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Windrush Valley School

Policy Documents Annual Review Record

Citation	<u>This document shall be cited as:</u> COVID – 19 RETURN TO SCHOOL <u>and incorporating the following policies:</u> HEALTH & SAFETY SAFEGUARDING SCHOOL LUNCH POLICY
Person responsible	Headteacher
Comments to	Headteacher
Last reviewed/updated	August 2020
To be reviewed/updated	September 2020
Reason for review/update	Government guidance changes OR measures in place are insufficient to ensure stakeholder safety
Person reviewing/updating	Amanda Douglas
Source/author	Amanda Douglas
Implementation	Immediate and on-going



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COVID – 19 RETURN TO SCHOOL

The COVID-19 outbreak is dynamic, changing daily and the latest government information is that schools must plan for the return of all pupils in September 2020. School attendance is mandatory again from 3rd September 2020 and the usual rules on attendance will apply. Pupils are expected to be at school during published term times, unless they are unwell, have a genuine reason for absence [such as a medical appointment] or have requested and received permission to be absent from school. Online [or remote] learning will only be available during periods of self-isolation or partial or total school closure.

Aims

The school has an ongoing duty of care for the whole community; pupils, staff and parents. The duty of care is a legal obligation to ensure the safety and well-being of others. For the purposes of this policy the school is considered to be Open; all teaching is done on-site but the school is restricting access to visitors and there are no off-site visits or sporting activities. Certain controls and measures have been put in place to ensure the safety and well-being of staff and pupils that are on-site. These include but are not limited to:

- Government advice is being accessed and assessed daily by the Headteacher. Changes are applied as soon as practical.
- All gates will be padlocked between 09:00 and 15:00.
- Visitors to the school are not permitted without prior approval and only by appointment and for essential deliveries or repairs. Visitors to the school must phone for access. They will be asked to read and agree/disagree with a set of statements regarding their health and our rules on social distancing. If we have any concerns regarding their answers, visitors will not be allowed on school premises.
- We have implemented Social Distancing (SD) rules and other hygiene rules which are communicated to staff and pupils.
- Shared teaching resources are, whenever possible, limited to individual pupils and thoroughly cleaned after use.
- School cleaning regimes have been reviewed and adapted to address the concerns regarding COVID-19. Sufficient stocks of hygiene materials are held in school and are regularly checked and restocked as needed.

- Daily risk assessments of classrooms, social distancing and hygiene rules are carried out.
- Plans for transition to lockdown closures are in place.
- The following measures are in place to further reduce the risk of transmission of Covid-19 between pupils and staff:

Before and After School

- The school day will be from 8:30am until 3:30pm.
- Wrap around care is available from 8:00 – 8:30am and from 3:30 – 6:00pm for all children but is limited to 15 pupils and must be booked in advance. Priority will be given to key worker children.
- Pupil drop off:
 - A member of staff will meet pupils at the small playground gate and ensure safe transition into their classroom
 - Drop off times will be staggered as follows:
 - KS2: 08:30 – 08:40
 - KS1: 08:40 – 08:50
 - FU: 08:50 – 09:00
 - Those with siblings at different drop off times eg. FU and KS1 should arrive at 08:50 – end of one time and start of another.
 - If you miss your time slot, you will have to wait until 09:00
- Parents may not enter school grounds and/or buildings unless they have made an appointment to do so.
- Pupil collection:
 - Pupils will be handed back to parents via the small playground gate.
- Parents are expected to adhere to the SD rules of 2 metres whilst waiting to drop off or collect their children.

Break times

- Playtimes will be staggered so that groups of children do not mix on the playground.

Lunch Arrangements

- Hot lunches will be provided by The School Lunch Company.
- Lunches will be served in accordance with the School Lunch Policy.

Assemblies

- Assemblies will be held via Google Classroom.

Classrooms

The school recognises that maintaining social distancing between primary aged children is challenging. The younger the children the greater the challenge. The school site allows us to place different groups in different buildings, rooms or floors enabling us to keep class groups of children apart during lessons, mealtimes and playtimes.

- FU downstairs in the Old School.
- Years 1 & 2 in the Garden Rooms.
- Years 3 & 4 upstairs in the Old School
- Year 5 using New Block 1
- Year 6 using New Block 2.

Class Activities

- FU pupils can sit on the floor.
- Nursery and Reception activities will be completed with 2 pupils seated per desk.
- No carpet time for year groups above Reception. All activities to be done from a desk.
- Years 1-6 with 2 pupils per desk, all desks facing forwards.
- Lesson and activity planning will reflect the need to minimise movement around the classroom and to avoid the use of shared resources.
- Recorder lessons or additional music lessons will only take place if government guidance can be adhered to.

Teaching and Learning

- A revised timetable will be followed to allow pupils and staff to comply with social distancing and hygiene measures.
- Outdoor lessons are encouraged as frequently as the weather permits.
- School trips and use of the school minibus have been suspended until after October half term at the earliest.

Sports Activities

- Swimming lessons will not take place during Autumn term. The earliest planned return date to swimming is January 2021.
- PE lessons will be revamped to ensure social distancing and hygiene are maintained.

Medical

- Pupils and staff with pre-existing medical conditions are known to the school. Options to returning to school have been offered.
- Any pupils or staff that have been tested positive for Covid-19 during lockdown must notify the school.
- Anyone that has been in contact with a person who has tested positive for Covid-19 must notify the school and follow government isolation guidelines.
- Any pupil or member of staff that presents with symptoms at school will be isolated until they can leave the premises.
- Any pupil or member of staff that tests positive for Covid-19 must follow government isolation guidelines.
- If any member of a class group [including the teacher] tests positive for Covid-19 the whole class group will follow government isolation guidelines and remote teaching

will be re-instated until the isolation period ends and/or the class teacher can return to school.

Personal Hygiene Practices

- Pupils are advised to change their clothes each day and clothes to be washed before being worn again in school.
- Pupils will be encouraged to carry out regular hand washing throughout the day. At a minimum; on arrival; after toileting; before and after eating; before departure.
- Pupils will not share stationary items. They will be encouraged to bring their own. Those who can't [don't] will be provided with school items that will be for their individual use.
- Children may only use the toilets in their designated area.

Cleaning

- Soft toys, dressing up clothes, cushions and other such items will not be used.
- FU toys will be rotated on a daily basis. Toys used in the morning will be removed at lunchtime and replaced with clean toys for the afternoon. Toys will be sterilised before being used again.
- School cleaners are working according to government guidance for cleaning non-healthcare settings.
- Tables, chair backs, door handles and other hard surfaces will be wiped with anti-bacterial spray at breaktimes and lunchtimes.
- Toilets will be cleaned at lunchtime and after school.

Amanda Douglas
Headteacher
August 2020