

Overview of safety measures and protocols in place in the event of initiating our COVID outbreak management plan

In the event of an outbreak in school, we will revert to the safety measures we had in place during academic year 2020-2021. We will reintroduce bubbles, staggered starts, breaks, lunches and finish times etc.

All procedures will be explained and specifically taught to the children upon initiation of our COVID outbreak management plan.

EYFS will operate in a year group bubble.

Y1 will operate in a year group bubble for all lessons and social times.

Y2 will operate in a class bubble for all lessons apart from phonics lessons and will operate in a class bubble for social times.

Y3 – Y6 will operate in class bubbles at all times.

Children will be allocated a specific desk to work at.

SEND interventions and provision will operate as normal.

Handwashing facilities and hand sanitiser are available in all classrooms. In other communal areas, where there are no sinks, hand sanitiser will be available.

Children will wash their hands upon entry to the site, after breaks, before and after eating, and before leaving. They will also wash their hands after sneezing or coughing and before and after going to toilet. Posters which remind children of the correct way to carry out handwashing are positioned in all classes above the sink area and in the toilets.

Children will be encouraged not to touch their mouth, eyes or nose. Posters will be situated around school to reinforce this message.

Tissues are available in all classrooms.

Children will be taught to use a tissue or their elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it'). Posters have been placed all around key areas of school to remind children of the 'Catch it, Bin it, Kill it' routine.

All classrooms contain bins with lids for tissues to be disposed of.

Doors in corridors and classrooms will be propped open (where safe to do so) to limit the use of door handles and aid ventilation (taking fire regulations and safeguarding into consideration).

Children will not routinely be allowed to visit the toilet during lessons, however, should the need arise they will be supervised when going to the toilet by a member of staff.

Classroom windows will be open where possible to aid ventilation.

All children will be provided with the necessary equipment on their desks at the beginning of each day, there will be no sharing of resources if at all possible. Any resources shared, must only be shared within a bubble and must be thoroughly cleaned before the next group uses it or it should be stored away and not used by another group until 48 hours have past (72 hours for plastics).

Children must bring a water bottle to school each day.

Children will not be provided with jugs of water and cups in the dining hall, therefore they must take their water bottles with them to the dining hall at lunchtimes.

KS2 children will need to bring a healthy snack to school. No crisps, chocolate or biscuits allowed and please ensure snacks do not contain nuts. EYFS and KS1 children will be provided with a snack.

Children will be permitted to bring lunchboxes but it is preferable to bring lunches in a disposable container to reduce the number of items coming from and to school.

A reduced menu will operate. There will be the option to order a packed lunch, a jacket potato with a choice of filling or a hot meal (only one option of hot meal on offer).

A trigger spray cleaning solution and fresh cloth will be provided to all teaching staff each day in order to periodically wipe down surfaces and high contact points (light switches, door handles etc.) during the day.

Each area used will be thoroughly cleaned at the end of the day.

Should any child require intimate care (toileting accident etc.) the member of staff should wear PPE and follow the safety advice as follows:

- a) Establish a side view when changing not facing
- b) Ensure good ventilation within the room
- c) Wear protective clothing: plastic apron, gloves, (we have face masks and a visor for use too)
- d) Position yourself so you are standing at the 'head end' looking down – not the 'bottom end' looking up.
- e) Wipe away from you and put contaminated items in a bag straight away
- f) Ensure good hand washing after changing
- g) Ensure good decontamination of the area afterwards

Children will remain in their planned groups and will not mix with children in other groups.

Staggered start and end times will be used and each group will have an allocated entrance/exit (see separate timetables). Children should arrive on time, not early or late. If a child arrives too late to enter school along with their bubble, they may be asked to return to school once all the other bubbles of children have been safely admitted into school.

Staggered lunch and breaks will be implemented to prevent bubbles from mixing at social times.

Each playground will be zoned and only one group of children will occupy a zone at any one time in order to ensure that groups do not mix with each other.

Groups of children will line up at the start and end of the day, outside their designated entrance/exit. It is not possible to keep the children 2m apart in these lines but children will be instructed to face forwards whilst lining up.

Outdoor play equipment provided to the children (balls, skipping ropes etc.) at lunch times must be cleaned thoroughly before being used by another group.

Staff will be encouraged to eat their lunches within their classrooms. Staff may use the staff room as long as they can strictly adhere to the 2m social distancing rule and their breaks and lunchtimes are also staggered.

Unnecessary furniture will be removed from classrooms to allow more room to space out desks.

Teachers will wash/sanitise their hands and surfaces before and after handling pupils' books.

PE equipment must be thoroughly cleaned and disinfected before storing away or being used by another group.

Only medication which has been prescribed by a doctor to be given 4 times a day will be administered to children whilst at school (other than Epi Pens) and a form must be completed by the parent.

Posters will be put up all around school to remind children to remain 2m apart (when they can) and not to touch their face.

If iPads are used, these should not be shared and should be sanitised before being used by another child and before putting back on charge.

Visitors will only be allowed on to the premises if they have made an appointment which has been approved by the headteacher, have proof of a negative lateral flow test taken on the day of the visit and contact details will be recorded.

All staff and parents will be required to wear a face covering when in communal areas (corridors/playground etc.).

We will follow all advice given to us by our local health protection team.