



COVID-19 Headline Actions

Wednesday 20th May 2020

- a) Endorsed adoption of The Risk Assessment as outlined in Appendix 1
- b) Staggered start to the school start and end time of the day
- c) Friday, 12.30pm end of day to best manage PPA and additional thorough school cleaning time
- d) Begin assessment for the introduction of Nursery pupils in week 2
- e) Amendments to the schools behaviour policy to reflect the adaptations of the schools Risk Assessment
- f) Endorsed adoption of 'Staff Principles' as advised by the DFE
- g) Endorsed adoption of 'Parent/Carer Principles' as advised by the DFE

Behaviour Principles for pupils

Areas schools may wish to add to their behaviour policy are:

- following any altered routines for arrival or departure
- following school instructions on hygiene, such as handwashing and sanitising
- following instructions on who pupils can socialise with at school
- following moving around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)
- expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands
- tell an adult if you are experiencing symptoms of coronavirus
- rules about sharing any equipment or other items including drinking bottles
- amended expectations about breaks or play times, including where children may or may not play
- use of toilets
- clear rules about coughing or spitting at or towards any other person
- clear rules for pupils at home about conduct in relation to remote education
- rewards and sanction system where appropriate
- Home alone children must go straight home after school. No loitering or waiting for friends after school, particularly if they are not in the same 'Bubble' group.

Principles for staff

1. Do not come to work if you have coronavirus symptoms, or go home as soon as these develop (informing your line manager), and access a test as soon as possible.
2. Clean your hands more often than usual - with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
3. Use the 'catch it, bin it, kill it' approach.
4. Avoid touching your mouth, nose and eyes.
5. Clean frequently touched surfaces often using standard products, such as detergents.
6. Think about ways to modify your teaching approach to keep a distance from children in your class as much as possible, particularly close face to face support (noting that it's understood that this is not possible at all times, which is why hygiene and hand cleaning is so important).
7. Consider avoiding calling pupils to the front of the class or going to their desk to check on their work if not necessary.
8. Help your class to follow the rules on hand cleaning, not touching their faces, 'catch it, bin it, kill it' etc. including by updating your classrooms displays with posters.
9. Prevent your class from sharing equipment and resources (like stationery).
10. Keep your classroom door and windows open if possible for air flow.
11. Adhere to the timetabled slots for your class to wash their hands and use the toilet
12. Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms.
13. Enable the usage of the staffroom for a maximum of 2 staff members at any one time.
14. Make sure you've read the school's updated behaviour policy and know what role in it you're being asked to take.

Accessing Education Principles for Parents and Carers

1. Do not bring or send your child to school if they have coronavirus symptoms, and access a test as soon as possible.
2. Should the school contact you raising concerns for your child's health, specifically related to coronavirus symptoms, make arrangements for the immediate collection of your child, who will remain isolated until you arrive.
3. Promote the regular cleaning of hands more often than usual - with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered, at home.
4. Promote the 'catch it, bin it, kill it' approach.
5. Promote the avoidance of touching your mouth, nose and eyes.
6. If your child 'Goes home alone' actively promote that they do so with no loitering or waiting for their friends. Particularly if they are not in the same 'Bubble' group.
7. Leave the area (school gates) as soon as you have dropped your child/ren off at school.
8. Do not attempt to access the school grounds without prior invitation from school staff. Instead, access the school by calling or emailing the administrative team.