

Park Primary School COVID 19 Full Reopening RA for September Author- Park Primary (HT etc): 14/7/20 updated 29/8/20 shared pre the summer holidays in its earliest format (Union Reps/ Chair and SLT) and on 1/9/20 to GB, SLT, Union Reps and Staff.

At the point of initial assessment of risk (1/9/20), R in London = 0.9-1.1

<https://www.newham.gov.uk/coviddashboard>

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>- full opening guidance received on 2/7/20 last updated 28/8/20

https://docs.google.com/document/d/1x1obgj6eQ-Pio0LCkySZFPo3x4hzpZ_MNuuCB8zctg/edit - Park's September Plan.

<https://www.gov.uk/government/news/coronavirus-covid-19-what-has-changed-22-september> Most up to date guidance

[Toolkit V8 20.9.20](#)

[Pull Out Covid What to Do and FAQ](#)

'Aim to Prevent' Section

Risks and to whom	System of Controls	Mitigation/ Actions/ Information links/ explanation etc	Assessed risk Following mitigation measures	Monthly SLT and H and S Lead Monitoring and Evaluation . Was it: Effective? Did it work as planned? Please update where necessary Last Weds of every month. Has the likelihood/ consequence rating changed over the month? Does anything need adding/ amending in this section of RA?
A) Infection entering the school	<ol style="list-style-type: none"> Prevent people with symptoms entering the building Minimise non-essential visitors People WfH where it is deemed reasonable and the majority of meetings (including professional development) stay online and are kept to extended bubbles. Effective home/ school communications so if there is a parent/carer case, the school knows about it Hand sanitizing on arrival and departure Students only bring in what they need from home. Only staff and students internally on site between 9-3 At drop off and pick up, parents to be allowed in the playground due to the ltd street access but regular comms relating to avoiding congregation. Staggered arrival and departure times to limit congestion and maximise social distancing possibility. Deliveries to be quarantined where possible. Children to regularly be made aware of what to do if...posters to be displayed around the school. Entry and exit external gates remain the same for Y1-6. One way system is strictly enforced. No crossing over of those coming in/ going out. Only 6 classes lining up outside at any one time and markings to ensure the children are standing safely SBM to monitor arrangements and systems of controls twice per week. Regular clothes washing to be encouraged Prevent people who have been in contact with Covid 19 from entering 	<p>Do not enter if: https://docs.google.com/document/d/1qgBdiFUBNpm_uonnSIM50w02o3_VDyTNrgJrQURnhhY/edit#heading=h.58cthz6surxs Checklist for admin pre anyone signing in: https://docs.google.com/document/d/1ixaSlqKqiMAL5bTwiWwMp55zJW0598t7FWsBE_GBUU/edit#heading=h.b0x852vos78t https://www.theguardian.com/world/2020/aug/31/coronavirus-uk-map-covid-confirmed-cases-and-deaths-today - this link to be used to confirm the numbers when we reassess at SLT each month. (rate:last week/ rate:all time/ cases:all time)</p> <ol style="list-style-type: none"> Effective communication re expectations (letters and Zooms)/ posters on entrances/ New HSA https://drive.google.com/drive/folders/1WfooRwx8AUfoNCKlrKueIE6qAajyIP97 (symptoms/ get tested and isolate and helpline) All staff to be made aware that they must not enter the site if they have a high temperature, new/ continuous cough/ change in their sense of taste or smell (reinducted on 2/9/20) Induction Plan https://docs.google.com/document/d/1OuKAzD7QHnb08jum5sVLjRkI8I9T9eFMwINicemROnU/edit At every staff weekly briefing re symptoms and procedures if staff are sick. Every person wishing to enter the building to be asked whether they have symptoms as listed and shown on arrival. Effective recording of all visitors so they can be tracked. No parent meetings onsite: all parents asked to communicate via email/ Dojo or phone/ contractors out of school hours/ if essential, clear expectations shared at the point of entry. Staff go home when not required on site and minimise interaction. Remote CPD to be undertaken wherever possible. All adults are clear re what to do if there are symptoms in the house; https://drive.google.com/drive/u/0/folders/1WfooRwx8AUfoNCKlrKueIE6qAajyIP97 https://drive.google.com/drive/u/0/folders/1WfooRwx8AUfoNCKlrKueIE6qAajyIP97 All parents know to call the school as soon as a confirmed case is known in their home. Upon arrival in every new space, all members of the community will be asked to sanitize their hands and lower arms. When exiting, asked to do the same. Children to use sanitizer as they enter the building every morning; then, when they have placed their belongings under their desks, to wash their hands. Not advisable to bring packed lunch but if there are allergies or issues then children are to leave their bags under their desk and not use the communal space. All homework online now but children are allowed to bring their reading books in and out from home. Books are to be quarantined for 3 days when returned to school <ul style="list-style-type: none"> One parent only dropping off/ picking up and to be advised that they should communicate by phone/email at all times. No visitors on site during key hours unless absolutely essential (eg repairs) Polite notice to be served to all essential visitors All visitors to wear face covering and sanitize on entry/ exit, not to be allowed access to any space where school contacts would be within 2m All visitors to sign in with QR code Limit touching etc Not to use the toilet. Playground to be marked as per bubbles https://docs.google.com/document/d/1DPfUEPdOL7k8Z6mglyFbVFksnK2zyzPbGX1zik1RGAO/edit Deliveries, where possible, to be removed to the boiler room and dealt with 72 hours after arrival. https://drive.google.com/file/d/18bW2_cx1QbK3QY1e21W07xCHtTM9Kvy/view?usp=sharing https://docs.google.com/document/d/1NgbZLJKXEdt3VQwwisDvWQqyicEK6anCefa6tqsFLkw/edit 	<p>Medium Risk</p>	<p>August Newham Stats using Guardian link = Aug 9.3/ 420.2/1,484 Sept- 49/568/ 2005 Oct -167/1241/4381(last week in Oct) Nov - Dec -</p>



	<p>Caveats which lead to the risk remaining as Medium despite all of the mitigations in place:</p> <ul style="list-style-type: none">• Many people are asymptomatic thus: precaution, hygiene and distance is key.• People may be presymptomatic yet spreading• Mitigation effectiveness relies on responsibility and compliance of all involved.	<p>13. SBM and MM to organise</p> <p>14. Timetables and compliance calendar to be completed by SBM</p> <p>15. Instruction to be included in the parent letter on 4.9.20 : https://docs.google.com/document/d/1Du6ciCHbURdWl4PoTIE2Mt9AHxk8ITQjAel3vAtXvpl/edit</p> <p>Resources:</p> <p>16. Create a QR code for Park - PH create a QR code poster for your location at www.gov.uk/create-coronavirus-qr-poster This will allow people to check in when they visit your premises. Help other people to download and use the app: signpost There is a 60 second video in multiple languages, an app demonstration video, FAQs and a step by step download guide available https://www.newham.gov.uk/coronavirus-covid-19/nhs-test-trace-app/3?documentId=503&categoryId=20143 ; advise staff who are not Newham residents to Request a code if you work in Newham but do not live in the borough: If you do not live in Newham, but work in a front line role out and about in the borough, you can request a code so that you can use the app. Please email testandtrace@Newham.gov.uk to request https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc https://www.nhs.uk/ask-for-a-coronavirus-test</p>		
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<p>B) Transmission within school</p>	<ol style="list-style-type: none"> 1. Hand hygiene (transfer risk) 2. Respiratory Hygiene (airborne risk) 3. Bubbles in year groups but the extended bubble is the phase 4. Staggered Start/ Finish times as well as increased staggering of break/ lunch times. 5. Allocated 'Extended Bubble' toilets which are to be cleaned regularly . 6. Increased Cleaning Arrangements 7. Rotated lunch system 8. Classroom arrangements 9. At drop off and pick up times, parents allowed to filter through to playground 10. Allocated work spaces 11. PPA staff working across bubbles but taking extra precaution. 12. Minimise sharing of common areas 13. Ventilation 14. Unnecessary soft furnishings and textiles etc to be removed. 15. Children to only use their own equipment 16. Marking and feedback <p>Caveats which lead to the risk remaining as Medium despite all of the mitigations in place:</p> <ul style="list-style-type: none"> • It's a small 'confined' site and when all are in there will be 650 people on site at once. • Where crossing in corridors is unavoidable children will have to wait for a class to come through before they go through themselves • We will activate our own Park Track and Trace. If we can attempt to account for people's movement around the building we can better track, trace and assess where isolation is considered necessary and for whom. - this will include siblings and family consideration • Staff to be advised to wear face coverings when they are moving from one space to another. 	<ol style="list-style-type: none"> 1. All to be trained in effective hand washing. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ Sanitise when we cannot wash. 2. Catch it bin it kill it talked through with all staff/ all classrooms have lidded bins/ children reminded re droplets and coughing into elbows/ reminded to wash their hands after a respiratory hygiene incident. https://www.cdc.gov/flu/professionals/infectioncontrol/resphygiene.htm 3. Minor bubbles are classes, bubbles are year groups but the extended bubbles are required as the extended bubble needs to share the playground space and the entrance time. If there was a positive case in a minor bubble we would need to assess risk via Park's Track and Trace as to the immediate risk to the extended bubble and its staff. We would speak re siblings, themselves and whether they, as adults, had mixed in the school community to the extent that might increase the risk. All staff to be advised to wear face coverings when moving around the school (unless an individual has a medical reason not to do so) 4. Timetable of entry exit and lunchtime. https://docs.google.com/document/d/1D_Ys22ZD6-y5QolbQq3emKjXDunrExzsu3hweFbJTlc/edit 5. EYFS Bubble = use the YR toilets only/ Lower School Bubble = use the Ground Floor toilets/ Middle School Bubble = use the Middle Floor toilets/ Upper School bubble to use the 2nd Floor toilets. At lunchtime, all children can use the GF toilets but these will be cleaned after each Bubble have finished their outside time. One toilet in the Boys' and one in the Girls' toilet to be allocated to the visiting Bubble. No hand dryers in use. Toilet seat down when flushing. 6. Enhanced cleaning arrangements to continue. Daytime cleaner on site from 10.00am to 2.00pm in addition to standard cleaning staff rota. Toilets and frequently touched surfaces cleaned regularly throughout the day. Plastic screen in lunch area. 7. Juniper Risk Assessment https://drive.google.com/drive/folders/1qptAbhIBfP8pUjWS6rW0cFYK8GZrsUgf https://mail.google.com/mail/u/0/#inbox/WhctKjVzdNjtbJfLcDHsxZjkrZpqGnrBgVpRzWTdVjVFrDGhcbCWgzhwVHcFjsjCdSZWlq and Juniper Newsletter <p>In each Extended Bubble (phase):</p> <table border="1" data-bbox="884 682 2410 844"> <tr> <td></td> <td>Year 1, Year 3 and Year 5</td> <td>Year 2, Year 4 and Year 6</td> </tr> <tr> <td>Week one of cycle</td> <td>Packed Lunch in Classroom</td> <td>School Meal in the Dining Hall</td> </tr> <tr> <td>Week two of cycle</td> <td>School Meal in the Dining Hall</td> <td>Packed Lunch in Classroom</td> </tr> </table> <p>In this way, whilst children will be outside at the same time in an extended bubble, they will not be in the Dining Hall in the same week and the Dining Hall will be wiped through between extended bubble use.</p> <p>Lunch timetable https://docs.google.com/document/d/1cxKkGxcGu1R2Hcvnq0k4PdCZ2J8lAdUdsz_dhJac5fA/edit</p> <p>Perspex screen in place in the kitchen</p> <p>Trays to be passed along by the adult and the cutlery and cup to be placed on tray by adult wearing gloves.</p> <ol style="list-style-type: none"> 8. Children have their own equipment where possible., where equipment is shared, the Teacher collates and 'rests' equipment for 72 hours. Desks in Y2-Y6 facing the front. Where equipment goes home, eg reading books, when it is finished with it is returned to the box and 'rested' for 72 hours before going back on the shelf. Own water bottles to be brought. Children to be less mobile than they used to be, unnecessary movement around the classroom is to be avoided where possible. Markings on the floor ensure that furniture remains in place. Teacher to remain at the front wherever possible. LSAs to have an assigned working area, ensuring that there is consistently appropriate social distancing. Visualiser to be used to provide feedback wherever possible. 9. Parents allowed into the playground due to significant safety risk as well as congestion risk if they were to remain outside the gates. Parents to be informed though that communication with the class teacher is not allowed and all comms should come through the email system. An appointment needs to be made and meeting can be conducted in the 'uncongested' playground ie before or after peak times. 10. PCs/ telephones not to be shared. Desks to be only used by one person/ child. Only to be shared if/ when a clean has occurred. 11. Face coverings to be worn; Minimum of 2m distance to be maintained. No raising of voice, Singing can only occur in Hall where only 30 people can be at such time. 12. Staff in different Extended Bubbles will have a different lunchtime. Staff to be made aware of risk areas - fridge handles etc. Staff to sanitise hands on entry to and exit from the staff room. Creative Room not to be used by different groups in any given day unless it has been wiped through thoroughly 13. Windows and doors open where it is possible (temperature permitting) and not a fire risk to do so. 14. All staff to spend time considering necessity vs risk on 4/9/20. We must balance the need for a stimulating, comfortable learning environment with the necessity to limit touch of surfaces and materials. 15. Stationery to be provided at the children's desks. Where brought from home it should not be shared. 16. Visualisers to be used wherever possible. Where a lesson is taught weekly, books may be taken in, marked and then rested. Where feedback is required for the next lesson, 		Year 1, Year 3 and Year 5	Year 2, Year 4 and Year 6	Week one of cycle	Packed Lunch in Classroom	School Meal in the Dining Hall	Week two of cycle	School Meal in the Dining Hall	Packed Lunch in Classroom	<p>Medium Risk</p>	<p>Sept-</p> <p>Oct -Remind re ventilation Changed the policy re hand driers.</p> <p>Nov -</p> <p>Dec -</p>
	Year 1, Year 3 and Year 5	Year 2, Year 4 and Year 6											
Week one of cycle	Packed Lunch in Classroom	School Meal in the Dining Hall											
Week two of cycle	School Meal in the Dining Hall	Packed Lunch in Classroom											
<p>C) Transmission through increased people on site</p>	<ol style="list-style-type: none"> 1. Staggered entry/ exit times 2. One way system in place 3. Staggered play times 4. Staggered lunchtimes 5. Use of shared equipment in the playground 6. Toilet use at lunchtime 7. Daytime cleaner schedule and Welfare Staff wiping generally throughout the day (handrails/ surfaces) 	<ol style="list-style-type: none"> 1. https://docs.google.com/document/d/1x1obg6eQ-Pio0LckySZFPo3x4hzzpZ_MNuuCB8zctg/edit 2. One way system to remain in place in the old part of the building. The staircase in the new part of the building will be a two way staircase as it is wider. Children not to be unsupervised on this staircase. One way system map: https://docs.google.com/document/d/1NgbZLJKXEdt3VQwwisDvWQqyicEK6anCefa6tqsFLkw/edit?ts=5f0dc363 3. 15 minute playtimes for Extended Bubbles 4. 45 minutes outside in Extended Bubbles, 15 minutes inside in Year Group Bubbles. 5. Bubble equipment boxes to be used and replaced at the end of the session. 	<p>Medium Risk</p>	<p>Sept-</p> <p>Oct -</p>									



	<p>8. New Procedural Induction 2nd/ 3rd Sept 2020 9. Ventilation 10. Staggered lunchtimes and provision as in B) above 11. Early Years starters' parents on site</p> <p>Caveats which lead to the risk remaining as Medium despite all of the mitigations in place:</p> <p>As in B) above.</p>	<p>6. Toilets on Ground Floor (Lower School Bubble toilets) to be used by the other Bubbles at lunchtime (not breaktime) specific toilets within the block will be allocated and will be wiped at the end of each Bubble's lunchtime. There is too great a risk in not allowing the children to access the toilet at lunchtime and they cannot access their own ones as there is a greater risk in children being all around the building unsupervised at lunchtime. Cleaning Rota will specify when the particular toilets need to be cleaned as well as a tick sheet in the toilet to say that the clean has been undertaken. No hand dryers in use.</p> <p>7. https://docs.google.com/document/d/13Y7mjFlrS50Z-c0PqJoTab_UB1Gh50nRPrRT5PPwNoQ/edit</p> <p>8. https://docs.google.com/presentation/d/1YMwo2CpRYH9F8pqSHzfjIYmBg_AMxojan1k9TQZsuVpE/edit#slide=id.p</p> <p>9. Windows and doors to remain open where it is possible to do so (temperature and fire doors allowing)</p> <p>10. As above</p> <p>11. Decreased numbers in Reception & Nursery children starting groups, limit of one parent/carer accompanying child into the classroom. Consistent groups of children and therefore parents.</p>		<p>Nov -</p> <p>Dec -</p>
<p>D) Cross Contamin. of Bubbles</p>	<p>1. No communal gatherings 2. No more than one bubble in the Dining Hall 3. Only Bubble cross interaction outside 4. Teachers and adults to be encouraged to wear face coverings in communal areas. Staff not to use communal equipment in the staff room. Constant reminders re physical distancing, hand and respiratory hygiene. 5. Allocated Bubble toilets across the day 6. Cleaning Schedule 7. PPA 8. Cover teachers and peripatetic teachers</p> <p>Caveat: Siblings cross bubbles so Park to assess that risk at the point of confirmed cases. It's a small site and when all are in there will be 650 people on site at once. There will be crossing over in corridors at some points despite the one way system - we need to activate our own Park Track and Trace. If we can attempt to account for people's movement around the building we can better track, trace and assess where isolation is considered necessary and for whom. This requires, transparency, application of intelligence and acute awareness of whereabouts and actions at all times in the school day.</p>	<p>1. Assemblies will be online/ remote class assemblies will still take place/ Stars of the Week continues/ parent information sessions will be online.</p> <p>2. Dining Hall Rota and Cleaning Schedule in place.</p> <p>3. No shared communal indoor spaces for any cross extended bubble work. For intervention groups, children will work across bubbles (eg phonics) but not beyond Extended Bubbles. This is where Park's Track and Trace would need to come into place if a confirmed case occurs. We would consider direct contacts outside of bubble at this point.</p> <p>4. All staff to maintain a 2 m distance from children wherever it is possible (especially visiting PPA staff and those working across bubbles.)</p> <p>5. Over the course of the day allocated toilets to be used: YR = YR toilets, Lower School Bubble = Ground Floor Toilets, Middle School Bubble = 1st Floor Toilets, Upper School Bubble = 2nd Floor Toilets</p> <p>6. Daytime cleaner has been employed and works according to a schedule. Schedule TBC and linked.</p> <p>7. At Park, PPA will be delivered by specialist teachers and thus they will bubble cross. PPA teachers must:</p> <ul style="list-style-type: none"> • Go to the children in their bubble space • Wear a face covering whenever it is possible to do so • Refrain from being closer than 2m at any time. • Not hand out equipment or collect it in. Children (as they are in the bubble in an ongoing capacity) should take responsibility for this at all times. • PPA will be in the week of the DH therefore there are unavoidable increased contacts. <p>8. Where supply teachers and cover teachers are required: face coverings will be worn where possible; a 2 metre distance will be maintained; direct close instruction will be avoided wherever possible; regular hand washing will be expected and effective respiratory hygiene will be explained.</p>	<p>Low Risk</p> <p>Medium Risk of cross contamination in the case of PPA provision.</p>	<p>Sept-</p> <p>Oct -</p> <p>Nov -</p> <p>Dec -</p>
<p>E) First Aid</p>	<p>1. PPE equipment 2. Managing general FA case 3. Managing a suspected case 4. Flu vaccine in Autumn Term</p> <p>All welfare cases will be actioned with the utmost precaution and care. At the point of presentation of symptoms it is likely that all will be very aware of contact, action and hygiene. There is less chance of accidental risk or unknown risk.</p>	<p>1. https://youtu.be/j3hfEpiAx0E Public Health England - COVID-19 specific: https://youtu.be/-GncQ-ed-9w. Set of essential equipment to be provided to each classroom and audited weekly for replacement needs.</p> <p>2. Welfare Room to be attended by the child, welfare staff to always wear gloves and to wear a face covering due to the proximity required when supporting a child. Welfare staff will be working across bubbles. Recording of any close proximity work is essential so that track and trace at Park can be effective if necessary.</p> <p>3. Isolation Room (ground floor RWI room) to be attended by the child having been escorted by a Welfare member of staff wearing PPE.</p> <p>4. Increase communication relating to the flu vaccine: advertise the benefits whilst being mindful of the content (for Muslim families) YR starters: https://docs.google.com/document/d/1K0B6P_vVUn7BbsWgZy6f5IJAwGeWEjr[pu5R-oLo87k/edit Little Park: https://docs.google.com/document/d/10Yqlx7CqGHECBiDj5g33c14GvOWK4HeLgsXlf_PELk/edit</p>	<p>Low Risk</p>	<p>Sept-</p> <p>Oct -</p> <p>Nov -</p> <p>Dec -</p>
<p>F) Fire Safety</p>	<p>1. Fire evacuation/fire drill procedures 2. Registers 3. Fire risk assessment (FRA) 4. Ventilation 5. Quick removal to WH Park once the registers have been taken and numbers confirmed.</p> <p>As evacuation will be quick and mustering will be external, the risk is perceived as low here</p>	<p>1. Evacuation procedures remain as amended for partial reopening. Assembly points have been re-marked on the playground. Any names changes to rooms to be annotated onto the assembly points once finalised. Sufficient fire wardens in place. Fire drill to be undertaken at the start of the new academic year to ensure any issues are identified and resolved.</p> <p>2. Paper registers to continue for fire drill purposes. Consideration to be given to printing off registers daily after AM cut off.</p> <p>3. Current school FRA in place and unchanged. Separate Little Park FRA to be undertaken. PH to contact Geetha Unnithan. Daily Fire Warden count.</p> <p>4. Classroom doors to remain open but corridor fire doors will be closed. Children and staff to be encouraged to open doors (where possible) with elbows; to be conscious where hands have been used and to wash hands thereafter.</p>	<p>Low Risk</p>	<p>Sept-</p> <p>Oct -</p> <p>Nov -</p> <p>Dec -</p>



<p>G) Children/ adults with additional needs, vulnerabilities or SEND</p>	<ol style="list-style-type: none"> 1. Individual RAs for staff with a risk of 3-6 2. Individual RAs for children where deemed necessary 3. Staff supporting children with SEND Risk Awareness support 4. Risk for children missing from Park's offer <p>Where there are increased vulnerabilities there will be additional risk assessments and precautionary measures in place and thus the likelihood is perceived as it is elsewhere. There is however a greater concern for the risks to individuals in this category therefore there will be increased awareness of adults and children in (G) and we will act to ensure that there is decreased risk in terms of (B) (C) and (D) for the individuals covered by (G).</p>	<ol style="list-style-type: none"> 1. https://docs.google.com/document/d/1AXhLxUPKqSvzT2Yv31MQbc4l1pdsW-Vzclu4aKTtx64/edit 2. https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance Park individual children RA https://docs.google.com/document/d/1AvU50InWNsPaIMaDsxZBJQNncfclh2ngcqRS1ZqD4tw/edit 3. Guidelines and individual children's RA's to be shared with those members of staff alongside support/ care plans as part of handover/induction. In some cases extra guidance may be requested from the school nurse/health visitor or family GP/paediatrician so that a robust care plan can be written and any necessary training provided . Staff advised to wear face coverings, gloves etc for when supporting children who are unable to observe social distancing regulations. If necessary/requested Staff RA's to be carried out 4. Comprehensive register to be maintained for all children who are not attending school. Park's Virtual School Register to pick up children not attending and then not accessing provision. Intervention and Saturday School to support. ZS to work in the Autumn Term almost as the school's own EWO to ensure that we are doing all we can to support the return to school whether that is virtually or physically. Blended learning Offer and Complementary Curriculum to be established and implemented. 	<p>Medium Risk</p>	<p>Sept- Oct - Nov - Dec -</p>
<p>H) Risk to children who are isolating, shielding, quarantining, sick of missing education</p>	<ol style="list-style-type: none"> 1. Attendance Strategy 2. Blended Learning Lead Appointed 3. Mental Health Priority 4. Production of Park's Blended Curriculum 5. Intervention Strategy which can be accessed in school or at home. 	<ol style="list-style-type: none"> 1. https://drive.google.com/drive/u/0/folders/1MsnAfOsXN0DVGtYhtOd17C9x9W09PKdJ and the Education Setting Status form to be updated daily by 12:00 https://form.education.gov.uk/service/educational-setting-status 2. Park will: Ensure that all 'main instruction' is available audibly online to accompany slides so that whether a cohort is isolating or individuals are absent, the main content of learning can be accessed at the time of its occurrence to ensure smooth reintegration. BLL to additionally conduct intervention sessions and to oversee intervention as well as maintaining oversight of children's persistent absence, intermittent absence or failure to engage with online elements of learning. 3. Wellbeing and Mental Health Inset and regularly revisited across the year. 4. Consideration of the teaching approach and new approach to be trialled which will be equally accessible at home as in school. Kit bought so that lessons can be audibly recorded and heard at home. All lessons to be planned with a blended approach in mind. 5. Saturday school timetable and strategy to be made clear to the community. Its purpose will be twofold: to provide access and space for children who have been identified as not engaging with the home learning Cc and as a time and space for extra tuition and intervention. 	<p>Low risk</p>	



Appropriate Response Section - what we do if.....

Risk	Mitigation/action/ information/ links etc		
Shortage of Staff	<ul style="list-style-type: none"> • In the case of a class teacher/ member of staff working closely in a bubble testing positive, we will seek advice but it is likely that the small bubble (class) will close. • In the case of not being able to cover classes where too many staff are absent - the affected bubbles will need to be closed and, for the period of time, revert to the Google Classroom delivery by teacher if not sick or by the Blended Learning Co-ordinator where necessary. • In the case of us not having enough LSAs to work safely with children who work 1-1, the child will be asked to go home as this will limit capacity to operate safely in the best interests of the child. • In the case of not having anyone to open up the school safely, we will not be able to open. Parents will be referred to the Dojo for any such updates as well as the website. • On a daily basis, staff numbers will be analysed against the numbers of children and ratios required. Where safe opening is not possible, bubbles will be temporarily closed (in accordance with advice) as per perceived necessity, If this issue is considered to be LT the closing of Bubbles will be taken against the perceived need for the year group. That is, for example, Y6 in September will be considered a priority for onsite education etc. 	<p>There is a high risk that this may be the case given that data suggests there is more transmission through colleagues. The consequence of this is that bubbles will need to close to protect further spread. The consequence for children's education will be low given what will be in place for our ongoing curriculum.</p>	
Suspected cases	<ul style="list-style-type: none"> • If a member of staff or a child develops symptoms in school they must be sent home to self isolate pending testing. • Whilst awaiting collection (in the case of a child) they will be in the isolation room and accompanied by a member of the Welfare Team in PPE. • They, if an adult, (or the parent/carer of a child) must then book a test. Children under the age of 11 will need to be assisted if using a home testing kit. If it is considered that a parent cannot or will not take the test, school to undertake the test with test kits provided (this will only be undertaken in exceptional circumstances) • If someone tests negative and they no longer have symptoms similar to Covid 19 they, and the rest of their family, can stop isolating. • The school should be informed immediately of the test results. • Open lines of communication to be promoted at all times. Parent/ carers to be asked to inform school of any Covid contact which may affect the school population. • What to do if displaying symptoms • Testing Update 	<p>High Likelihood</p> <p>Relatively low consequence. We will seek PH advice as to the point at which bubbles should close.</p>	
Confirmed cases	<ul style="list-style-type: none"> • What to do if positive test • Master Copy of Covid Notification Form • <u>If you have a confirmed case of COVID-19 at your school, you need to:</u> • 1. Call the DfE helpline 0800 046 8687 • 2. Inform the Newham public health team: publichealthenquiries@newham.gov.uk • 3. Inform NPW, Newham's schools silver officer service: geetha.unnithan@theeducationspace.co.uk • 020 8249 6900 ext: 173 • 07807 727366 • 07770 227 094**Out of Hours Contact number • Alert the London Coronavirus Response Centre (LCRC): lcrc@phe.gov.uk or call 0300 303 0450 • If the test is positive the member of staff/child will be contacted by NHS Test and Trace and details should be provided of anyone that they have been in close contact with. • The school should be informed • At the point of receipt of that information, PH will speak to PHE and the LA advisor for advice. • Those who test positive should follow the https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection • As per World Health Organisation guidance any confirmed cases of Covid 19 must be reported to the Public Health Authorities. SBM to be advised to ensure reporting is undertaken promptly. • Letter to affected bubble and letter to school. • Those who test positive should continue to self isolate for at least 14 days from the onset of their symptoms and then return to school only if they do not have symptoms other than a cough or loss of sense of smell/taste (these symptoms can persist for several weeks after the infection has gone). • Email text re bubble closure • Confirmed case letter to affected bubble 	<p>High Likelihood</p> <p>Assessed consequence will depend on: How the systems are being adhered to in school; How many siblings there are potentially in other bubbles; How many actual positive tests there are.</p>	



	<ul style="list-style-type: none"> • Confirmed case letter to school • Online Learning Letter 		
Local Restrictions	<ul style="list-style-type: none"> • Seek guidance and follow advice from PHE • Park to defer to its 50/50 model where necessary and possible to do so where 50/50 model is half the children in for one week and the other half in the next week or 50/ 50 each week. This action would be to decrease the bubble size. Learning in such cases would be established as a teacher led model for 50% of the week and independent online learning for the other half of the week. All children would be expected to do the same thing at the same time meaning that the teacher would not be repeating sessions. • Blended Curriculum and new teaching model to be introduced on 2/9/20 so that there is an accessible curriculum at all times. • Sat provision will be online where it needs to be in such cases. 		
Local Lockdown	<ul style="list-style-type: none"> • Seek guidance and follow advice from PHE • If school is closed revert to initial documents created relating to: <ol style="list-style-type: none"> 1. Must/ Should and Could teaching model 2. Home calls 3. Staff Check ins 4. Weekly communication and online briefings 		

Appendix 1 – Useful Links

<p>Park's posters and in school guidance documents:</p> <p>https://drive.google.com/drive/folders/1b3ROohkPUvTXliVOhLumf_UIGV8Qcfij</p> <p>Polite Visitor notice: https://docs.google.com/document/d/1tc3WubLzBdpb-fekd-tjxWYr6WS4z4jff3YrVya2nl/edit</p> <p>https://drive.google.com/drive/u/0/folders/11tNxRK5-G4fM4j8WoHagKSRGvscaYLC4 Juniper RA https://drive.google.com/drive/u/0/folders/11tNxRK5-G4fM4j8WoHagKSRGvscaYLC4 Juniper Return to Work Plan</p>

General and National docs: <https://tfl.gov.uk/info-for/schools-and-young-people/travel-guidance-for-schools?cid=reopeningeducation>

<https://www.newham.gov.uk/transport-streets/low-traffic-neighbourhood>

<https://drive.google.com/drive/folders/11tNxRK5-G4fM4j8WoHagKSRGvscaYLC4> Newham Covid 19 Toolkit

<https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>

<https://www.acas.org.uk/coronavirus/if-someone-has-coronavirus-symptoms-at-work>

<https://www.gov.uk/government/news/government-publishes-latest-r-number>

<https://neu.org.uk/coronavirus>

<https://www.nasuwt.org.uk/advice/health-safety/coronavirus-guidance.html>

<https://www.gmb.org.uk/support-work/coronavirus>

https://www.barnardos.org.uk/sites/default/files/uploads/Supervision%20in%20Education%20-%20Healthier%20Schools%20For%20All%20-%20Main%20report_0.pdf

<https://www.gov.uk/government/publications/covid-19-school-closures/guidance-for-schools-about-temporarily-closing> Section 11.1

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

DfE – [Opening schools for more children and young people: initial planning framework for schools in England](#)

DfE – [Safer travel guidance for passengers](#)

DfE – [Getting tested for Coronavirus](#)

DfE – [Implementing protective measures in education and childcare settings](#)

HSE – [Latest information and advice](#)

PHE – [Public Health England](#)

<https://www.gov.uk/government/publications/letter-from-phe-and-nhs-test-and-trace-to-school-and-college-leaders>



<https://coronavirus.data.gov.uk/#category=utlas&map=rate> <https://www.nhs.uk/ask-for-a-coronavirus-test>

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested#list-of-essential-workers-and-those-prioritised-for-testing-england-only>

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