

From 2nd January 2022 guidance for school opening has changed in response to the Omicrom variant of Covid. We will be open full time for all pupils on both sites. (some pupils may continue to need a phased return- this will be discussed on an individual basis with parents at Target Setting Meetings) If deemed necessary an Individual Covid Intervention Plan will be provided for those pupils building up to full time within the first half term.

Individual pupil Risk Assessments will be used to identify any concerns relating to individual pupils.

General steps to help prevent the spread of the virus:

- Initial testing to take place at the Target Setting meetings for pupils – and then twice weekly at home.
- Staff to take initial LFT prior to starting in Jan and then twice weekly.
- Pupils/ staff with symptoms are not to attend school- and to take a PCR test
- Pupils/Staff with same household members who have COVID can attend school but must take daily LFT which must be negative. They can continue to attend unless a test is positive or they exhibit symptoms at which point a PCR should be taken
- Pupils/Staff to have TEST and remain off school until the result is known. Inform school of the outcome.
- Enhanced cleaning of school and motorvations site daily- using a chlorine wash.
- Cleaning hands more often – washing them with soap and water for 20 secs and using hand gel
- Good respiratory hygiene- “catch it, bin it, kill it”
- Frequent cleaning of touched surfaces around the school buildings including door handles, stair rails, light switches etc – using medical grade wipes and other detergents on an hourly rota
- PPE- ALL STAFF MUST WEAR A FACE MASK (if visors are worn masks also need to be worn, gloves and aprons will also be made available) PUPILS should wear Masks or face coverings if they are over 11 years old- we need to encourage this as far as possible in the new guidelines.
- Staff and pupil temperature will be taken twice daily- once on arrival at school and again after lunch
- The minibuses will be cleaned after every use – to reduce transmission. When transporting pupils, they must wear masks and where possible sit in every other seat. Where possible keep windows open to allow for ventilation.

Planning and Organisation:

- **TIMETABLE:**

- Will be organised for pupils to be taught in class groups and remain with their groups as far as possible throughout the day.
- Spaces will be marked between seats to ensure distancing- desks will as far as possible be front facing.
- Practical lessons will be delivered in specialist classrooms but shared equipment must be cleaned between group usage
- If possible some classroom activities may be possible to be delivered outside to reduce the likelihood of transmission.
- Break times and lunch times will be in class bases or outside.
- Arrival and end of day times will be staggered to avoid groups of parents or taxi drivers congregating at the entrance of the school.
- Offsite trips, rewards and PDAP will be offered but Risk Assessments will include COVID secure practice for each venue. Where possible PE will take place outside. PDAP will run in smaller groups, more times across the week. Reward trips will be accessed in smaller groups.

- **CLASSROOMS:**

- All classrooms will have a chlorine wash daily by the cleaning company.
- Teachers will clean surfaces, door handles, light switches and other frequently touched surfaces or areas after every lesson with detergent, bleach solution or wipes.
- As much as possible soft furnishings, toys etc, as well as clutter to be cleared from classrooms to support thorough cleaning.
- Teachers to allocate pupils a specific seat and provide individual equipment for pupil use to minimise sharing of resources.
- Ensure that pupils and staff use hand gel as they enter the classroom prior to the start of the lesson- make sure that hand sanitiser is always available for pupils to use.
- Ensure PPE is worn properly.
- Have a supply of tissues and a bin in the classroom- display posters “Catch it, Bin It, Kill it” and hand washing in classroom
- When possible keep windows and door open to encourage good ventilation- keeping doors open also reduces the use of the door handles

- **ARRIVAL, TRANSITIONS and BREAK TIME/ LUNCH TIME:**

- On arrival temperature will be taken – and pupils must wash their hands at the gate
- Phones and other values must be stored in the staff lockers- Pupil phones will be stored in individual bags in the phone box
- Tutor rooms will be used for breakfast, lunch and for after school dismissal

- Escort pupils to toilet adhering to social distancing where possible and encourage 20 sec hand washing before returning to classroom. The toilets will be kept locked to ensure that only one pupil at a time accesses.
 - Breaks to be taken outside where possible to limit transmission
 - Outdoor equipment must be appropriately cleaned between use.
 - Pupils must wash their hands before and after eating breakfast or lunch.
 - Breakfast food must be cleared away and surfaces wiped down as soon as breakfast club is finished. Breakfast and lunch to be eaten in tutor groups
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- **CORRIDORS and COMMUNAL AREAS**
 - All school areas will be given a chlorine wash every evening by cleaners
 - A rota for wiping external classroom and office door handles, light switches, stair rails and frequently touched areas around the school on an hourly basis.
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- **MINIBUS/PEOPLE CARRIER TRAVEL:**
 - A cleaning checklist is in place for each of the vehicles please ensure that all areas are completed following EVERY journey and complete the log.

WHAT TO DO IF A PUPIL OR MEMBER OF STAFF BECOMES ILL ONSITE:

- If anyone becomes unwell with a new continuous cough, or high temperature in school please inform the Head teacher or SLT
- The pupil or staff member will be sent home and advised to follow the COVID-19 Guidance for households with possible coronavirus infection.
- If a pupil is awaiting collection they should be moved to a room where they can be isolated with appropriate adult supervision. As far as possible the window should be kept open to allow for ventilation – and the staff member should if possible keep 2m distance.
- If the staff member cannot keep 2m away or the child needs additional support –PPE (gloves, mask and apron) should be worn.

- If the pupil needs to go to the toilet use the “Girls” toilet – inform another member of staff of this- so that the toilet can be closed off until cleaning can take place. Any female pupils should be taken to the female staff toilets if their toilet has been closed due to pupil illness.
- If there is an emergency call 999.
- If a member of staff has helped someone who was unwell they will not need to go home unless they develop symptoms. They should follow hand hygiene for 20 secs.

TESTING:

- All staff and pupils attending the school will have access to a LFT tests and should use them twice weekly or if they have symptoms
- If a PCR test comes back negative they can return to school and their families can stop isolating.
- Staff and pupils can now take LFT tests on Day 6 and 7 of their isolation period. If they receive two negative test results they are no longer required to complete 10 days of isolation. The first test must be taken no earlier than day 6 and the tests must be 24 hours apart.
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