanations of new content, delivered through high quality curriculum resources and/or videos</p> <p>CLOSURE OF WHOLE BUBBLE</p> <ul style="list-style-type: none"> • plan a programme that is of equivalent length to the core teaching pupils would receive in school, including daily contact with teachers through Google Classroom • provide frequent, clear explanations of new content, delivered by a teacher in the school or through high quality curriculum resources and/or videos <p>EXPECTATIONS</p> <ul style="list-style-type: none"> • The expectation is that any child self-isolating who is well enough should be completing the work set. (If a child is unwell and would normally be off school, they will not be expected to complete home learning) <p>ASSESSMENT</p> <ul style="list-style-type: none"> • gauge how well pupils are progressing through the curriculum, using questions and other suitable tasks and set a clear expectation on how regularly teachers will check work <p>DIFFERENTIATION</p> <ul style="list-style-type: none"> • teachers to adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure pupils' understanding |
| Review | <p>Monitoring the additional risks and control measures</p> <ul style="list-style-type: none"> • Weekly review of the risk assessment and procedures • Update risk assessments and procedures as appropriate and following any changes in public health advice |