

Ashford CE Primary School
Covid-19 Risk Assessment -
Version 2 October 2021

Staying COVID secure as we move to Step 4 of the roadmap-

“As the country moves to Step 4 of the roadmap, the government will continue to manage the risk of serious illness from the spread of the virus. This marks a new phase in the government’s response to the pandemic, moving away from stringent restrictions on everyone’s day-to-day lives, towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk. As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people’s education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for two doses by mid-September. Our priority is for you to deliver face-to-face, high quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health. We have worked closely with the Department of Health and Social Care (DHSC) and Public Health England (PHE) to revise this guidance.” DFE Operational Guidance

We recognise the risk posed by Coronavirus (COVID-19) to our staff, pupils, families and whole school community. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.

- We will ensure, as far as is reasonably practicable, the Health, Safety and Well-being of our staff and pupils.
- We will share this Risk Assessment and its findings with employees and consult on its contents.
- We will continue to comply with all relevant Health and Safety Legislation.
- This risk assessment will be reviewed and updated periodically in line with the Government’s position, advice from SCC or the LDBS, OR when local rate of infection deems it necessary to be reviewed.
- We will prioritise the delivery of face-to-face high-quality education
- We will minimise disruption to children’s education as far as possible
- Will keep momentum with educational provision in the event where remote provision maybe required.

This risk assessment document has been created using the following documents and advice:

SCC

[Surrey County Council local outbreak control plan.](#)

LDBS

Surrey Alliance for Excellence

- [Actions for early years and childcare providers during the COVID-19 pandemic](#)
- [Guidance for parents and carers of children attending out-of-school settings during the coronavirus \(COVID-19\) outbreak](#)
- [Schools COVID-19 operational guidance](#)
- [Protective measures for holiday or after-school clubs and other out-of-school settings for children during the coronavirus \(COVID-19\) outbreak](#)
- [What parents and carers need to know about early years providers, schools and colleges during COVID-19](#)
- [COVID-19: guidance for children's social care services](#)

- [Contingency framework: education and childcare settings - GOV.UK \(www.gov.uk\)](#)

- [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](#)

- [Guidance on protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK \(www.gov.uk\)](#)
- [Managing coronavirus \(COVID-19\) in education and childcare settings](#)
- [Health and safety: responsibilities and duties for schools](#)

Four areas included in this Risk Assessment

1. Prevention
2. Response to infection
3. Curriculum and Pastoral Support
4. A culture of Health and Safety

Category of Risk	Area of Risk	Risk Level	Mitigation	Who	Risk Level	Risk Status
1. Prevention	Pupils, families or staff maybe unaware of the symptoms of Covid-19 and may present on the premises.	High	All families and staff will be made aware of the symptoms of Covid -19 and current advice. These will be communicated separately and displayed at entrance and exit points. It will reinforce the message that they must not attend school. This will include those who have tested positive in the last 10 days. https://www.nhs/conditions/coronavirus-covid-19/	SLT	High	Monitor
	Parents will be reminded of the need to report a positive case to the school's email address. info@ashford-primary.surrey.sch.uk		Admin Team			
			Information regarding symptoms will be on the school website.	JW		
			Provide families with absence guide to support differentiating between Covid and non-Covid symptoms: <ul style="list-style-type: none"> a new, continuous cough (coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours, if you usually have a cough, it may be worse than usual) a high temperature (hot to the touch on chest or back). 	Admin Team		
	Unable to contact parent if child is unwell in school with Covid symptoms.	High	Parents asked to update their contact information if they have recently changed their details.	Admin Team	Medium	Continue to monitor
			Continue with monitoring of this information.	Admin Team		

	<p>Poor hand hygiene may lead to increased risk of the virus spreading.</p>		<p>Pupils and staff must clean their hands on entry into the building and when having snack and returning from breaks during the day. They should use hand washing stations or hand sanitisers. Children should sanitise as they leave for home at the end of the day.</p> <p>Admin team to make staff aware of any pupils who cannot use sanitiser for medical reasons or through parental choice.</p> <p>Continue with the 'catch it, bin it, kill it' approach.</p>	<p>All staff</p> <p>Admin Staff/teachers</p> <p>All staff</p>		<p>Continue to monitor</p>
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			<p>The e-Bug COVID-19 website contains free resources to encourage good hand and respiratory hygiene.</p> <p>All staff to wash their hands as they arrive at school each morning, before they begin work</p> <p>Ensure that the use of hand sanitisers are monitored and supervised especially in those of younger children.</p> <p>These habits to continue to be part of the daily school timetabling routine as a daily expectation.</p> <p>All pupil bathrooms to have posters to teach good hand washing routines. Signs on back of doors in bathrooms to remind all to wash their hands on exit.</p>	<p>All staff and AF for PHSE</p> <p>All staff</p> <p>EYS team</p> <p>All staff</p> <p>All staff</p>		
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	Poor respiratory hygiene may lead to increased risk of the virus spreading.		<p>All rooms to be supplied with tissues and stock levels regularly monitored.</p> <p>Pupils taught the habits of 'catch it, bin it, kill it.'</p> <p>Tissues to be disposed of in a lidded bin and these emptied daily.</p>	<p>Caretakers</p> <p>All staff</p> <p>Teachers/Caretakers to ensure</p>		Continue to monitor
	If regular cleaning, particularly of frequently touched surfaces, is not maintained the risk of the virus spreading is increased.		<p>High risk surfaces are regularly cleaned using in class cleaning equipment. Cleaning team will wear gloves.</p> <p>Regular 'touch' areas included in cleaning plan and resources allocated such as wipes for these areas eg: phones, etc. cartake5rs to continue cleaning touch points throughout the day – banister on stairs etc</p> <p>High touch areas in classrooms to be cleaned down twice daily. Cleaning resources deployed to ensure 'live' cleaning takes place during the school day.</p>	<p>Caretakers to ensure adequate in class supplies</p> <p>Caretakers/SBM</p> <p>Caretakers and all staff</p>		completed

			<p>There is a continued increased commitment to cleaning over the school week, particular of areas frequently touched e.g. toys, desks, chairs, doors, sinks, toilets, light switches.</p>	All staff		Continue to monitor
	School policies may not support new or adapted measures within this risk assessment.		<p>Review and update all related health and safety policies/ school risk assessments with Covid-19 addendum.</p> <p>Monitoring of related policies including this risk assessment to become a regular standing item with SLT and report to FGB.</p>	<p>SBM/ SLT</p> <p>SBM/SLT</p>		Continue to monitor

	<p>As groups are allowed to mix there may be an increased risk of an outbreak of COVID 19</p>		<p>Continue with a cautious approach within school to mixing – consider worship remaining in class for whole school worship and review over first few weeks.</p> <p>Meet the teacher to be virtual</p> <p>Consult with the local health protection team in the event of an outbreak. (several reported within a 14 day period)</p> <p>Prepare to return to bubbles/reduced contact if deemed necessary by local health protection team following an outbreak.</p> <p>Staggered breaks are no longer necessary however adults will ensure that corridors are not overcrowded, and children walk in an orderly manner ensuring that risk is low.</p> <p>Staggered start and end of day times are no longer necessary however, encourage parent to continue distancing and continue minimal number on site to reduce crowding.</p> <p>School’s staffroom will be used in a staggered way as return to 2 lunch sittings.</p>	<p>SLT</p> <p>SLT and staff</p> <p>All staff</p> <p>All staff</p> <p>All staff</p> <p>All staff</p> <p>All staff</p>		
	<p>There may be an increased risk of transmission in areas of the school that are less well ventilated</p>		<p>Any areas less well ventilated to be identified and measures put in place to improve fresh air flow (for example Manatees Intervention area improve ventilation by leaving external doors open during lesson times)</p>	<p>Caretakers/All staff</p>		

			<p>In all areas ventilation will be prioritised and where weather conditions allow windows will remain open. These will be closed by the adult responsible for the room before they leave at the end of the day.</p> <p>CO2 monitors and guidance for their use will be provided to the school during the Autumn term.</p> <p>Water fountains may be used to fill water bottles but not for direct drinking from.</p>	<p>All staff</p> <p>SBM</p> <p>All staff</p>		
	That there may be a cumulative aerosol transmission from both those performing in and attending events that is likely to create risk of the virus spreading.		Ensure areas are well ventilated, for example keeping all windows open and hall doors open during performances. Children and adults to sanitise hands before and after events.	SLT		
	Staff may be asymptomatic and at risk of spreading COVID 19 unknowingly		<p>Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for Covid-19.</p> <p>Staff to continue to take twice weekly LFD tests from return to school in September. It is not recommended that primary aged children participate in LFD testing.</p> <p>Adults to continue to be mindful of social distancing and the safety of others</p> <p>To ensure adequate staffing ratios all staff will be surveyed to check on their vaccination status and the likelihood of their needing to self-isolate if contacted by T&T.</p>	<p>All staff</p> <p>All staff</p> <p>All staff</p> <p>SBM/SLT</p> <p>All staff</p>		Continue to monitor

			<p>School environments to be in line with school's ethos and learning culture but be tidy and clutter free.</p> <p>Staff who report a member of their household has tested positive will be advised to take a PCR test. If they meet the criteria for <u>not</u> isolating then they can continue to work but should be cautious in their contacts – avoid the staffroom and wear a mask around the building. Staff in this situation will be strongly advised to take a LFT everyday for the 10 day period.</p>			
	Face coverings and adults in school		<p>Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas. However, any member of staff can choose to wear a mask or visor.</p> <p>The government has removed the requirement to wear face coverings in law but expects and recommends that he are worn in enclosed and</p>	All Staff		
				All Staff		

			<p>crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to schools.</p> <p>If there is an outbreak in school, Public Health England may advise that face coverings should temporarily be worn in communal areas or classrooms (by staff and visitors, unless exempt).</p> <p>In these circumstances, transparent face coverings (visors), which may assist communication with someone who relies heavily on lip reading, clear sound or facial expression to communicate, can also be worn. Transparent face coverings may be effective in reducing the spread of Covid-19, however, the evidence to support this is currently limited.</p> <p>Face coverings (whether transparent or cloth) should fit securely around the face to cover the nose and mouth and be made with a breathable material capable of filtering airborne particles.</p>			
	<p>Visitors and contractors may be unaware of the school procedures related to this risk assessment.</p>		<p>Visitors will continue to be given a leaflet which covers school arrangements and encouraged to wear a mask whilst in the building.</p> <p>Visitors/contractors to register their visit to site.</p>	<p>WP to adapt current visitor leaflet</p> <p>Admin Team</p>		

	<p>Pupils, staff and parents may be unaware of the changes made to the guidance to support the move to step 4 of the road map</p>		<p>Staff- consult with staff on the basis of this risk assessment- shape the contents of the risk assessment based on the DFE Schools coronavirus operational guidance and staff concerns/ questions and suggestions.</p> <p>Parents – share the risk assessment with parents via a link to the school website where this will be sited.</p> <p>Create a parent friendly overview/ visual to summarise the key changes.</p> <p>Pupils- share any changes to the running of the school day and the ways in which we keep each other safe.</p>	<p>SLT</p> <p>SLT & Admin team</p> <p>SLT</p> <p>Class teachers</p>		
	<p>Someone has recently travelled to a country/ area on the red list and as a result needs to quarantine (Red List countries reduced from 11.10.2021) – Rules need to be checked regularly</p>		<p>This must be disclosed to the school and that the national guidance, relevant at the time, for quarantine must be applied.</p> <p>The pupil will be able to access provision via remote learning offer.</p> <p>Parents to inform school of any travel abroad and follow guidance for quarantine on return e.g. From a red list country quarantine at home for 10 days, Covid19 tests to be taken on days 2 and 8 after arrival back in the UK</p> <p>Staff will need to be available to work in school during term time so need to take quarantine arrangements into account before booking travel.</p>	<p>Parents</p> <p>Class teacher</p> <p>Admin Team to share with SLT and class teachers as this information is received.</p> <p>All staff</p>		

2. Response to Infection	<p>If pupils or staff present as unwell with Covid symptoms the risk of infection will be high</p>		<p>Advice sought from SLT/Admin team to assess condition and next steps. Teachers to check SIMs register for any update from parent which will be added by the Admin Team – e.g. child unwell over weekend has had a negative PCR therefore safe to be in school.</p> <p>If symptoms are displayed on site the member of staff or pupil will be sent home immediately and will subsequently receive the link to the current advice on isolation and guidance for isolation of other family members. https://www.gov.uk/government/publications/covid-19stay-at-home-guidance/stay-at-home-guidance-for-households-withpossible-coronavirus-covid-19-infection</p> <p>Pupil must wait in designated medical room or outside with greater ventilation. PPE may be worn by a member of staff in order to stay with the child if 2 meters distance cannot be maintained, such as a very young child or a child with complex needs. This person does not need to isolate unless requested by Test and Trace or they become symptomatic and should wash their hands thoroughly for 20 seconds after any contact with someone who is not well.</p> <p>If the child uses the toilet whilst waiting it must then be cleaned using standard cleaning products before used by somebody else.</p> <p>If in contact with an infected person, handwashing is essential as is a thorough clean of the room/ space where the pupil or member of staff has been.</p> <p>Handout provided to staff and families if symptomatic advising how to book a test.</p>	<p>All staff /Admin Team to ensure</p> <p>All staff</p> <p>SBM to monitor</p> <p>Caretakers</p> <p>Admin team, SBM, caretakers</p> <p>School office to advise</p> <p>Caretakers</p>		<p>Monitor</p>
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When the child has been collected the room must not be used again until it has been cleaned with standard cleaning products. See the [COVID-19: cleaning of non-healthcare settings guidance.](#)

In an emergency call 999

SLT / School Office / SBM

	<p>Other pupils are at risk of contracting COVID 19 if they have been in close contact with a positive case</p>		<p>Close contacts will be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</p> <p>Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be only a small number of individuals who would be at most risk of contracting Covid-19 due to the nature of the close contact.</p> <p>Children identified as close contacts will not be required to self-isolate but they will be contacted by Test and Trace and advised to take a PCR test.</p> <p>Current guidance suggests that contacts within a household of a person who has tested positive will not need to self-isolate unless told to do so by via NHS Test and Trace. Parents will be encouraged to take a pragmatic approach where a member of the household tests positive and cannot distance from other members within the household. In these case remote learning packs or access to resources on the website will be provided for all school pupils in the household.</p>	<p>School office</p> <p>Parents</p> <p>Parents/School staff</p>		<p>Monitor</p>
	<p>Support or first-aid has had to be given to a pupil who is displaying COVID-19 symptoms.</p>		<p>The staff member does not need to go-home/self-isolate, unless:</p> <ul style="list-style-type: none"> - The person delivering the treatment develops symptoms - Test and Trace require them to self-isolate -They test positive from a LFD test. 	<p>Staff member</p>		

	<p>There is a confirmed case of Covid19 reported to the school, over the weekend or during the evening, in a pupil who has been present in school.</p>		<p>Parents must notify school leaders that the pupil has tested positive via the school email address info@ashford-primary.surrey.sch.uk</p> <p>Where the child is well enough, remote learning provision will be put in place.</p> <p>SLT to monitor the number of cases across the school and if there are several cases with 14 days instigate the outbreak management plan in consultation with the local health team</p> <p>The responsibility to initiate contact tracing of close contacts will lie with NHS Test and Trace</p>	<p>Parents</p> <p>Class teachers</p> <p>SLT</p>		<p>Monitor</p>
	<p>If there are several confirmed cases there may be an increased risk of an 'outbreak' on the premises.</p>		<p>If there are 5 or more cases within 14 days, support from the local health team will be gained.</p> <p>Follow PHE advice which may include initiation of the outbreak management plan.</p> <p>If an outbreak is suspected, it may be necessary to revert to some measures previously in place for example reintroduction of bubbles, minimising use of shared spaces</p>	<p>SLT to co-ordinate</p> <p>SLT</p>		<p>Monitor</p>

	<p>The school is made aware of a positive case within a child's household</p>		<p>The whole household would be encouraged to self-isolate and follow the Covid 19 stay at home guidance https://www.gov.uk/government/publications/covid19-stay-at-home-guidance/stay-at-home-guidancefor-households-with-possible-coronavirus-covid-19infection However, families may follow the latest advice on instances where you do not need to isolate.</p> <p>Parents to contact the school via the school email address to allow remote learning provision to be put in place info@ashford-primary.surrey.sch.uk</p>	<p>Parents to inform school</p> <p>Class teacher to initiate remote learning</p>		<p>Monitor</p>
	<p>The school is made aware that the parent of a child is symptomatic and awaiting test results.</p>		<p>The whole household must self-isolate and follow the Covid 19 stay at home guidance https://www.gov.uk/government/publications/covid19-stay-at-home-guidance/stay-at-home-guidancefor-households-with-possible-coronavirus-covid-19infection</p> <p>Whilst waiting for test results, parents to contact school via the school email address to request home learning. info@ashford-primary.surrey.sch.uk</p> <p>If negative all children in the family may return to school. If positive the individual must self-isolate and they should follow PHE and NHS advice.</p>	<p>School office to advise</p> <p>Parents to inform the school</p> <p>Parents</p> <p>Parents/ household</p>		<p>Monitor</p>

3. Curriculum and Pastoral Support	Off site visits may not be aware of their duties with regards to government mitigation measures for Covid 19.		<p>Visit RA to outline measures that will be taken to reduce the risk of the spread of COVID 19</p> <p>Any off-site visits must seek their RA for Covid-19.</p> <p>Supply/ peripatetic/ sports/ trainees or other visitors, who work in more than one school, must follow the controls in each school and be provided with copies of the RA for each school they are in.</p>	<p>Class teachers / Educational Visits Leader</p> <p>Class teachers</p> <p>SLT</p>		Monitor
	The constraint of Covid-19 and the protective measures may limit the offer of a broad and balanced curriculum.		<p>In line with the government guidance, bubbles will be removed and mixing will no longer be limited/prevented. This will allow collaborative opportunities to be planned for and for worship to begin when SLT have assessed that this is practical and risks minimised.</p> <p>Music, dance and drama should continue to be taught. Live performances with an audience can be held. Where these are held ventilation will be a priority. These will involve an individual risk assessment which will take account of rates of infection in the area at the time of the performance.</p>	<p>SLT</p> <p>SLT</p>		Monitor
	Pupils may suffer the effects of prolonged non-contact from the school and their peers both in terms of their physical and mental health.		<p>Use of sports premium channelled into building physical stamina and endurance.</p> <p>The PHSE, RSE and RE policy to be constructed with staff and pupils to become the backbone of the curriculum delivery in creating a wellbeing golden thread to the curriculum.</p> <p>Extra-curricular activities to continue without Bubble. These will be planned with consideration of the current government guidance.</p>	<p>RP/SLT</p> <p>SLT/Well-being team/Subject Leaders</p> <p>SLT /Admin Team/All Staff</p>		

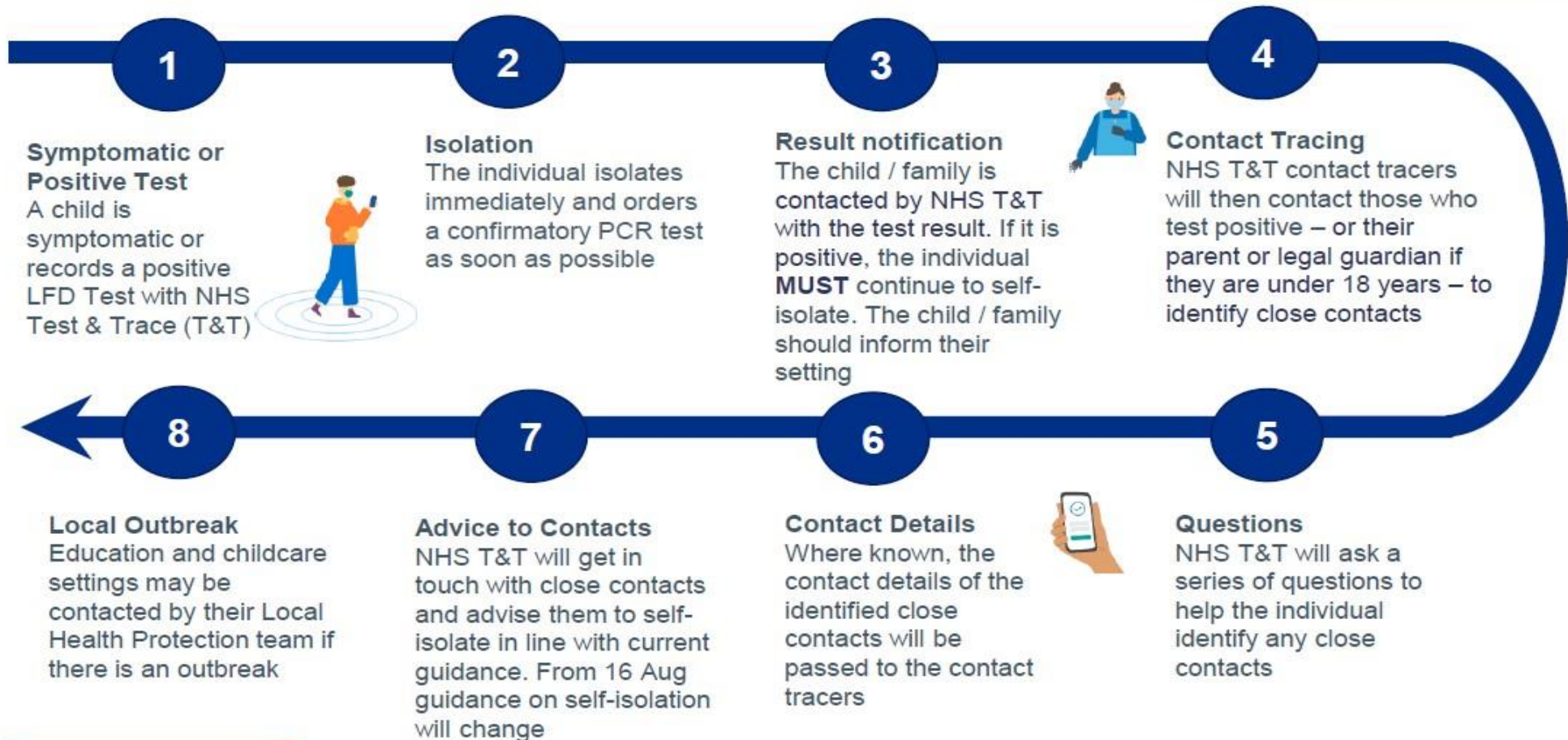
	The quality of education may be compromised if remote learning has to take place if a child is isolating.		<p>The School's Remote Education Policy will be adhered to in the event of a child isolating Information about this is published on school's website.</p> <p>Children will 'have access to a remote learning pack suitable to their year group/individual needs</p>	<p>Class teacher</p> <p>Class teacher</p>	
			They will receive educational provision of the quantity and quality that they would receive if on site at school.	Year group teams	

<p>4. A culture of Health and Safety</p>	<p>Any non-compliance with Health and Safety legislation may put staff and pupils at risk.</p>		<p>In accordance with all health and safety legislation, all known risks have been identified in this risk assessment.</p> <p>A culture of vigilance and compliance is essential so that all are responsible for ensuring the measures in this RA are active and the senior leaders and governors and Trust are accountable for monitoring this.</p> <p>Caretakers/SBM to conduct weekly monitoring under each section of this RA (except educationally provision based themes) and report this back to SLT.</p> <p>Senior leaders to conduct half termly monitoring to the educational aspects of this RA and report this back to FGB.</p>	<p>SLT</p> <p>All staff</p> <p>WP/SLT</p> <p>SLT</p>		<p>completed</p>
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Contact Tracing Journey

For children and young people in education and childcare settings

IMPORTANT: If, at any point, a student, pupil or staff member begins displaying symptoms they must follow government guidelines, order a PCR test and self-isolate.



Signpost to other advice:

- Support if you're off work while self-isolating: <https://bit.ly/isolatesupport>
- If you're worried about your health, visit <https://www.nhs.uk/> or call 111.
- Remote learning advice: <https://bit.ly/covidhomelearning>
- Printable [action list](#) for schools/colleges for children with symptoms

Contingency Plan in Case of an outbreak within the school

The following thresholds based on the Contingency Framework will be used by the school as an indication for when to seek public health advice if concerned. For most education and childcare settings, whichever of these thresholds is reached first:

- 5 children, pupils or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or
- 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period
- The school will call the dedicated advice service who will escalate the issue to the local health protection team where necessary and advise if any additional action is required, such as implementing elements of the school's outbreak management plan. The school will call the DfE helpline on 0800 046 8687 and select option 1 for advice on the action to take in response to a positive case.
- The contingency framework describes the principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual education and childcare settings – or a small cluster of settings – as part of their outbreak management responsibilities.
- Additional measures may be necessary to help mitigate an outbreak, extremely high prevalence in the local community, or when responding to variants of concern. This risk assessment includes additional temporary measures to be introduced as part of the school's outbreak plan, and this will be reviewed to reflect government guidance government's COVID-19 Contingency Framework and the Surrey County Council local outbreak control plan

The information below provides an outline of additional temporary measures but is not an exhaustive list. Should an outbreak occur the SLT will follow the advice of PHE and SCC and LDBS and will review other measures in addition to those listed to minimise risk to the school community.

<p>Temporary Additional Measures in the event of an Outbreak</p> <p>Face Coverings</p>		<ul style="list-style-type: none"> • Face coverings will temporarily be re-introduced in communal areas and classrooms for staff and visitors, unless exempt. • Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. • Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately. <p>In the event of an outbreak, <u>Contingency framework: education and childcare settings - GOV.UK (www.gov.uk)</u> to be referred to reimplement the use of face coverings</p>	SLT		Monitor
<p>Re-introduction of Bubbles</p>		<ul style="list-style-type: none"> • It may become necessary to reintroduce ‘bubbles’ for a temporary period, to reduce mixing between groups, as follows. • The number of contacts between pupils and staff is reduced. This is achieved through keeping groups separate (in ‘Bubbles’). The school will consider: <ul style="list-style-type: none"> • The layout of the school site; • The feasibility of keeping distinct groups separate while offering a broad curriculum <p>More information on groups can be found in COVID-19: <u>Guidance for full opening</u></p> • The school will assess their circumstances and look to implement ‘bubbles’ of an appropriate size, to achieve the greatest reduction in contact and mixing, without unduly limiting the quality or breadth of teaching, or access for support and specialist staff and therapists. 	SLT		Monitor

		<ul style="list-style-type: none"> • All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. • Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. Supply teachers, peripatetic teachers or other temporary staff can move between settings. They should ensure they minimise contact as much as possible from other staff. 			
<p>Timetabling and use of building</p>		<ul style="list-style-type: none"> • Large gatherings such as assemblies are avoided, and groups kept apart. • The timetable is revised to implement where possible: <ul style="list-style-type: none"> ○ Plan for lessons or activities which keep groups apart and movement around the school site to a minimum; ○ Maximise the number of lessons or classroom activities which could take place outdoors; ○ Staggered worship groups or class recorded worship; ○ Break times (including lunch) are staggered so that all pupils are not moving around the school at the same time; • Pupils use the same classroom or defined area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day. And are seated at the same desk; • Mixing within education or childcare setting is minimised by: <ul style="list-style-type: none"> ○ accessing rooms directly from outside where possible; 			<p>Monitor</p>

		<ul style="list-style-type: none"> ○ considering one-way circulation, or place a divider down the middle of the corridor to keep groups apart as they move through the setting where spaces are accessed by corridors; ○ staggering lunch breaks and pupils clean their hands beforehand and enter in the groups they are already in or pupils are brought their lunch in their classrooms; ○ The number of pupils using the toilet at any one time is limited; <ul style="list-style-type: none"> ● The use of shared space such as halls is limited and there is cleaning between use by different group. ● Consideration will be given to reverting to the staggering of start and end times for the school day. 			
Staffing (Shielding)		<ul style="list-style-type: none"> ● Shielding is currently paused but in the event of a significant outbreak individual risk assessments for staff who are on the shielded patient list will be reviewed to minimise risk and advice will be sought as to whether certain staff need to shield. ● Any member of staff who has any concerns can request an individual risk assessment. 			

<p>Maintaining High Level of Safeguarding</p>		<ul style="list-style-type: none"> • The safeguarding policy will be revised to include an addendum should restrictions on attendance come into force. • The school will continue to have regard to any statutory safeguarding guidance that applies to them, including: <ul style="list-style-type: none"> • Keeping children safe in education • Working together to safeguard children • Early Years Foundation Stage (EYFS) framework • A trained DSL will be available on-site during school hours • The school will continue to monitor the needs and contact with vulnerable pupils and encourage them to attend school where this would be in their best interests. 			
<p>Attendance Restrictions</p>		<ul style="list-style-type: none"> • Any restriction to attendance will be introduced in full consultation and on the advice of PHE and the Local Authority. • In all circumstances, priority will continue to be given to vulnerable children and young people and children of critical workers to attend to their normal timetables. Where measures include attendance restrictions, DfE may advise on any other groups that should be prioritised. The school will plan for the possibility that they are advised, temporarily, to limit attendance and will ensure that high quality remote education is provided to all pupils or students not attending. • Pupils entitled to FSM will continued to be offered food parcels or vouchers (if these become available from the DfE/Local Authority) in the case where the pupils are not at school due to covid 19 additional measures or as a result of self-isolation due to a positive test result. 			