



School Opening – Covid-19 – November 2nd , 2020 Term 2:

Adapted from the partial opening risk assessment Term 6 2020 and Term 1 full opening - This document will be reviewed weekly

This document will run alongside: Coronavirus: planning for tiered local restrictions, Remote learning Policy and Remote Learning Expectations.

Planning:

Aim – Effective infection protection and control, putting the safety of staff and children at the forefront of all decision making.

- Minimising contact with individuals who are unwell – Public Health advice to minimise Covid-19 risk
 - Active engagement with NHS Test and Trace
 - Cleaning hands more often than usual
 - Ensuring good respiratory hygiene – tissues
 - Cleaning frequently
 - Minimising contact and mixing with other classes. Reduce wider contact – aiming for staff to stay with one small group.
- School Operations
- Curriculum, behaviour and pastoral support
- Contingency Planning for Outbreaks

As part of our planning process we have consulted with staff, parents and ensured our Chair of Governors is informed of each step taken, to then be shared with the FGB.

Implementation of protective measures – following the DfE guidance Published 2nd July 2020, updated 5th November 2020

- Red – risk remains high
- Orange – risk reduced
- Yellow – risk significantly reduced
- Green – no risk



Pre-prep of school before children’s return of ALL year groups				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
School classes and grouping	<p>Worth Primary School will be 1 whole bubble. Within this we will minimise into 2 smaller bubbles: -Year R, and 1, Year 2 - Year 3, Year 4 and Year 5, Year 6</p> <p>Where possible the children and staff must stay within their smaller bubble, however due to limited space and toileting facilities the smaller bubbles will share the same toilet area and playtimes.</p> <p>-Staffroom to be set up as a classroom</p>	Katy/Jo	<p>Due to the new build in term 1 and 2 the school will be down to 3 classrooms, minimal space and Increasing contact across bubbles.</p> <p>Due to this, if there was a case of Covid-19 within the school (child or staff member) the whole school will need to lockdown in accordance to Government guidance and Public Health consultation.</p>	<p>To lower the risk of infection and maximise infection control, reducing wider contact.</p> <ul style="list-style-type: none"> Yr R and Year 1/2– One bubble due to cross over of staff, toilets and playtime. $10 + 10 + 6 = 26$ children 3 teachers + 2 TAs 2 classes will form one smaller bubble and will use the EYFS/KS1 playground and toilets. Year 3, 4 and 5 (x4) – in Eagles Class 24 children Year 5 and 6 – in Staffroom – 12 children. 2 classes will form one smaller bubble and will use the KS1 playground and KS2 toilets $10 + 10 + 10 + 6 = 36$ children 2 teachers + 2 TAs Classes to stay as one group where possible. Allowing small consistent groups that are able to reduce contact between staff as much as possible. 1 Teacher has contact with all classes Head of School has regular contact with Yr 5/6 and whole school. School Office manager has regular contact across school. Executive Headteacher not to walk around the school with children in school – contact with staff only.
Pupils seating arrangements	<p>Tables in Yr’s 1, 2,3,4,5,6 will be arranged so they are forward facing, where possible.</p> <p>EYFS - Tables and layout of room to be rearranged to reduce wider contact.</p>	All staff Katy to guide and lead.	<ul style="list-style-type: none"> A 2-metre distance is impossible to implement. Kitchen area not to be used by children. 	<ul style="list-style-type: none"> Children will keep all belongings with them at their allocated workstation. Coat on back of chair – or in outside covered area for KS2.



				<ul style="list-style-type: none"> • Bag under table – Bags have not been allowed in school during lockdown 5/11/12 for 1 month • Basket on desk to be provided for children to place belongings: reading book, pencil case etc. • Children can sit next to each other but must be forward facing.
Classroom Inside resources	<p>-Classrooms to remove unnecessary items to increase space within the classroom.</p> <p>-Children to be provided with their own stationery. No equipment in from home.</p> <p>-Children to minimise/limit the equipment they bring in from home – letter to be sent to parents to communicate this.</p> <p>- No items to go back and forth from home/school during lockdown – 5/11/12</p> <p>-Books and other resources such as manipulatives can be shared within a class, however, must be cleaned frequently or left for 24hours (72 hours for plastic) if shared with another class.</p> <p>-Staff are to have their own items and not share with the children – stationery and resources.</p> <p>-Reding books can go home out of lockdown only.</p> <p>-Teachers - we would advise marking to be carried out in school.</p> <p>-Increased hand washing/sanitising between lessons and change of equipment use.</p>	All staff Katy to guide and lead.	<p>Lack of storage space for all resources.</p> <p>Sharing of resources.</p> <p>Cleaning of resources.</p>	<ul style="list-style-type: none"> • Units to be removed if not using. • Limit resources available. • Where possible provide pupils with own resources that will not be shared: pens, pencils, rubber, scissors, glue stick, ruler in their individual basket. • Resources will not be shared with other classes/groups. They must remain in own classroom, reducing cross infection. • As resources are staying in own group/class these must be cleaned at the end of the day either by using Anti-bacterial disinfectant spay or in Milton cleaner.
Break time/outside resources	Playtime equipment to be kept within smaller bubbles if possible.	Katy	As children cannot have physical contact with each other playtime behaviour may be challenged.	<ul style="list-style-type: none"> • Play equipment – A box of outdoor play equipment will be provided to each bubble for use by that bubble only. This will minimise cross contamination between KS1/KS2. • Equipment to stay with bubble playground box and to be clearly labelled. • Children to wash/sanitise hands before and after playtime.



<p>Measures for arriving at school</p>	<ul style="list-style-type: none"> - School will open at 8.45am and gate will close at 9.00am. -Parents will be asked not to wait at the gate for it to open. -Parents will be asked to wear face masks on drop off and collection. -Staff on gate must wear a mask. -Parents will not be able to come onto school site without an appointment. -Children to be dropped off at the gate. There will be a member of SLT/Staff on the gate entrance between 8.45-9.00am to take correspondence from adult to class teacher. -Parents/carer/adult will adopt a ‘drop and go’ procedure. -Letter to be sent to parents to communicate changes T2 - 2/11/20 -Children, staff and visitors must wash/sanitise their hands on entry to the school site. -Sanitizing stations to be erected at gate. -Visitors will be limited and for emergencies only in lockdown. Visitors must wear a face mask at all times. 	<p>Katy/Jo</p>	<ul style="list-style-type: none"> • Children to adjust to new structure and routine. • Too many children at once may lead to confusion. 	<ul style="list-style-type: none"> • Reduce gathering at school gate and pathway area. • Reduce crossover/contact between children, adult and staff. • Face covering for adults. <p>Children/staff to wash hands on entry to school site – there will be hand sanitiser stations at the gate. HoS/member of staff will be on the entrance gate. No parents will be allowed in the office. Medicines/communication can be left with the HoS. A box will be placed outside the office for medicines or correspondence.</p>
<p>Measures for leaving school</p>	<ul style="list-style-type: none"> - Staggered collection times. Years R,1,2 to be collected at 3.00pm Year 3, 4 + younger sibling to be collected at 3.10pm Year 5, 6 + younger sibling to be collected at 3.20pm. Year 6 children will be encouraged to walk to open area – The Crispin or Monument to meet parent/adult. -Parents will be asked not to wait at the gate for it to open. -Parents will not be able to come onto school site without an appointment. 	<p>Katy Jo</p>	<ul style="list-style-type: none"> • Year 1 children and staff have to go through the Year R classroom to access their room. 	<ul style="list-style-type: none"> • Reduce gathering at school gate and pathway area. • Reduce crossover/contact between children, adult and staff.



	<p>Parents must wear a face covering on collection.</p> <ul style="list-style-type: none"> - There will be a member of SLT/Staff on the gate entrance between 3.00-3.25pm to take correspondence from adult to class teacher. Staff must wear a face covering. -Parents/carer/adult will adopt a ‘collect and go’ procedure. -Letter to be sent to parents to communicate changes T2 2/11/20. -Children, staff and visitors must wash/sanitise their hands on exit of the school site. -Sanitizing stations to be erected at gate. 			
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Staffing				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
Staffing availability	<ul style="list-style-type: none"> -All staff to return to school on 1st September 2020. -Staff meeting 2nd November 2020 to communicate updated Risk assessment and clarify staffing. 	Katy	<ul style="list-style-type: none"> • All staff contacted • Staffing days have changed due to manageability – discuss with staff if this is possible? Part time staff days have been blocked to reduce contact. • One member of staff may not be able to come in due to family member in the extremely vulnerable group. School cannot ensure stringent social distancing can be adhered to therefore 	<ul style="list-style-type: none"> • All staff able to continue without absence. • Staff over 60 to ensure they are adhering to social distancing, face covering and hand washing to support the reduction of risk. • Staff that are living with clinically vulnerable households to ensure they are adhering to social distancing, face covering and hand washing to support the reduction of risk.



			<p>this staff member will need to sought advice if it is safe to return to work with children present.</p>	
Staff contact	<p>-Staff are to limit their contact with each other to ensure class/groups are not increasing wider contact where possible. -Staff can operate across different classes in order for them to facilitate learning.</p>	Katy Staff	<ul style="list-style-type: none"> • Due to many staff being Part Time this is difficult to adhere to. • There will be some cross overs. 	<ul style="list-style-type: none"> • Staff to ensure that if they are moving from one class to another social distancing is adhered to where possible. • If moving to a different room hands must be washed/sanitised on entering.
Staff illness	<p>If a member of staff is unwell and displaying symptoms of covid-19 they will be sent home and asked to book a covid-19 test for keyworkers. They must not return until test results show negative and are well or have followed self-isolation rules.</p>	Katy	<ul style="list-style-type: none"> • Staff may not want to report that they feel unwell. • Staff meeting/communication (adhering to social distancing) needed to explain how important this is. • High risk of contact and increased infection for children and staff. 	<ul style="list-style-type: none"> • Member of staff to be sent home and follow guidance. • Self-isolate for 10 days, whilst waiting for test results. • Public Health to be called and advice followed. • All staff and governors to be notified. • If positive, all parents and staff to be notified and follow guidance. • ‘Contact’ children/staff will then be sent home and advised to self-isolate for 14 days. • NHS Test and Trace must be followed.
Staff breaks	<p>Break times to be staggered and children spoken to re social distancing. All staff to ensure they have a break -15 minutes am -30 minutes lunchtime (this will be increased if possible) Kitchen/staffroom rules to be put in place. -The staffroom will be allocated in the HoS office for Term 1/2.</p>	Katy	<ul style="list-style-type: none"> • Staff not to take a break • Shortage of staff to cover breaks • Staffroom and kitchen • Staff feel overwhelmed by changes and lack of contact with other members of staff – feeling isolated. 	<ul style="list-style-type: none"> • Rota completed for break and lunch times. • If a member of staff is absent cover will be organised on the day. • Staffroom/kitchen poster to be displayed and adhered to with clear rules to ensure social distancing, cleaning and reducing spread of infection. • Staff wellbeing to be checked daily by SLT.



			<ul style="list-style-type: none"> There is no staff room term 1 due to the new build project. 	
Staff protection	PPE to be purchased <ul style="list-style-type: none"> Gloves, aprons, some face masks. Class cleaning baskets and products to be provided 	Katy Tina	Staff worried about contact with children.	<ul style="list-style-type: none"> Staff will be provided with aprons and gloves to be worn when cleaning and if close contact has to happen with children. Masks will be provided for intimate care and if a child becomes ill. Changing habits, cleaning and hygiene are most effective measures. Staff will be provided with an alcohol based sanitiser for hands. Hands must be cleaned after contact and on a regular basis. Staff will not be made to have close contact with an ill child if they feel they would be at risk. A member of SLT will then intervene. Staff are responsible to maintain their own hygiene routine.
Staff wellbeing	Ensure staff feel that there is an avenue for them to express concerns.	Jo Katy All staff	<ul style="list-style-type: none"> Staff meeting to be set to share plan and provide opportunity for staff to add/make changes within reason. On staff weekly agenda. 	<ul style="list-style-type: none"> Staff who may be anxious and may value the opportunity for discussion and reassurance. Covid-19 to be a staff agenda item providing an opportunity for staff to raise a concern. Emails sent to ensure staff there that Jo and Katy are available to talk to if support is needed.
Staff isolated in rooms – emergency or help needed and cannot leave children without an adult.	Assistance needed cards to be made and placed in each room. If staff member needs assistance a child is to be sent to the office with their class card.		<ul style="list-style-type: none"> Outside – same procedure to be used. 	<ul style="list-style-type: none"> Safeguarding/health and safety. Staff supported.



Equipment and Resources	-Staff are to be supplied with their own stationery. -Staff are able to take books and shared resources home, therefore marking with resume.		<ul style="list-style-type: none"> Unnecessary sharing of resources should be avoided. 	<ul style="list-style-type: none"> Staff feel safe and confident in their day to day work.
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Daily routine				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
School meals – hot school meals and servery	<ul style="list-style-type: none"> School dinners and Packed lunch are both available. Whole school meals to provide an individual hot school meal per allocated child in a ‘takeaway’ container. These are to be delivered in class boxes and be distributed in class groups. Children do not need to collect school dinner. Cutlery will be given with box. To be placed inside box after eating. Parents to pay online to reduce the risk of money handling by staff. Children will eat in their classrooms. 	Katy Jo Tina Sally Catering	<ul style="list-style-type: none"> Ensure catering company can meet school needs. Home lunch boxed being brought into school increasing potential infection risk. 	<ul style="list-style-type: none"> Government have said home school lunch boxes are a low risk if kept at individual pupil workstation. A new lunchtime rota will be put in place to ensure that class groups do not mix. A letter will be emailed to all parents/carers to ensure they are aware of the new system.
Water	Water bottles to be implemented as a whole school	Katy	The water fountains were removed as a high risk and will increase the spread of infection if covid-19 present.	Water bottles for individual pupils. Not to be shared To be refilled at school To go home to be washed daily.
Visitors on site	<ul style="list-style-type: none"> Assessment on safety of visitors on site. Sign to be put up on the entrance that states only pre-arranged visitors will be allowed on site and must adhere to hygiene procedures the school has set. Visitors to site will be asked to leave a contact number, in case of an outbreak and direct contact made. 	Katy	<ul style="list-style-type: none"> Safeguarding Emergency contact if needed: Social services visit. 	<ul style="list-style-type: none"> The school can not risk allowing other adults and children on site increasing risk of infection. Only pre-arranged visits allowed where systems can then be put in place. School will continue to liaise with outside agencies via virtual meetings including social services, SEND, Governors, Headteacher meetings in term 1/2.



				<ul style="list-style-type: none"> • Visitors that have been arranged will only have contact with the HoS in her office adhering to social distancing and wear a face covering. • Contact numbers of all visitors will be requires
People on site	<p>-Sign to be displayed children, parents, carers, visitors, suppliers, not to enter the site if they are displaying any symptoms of coronavirus.</p> <p>-People to sire to site will be asked to leave a contact number, in case of an outbreak and direct contact made.</p>	Katy Tine Jo		<ul style="list-style-type: none"> • The school cannot risk allowing other adults and children on site increasing risk of infection. Visitors will be limited and controlled. • Contact numbers of all visitors will be requires.

Cleaning and Hygiene				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
Deep Clean	A deep clean of the school to be organised before opening to pupils.	Jo	<ul style="list-style-type: none"> • The school is owed cleaning time from the previous deep clean. 	Site deep cleaned following the governments COVID-19: cleaning of non-healthcare setting guidance
Daily cleaning	<p>-A daily clean by Sally every morning on top of normal cleaning duties will include cleaning of all frequently touched surfaces – please see cleaning plan.</p> <p>-Cleaning time to be re-assessed to see if additional hours are needed.</p> <p>-Cleaning resources audit to be carried out and ordered.</p>	Katy Tina/Sally	<ul style="list-style-type: none"> • Discuss with Sally if this can be carried out within current hours allocated. Monitor weekly. • Additional hour to be allocated at lunchtime. 	<ul style="list-style-type: none"> • Site cleaned following the governments COVID-19: cleaning of non-healthcare setting guidance – Sally has confirmed this has been read. • Cleaning plan to be created and followed/signed daily. • Increasing hygiene practice and reducing spread of infection
Toilets / communal areas	<p>-Increase cleaning.</p> <p>-Toilet areas will be wiped down at the end of break and the end of lunch.</p> <p>-Hand touch points to be cleaned with anti-bacterial spray at the end of each playtime using the class allocated cleaning resources.</p>	Katy/Tina/Sally	<ul style="list-style-type: none"> • Adults that are spare and able to carry this duty out daily if there is staff absence. • Safety of staff cleaning – must wear 	<ul style="list-style-type: none"> • Increasing hygiene practice and reducing spread of infection • Timetable and identified areas to be shared with all staff to include, kitchen, toilets, outside areas.



		TA's/Class teachers	gloves, apron and mask (if wanting to).	
Staffroom Surfaces and photocopier	-Notice to be placed in staffroom to remind staff to wipe surfaces touched.	Katy		<ul style="list-style-type: none"> Increasing hygiene practice and reducing spread of infection
Entrance Keypad Gate	-Office staff to regularly wipe keypad and gate with anti-bacterial wipes.	Tina	<ul style="list-style-type: none"> Gloves to be worn. 	<ul style="list-style-type: none"> Increasing hygiene practice and reducing spread of infection
Classroom cleaning of surfaces	In the lunchtime break staff will be responsible for cleaning all surfaces ready for the PM session. A cleaning box will be provided for each class with equipment including aprons and gloves and instructions	TA's/Class teachers	<ul style="list-style-type: none"> Staff safety 	<ul style="list-style-type: none"> Increasing hygiene practice and reducing spread of infection
Classroom hygiene for coughs, sneezes and blowing noses.	<ul style="list-style-type: none"> -Lidded bins to be purchased and placed in all classrooms for disposal of tissues. -Bin to be emptied twice a day (lunchtime and end of day) -Doubled bagged and placed straight into large outside bin. -All classrooms to be supplied with tissues. -Year 6 to be given individual packet to be kept in their own basket. 	Katy Sally All staff	<ul style="list-style-type: none"> Cost – ongoing additional cost for school The person emptying the bin must wear gloves and apron – following cleaning guidance. 	<ul style="list-style-type: none"> Implement the ‘catch it, bin it, kill it’ approach in each classroom. Increasing hygiene practice and reducing spread of infection.
Children’s Hygiene	<p>Increased hand washing for children: Children will wash their hands 1) on entry to school 2) before break 3) after break 4) before lunch 5) after lunch 6) at the end of the day. This can be done either at sink or with hand sanitiser for children. Not in the toilet area due to restricted space. Children to be encouraged not to touch their face (mouth, nose, eyes)</p>	Class teachers/T A's	<ul style="list-style-type: none"> Cost – ongoing additional cost for school Time Adult supervision – staffing may be limited Due to the build we are down to one toilet block area. 	<p>Increasing hygiene practice and reducing spread of infection</p> <p>Children to follow the government’s handwashing guidance – 20 second rule. Staff to share the e-bug resources and lessons with children on their return</p>



Children’s Hygiene	<p>-Behaviour procedures to be changed to reflect changes/new systems that have been implemented.</p> <p>-New rules to be introduced to children.</p>		<ul style="list-style-type: none"> • Children not following new policy. • Consequences for deliberate breaking of rules i.e. coughing in someone’s face. 	<p>Increasing hygiene practice and reducing spread of infection</p> <p>Children’s increased awareness of Covid-19 and what they can do to help reduce infection.</p> <p>If a child deliberately coughs on someone else or similar, the child will be sent to Mrs Chance, isolated, parents called and invited in to discuss seriousness of behaviour. If this continues the child will not be allowed in school during the phase return.</p>
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Buildings				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
Site examination	<p>-Health and safety site visit needed with H&S team, including governors at the end of the Summer Holidays – due to the new build project.</p> <p>-Assess against risk assessment to identify any further risk.</p> <p>-Site walk by Executive Head weekly.</p>	<p>Jo Katy Tina</p> <p>H&S Governor - Tim</p>	<ul style="list-style-type: none"> • Build work being carried out in the Summer holidays. Timetable of work yet to be issues. State of school site is unknown for September. 	<p>To lower the risk of infection and maximise infection control, reducing wider contact.</p> <ul style="list-style-type: none"> • Site is safe for children to return with risks minimised if all actions implements and followed. • There will always be a risk all the time the virus is active and no vaccine in place. • Outcomes to be recorded and site visit shared with all governors.
Toilets	<p>-Clear signage placed in toilets for children.</p> <p>-Number of children in toilet area – 4 maximum. 2 in toilet cubical, 2 washing hands.</p> <p>-Toilet system will need to be introduced to children.</p> <p>-Hand soap and Hand toilets replenished at lunchtime.</p> <p>Binned emptied at lunchtime.</p> <p>-Cleaned throughout the day.</p>			<ul style="list-style-type: none"> • Higher risk due to all children sharing the same toilet area. • Increased cleaning of toilets needed.



Posters -raise awareness for all	-Government advised posters to be displayed around the school.	Katy Tina	<ul style="list-style-type: none"> • Cost 	<ul style="list-style-type: none"> • Increased awareness and for adults to ‘stay alert’.
Fire alarm	-If the fire alarm sounds the current procedures must be followed. -However, try and keep the children as spread out as you can when lining up to exit the building. -A practice will be carried out on return to school within the first week.	Katy Tina All staff	<ul style="list-style-type: none"> • Ability to stay apart from each other when lining up and exiting the building. 	<ul style="list-style-type: none"> • To keep children safe.
Office	-Office door not to be used due to limited space and close contact. -Sign to be placed on door indicating to use Mrs Chance’s office door for communication/contact.	Katy Tina Staff		<ul style="list-style-type: none"> • To keep staff safe
Classroom ventilation	-Where possible classrooms to keep windows open increasing ventilation as stated in government guidance.		<ul style="list-style-type: none"> • Weather may restrict this happening. 	<ul style="list-style-type: none"> • Reducing risk of infection spreading within a contained area. • If the closure of doors and windows restricts air flow advice will be sought from KCC. • Safeguarding – Katy to ensure site is checked at 9.15 and that all gates are secure due to doors remaining open.

Attendance				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
Attendance expectations	-All children will be expected to return to school – non-attendance will be marked as an absence (unauthorised) if a reasonable reason is not provided. -Absence will be marked unauthorised if a parent chooses not to send their child in. -The school will work with parents who are reluctant for their child to return. The school recognises that some will be anxious to return.	Katy Jo	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Safeguarding – children safe and secure within school with pupil numbers known. • All children will have the right to access their education. • Attendance to raise – school to aim for 97%+.



	-Parent letter to communicate.			
Register and Absence	-The school will return to the normal registration codes. With the addition of 'X' for a covid absence or covid related absence. -The school will work with their allocated attendance officer for those refusing to attend. -The school will issue sanctions, including fixed penalty notices in line with Kent's' code of conduct if parents do not engage in working with the school and the attendance officer.	Katy Jo Tina		<ul style="list-style-type: none"> • School are to contact parents/carers who do not send their children in to understand their reasons and to discuss concerns. • Children feel safe and secure coming into school with their wellbeing needs met. • No children are school refusers and no penalty notices are issued.

Curriculum				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
Recovery Curriculum	-Recovery curriculum to be implemented with a clear rationale behind Worth Primary School's approach. The curriculum remains broad and ambitious. See appendix B: Recovery curriculum. -Term 1: KS1 AND KS2: Focus on English, Maths and SEMH (focus on wellbeing), PE and RE/RSE – session to be repeated for year group working from home. -Focus on in the moment planning – assessing where all the pupils are and the gaps missed. -Term 2 to introduce wider curriculum -EYFS – Focus on Prime areas of learning. Communication & Language Personal, Social, and Emotional Development Physical Development Early reading, phonics, and maths EYFS will be on a phased entry – see proposed timetable. Appendix C.	Katy/Jo All staff	<ul style="list-style-type: none"> • Teacher workload – teaching and supporting online learning for mixed aged groups 	<p>To lower the risk of infection and maximise infection control, reducing wider contact.</p> <ul style="list-style-type: none"> • Resocialisation into a new school routine, regaining momentum whilst supporting pupil wellbeing and mental health. • Teachers to gain (through baseline formative assessment) starting points for all children, addressing gaps, and planning to close the gaps. • All children to return to positive learning behaviours – increasing concentration, memory, skills, and knowledge. Learning to be a learner.



<p>Assessment</p>	<p>-There will be no EYFS Reception Baseline – this has been postponed until September 2021. Worth primary school is an ‘Early Adopter’ school for the new EYFS curriculum. -Statutory primary assessment will take place in the summer term 2021. -The school has identified a programme within school to support children and staff in accessing statutory assessments in the summer term. -Worth primary school will continue with their assessment programme and will report to parents accordingly. -October parent consultation meetings will be replaced with a short report that identifies where their child is within their learning and key learning gaps.</p>	<p>Katy Jo All staff</p>	<ul style="list-style-type: none"> • Significant gaps within children’s learning. 	<ul style="list-style-type: none"> • Children will be supported in working towards narrowing the gap in their learning through assessment and monitoring procedures.
<p>Active learning</p>	<p>-An increase on outside/active learning sessions will be timetabled to allow for each class unit to have additional exercise time. Supervised non-touch running games within their class unit. -Active learning brain breaks session must be planned into teachers daily planning.</p>	<p>Katy Claire</p>	<ul style="list-style-type: none"> • Claire working across all class units – high hygiene level needed of washing hands before and after each group. • Youth Sports Trust resources to be accessed. 	<ul style="list-style-type: none"> • Happier, healthier children. • Outside learning, activities are advised as the outside risk is lower than inside. • Keeping to class units will support minimising risk. • Enabling children to be physically active.
<p>Team Theme</p>	<p>-Team Theme will be in every Tuesday for PE. Outdoors sports with limited resources and physical contact will be planned for. -Due to the building work there will be limited outside space. The village cricket field will be used weekly – where possible, alongside the village hall if needed: -If weather is wet - KS2 can use the village hall Tuesday PM</p>	<p>Katy</p>	<ul style="list-style-type: none"> • Outside agency • Working across all class units – high hygiene level needed of washing hands before and after each group. • Cleaning of village hall. Health and hygiene procedures. 	



	<p>-KS1 will have their PE in the hall Wednesday PM - therefore coach can then support intervention Tuesday am.</p> <p>-Tuesday – an after school active team building session will be available with the focus on pupils who are struggling with wellbeing/anxiety on their return to school.</p> <p>-If the village Hall is used the school will adhere to cleaning procedures and liaise with the village hall committee and Busy Bees.</p> <p>-Team Theme Coach to wear mask inside during lockdown procedures.</p>			
Educational Visits/trips	<p>-Term 1/2 visits will be restricted to our local area only. And will not be permitted during lockdown.</p> <p>-All visits must be within walking distance of the school.</p> <p>-All off school visits must be agreed with the HoS at least one week before in order to ensure a risk assessment is carried out that includes safety linked to Covid – cleaning of areas etc.</p> <p>-Swimming will not be taking place until guidance is given that it is safe to do so from the DfE/Government.</p>	Katy All staff	<ul style="list-style-type: none"> • Increase risk if going inside church, village hall, pavilion or inside areas. • Staff/pupil ratio’s to be adhered to. 	<ul style="list-style-type: none"> • Local educational visits to be planned for in order to fully support the children’s’ enriched curriculum.
Catch-up support	<p>-Pupils with SEND or complex needs: Funding to target Individual Planning reducing the gap within their academic progress and support their wellbeing in returning to school.</p> <p>-Universal offer: National Tutoring Programme: Pupils will be identified once funding amount identified.</p> <p>-Staff will be offered additional hours in order to support tutoring outside of school hours.</p> <p>-Current staffing hours will be tailored to start tutoring in term 1 (before and after school clubs will be replaced with tutoring opportunities).</p> <p>Pupil progress data to identify targeted pupils 2/11/20</p>	Katy/Jo	<ul style="list-style-type: none"> • Government are yet to allocate funding to individual school. Amount unknown therefore challenging to plan. 	<ul style="list-style-type: none"> • Tutoring is an effective way to accelerate learning – narrowing the gaps.



<p>Contingency Planning for Outbreaks</p>	<p>Remote Educational Support</p> <ul style="list-style-type: none"> -Teachers will have a pre-planned unit of work for children to access in the event of a full or partial school closure. This will be in place for September. -The units of work will allow access to high quality online and offline resources, adopting the same approach as Term 6 lockdown. Work will be tailored for pupils’ individual needs. -Learning packs will be provided for those unable to access online learning. -Purple Mash will be used as our platform to access remote learning, -Parents, in addition, will be sign posted to the ‘Oak National Academy’ resources and the BBC bitesize materials. -Communication will remain open for parents with a member of school staff. This may not be their class teacher if they are unwell. -SLT will ensure all SEND and vulnerable pupils are contacted daily or weekly where appropriate, in the event of an outbreak. Laptops will be provided for families that do not have the equipment at home to access remote learning – this will be via Head of School and a loan contact will be put in place. 	<p>All school staff.</p>	<ul style="list-style-type: none"> • Staff are unwell and unable to engage with the children. • Families that do not have access to online learning or printing facilities. 	<p>Continued high quality education</p> <p>See Remote Learning Policy and Remote Learning Expectation documents</p>
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Children				
Risk identified	Action/Changes to be made	Person responsible for change	Findings/ Issues/Concerns	Outcome Aim
Safeguarding	-Child protection policy to be revised in light of changes. Return of more children.	Katy Jo Zoe Lucy	<ul style="list-style-type: none"> • Deputy not in school due to linked family 	<ul style="list-style-type: none"> • Children continue to be safeguarded in and outside of school.



	<p>-More time given to the DSL to provide support to staff and children regarding any new safeguarding and welfare concerns.</p> <p>- DSL or Deputy DSL to be on site at all times</p> <p>-DSL to ensure all vulnerable children in school are having daily or weekly contact with a member of staff. (depending on individual circumstances of family).</p>		<p>meeting extremely vulnerable group.</p> <ul style="list-style-type: none"> Updated training needed. 	<ul style="list-style-type: none"> Child Protection Policy adapted/changed to include covid-19. Training carried out in SDD 2/9/20 for all staff. Executive Headteacher to be contacted and to come to school in the absence of HoS DSL and Deputy DSL if needed for a safeguarding concern.
<p>Child to child contact</p> <p>Child to adult contact</p>	<p>-Children to stay in their class bubble as much as possible.</p> <p>-Children are not to have limited contact with other class units.</p> <p>-Playtimes/lunchtimes adapted to meet this.</p> <p>-There will be no school assemblies.</p> <p>-Within class units contact to be kept minimal. If contact does happen, please do not shout, or scare child. Reassure them and explain new school rules.</p> <p>-Encourage and ensure new hygiene procedures are followed.</p> <p>-Encourage and ensure resource procedures are followed.</p>	All staff	<ul style="list-style-type: none"> Child may not be able to keep 2 meters apart however they should stay as far away as possible. While in general groups should be kept apart, brief, transitory contact, such as passing in the classroom, is a low risk. 	<ul style="list-style-type: none"> Minimise contact and mixing Avoiding contact with anyone with symptoms Frequent hand cleaning and good respiratory hygiene practices Regular cleaning of setting
<p>Children that are unwell (possible Covid) or hurt (first aid)</p>	<p>-If children are unwell, they must stay in their class unit until assessed.</p> <p>-The child’s temperature will be taken using a no touch thermometer, if above 37.8c the child will be moved to Mrs Chance’s office, isolated with Mrs Chance at a 2-metre distance.</p> <p>-If the child is displaying any symptoms of covid-19 they will be sent home. They will wait in Mrs Chance’s office on the blue chair by the door, with door slightly open.</p> <p>-The child cannot return to school if they have a temperature the following day – self-isolation rules must be adhered to and remain home for 10 days.</p>	All staff	<ul style="list-style-type: none"> High risk of contact and reduced infection risk Children and staff safety. 	<ul style="list-style-type: none"> To control and reduced risk of contact and increased infection.



	<p>-Parents/carers must follow and engage with the NHS Test and Trace process. Book a test. Results must be passed onto the school immediately.</p> <p>-If intimate contact is required when a child is ill or hurt the member of staff supporting the child must wear PPE equipment (mask, gloves, and apron).</p> <p>-If test result is negative the child may return to school.</p> <p>-If the child is to test positive, they must follow the ‘stay at home’ guidance for households.</p> <p>-The school is to take swift action and contact the local Public Health England. They will then carry out a rapid risk assessment and will guide school in its next steps. There is a high risk of full school closure due to direct close contact in our small school operating as one bubble.</p>			
SEND	<p>-External agencies visiting site.</p> <p>-Check with local authority and providers if their services will be available.</p> <p>-For pupils with EHCP reduced or changed timetable may need to be considered.</p> <p>-Individual plans may not be able to be fully adhered to. Ensure this is communicated with parent/carer.</p> <p>-Complete SEND risk assessment for individual pupils where needed.</p> <p>-Seek additional support from the KCC for pupils displaying increased anxiety or stress linked to Covid-19.</p>	<p>Katy Jo</p> <p>Tracy Nula</p> <p>Parents</p>	<ul style="list-style-type: none"> Child not wanting to return to school 	<p>Follow Government guidance on conducting a SEND risk assessment during the Covid-19 outbreak.</p> <p>Staff have completed online training to support pupil return with possible attachment concerns.</p>
SEND pupil contact	<p>Discuss with individual members of staff that could be placed in this position.</p> <p>-Intimate contact: PPE equipment available for staff (gloves, apron and mask)</p> <p>-If regular contact does occur ensure hand washing is increased.</p>	<p>Katy Jo</p> <p>Tracy</p>	<ul style="list-style-type: none"> Staff not wanting to have contact with children Childs anxiety increasing with no contact. Long term trauma impact. 	<p>Reduced staff anxiety Reduced child anxiety Increased staff protection</p>



			<ul style="list-style-type: none"> • School refusal. 	
Pupil behaviour	<ul style="list-style-type: none"> -Think about how and if school rules need to change. -Revise pupil behaviour policy communicated. -Staff to explicitly teach new rules and routines to support pupils. 	Katy Jo All staff, parents and children		<ul style="list-style-type: none"> • Proactively teaching new rules to staff, pupils and parents. • Reinforcing new rules daily. • Impose sanctions when rules are broken (where age appropriate). • Positively reinforcing well-executed rules through praise and rewards.
Uniform	<ul style="list-style-type: none"> -Children are to wear school uniform. -PE Day: Tuesday will be the school PE day. Child and staff to wear sports cloths to school on this day. -Children will not change for PE at school. -Letter to parent’s/carers to communicate this. 	Katy Jo Staff	<ul style="list-style-type: none"> • For parents experiencing financial difficulty and if uniform has been outgrown the school will work with the family on supporting this. 	<ul style="list-style-type: none"> • If normal personal hygiene is followed and washing of clothes following a day in a school uniform is a low risk.
Books and home to school resources	<ul style="list-style-type: none"> -Reading books can go home (not in lockdown) -Staff should wash hands and surfaces, before and after handling pupils’ books. -Letter to parent’s/carers to communicate this. 	All staff	<ul style="list-style-type: none"> • Child will feel like there is less choice. • There will be a selection of books to choose from but children will not be able to touch them all. They may select one that will be given to them by the class teacher in year 6. • EYFS/Yr1 will be given a daily/weekly selection. 	<ul style="list-style-type: none"> • Staff to follow hygiene procedures and hand washing to reduce risk of infection. • The Covid-19 virus is less likely to stay on paper and risk will be reduced in a 24 hour period.
Medication	<ul style="list-style-type: none"> -Medication – to be kept in the main office. If a child needs medication, procedures for intermit care will be followed. 	All Staff		<ul style="list-style-type: none"> • Class teachers to ensure the child is aware of where medication is stored. Medical staff to assist in administering inhaler and or medicine.



				<ul style="list-style-type: none">• Tina to record all medication given following schools current procedures. This will ensure containment within bubble and reduced contact outside bubble.
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