

## Summary of Risk Assessment and Government Guidelines to Schools

### Planning for Re-Opening in September 2020

#### Pupils:

- All pupils in all year groups should be in school, from September (the exception are for clinical reasons only)
- Primary school pupils should remain in 'bubbles'
- Bubbles might be as large as whole year groups in secondary schools
- Contact with pupils in other bubbles should be avoided, wherever possible

#### Staff:

- All staff are expected to return to work, unless there are clinical/medical reasons why this would be a risk to them or others in their family
- If staff are worried or unhappy about returning to work, individual conversations should be held between them and the headteacher before a return happens

#### Class Sizes and Organisation:

- Wherever possible:
  - pupil groups should keep the same teachers and TAs throughout their time in school
  - groups use different rooms and spaces throughout the school, rather than sharing the same space at different times
  - Pupils do not need to sit 2m apart in classrooms, but classrooms are organised so that pupils are all sitting face-forward
- Teaching is adapted to minimise any close contact between the adults and pupils
- Pupils have their own, individual supply of basic equipment – eg: pencil, pen, ruler, rubber (At Beckley, we will use zipper bags or clear wallets to hold these things for each individual)
- Pupils do not bring any books, equipment or toys in from home, to take them home from school
- Pupils will be in full school uniform
- On the days that pupils have PE – they will come to school in their School PE kit and will remain in it all day

#### Hygiene and Infection Control Measures

- There is no need for staff or pupils to wear PPE clothing – masks or gloves, for example – other than when dealing with any first aid issues
- On arrival, pupils will have their temperature taken at the school gate and will then go straight to their classroom to wash their hands
- Pupils and adults wash their hands regularly – every hour, where possible
- Each class has been allocated a separate toilet block. Toilets will be cleaned several times throughout the school day, and then after school
- Sharing of resources is kept to a minimum and where necessary, shared equipment is cleaned straight after use (eg: playground or PE equipment)
- Classroom furniture, door handles/push plates, computer keyboards and other surfaces are cleaned regularly throughout the day
- Soap and water, hand sanitiser, paper towels and bins with lids are readily available throughout the school site
- At Beckley, the school will be deep cleaned after school every day

## Pick-Up/Drop-Off, Playtimes, Lunchtimes and Movement Around the School

- Staggered times for pick-up and drop-off - at Beckley, this has been organised alphabetically, to assist families with more than one child in school
- Where needed, schools re-organise how pick-up and drop-off takes places, so as to maintain social distancing as best as possible (At Beckley, we have a one way system for parents coming into the playground and leaving through the field or side with marked areas for queueing, etc.)
- One-way system in corridors (where appropriate) to avoid crossing, although some crossing is almost inevitable and is not seen as a serious problem, so long as it is kept to a minimum
- Playtimes and lunchtimes are staggered for each class bubble
- At Beckley, pupils having packed lunches will be eating in their own classrooms. Pupils having hot meals will eat in the school hall – two classes at a time, but socially distanced

## Pupil or Staff with COVID-19 Virus Symptoms

- Before the re-opening of the school, all staff will be fully briefed on the procedures to follow in any such situation.
- The school will follow the protocols issued by the local authority (East Sussex County Council)
- If a person is SUSPECTED of having the virus:
  - The person will be immediately isolated from the remainder of the school and arrangements made for them to be sent home as soon as possible. Adults in contact with the person will wear PPE
  - The person will be advised to follow the Gov Stay-at-Home guidelines)
  - The person will be strongly advised to get tested for the virus
  - All protocols followed will be directly in accordance with those issued to schools by East Sussex County Council
- If a person is CONFIRMED to have the virus
  - The school will contact Public Health England and the ESCC
  - Parents will be informed and all children who have been part of the same bubble as the person tested 'positive' will be sent home to self-isolate for 14 days
  - The personal details of the person will NOT be published
  - Other members of the household of any person sent home, or people in other bubbles at school DO NOT need to self-isolate
- If the school has two or more confirmed cases within 14 days, the school will be closed, according to Public Health England advice to the school

All of our planning and arrangements are based upon the guidelines sent to schools by the Department for Education and East Sussex County Council. We have submitted extensive risk assessments, using the template created by ESCC and a recovery plan, all of which have been approved by our Governors