

Key Points from Risk Assessment

Hazard	What School will do	What Parents and Carers will do
All children in school, every day.	<ul style="list-style-type: none"> • Provide Staggered start/end/break/lunch times to ensure bubbles don't mix. • Maintain good time keeping to ensure staggered sessions work smoothly. • Promote and reinforce social distancing with children, staff and parents. • Arrange classrooms in a way that is safe and conducive to learning. 	<ul style="list-style-type: none"> • Drop and pick up child/children at designated times. • Send child/children to school every day (unless unwell) to re-establish routine. • Only one adult will collect and drop off child/children. • Not congregate on the playground. • Maintain social distance from other families.
Visitors and contractors on site.	<ul style="list-style-type: none"> • Arrange any contract work to be completed before or after school where possible. • Contractors to wear a mask at all times on site. • External agencies will wear a mask where social distancing cannot be maintained. • Use the Track and Trace system to ensure contact is available should the need arise. • Employ a clean routine - sanitise and wash hands on entry. • Minimise contamination of bubbles and provide safe working conditions for outside agencies (clean work stations and socially distanced spaces). 	<ul style="list-style-type: none"> • Minimise time on site and limit to one adult per family collecting where possible. • Where a facemask unless medically exempt as will staff at the beginning and end of the day on the playground. • If an appointment is required with a member of staff arrange this over the phone/email to ensure safe conditions can be arranged. • Use Class Dojo as main form of communication. • Send in letters, dinner monies in a sealed envelope with child's name and class and put in the box in the front office – we can then make arrangements to safely open and quarantine any paperwork as necessary. • Adhere to safe social distancing.
Ensure well-being of staff and children is paramount and all parties informed of illness and procedure.	<ul style="list-style-type: none"> • Ensure children are reassured and informed of why and how we are taking the precautions through additional PSHE lessons appropriate to age. • Inform parents/carers of Covid related illnesses and implement process as necessary. • We will complete temperature checks of staff and children if they present as unwell and inform relevant family member. • Provide vulnerable members of staff and children with additional support where necessary through intervention and counsellor. 	<ul style="list-style-type: none"> • Reinforce good hand hygiene and social distancing outside of school. • Talk to your child/children about any concerns or worries they may have. • Keep children off school if unwell. • Inform school of any illness of child or members of the household Covid related or not on the day of absence. • Self-isolate as recommended should Covid symptoms be present and seek to get a test as soon as possible.

Key Points from Risk Assessment

Further lockdowns and isolation impacts on education.	<ul style="list-style-type: none"> • School will provide children who are isolating, or if we go into another lockdown, work appropriate to need or child. • School to enhance learning experience by using new learning platforms (Google Classroom and Class Dojo). • School will provide guides and support for parents/carers to support their children. 	<ul style="list-style-type: none"> • Support and encourage your child/children to engage with at home learning. • Parents/carers to sign up to the Class Dojo system. • Parents/carers to ensure contact details are correct so that ParentMail can be delivered and you can remain informed.
Ensure cleaning is fit for purpose to ensure the prevention of Covid.	<ul style="list-style-type: none"> • Rigorous cleaning routine strictly adhered to. • Additional cleaning hours in place. • Thorough deep clean over summer and weekly to ensure the prevention of Covid. • Clean routines adhered to by all staff in school. 	<ul style="list-style-type: none"> • Ensure clean routines are practiced at home and good hygiene is promoted.
Loss of learning during lockdown.	<ul style="list-style-type: none"> • Gaps analysis completed by teachers to ensure all children catch up. • Evaluation of the curriculum to ensure best learning opportunities to make all learning. • Provide support and differentiated learning to meet the needs of all pupils. 	<ul style="list-style-type: none"> • Complete homework tasks with your child/children. • Engage with new online learning platforms and ask if you need help.
Wrap around care	<ul style="list-style-type: none"> • Provide service from 21st September after risk assessment has proved it is fit for purpose. • Arrange children in bubble groups and move to a larger space (hall) to facilitate this. 	<ul style="list-style-type: none"> • Only use the facility if you really need it. • Book in for the sessions at least 48 hours in advance.

*This is a summary of the key points of the dynamic risk assessment which is updated regularly as changes occur. It is a working document.

Updated 21.09.20