

Coronavirus (COVID-19): Health & Safety Risk Assessment Action Plan for full school opening, September 2021
Full opening to all children (mandatory attendance)

Thorns Primary School

Assessment conducted by: <i>Rebecca Jordan</i>	Job title: <i>Head Teacher</i>	Covered by this assessment: Mitigation of COVID-19 risk factors
Date of assessment: <i>1st September 2021</i> Reviewed on: 10 th September 2021 in response to rising cases in Dudley	Date of next review: <i>1st October 2021 or in response to government changes or as the need arises</i> <i>(review and revision should be regular)</i>	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

The purpose of this risk assessment is to support schools in opening to all year groups with reduced restrictions, **while reducing the risk of coronavirus transmission**. The risk assessment has been amended from the measures put into place for full school opening from March 2021.

- For the purpose of this risk assessment, the term ‘coronavirus’ to refer to coronavirus disease 2019 (COVID-19). Schools must ensure that this risk assessment reflects the local setting and context of the school. Staff must be consulted with regard to this risk assessment (this must take into consideration all types of workers including agency workers, casual staff and contractors and any other adult on site as well as your permanent staff).
- This risk assessment is not exhaustive and is issued to schools as a template to assist in the production of a comprehensive document that covers the particular circumstance of the setting – **as such, the risks and risk controls should be deleted/amended/added-to to reflect the school.**
- This should be viewed alongside relevant advice and guidance from the Department of Education and reflect any additional subsequent guidance issued to schools.
- For further reference, see Gov.uk or documents on Revolution

Key:	
Level of risk prior to control	Identifies the risk before any steps to reduce the risk have been taken high medium low
Risk Description:	Outlines the area of concern. This list is not exhaustive, and schools should add/amend/delete where appropriate e.g. risks for pupils with complex needs.
Risk Controls:	The measures that will be taken to minimise the risk. These are generic and should be adapted for the school context.
Impact:	Could be L/M/H or numeric, depending on what is used in the school setting.
Likelihood:	Could be L/M/H or numeric, depending on what is used in the school setting. NB IF IMPACT AND LIKELIHOOD ARE BOTH HIGH, THEN THE ACTIVITY SHOULD BE STOPPED UNTIL ADDITIONAL CONTROL MEASURES ARE PUT IN PLACE.
Responsible person:	The identified staff member(s) responsible for implementing the risk controls.
Completion Date:	The date by which required plans for controls will be in place. To support planning, identify which controls need to be in place before pupils return to the setting. Individual schools can then personalise to their own setting.
Line Manager Check:	Sign off to ensure that the risk has been minimised as far as possible?

Although restrictions have been lifted (no social distancing or requirement to wear face masks), we will be keeping some restrictions in place in school in order to minimise the likelihood and spread of COVID infections. COVID has not gone away. We are operating under the following: **Stay alert, control the virus, keep the school open**

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
The school lapses in following national guidelines and advice, putting everyone at risk	Green	<p>To ensure that all relevant guidance is followed and communicated:</p> <ul style="list-style-type: none"> The school to keep up-to-date with advice issued by, but not limited to, DfE, NHS, Department of Health and Social Care and PHE, and review its risk assessment accordingly Information on the school website is updated. COVID-19 folder to be added to website (school info, DfE documents etc. added and kept up to date) Staff COVID-19 added to website (all staff able to log on) Pupils updated via classrooms/email/text as necessary. Any change in information to be shared with Chair of Governors and passed on to parents and staff by email <p>As a result, the school has the most recent information from the government, and this is distributed throughout the school community.</p>	Green	Green	RJ KC and admin team	Ongoing – updates are regular	
Poor communication with parents and other stakeholders	Yellow	<ul style="list-style-type: none"> All staff/pupils aware of current actions and requirements and reminded frequently using school communication systems Head teacher to share risk assessment with all staff 	Green	Green	RJ	Ongoing Key info and guidance on website and	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> Parents notified of risk assessment plan and shared with parents via website. SEE ALSO ACTIONS ABOVE <p>As a result, all pupils and all staff working with pupils are adhering to current advice.</p>				emailed out to parents	
Lack of awareness of policies and procedures		<ul style="list-style-type: none"> School leaders will ensure that all policies impacted on by coronavirus controls are updated All staff, pupils and volunteers will make themselves aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> Health and Safety Policy Infection Control Policy First Aid Policy Intimate care policy Behaviour policy Staff absence reporting procedures First Aid Policy All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 			RJ and SLT (KC for H&S with FT Site; KP child-led policies)	Ongoing updates in response to any changes	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> - The Health Protection (Notification) Regulations 2010 - Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' - DfE and PHE (2020) 'COVID-19: guidance for educational settings' • The relevant staff have received the necessary training that helps minimise the spread of infection, e.g. infection control training • Staff are made aware of the school's infection control procedures in relation to coronavirus using staff section of the school website (ensure all have log-ins) • Parents are made aware of the school's infection control procedures in relation to coronavirus via letter/social media/poster at entrance to school – they are informed that they must contact the school as soon as possible if they believe their child has been exposed to coronavirus • COVID-19 folders for staff and parents on the school website • Pupils are made aware of the school's infection control procedures in relation to coronavirus via a coordinated programme of delivery from staff. All are informed that they must tell a member of staff if they begin to feel unwell 			<p>RJ</p> <p>KC</p> <p>RJ</p> <p>KC – order signs All staff</p>	<p>Parents' info out by email and on website</p>	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> Class teachers/TAs speak to pupils daily – reminders Signage clearly displayed Regular WhatsApp to 'Staff Updates' and 'Lunchtime Staff' groups with any updates as required <p>As a result, all staff and pupils are aware of the policies and procedures in place to keep themselves safe in school.</p>					
Poor hygiene practice in school - general		<ul style="list-style-type: none"> Posters remain displayed at the entrance to the school, around school and in every classroom reminding staff, pupils, parents and visitors of the hygiene practice required in school (e.g. washing hands before entering and leaving school) Pupils to wash their hands with soap before and after break times and lunchtimes for no less than 20 seconds Teachers to reiterate key messages in class-time (when directed) to pupils to: <ul style="list-style-type: none"> Cover coughs and sneezes with a tissue, To throw all tissues in a bin To avoid touching eyes, nose and mouth with unwashed hands. Provide tissues for every table Additional alcohol-based sanitiser (that contains no less than 60 percent alcohol) and tissues to be provided for the 			KC All adults All adults KC	Already completed Ongoing Ongoing	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<p>school reception area, dining hall, classrooms and other key locations for staff, pupils and visitors</p> <ul style="list-style-type: none"> • Infection control procedures are adhered to as far as possible in accordance with the DfE and PHE's guidance • Sufficient amounts of soap (or hand sanitiser where applicable), clean water, paper towels and waste disposal bins are supplied in all toilets and kitchen areas • Hand washing facilities are supervised by staff when pupils are washing their hands to avoid overcrowding in hand washing areas • Pupils and staff do not share cutlery, cups or food without cutlery, cups etc. first having been in the dishwasher • All utensils are thoroughly cleaned before and after use • Cleaners are employed by the school to carry out additional cleaning. Door handles, doors and toilets are cleaned during the day at the end of each day and paper/hand towels are refilled regularly every morning (and checked throughout the day) • Dishwasher to go on at the end of each day (high temp) <p>As a result, all pupils and staff are adhering to high standards of hygiene to minimise risk of transmission.</p>			<p>RJ</p> <p>FT (All adults check throughout day) All adults</p> <p>RJ – All staff</p> <p>FT Cleaning staff</p>	Ongoing	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
Poor hygiene practice – specific – school entrance		<ul style="list-style-type: none"> One way system for drop-off and pick-up Barriers/screens to be used by reception staff when dealing with parents/visitors/contractors Areas touched to be wiped down Discourage parents from entering the school building unless absolutely necessary Parents encouraged to queue outside, not congregate in the reception area <p>As a result, reception staff are protected.</p>			KC/FT	Already completed	
Poor hygiene practice – specific – office spaces		<ul style="list-style-type: none"> Tissues/hand sanitiser to be available in office locations Staff to wash hands on arrival at school Each individual is responsible for wiping down their own work area before and after use. <p>As a result, office practice in office spaces limits the risk of the spread of any infection.</p>			KC All adults All adults	Already in place Ongoing	
Poor hygiene practice – specific - spread of potential infection at the start of the school day		<p>In line with government advice:</p> <ul style="list-style-type: none"> Issue information to young people, parents, carers and visitors not to enter the school if they display any symptoms of coronavirus Issue information to parents about arrival and departure procedures, including safe drop-off and pick-up 			RJ – info booklet	Parents' info out by email and on website	

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> Pupils to be supervised in accessing hand-washing facilities on arrival, ensuring that pupils queue while maintaining social distancing as they wait for facilities All staff to wash hands on arrival in school Sufficient supplies of hand-washing supplies should be provided to accommodate this procedure at the start of the day. <p>As a result, the risk of infection is reduced as pupils and staff arrive at school.</p>			All staff All staff All staff Daily reminders FT		
Poor hygiene practice – specific – toilet/changing facilities		<ul style="list-style-type: none"> Staff to wear additional PPE when supporting pupils with toileting routines – mask, gloves, apron All changing surfaces to be cleaned before and after each use Nappies/soiled items to be disposed of in yellow bags Staff to follow specific intimate care procedures See IC Policy Any soiled clothes are put into a plastic bag (double bagged) and sent home. <p>As a result, safe practices are followed and the risk of infection is reduced for staff and pupils.</p>			KC, FT KP/DT update policy	Procedures already in place (staff info. June 2020)	

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
Poor hygiene practice – specific - end of the school day		<ul style="list-style-type: none"> Issue information to parents about departure procedures, including safe pick-up 'One way', 'Entrance' and 'Exit' signs Make parents and pupils aware of government recommendations with regard to transport. <p>As a result, the risk of infection is reduced as pupils and staff leave school.</p>			RJ – info booklet All staff to ensure guidance is followed	Parents' info out by email and on website	
Ill health in school		<ul style="list-style-type: none"> Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, lack of taste/smell, and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus Appropriate PPE is sourced and guidance on its location, use and disposal issued to staff in line with government guidance on what to do if a pupil or staff member becomes unwell. Face masks (not visors) available in every classroom in case of dealing with a child who spits (not currently an issue) All staff are informed of the procedure in school relating a pupil becoming unwell in school All staff advised of the procedure in school if a member of staff becomes unwell. Ensure all staff absences are appropriately recorded. 			RJ – Staff information booklet June 2020 KC – PPE orders and allocation FT – hand-wash etc.	Staff info issued June 2020 – updates to reflect any changes ongoing	

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> Any pupil who displays signs of being unwell is immediately referred to school office Any staff member who displays signs of being unwell immediately refers themselves to Head Teacher or SLT and is sent home Where the named person is unavailable, staff ensure that any unwell pupils are moved to an outdoor space (or KS2 non-fiction library/corridor area in bad weather) whilst they wait for their parent to collect them. Windows should be opened and staff member should wear PPE, including face mask if at risk from spitting, persistent coughing, vomiting. School admin team to contact parents. Parents advised to follow the COVID-19: Guidance for households, including accessing testing If a pupil needs to use the bathroom, they should use a separate bathroom Care Room which will be cleaned after use (by accompanying staff member – wearing PPE) Pupils displaying symptoms of coronavirus do not come in to contact with other pupils and as few staff as possible, whilst still ensuring the pupil is safe. A facemask should be worn by the supervising adult if a distance of 2 metres cannot be maintained and if possibility of spitting or where there is persistent coughing or vomiting. 					

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> If contact with a child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If there is a risk of splashing, eye protection should also be worn. Visors are available. The relevant member of staff calls for emergency assistance immediately if the pupil's symptoms worsen Unwell pupils who are waiting to go home are supervised in an outdoor space (or KS2 non-fiction library/corridor area in bad weather) where they can be at least two metres away from others Areas used by unwell pupils who need to go home are identified as out of bounds, thoroughly cleaned and disinfected once vacated, <i>taping off in the meantime.</i> PPE distributed to all classrooms and to key areas (main stocks kept in First Aid and Care Room) <p>As a result, any member of the school community who becomes unwell, is isolated quickly and appropriate action is taken to minimise the risk of infection.</p>					
Available space and restricted corridor/room size		<ul style="list-style-type: none"> Signs on doors showing max. number allowed in that space 			RJ	Already in place	

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
reduces staff ability to social distance							
Parents with blue badges arriving at the main school entrance		<ul style="list-style-type: none"> Blue badge holders will need to obtain school parking permits from the school office – text to go out to notify Parents to arrive on time to drop-off and pick-up – no waiting in the foyer area: collect from main door 			KC/admin	1/9/2020	
A pupil is tested and has a confirmed case of coronavirus.		<p>In line with government advice:</p> <ul style="list-style-type: none"> The Head teacher will contact PHE for the most up-to-date advice. Then PHE's local protection teams to conduct a rapid investigation and will advise school on appropriate action. Parents made aware of procedures <p>As a result, school leaders taken appropriate action in the event of a confirmed case of coronavirus.</p>			RJ	Ongoing	
Poor pupil behaviour increases the risk of the spread of the infection.		<ul style="list-style-type: none"> Pupils are reminded of the behaviour policy on their return to school Sanctions (and how they will be applied in the context of social distancing) are clearly communicated to pupils and parents. Behaviour policy is adjusted as a consequence Pupils' individual behaviour plans are reviewed and specific control measures identified and shared with pupils and staff where necessary. 			KP – add appendix to Behaviour Policy KP DT	KP revisit and revise policy by 1/9/20 – share at INSET	

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		As a result, pupils and staff understand the behaviour policy/individual plans in context.					
Pupils with complex needs are not adequately prepared for a return to school or safely supported.		<ul style="list-style-type: none"> • Leaders and staff should review individual pupils' handling plans, including the use of PPE • Additional advice should be sought from external agencies where appropriate in relation to moving and handling (physiotherapy, occupational therapy) • Plans should be understood, shared and followed consistently by all staff working with those pupils • Prepare additional social stories to support pupils with autism / learning difficulties (highlighting changes to classrooms/arrangements/use of PPE, for example) and share with parents and pupils prior to pupils returning to school. • Due consideration should be given to children's social and emotional needs in returning to school after a long period of absence. • PSHE resources in place • If their needs dictate, children should be assisted with hand-washing <p>As a result, pupils with complex needs are well supported.</p>			KP and DT	Ongoing review and response	
Vulnerable pupils and pupils with		<ul style="list-style-type: none"> • Appropriate planning is in place to support the mental health of pupils returning to school 			KP and DT	ongoing	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
SEND do not receive appropriate support.		<ul style="list-style-type: none"> • Agree what returning support is available to pupils with SEND in conjunction with families and other agencies. • Rachel Marks to be consulted if required re. PIMIS • KP co-ordinate PSHE curriculum for the return • DT to review provision for SEND in school • Consult with LSS regarding support with their return to school, as required • Assessments should be carried out ASAP in September <p>As a result, pupils with SEND and those concerned about returning to school are well supported.</p>					
Poor pupil behaviour increases the risk of the spread of the infection.		<ul style="list-style-type: none"> • Pupils are reminded of the behaviour policy on their return to school . • Sanctions (and how they will be applied in the context of social distancing) are clearly communicated to pupils and parents. • Behaviour policy is adjusted as a consequence • Pupils' individual behaviour plans are reviewed and specific control measures identified and shared with pupils and staff where necessary. <p>As a result, pupils and staff understand the behaviour policy/individual plans in context.</p>			<p>KP Class teachers All adults</p>	<p>1/9/2020 – revised policies Ongoing</p>	

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
Emergency evacuation due to fire etc.	Green	<ul style="list-style-type: none"> • Lockdown, fire and emergency evacuation procedures to be returned to usual policies • Leaders to communicate procedures to all staff • Staff to communicate emergency evacuation procedures to pupils upon return to school <p>As a result, safety is maintained in the event of an emergency evacuation.</p>	Green	Green	RJ FT		
Cleaning is not sufficiently comprehensive.	Yellow	<ul style="list-style-type: none"> • Ensure that all cleaning and associated health and safety compliance checks have been undertaken prior to opening • A nominated member of staff monitors the standards of cleaning in school and identifies any additional cleaning measures • Whilst pupils are at breaktime/lunchtime, one member of classroom staff to clean tables/door handles with a disinfectant spray. Gloves to be worn during this and hands washed afterwards • Surfaces to be kept as clear as possible for ease of cleaning • Disposable gloves/wipes/sprays are next to photocopiers/printers etc. 	Green	Green	FT Cleaning staff	Ongoing	

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> Cleaners to act upon guidance normally linked to 'deep cleans' as part of their daily procedures (i.e. a focus on door handles, toilets, changing room, toys in the Early Years). See Cleaning and Hygiene of Site document As a result, high standards of cleanliness are maintained in school.					
Contractors, deliveries and visitors increase the risk of infection.		<ul style="list-style-type: none"> All contractors to be checked to ensure that they are essential visitors prior to entry to the school Agree arrival and departure times with contractors to ensure that there is no contact with staff or pupils All contractors/visitors to wash hands either prior to or on entry to the school site Contractors and visitors are directed to specific/designated hand-washing facilities All areas in which contractors work are cleaned in line with government guidance Staff who receive deliveries to the school to wash hands in line with government guidance after handling Where possible, staff to identify safe/designated place for delivery without need for contact with staff. Drivers are not permitted to enter the school premises when making deliveries 			KC and office staff	Ongoing	

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		<ul style="list-style-type: none"> If drivers have to enter school site, ensure that they are asked to maintain social distancing and use hand sanitiser before entering the building Surfaces to be cleaned after any deliveries have been made. <p>As a result, any external visitors/contactors are kept safe and the risk to other members of the school is minimised.</p>					
Some staff are concerned about their own health and want the option of wearing a face mask		<ul style="list-style-type: none"> Staff can wear a face covering if they choose KC to ensure we have adequate face coverings available <p>As a result, staff can feel comfortable and confident to make the choice that is right for them (children should not be fazed by masks now that they are worn in shops etc.).</p>			RJ KC	September 2020	

[School-specific arrangements relating to risk assessment that may need additional detail:](#)

Capacity and organisation of teaching spaces

All classrooms can now accommodate all of the registered children without the need for any social distancing.

Arrival to and departure from school

These have reverted to pre-Covid times for all pupils

Movement around the school

People can move freely around the school. There is no longer the need for exclusion zones.

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

Classroom allocations

Children to use their usual classrooms, but groups may use other available spaces if required to meet their learning/pastoral needs e.g. library, with appropriate cleaning before/after use

Role of teaching assistants

KP will revise allocation of TA hours to reflect the COVID catch-up plan and to ensure that the children with ECHPs/SEND get the support they require. Wherever possible, TAs will work within one phase; this may not always be possible, and due regard to social distancing and other COVID-secure procedures should be given at all times. Our Catch-up funding spending plan identifies our need for additional TA support. In the first instance this will be bought in from a supply agency.

Break time plan

Both playgrounds and the field (weather permitting) will be used to keep classes separate where possible and so that children can spread out. KS1 and KS2 will use their own playgrounds only.

Lunchtime plan

All pupils' lunch break will be 12pm-1pm. There will be no bubbles, but from a logistical perspective, Y3/4 and Y5/6 will continue to have separate areas of the field.

Catering staff

Dudley Catering to decide what staffing will be required

Cleaning

See Cleaning and Hygiene of Site document

All adults in classes are responsible for regularly wiping down surfaces and equipment as it used. PPE is supplied and gloves should be worn. School will be cleaned daily. In the event of positive case in school, affected areas will be subject to a more through clean, in liaison with Carol Hill (Are Cleaning Manager).

Toilets

Toilets will be cleaned daily. Unnecessary loitering in the toilets will be actively discouraged.

Staffroom and offices

School office: Admin staff and SLT only

Staff signing in book to be kept in the office

Max 8 persons in staffroom (sign on door) – staff to stagger when they eat (or eat in their classrooms/offices)
Head Teacher's Office – max 6
SBM's Office – max 2 at a time
Meeting Room – max 6 (signs on all doors)
Senior Staff Office – max 6 at a time

Pupil expectations

See relevant documents and Behaviour Policy COVID-19 appendix

Useful links:

- Safeguarding: <https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers>
- Remote learning: <https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19>
- Attendance: <https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>
- Premises: <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak>
- Prevention and control- <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>
- Advice: <https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>
- Vulnerable: <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people>
- Extremely vulnerable: <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>
- SEND - <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
- Home learning support: <https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources>
- Remote support: <https://www.gov.uk/guidance/get-help-with-technology-for-remote-education-during-coronavirus-covid-19>
- Accountability measures: <https://www.gov.uk/government/publications/coronavirus-covid-19-school-and-college-performance-measures/coronavirus-covid-19-school-and-college-accountability>
- Pupils' mental health support/pastoral care at home: <https://www.gov.uk/government/publications/covid-19-guidance-on-supporting-children-and-young-peoples-mental-health-and-wellbeing/guidance-for-parents-and-carers-on-supporting-children-and-young-peoples-mental-health-and-wellbeing-during-the-coronavirus-covid-19-outbreak#helping-children-and-young-people-cope-with-stress> Parents: <https://www.gov.uk/guidance/supporting-your-childrens-education-during-coronavirus-covid-19>
- Parents with pupils with SEND: <https://www.gov.uk/guidance/help-children-with-send-continue-their-education-during-coronavirus-covid-19>
- Supporting parents: <https://www.gov.uk/government/publications/covid-19-school-closures/guidance-for-schools-about-temporarily-closing#working-with-parents>
- Financial support: <https://www.gov.uk/government/publications/coronavirus-covid-19-financial-support-for-education-early-years-and-childrens-social-care/coronavirus-covid-19-financial-support-for-education-early-years-and-childrens-social-care>

- Exceptional costs: <https://www.gov.uk/government/publications/coronavirus-covid-19-financial-support-for-schools/school-funding-exceptional-costs-associated-with-coronavirus-covid-19-for-the-period-march-to-july-2020>
- Reducing burdens: <https://www.gov.uk/government/publications/coronavirus-covid-19-reducing-burdens-on-educational-and-care-settings/reducing-burdens-on-educational-and-care-settings>
- Social distancing: <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>
- PPE: <https://www.gov.uk/government/collections/coronavirus-covid-19-personal-protective-equipment-ppe>
- Public health England <https://www.gov.uk/government/organisations/public-health-england>
- NHS: <https://www.nhs.uk/conditions/coronavirus-covid-19/what-to-do-if-you-or-someone-you-live-with-has-coronavirus-symptoms/>
- Government advice: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>
- DfE <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>
- A detailed checklist and key guidance for action for health and safety is available at: www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak
- Information re testing: <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

www.gov.uk has the most up-to-date guidance

Blue denotes gaps in LA model for schools to fill; grey are specific additions by school; green are measures put in place/actions taken for wider school opening June 2020 which will remain in place

