

COVID 19 Draft Delivery Plan for Students on Site

22nd May 2020



The school will be operating the reopening in phases, in order to give us the time needed to review and reflect and make any necessary changes as we go, as well as giving us opportunity for further deep cleaning. This may mean that part time timetables will operate.

Phase 2: from the 3rd June 2020 will be key worker children who need on site provision

- Students will be split into groups with a maximum of 4 students per room with two staff members. Some groups may need additional adults and staff members will require breaks so staff from their bubble (group) will rotate.
- Each group will have a staff member who will be the health and safety lead and monitor the practice in their group to ensure guidelines are being followed and any concerns followed up.
- Students will remain in their groups (bubbles) and not mix with other student groups. This essentially keeps each group as a separate entity and helps minimise the risk for both student and staff. It will also enable us to manage any potential outbreaks, should a child or member of staff test positive for COVID-19.
- Each bubble will have the same staff members, class base, toilet and entrance and exit point. The area outside will be separated into two different play areas and students will get rotated access to the two areas on a weekly basis. Students and staff will not have access to other areas of school. Please note that some children will not be working with their normal allocated staff, so the adults may be unfamiliar to them. A room will be allocated for isolation in case of staff or students displaying COVID 19 symptoms
- Staggered start and end times for each group, also staggered lunch and break times.
- Students and staff members will have their temperature taken on arrival at school, any concerns will result in no entry. Parents will be requested to take temperatures at home before they come to school. If above 37.8 c School requests students or staff do not come to school.
- Staff members in class ensure hand washing on entry and exit and throughout the day for all students and adults.
- Each class base to have a radio communication device, first aid kit, a sanitisation station, cleaning materials and PPE provisions.
- Students to use external classroom doors only to enter and exit their classrooms.
- Students and staff to use allocated outside areas as much as possible.
- Where safe to do so windows will be kept open throughout the day
- Lunches to be served in classrooms with sandwich grab bags / own packed lunches. No hot food will be provided
- Staff members remain socially distant during staggered breaks.
- No visitors on site, parents will not be allowed on site. The senior leader on site can authorise visitor entry if deemed an emergency or an essential requirement e.g. Social Worker meeting.
- Social distancing will be in place for all adults dropping off and picking up students (only one adult to drop off & collect please). As we will not be allowing parents on the school site, we intend to allocate different times for drop off/ pick up so that we can safely manage the entrance & exits to

school. Parents are to stay in the car and students will be escorted by staff member to and from the building.

- Those students using local authority transport will need to be allocated into the same school grouping on site to prevent cross contamination, so this may mean students are not in groups with their peers.
- Social distancing will operate where possible for students both within and outside the classroom, including students sitting at separate tables. Whilst we are aiming to give each group their own safe space outdoors to encourage as much outdoor learning as possible, some areas may need to be shared on a rota system.
- Classrooms will be cleared of any unused desks, resources, and furniture removed to increase the space and to reduce areas for cleaning.
- An allocation of iPads is to be provided for each group (bubble). It will be the responsibility of the health and safety lead for that group to ensure these are allocated to individual students and cleaned on regular basis. They will also be required to ensure the iPads are charged each afternoon and each iPad is accounted for.
- Where possible, students will be asked to bring in their own stationery which will be kept in school to avoid sharing of equipment. This will determine the nature of activities that we can plan for the students, as we cannot share items like colouring pencils, paints etc. We have some resources but cannot possibly provide each child with their own sets of these.
- PPE will be worn for any supported personal hygiene routines for students and will be compulsory if staff need to move within the 2-metre spacing, e.g. to administer First Aid.
- Parents should apply sun cream to their child at home if they need assistance during the summer months to avoid staff having to move within close proximity to students
- Where a child is distressed, escalated or hurt, staff will attend to their needs and social distancing may be compromised in these cases.
- Students and staff will be asked to come in fresh clean clothing every day - therefore there is no requirement to wear a school uniform during this time.
- Remote learning will continue to take place for all those students still at home and this will also be delivered on site
- All students eligible for free school meals will be provided with a school lunch. School meals (cold grab bags) will continue to be on offer for key worker children.
- Students should only bring a water bottle, their stationery where possible, which will be kept in school and their own packed lunch if applicable. Children's equipment will be kept with them at their own table or allocated area to reduce opportunity for cross contamination and movement around the room.
- School closures will be advised as necessary for deep cleaning, reviewing risk assessments, school team planning and preparation, and organisation of remote learning resources.

This document will be updated in line with government and local authority guidance and school's own risk assessments.