

WHAT MEASURES ARE IN PLACE TO MAINTAIN STAFF AND PUPIL SAFETY?

In School, preventing the spread of coronavirus involves dealing with direct transmission (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches have been employed to reduce risk of transmission of infection.

In our school, these include:

- minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend school
- cleaning hands more often than usual – pupils and staff are wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly
- ensuring good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach
- cleaning frequently touched surfaces often using standard products, such as detergents and antibacterial spray
- minimising contact and mixing by keeping children in very small groups (bubbles) throughout their time in school.
- keeping pupils and staff in the same small group at all times each day
- assigning teacher(s), support staff and welfare staff to each group and, as far as possible, these will stay the same during the day and on subsequent days.
- keeping groups in the same classroom or area throughout the day, cleaning at midday and a thorough cleaning of the rooms at the end of the day. Children sitting at desks will sit at the same desk each day.

HOW WILL THE SCHOOL BE ABLE TO MANAGE 2 METRE SOCIAL DISTANCING INCLUDING IN THE PLAYGROUND? IS THIS A REASONABLE EXPECTATION FOR CHILDREN OF THIS AGE?

Unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to schools, the Department for Education has taken this into account. In line with DfE guidance the school has put the following measures in place to lower the risk of transmission:

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good respiratory hygiene practices
- regular and thorough cleaning of school including sanitising door handles and work surfaces.
- minimising contact and mixing of pupils and staff
- regularly reminding the children of appropriate social distancing
- reinforcing clear expectations for older pupils who are able to socially distance from their peers and teachers
- assigning parts of the playground to groups of children
- keeping each class separate at all times each day

WILL IT BE SAFE FOR MY CHILD TO RETURN TO SCHOOL?

We are closely following guidance from the Department for Education, Staff Unions and the Local Authority to ensure that strict measures are in place to reduce the risk of Covid19 transmission in School. Whilst the risk cannot be completely eliminated, we will continue to re-visit our risk assessment and apply any updated guidance to our daily routines in order to actively reduce risk. If at any time the Government, Local Authority or Staff Unions, feel that it is no longer safe for pupils to be in school, or for additional pupils to be in school we will take appropriate action. Each school, child and family is different and there is not a “one size fits all” model. It is therefore the decision of each parent, taking into account the needs of their child, to decide whether they should or should not send their child to school and the school will respect their wishes.

HOW WILL MY CHILD’S MENTAL AND EMOTIONAL HEALTH BE ADDRESSED?

The emotional and mental health of our pupils is of paramount importance to us and this is something we will address within our groups. We will allow time and space for discussion and allow children to find ways of expressing themselves in a variety of mediums. We will utilise online learning tools and strategies as well as recommended resources as directed by the government and Local Authority.

CAN MY CHILD BE TESTED IF THEY DEVELOP SYMPTOMS?

If a pupil becomes unwell with a new, continuous cough or a high temperature in School, the parent/carer will be contacted, requested to take the child home and advised to follow the COVID-19 guidance for households with possible coronavirus infection guidance.

If a child is awaiting collection, they will be moved to an area where they can be isolated behind a closed door. Appropriate adult supervision will be in place.

All staff and children who are attending an education or childcare setting have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario and follow the most recent government guidance in place at the time.

WHAT MEASURES HAVE BEEN PUT IN PLACE TO KEEP MY CHILD SAFE IN SCHOOL?

The government guidance recommends that all children in school must remain in their own class “bubbles” and should have no contact with pupils from another class. Adults can move between classes/bubbles but should keep a 2-metre distance from any other adult or child outside their bubble. This has meant that we have had to implement staggered playtimes and lunch breaks, limit movement around the corridors, postpone all after-school activities and move to class assemblies rather than whole-school assemblies. We are going to try to have at least two whole school Zoom assemblies each week, with one of those being the Family Worship and Awards Assembly. Parents will also be able to access this.

WHAT TIME SHOULD MY CHILD ARRIVE IN SCHOOL?

Pupils will need to avoid contact with other year groups when entering and leaving the school building. Rather than implementing a structured staggered start, with each class starting at a specified time, we have decided that we will trial an informal drop off and collection.

Dropping off routine

Children can arrive in school between 08:45 and 09:00. Parents should drop children at the gate where a member of staff will greet them and direct them to their classroom. They will need to head directly to class. Class teachers will set up morning activities for them to complete prior to the register at 9am. I am hoping that we can make this informal routine work, as I think it will be more helpful for working parents. For this to be effective, we will need to ensure that we respect social distancing and avoid gathering at the gate. I also ask that only one parent accompany their child to school please. Older pupils who make their own way to school can continue to do so. Pupils who attend Early Bird Club will be taken straight to class by a member of staff.

Collection routine

Children can be collected between 15:15 and 15:30. We have set up class-specific collection points around the playground. These are well signed and are identified on the attached plan. Parents will be able to access the playground from 15:15 and should wait by their child's collection point. A member of staff will send children out as soon as they see their parent arrive. Children will leave from their external classroom door, with the exception of Year 1 who will enter and leave school via the hall doors and Year 2 who will enter and leave via the corridor door beside their classroom. Parents of EYFS pupils should gather at the back of school by the EYFS play area, parents of Year 4 pupils should gather in the designated area of the car park and all other year groups should meet at their designated collection point on the playground. If you have more than one child to collect, you should collect your youngest child first and keep them close to you whilst you make your way to the next collection point. Again, if this is going to work and congestion is going to be avoided, we need parents to leave the school premises as soon as they have collected their children. Please resist the temptation to socialise on the playground.

A strict one-way system has been put in place to avoid congestion at the school gates. People entering the playground should do so via the single pedestrian gate as usual and should keep left between the new goal posts and the hedge. Parents should leave the playground via the double gates and through the carpark, passing between the hall and the new goal posts. It is well signed and staff will be on hand to direct you. I'm sure it will make a lot more sense when you see it in action! We have also implemented a one-way system to and from the nursery and EYFS classroom. Those arriving in school should use the gated path and should leave through the car park. With this in mind, it is even more important that the car park is restricted to staff members only so that vehicles are not entering and leaving as children pass through the car park.

WHAT IF I NEED TO COLLECT MY CHILD EARLY?

If your child needs collecting early, for a doctor's appointment for example, please notify the school office and we will make arrangements for your child to be brought to the main door for collection.

WILL I BE ABLE TO SEE MY CHILD'S CLASS TEACHER?

It is with great regret that we have had to rethink our "open door policy". Sadly, parents will not be able to pop in to see a teacher at the start or end of a day for the time being. Instead, we ask that you contact your child's class teacher by email in the first instance. Email addresses are listed on the class pages of the school website. Staff will aim to respond within the day. If you have an urgent concern, please telephone the school office and leave a message and a contact telephone number. General enquiries can be handled by the office.

WHAT ABOUT OTHER VISITORS TO SCHOOL?

We will greatly reduce the number of visitors to school. We will not be using sports coaches to cover teacher non-contact time during the first half term and will do everything we can to avoid the use of short-term supply teachers, covering any absences in-house where we can. Any other visitors, including from the Diocese, Lancashire County Council and the School Governors, will be kept to

essential meetings only and by appointment only. Wherever we can, we will use telephone contact or zoom meetings in order to limit footfall through school.

WHAT HAPPENS IF A CHILD IN SCHOOL DEVELOPS CORONAVIRUS (COVID 19) SYMPTOMS?

In accordance with the Department for Education guidance - Guidance for full opening: schools:

Please note - the following guidance is correct as of the 10th September update.

Pupils or staff who develop symptoms (new continuous cough, high temperature, loss or change to your sense of smell or taste), or who have someone in their household who does should self-isolate for 14 days and should not attend school or work.

- pupils or staff who have tested positive in at least the last ten days, should not attend school.
- anyone developing symptoms during the school day should be isolated immediately and sent home and advised to follow [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#), which sets out that they should self-isolate for at least 14 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19)
- If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating. **HOWEVER** – if someone has been told to self-isolate because they have been in close contact with a **confirmed Covid case**, they **MUST** self-isolate for the full 14 days, even if a they have a negative test result.
- If someone tests positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10-day isolation period from the day they develop symptoms.
- If someone tests positive, they should follow the [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#) and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

Further guidance is available on [testing and tracing for coronavirus \(COVID-19\)](#)

Please note that once a person has had a Covid test, their entire household MUST self-isolate until they have a result, even if they no longer have symptoms.

WHAT HAPPENS IF A MEMBER OF STAFF OR A PUPIL IS TESTED POSITIVE FOR CORONAVIRUS (COVID 19)?

If a member of staff or a pupil tests positive, the school will contact the local health protection team who will carry out a rapid risk assessment to confirm who has been in close contact with the infected person. Identified persons must self-isolate. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has

tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- travelling in a small vehicle, like a car, with an infected person

Following this advice would therefore mean that the bubble (in our case, class) that the infected person is in would need to self-isolate and would not be able to return to school for 14 days.

Anyone who had shared a car with that person would also need to self-isolate, as would any member of the infected person's household.

We have made sure in school that our bubbles are kept apart so that the following scenarios can be applied:

Scenario 1 - Johnny in Year 1 tests positive, he has no siblings in school:

- Johnny and his entire household need to self-isolate for 14 days. Every adult and child in Year 1 needs to self-isolate for 14 days. They do not need to book a Covid test and other members of their family do not need to self-isolate unless of course that child also develops symptoms. Every other class would continue in school as normal. Track and Trace would speak to Johnny's family and would contact anybody who had been in close contact with Johnny.

Scenario 2 – Bobby in Year 3 tests positive, he has a sister, Mary, in Year 4. She is symptom-free:

- Bobby and his entire household, including Mary in Year 4 need to self-isolate for 14 days. Every adult and child in Year 3 needs to self-isolate for 14 days. They do not need to book a Covid test and other members of their family do not need to self-isolate unless of course that child also develops symptoms. Children in Year 4 do not need to self-isolate unless Mary also begins to show symptoms. Every other class would continue in school as normal. Track and Trace would speak to Bobby's family and would contact anybody who had been in close contact with Bobby.

Scenario 3 – A staff member in Year 5 tests positive, he or she has not been in contact with any other class in school:

- The staff member and their entire household needs to self-isolate for 14 days. Every other adult and child in Year 5 needs to self-isolate for 14 days. They do not need to book a Covid test and other members of their family do not need to self-isolate unless of course they also develop symptoms. Every other class would continue in school as normal. Track and Trace would speak to the staff member and would contact anybody who had been in close contact with them.

Scenario 4 – A staff member in Year 2 tests positive. The staff member has also been working in Year 1 but has adhered to the school risk assessment and has therefore maintained a two metre distance and /or worn a face visor whilst in Year 1 . We can therefore be sure that Year 1 remains unaffected:

- The staff member and their entire household needs to self-isolate for 14 days. Every other adult and child in Year 2 needs to self-isolate for 14 days. They do not need to book a Covid

test and other members of their family do not need to self-isolate unless of course they also develop symptoms. Every other class, including Year 1, would continue in school as normal. Track and Trace would speak to the staff member and would contact anybody who had been in close contact with them.

Scenario 5 – Kathy in Year 4 tests positive. She also attends Breakfast or After School Club:

- Kathy and her entire household, including any siblings in school, need to self-isolate for 14 days. Every adult and child in Year 4 needs to self-isolate for 14 days. Every adult and every child in her Breakfast or After School Club bubble would also need to self-isolate. They do not need to book a Covid test and other members of their family do not need to self-isolate unless of course that child also develops symptoms. Children who share a class with the members of Kathy's Breakfast and After School Club bubble do not need to self-isolate unless any of those children also begin to show symptoms. Every other class would continue in school as normal. Track and Trace would speak to Kathy's family and would contact anybody who had been in close contact with her.

Scenario 6 – Mrs Goodwin tests positive. She is EVERYWHERE in school but has adhered to the school risk assessment and has therefore maintained a two metre distance from anyone and /or worn a face visor when leaving her office:

- Mr and Mrs Goodwin and anyone in their household or social bubble (Annabelle for example) needs to self-isolate for 14 days. Mrs Higham may need to isolate for 14 days as she does work in close proximity to Mrs Goodwin. We would take advice from the Health Protection Team on this at the time. No other adult or child in school (other than Annabelle) would need to self-isolate and the school would continue as normal. Track and Trace would speak to Mrs Goodwin and would contact anybody who had been in close contact with her. If Annabelle began to display symptoms then Scenario 1 would apply.

I hope that this serves to set your mind at rest, and gives you some information about how a positive case is handled *at the moment*. The bottom line is that any positive case will be reported to the Health Protection Team and we would follow their advice to the letter. It is really just a case of applying the rule of 1 – anyone who has been one step from an infected person MUST self-isolate. If they are 2 steps from that person, they don't need to self-isolate.