



## Goostrey Community Primary School Plan following guidance from this document:

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

***May 2020 – to be reviewed as DfE updates their advice and expectations.***

From the week commencing 1st June, at the earliest, the government's intention is for Reception, Year 1 and Year 6 to return to school alongside priority groups. Please note that all learning will now take place, in school, for these three groups, R, Y1 and Y6. Teachers will not be setting remote learning as they do presently for these three year groups. They will recommend reputable websites for families who have decided to keep their children at home.

School will be operating revised opening and closing hours (to minimise contact and aid social distancing). The following start and finishing times will apply:

Year Group	Start Time	Finish Time
Reception	9.15	3.00
Year 1	9.00	3.10
Year 6	9.00	3.15

Please make sure your child is on time to begin school and that you are not late picking them up to minimise contact with other year groups. Teachers will send out more detailed information about drop off and pick up procedures.

We are encouraging all eligible children to attend from June 1st (where there are no shielding concerns for the child or their household), even if you are able to keep your child at home. However, it is not compulsory for your child to attend and there will be no sanctions for non-attendance. We will endeavour to follow all the guidelines and to take all the precautions we can to keep your child safe should you decide to send your child to school; however, we understand that you will want to make your own decision about what is best for your child under these circumstances and we will support and respect whatever you decide.

**Following DfE guidance children will be in small groups and will remain in these 'bubbles' throughout the day. Your child may have a different member of staff on their return and they may not see all their friends at school.**

**These are not ordinary times and the school will need to function in a new 'normal', while still adhering to our school policies. Occupying a split site school will be an advantage for us in the current circumstances.**

**As our children return we will look at the curriculum and cover as much as possible. However, we will also provide time to talk with our classes, listen to them and prioritise their mental health. We will support them in a sensitive and measured way so they understand the need for the new ways of working and the importance of enhanced hygiene. Above all we will reassure them that we are doing everything to keep them safe and the role they can play in that.**

**From June 1<sup>st</sup> all staff will be back in school working their normal hours with the three year groups who have returned. Years 2, 3, 4 and 5 will still have remote learning provision, although this may be different to the current home learning, as it will be co-ordinated by a staff member who will have worked a full day in school, as well as having their own family life to focus on.**

**Key workers' (child care) provision will only be available for pupils in Y2 ,3 ,4, and 5 only from June 1<sup>st</sup>.**

**Please note that the government may still review their plans as the current situation develops and we will not know for certain if R, Y1 and Y2 are back on June 1<sup>st</sup> until late May.**

**Whatever happens we are looking forward to seeing our pupils and as always will do all can to keep them and our staff as safe and settled as possible.**

## **Shielded and clinically vulnerable children and young people**

For the vast majority of children and young people, coronavirus is a mild illness. Children who have been classed as clinically extremely vulnerable due to pre-existing medical conditions have been advised to shield. We do not expect these children to be attending school and they should continue to be supported at home as much as possible. Clinically vulnerable (but not clinically extremely vulnerable) people are those considered to be at a higher risk of severe illness from coronavirus. Parents should follow medical advice if their child is in this category.

## **Living with a shielded or clinically vulnerable person**

If a child, young person or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend their education or childcare setting.

## Effective infection protection and control at Goostrey School

In our setting, 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 and actions will be employed to do this.

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
- Ensuring good respiratory hygiene - promote the 'catch it, bin it, kill it' approach cleaning frequently touched surfaces often using standard products, such as detergents and bleach
- Minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)
- Reviewing and amending risk assessments for all areas including staff areas as well as detailed action plan for safety and wellbeing of pupils and adults in school

### Personal protective equipment (PPE) including face coverings and face masks

- Wearing a face covering or face mask in school is not recommended – we have been assured that cleaning and hygiene are effective measures in controlling the spread of the virus.
- The majority of staff at Goostrey School will not require PPE beyond what they would normally need for their work.
- PPE will only be needed in a very small number of cases including: children whose care routinely already involves the use of PPE due to their intimate care needs. These children will continue to receive their care in the same way as before.
- If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home a face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn
- Goostrey School has face shields, disposable masks, aprons, disposable gloves and eye goggles if needed. Every member of staff has had a fabric, washable mask purchased for their individual use as required. In addition, 4 more sets of PPE are due to be delivered within the next two weeks.
- Screens will be in place at the reception point on the junior side and in the School Business Manager's office.

### Class or group sizes

We will attempt to keep pupils socially distanced but this will be difficult, particularly with younger pupils. Pupils will be reminded of social distancing rules, desks and seats will be

separated and pupils will each have their own equipment. Class teachers will be providing more details about this.

Goostrey School will therefore work through the hierarchy of measures set out below:

- Avoiding contact with anyone with symptoms
- Frequent hand cleaning
- Regular and thorough cleaning of school
- Minimising contact and mixing
- Reducing contact between people as much as possible
- In general groups will be kept apart, brief, transitory contact, such as passing in a corridor, is low risk
- Classes will be split in to groups, with no more than 15 pupils in each one. A group will only ever exceed 15 if the space allows.
- Teaching assistants may be allocated to lead a group, working under the direction of a teacher.
- Vulnerable children and children of critical workers in other year groups will also be split into a small group of no more than 15.
- Keep children in those small groups 2 metres away from each other if possible
- Seats will be spaced as far apart as possible.
- Movement around the school will be restricted in order to reduce the risk of contact.

What protective measures we will be implementing before opening on 1 June

- From June 1<sup>st</sup> we will be available to answer the telephone between 9 and 3 and will continue to deal with emails. **The reception desk will remain open. Adults will only be able to enter the building if school have requested it or for a pre-arranged appointment.** – please telephone or email admin or your child's class teacher with any questions or concerns. **It will not be possible to enter any area of school without prior agreement.** Markers will be on the floor at the main entrances to remind people where to stand if waiting to enter school.
- **No one to enter the building if they are displaying any symptoms of coronavirus.** This includes children, parents, carers or any visitors, such as suppliers – notices to be put on doors to remind people
- Refreshing risk assessment, action plans and other health and safety advice for children, young people and staff in light of recent government advice.
- Ensuring that all health and safety compliance checks have been undertaken before opening
- Children will be in the same small groups each day. We will have four teams from June 1<sup>st</sup> – one for Reception, one team for Year 1, one for Year 6 and one for key workers' children in Y2,3 4, and 5. Teams will not be mixed during the day and our intention is for same staff to be assigned to each team throughout the day, providing we are all able to continue to work.
- Teachers will no longer be co-ordinating remote learning for R, Y1 and Y6 once those year groups are able to return.
- In order to keep the groups small all staff will be working in school. Years 2, 3, 4 and 5 will still have remote learning provision, although this may be different to the current home learning, as it will be co-ordinated by a staff member who will have worked a full day in school, as well as having their own family to focus on.
- Children will sit at the same desk, each day, if they attend on consecutive days

- Organising classrooms and other learning environments, maintaining space between seats and desks where possible. Ensuring toilets are used exclusively by certain groups. We will be limiting the amount of shared resources that are taken home and limit the exchange of take-home resources between children and staff - more information about this will come from the class teachers.
- Refreshing the timetable and deciding which lessons or activities will be delivered
- Considering which lessons or classroom activities could take place outdoors
- Using the timetable and selection of classroom or other learning environment to reduce movement around the school or building
- Cancelling all larger group meetings e.g. assemblies
- Planning staggered drop-off and pick-up times that minimise adult to adult contact – detailed arrangements for drop off and pick will come from the class teachers. Adult to adult contact must be minimised – adults when waiting at drop off / pick up to remain at least 2 metres from other adults and not gather together at school gates or doors etc.
- Only one adult should accompany the pupil (if needed) and no siblings, if possible, please.
- Teachers will not be available for face to face contact but are always contactable via email.
- Retaining remote learning for the pupils in Y2, 3, 4 and 5 - teaching staff will now be taking the groups in school for teaching and learning throughout the week so remote learning may have to be adapted.
- Considering how we can keep small groups of children together throughout the day and to avoid larger groups of children mixing. Organising break times and lunch, so that all children are not moving around the school at the same time
- The school kitchen will resume providing a universal free school meal for all pupils attending in R and Y1. This meal will be a packed lunch, in line with DfE guidance. Y6 will be able to resume having a paid school meal which will be a packed lunch, or bring their own. If your child usually has a school meal but you would prefer to provide your own packed lunch, please let Mrs Carroll know, so the kitchen staff are only preparing what is required. Any packed lunch provided from home must be in a disposable bag.
- Considering which play equipment is safe to use and ensuring any that is used is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously
- Removing unnecessary items from classrooms and other learning environments where there is space to store it elsewhere
- Removing soft furnishings, soft toys and toys that are hard to clean
- There will be a thorough cleaning of the rooms at the end of the day and we will follow the COVID-19: cleaning of non-healthcare settings guidance
- Sufficient handwashing facilities will be available and that all adults and children will frequently wash their hands with soap and water for 20 seconds and dry thoroughly. Reinforcing the need and the importance of good hygiene will be a priority.
- Cleaning their hands on arrival at the setting, before and after eating, and after sneezing or coughing. Older children will be able to bring in their own sanitisers.
- Children will be encouraged not to touch their mouth, eyes and nose and to use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it')
- We will help children and young people who have trouble cleaning their hands independently and consider how to encourage young children to learn and practise these habits through games, songs and repetition
- There is no need for anything other than normal personal hygiene and washing of clothes after each day. School uniform is preferred but because clothes should be fresh each day we realise this may not always be possible. Some days teachers

may request PE kits for the whole day which will mean no undressing in school and will allow uniforms to be washed.

- Bins for tissues will be regularly emptied
- School will be well ventilated using natural ventilation (opening windows)
- We encourage you to walk or cycle to school to avoid contact whilst parking.
- We will prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation
- We have proportionate supplies of soap, anti-bacterial gel and cleaning products
- Surfaces that children and adults are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, more regularly than normal.
- Rooms will be directly accessed from outside where possible
- Where possible there will be a one-way system in place on the corridors. Tape will be used to remind children of the system as they move through school
- Being a split site is a huge advantage allowing us to keep groups apart throughout the day
- We will support our pupils to understand how to follow the rules and why it is important
- We will use outside space as much as possible - for exercise and breaks – our sports coaches will be back from June 1<sup>st</sup> – they have carried out their own risk assessments and will be completing a new course/qualification in “delivering safely with social distancing” over the next couple of weeks and we will have plans to adapt our usual lessons to maintain distancing, minimise contact and minimise equipment sharing. For outdoor education, where possible, as this can limit transmission and more easily allow for distance between children and staff - outdoor equipment, if used will be appropriately cleaned

## **What happens if someone becomes unwell at Goostrey Primary School?**

- If anyone becomes unwell with loss of smell, a new, continuous cough or a high temperature they must be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance (<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>).
- If one of our pupils is awaiting collection, they will be moved, if possible, to a room where they can be isolated. Ideally, a window will be opened for ventilation. If it is not possible to isolate them, they will be moved to an area which is at least 2 metres away from other people.
- If they need to go to the toilet while waiting to be collected, they should use a separate bathroom if possible. The toilet will then be cleaned and disinfected using standard cleaning products before being used by anyone else.
- PPE is available for staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).
- In an emergency, we will call 999 if they are seriously ill or injured or their life is at risk.
- If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive (see ‘What happens if there is a confirmed case of coronavirus in a setting?’ below).
- They should wash their hands thoroughly for 20 seconds after any contact

with someone who is unwell.

Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people.

## **What happens if there is a confirmed case of coronavirus at our school?**

- When a child or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff who are attending our school will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.
- Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.
- Where the child or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child or staff member they live with in that group subsequently develops symptoms.
- As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take. In some cases, a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary

Parents will need to follow the standard national advice on the kind of symptoms to look out for that might be due to coronavirus, and where to get further advice. If anyone in the household develops a fever, loss of smell or a new continuous cough they are advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance (<https://www.gov.uk/government/publications/covid-19-stay-at-homeguidance>) which states that the ill person should remain in isolation for 7 days and the rest of the household in isolation for 14 days.