



Uffington Church of England

Primary School

"Everyone Matters"

Love, Honesty, Courage



Coronavirus: risk assessment May 2021

This document is reviewed at least weekly and ongoing as necessary. It has been written with reference to:

- <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidance>
- <https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021/schools-and-childcare-settings-return-in-january-2021>
- <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>
- [Education and childcare settings: new national restrictions from 5 November 2020](#)
- [Guidance for full opening: schools](#)
- [Guidance for full opening: special schools](#) (this includes guidance on pupils with EHC plans which is useful for mainstream schools as well)
- [Actions for early years and childcare providers during the coronavirus outbreak](#)
- [Safe working in education settings](#)
- [Face coverings in education](#)

- [COVID-19 contain framework: a guide for local decision makers](#)
- [How schools can plan for tier 2 local restrictions](#)
- [Critical workers who can access schools or educational settings](#)

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	ADDITIONAL NOTES
<p>Contact with someone suffering from coronavirus</p>	<ul style="list-style-type: none"> • Staff • Pupils • Contractors • Visitors 	<p>When an individual develops coronavirus (COVID-19) symptoms or has a positive test Pupils, staff and other adults must not come into the school if:</p> <ul style="list-style-type: none"> • they have one or more coronavirus (COVID-19) symptoms • a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms • they are required to quarantine having recently visited countries outside the Common Travel Area • they have had a positive test <p>They must immediately cease to attend and not attend for at least 10 days from the day after:</p> <ul style="list-style-type: none"> • the start of their symptoms • the test date if they did not have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test) <p>Everyone will be asked not to come into school if they need to self-isolate under current guidance or have coronavirus symptoms:</p> <p>https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#part-1-people-who-develop-symptoms-of-coronavirus</p> <p>Regular reminders will be given about this.</p>	<p>All staff Parents</p>	<p>If a child is awaiting collection, they should be moved to our nominated isolation room (Learning zone) where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people. If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else. School office must contact the cleaner to attend site.</p> <p>PPE must be worn by 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). More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance.</p> <p>Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the</p>

	<p>Anyone self-isolating with symptoms will be encouraged to access testing and engage with the NHS Test and Trace process. QR code available to be scanned at entrance.</p> <p>If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up. Our isolation room will be the learning zone.</p> <p>999 will be called if they are seriously ill or injured or their life is at risk.</p> <p>In the case of a symptomatic pupil who needs to be supervised before being picked up:</p> <ul style="list-style-type: none"> • If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask and full PPE kit. • If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron as part of PPE kit. • If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection <p>Supervising staff will wash their hands thoroughly for 20 seconds after the pupil has been picked up.</p> <p>Parents will be advised to follow:</p> <p>https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</p> <p>They will also be asked to arrange to have a test : https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</p> <p>If a parent or carer insists that a pupil with symptoms attends school, the school will use reasonable judgement and refuse the child if this is necessary to protect pupils and staff. The school will consider all circumstances and the latest public health advice when making this decision.</p>		<p>infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance.</p> <p>If the local area sees a spike in infection rates that is resulting in localised community spread, appropriate authorities will decide which measures to implement to help contain the spread. The Department for Education will be involved in decisions at a local and national level affecting a geographical area, and will support appropriate authorities and individual settings to follow the health advice.</p> <p>NB Follow contingency plan document.</p> <p>The government has announced that shielding guidance is being paused. From Thursday 1 April, clinically extremely vulnerable (CEV) people are no longer advised to shield. CEV people must continue to follow the national restrictions that are in place for everyone.</p> <p>From Thursday 1 April, all CEV children should attend early years provision, school, college, wraparound childcare and out-of-school settings, unless they are one of the very small number of children under paediatric or other specialist care and have been advised by their GP or clinician not to attend.</p>
--	---	--	--

	<p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance.</p> <p>If the school becomes aware that a pupil or a staff member has tested positive for coronavirus, and needs advice on next steps, the school will contact the DfE helpline on 0800 046 8687 and select option 1. (If no advice is required, the school will report the case using the DfE's 'online attendance form daily return'). The advice service (or local health protection team, if the call is escalated to them), will carry out a rapid risk assessment to confirm who's been in close contact with the person when infectious. The school will ask (using a template letter from the local health protection team) these people to self-isolate for 10 days from the day they were last in close contact.</p> <p>To help with this, records will be kept of:</p> <ul style="list-style-type: none"> ● The pupils and staff in each group ● Any close contact that takes place between children and staff in different groups <p>Close contact means:</p> <ul style="list-style-type: none"> ● Direct close contact – face-to-face contact with an infected person for any length of time, within 1 metre, including: <ul style="list-style-type: none"> ○ Being coughed on, ○ A face-to-face conversation, or ○ Unprotected physical contact (skin-to-skin) ● Proximity contacts – extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected person ● Travelling in a small car with an infected person <p>If there are 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is</p>		
--	---	--	--

		<p>suspected, the school will work with the local health protection team to decide if additional action is needed. Any advice given by the team will be followed.</p> <p>All cases must be reported to the authority.</p>		
<p>Contact with coronavirus when getting to and from school</p>		<p>Everyone will be encouraged to walk or cycle into school, and asked to avoid taking public transport during peak times if possible. Staggered start/collection times are also in place for each bubble.</p> <p>Anyone who needs to take public transport will be referred to government guidance.</p> <p>Parents/carers who need to drop off and pick up pupils will be told through messages and signage:</p> <ul style="list-style-type: none"> • Their allocated drop off and collection times, with different groups being given different times. • The protocols for minimising adult to adult contact i.e. One-way system in operation in the playground, with signage to direct, (disabled access through side gate), request that face masks are worn – including staff. • That only one parent/carer should attend • Not to gather at entrance gates or doors, or enter the site unless they have a pre-arranged appointment • Playground/field picnic benches will have signage stating which bubble they are for. <p>Anyone wearing reusable face coverings when arriving to school will be expected to bring a plastic bag to keep these in during the school day. If they're using disposable face coverings, these will be put in a covered bin. Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn.</p>	<p>All staff Parents</p>	<p>A very limited number (approx 2) pupils use the school taxi, approved by OCC. Parents have given permission for their children to use this service. The taxi firm is responsible for providing their own risk assessment.</p> <p>You must instruct pupils to:</p> <ul style="list-style-type: none"> • not touch the front of their face covering during use or when removing it • dispose of temporary face coverings in a 'black bag' waste bin (not recycling bin) • place reusable face coverings in a plastic bag they can take home with them • wash their hands again before heading to their classroom. <p>Face visors or shields should not be worn as an alternative to face coverings. They may protect against droplet spread in specific circumstances but are unlikely to be effective in reducing aerosol</p>

		<p>Anyone wearing any sort of face covering when arriving to school will wash their hands on arrival (as all individuals will), dispose of/store the covering, and wash their hands again before going to their classroom or office.</p> <p>Visors are not to be used and are NOT a substitute for face coverings under new guidance (February 2021).</p> <p>Everyone will be made aware that they mustn't touch the front of the covering during use or removal.</p> <p>Staff and visitors will wear face coverings in areas of the school where social distancing isn't possible, such as in staffrooms. They will be asked to keep on or put on a face covering when arriving at school and moving to classrooms or offices, unless they're exempt from wearing one. Once they've arrived at their destination and need to take the covering off, they'll follow the above steps. A supply of spare face coverings will be kept for anyone who arrives, (plus a box in the lobby) without one or has one that's unsafe to wear.</p>		<p>transmission when used without an additional face covering. They should only be used after carrying out a risk assessment for the specific situation and should always be cleaned appropriately.</p>
<p>Spreading infection due to touch, sneezes and coughs</p>		<p>The school office will take the temperature of all visiting adults attending the site, they will also be asked to complete a Covid question sheet. Children DO NOT need to have their temperatures taken (February 2021).</p> <p>Handwashing facilities are provided alongside hand sanitiser at all exit and entry points.</p> <p>Everyone in school will:</p> <ul style="list-style-type: none"> ● Frequently wash their hands (at staggered times to keep bubbles separate) with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands ● Clean their hands on arrival, after breaks, if they change rooms, before and after eating, and after sneezing or coughing 		<p>If someone with symptoms tests negative for coronavirus (COVID-19), then they should stay at home until they are recovered as usual from their illness but can safely return thereafter. The only exception to return following a negative test result is where an individual is separately identified as a close contact of a confirmed case, when they will need to self-isolate for 10 days from the date of that contact.</p> <p>Staff will continue to test with LFDs twice a week at home, as per existing guidance on testing for staff in primary schools and nurseries. Primary age pupils will not be tested with LFDs. Public Health England have advised there are currently limited public health benefits attached to testing primary pupils with lateral flow devices. Primary age pupils</p>

		<ul style="list-style-type: none"> ● Be encouraged not to touch their mouth, eyes and nose ● Use a tissue or elbow to cough or sneeze, and use bins for tissue waste ● Avoiding touching handles, switches and surfaces and using anti-bac wipes and spray to wipe down regularly. <p>Pupils will be encouraged to learn and practise these habits in lessons and by posters put up across the school.</p> <p>Help will be available for any pupils who have trouble cleaning their hands independently. Skin friendly cleaning wipes can be used as an alternative. Young children will be supervised during hand washing.</p> <p>Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored to make sure they're not close to running out.</p> <p>Lidded bins for tissues will be emptied throughout the day.</p>		<p>may find the LFD testing process unpleasant and are unable to self-swab. We will review this approach in the light of any emerging evidence. All results are communicated to the HT (& recorded) and to NHS.</p>
<p>Spreading infection through contact with coronavirus on surfaces</p>		<p>Cleaning staff will regularly clean frequently touched surfaces using standard cleaning products (e.g. bleach, detergent), including:</p> <ul style="list-style-type: none"> Banisters Classroom desks and tables Bathroom facilities (including taps and flush buttons) Door and window handles Furniture Light switches Reception desks Teaching and learning aids 		<p>Each room has a full cleaning schedule which is checked twice daily.</p>

		<p>Books and games and other classroom-based resources</p> <p>Computer equipment (including keyboards and mouse)</p> <p>Sports equipment</p> <p>Hard toys</p> <p>Telephones</p> <p>Fingerprint scanners</p> <p>Outdoor play equipment</p> <p>Items that need laundering (e.g. towels, flannels) will be washed regularly in accordance with the manufacturer's instructions, on the warmest water setting. These items will not be shared between children between washes.</p> <p>Pupils and parents/carers will be asked to limit the amount of equipment they bring into school each day to essentials like bags, lunch boxes, hats, coats, books (drop boxes for book changing will be provided and the books will not be touched for 72 hours).</p> <p>Areas of the school that are used by pupils will be cleaned thoroughly at the end of the day, with a clear cleaning schedule in place.</p> <p>Areas of the school not in use will be shut off to make cleaning more manageable.</p> <p>Any resources shared between groups, such as sports, art and science equipment, will be either:</p> <p>Cleaned frequently and meticulously, and always between groups using them; or</p> <p>Rotated so they can be unused and out of reach for 48 hours (72 hours for plastics) between use by different groups</p>		
--	--	---	--	--

		<p>The same rules will be followed for books and other shared resources that pupils or staff take home. However, unnecessary sharing will be avoided, especially where it doesn't contribute to pupil education and development.</p> <p>Individual and very frequently used equipment, like pens and pencils, will not be shared.</p> <p>Therapy equipment, such as physiotherapy or sensory equipment, will be cleaned between each use. If this is not possible or practical, it will be: Restricted to one user; or Rotated so it can be unused for 48 hours (72 hours for plastics) between use by different individuals</p> <p>Shared rooms, such as the library and learning zone will be avoided/restricted to one bubble however if used will be cleaned between different groups using them. The learning zone will only be utilised for breakfast club & cleaned afterwards.</p> <p>If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following decontamination guidance.</p> <p>Cleaning supplies will be topped up regularly and monitored to make sure they're not close to running out.</p> <p>Teachers will wash their hands and surfaces before and after handling pupils' books.</p>		
<p>Spreading infection due to excessive contact and mixing between pupils and staff in lessons</p>		<p>Pupils will be kept to their class groups – “bubbles.</p> <p>All close conversations should be avoided. Children as much as possible should remain at their desks when in the classroom.</p> <p>Children in the EYFS will be kept in consistent groups based on their age groups, while adhering to the usual staffing ratios.</p>		<p>Outdoor sports should be prioritised where possible, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene. This is particularly important in a sports setting because of the way in which people breathe during exercise. Sports coaches will be expected to adhere to our risk assessments and protective measures. Ignite should inform school of any medical issues or concerns regarding their staff.</p>

	<p>Where pupils are old enough and capable enough, they will be taught and reminded to maintain their distance and not touch staff or peers.</p> <p>Pupils will be seated side-by-side and facing forwards, and unnecessary furniture will be moved out of classrooms to allow for this. The exception to this is Ridgeway class and White Horse class where it would be impossible to deliver the age appropriate curriculum.</p> <p>We will follow the government's guidance https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf for lessons involving drama, singing, chanting, shouting or playing instruments (particularly wind or brass instruments). iRock and Brass lessons take place in the church and they have provided their own risk assessments including individual risk assessments for pupils with medical needs. The office takes the temperature of visiting teachers/visitors to site and they wear face masks.</p> <p>Music activities will take place outside wherever possible, no instruments will be shared and they will be cleaned according to guidance. If taking place inside, larger, well-ventilated rooms will be used and the number of people will be limited to allow for social distancing.</p> <p>Any background or accompanying music will be kept to levels which don't require teachers or other performers to raise their voices if they don't have to. Microphones will be used to avoid the need for shouting or prolonged periods of loud speaking or singing. Where possible, microphones, instruments or other equipment won't be shared.</p> <p>During music lessons and performances, pupils will be positioned either back-to-back or side-to-side at an appropriate distance. Singing or instrument playing will only take place if there's enough natural airflow and space to allow for strict social distancing between each person.</p>		
--	---	--	--

	<p>For physical activity, we will follow the same guidance for cleaning equipment and grouping pupils as in all areas of the school. Outdoor sports will be prioritised where possible, - where it is not, we'll use large indoor spaces with sufficient ventilation. Distance between pupils will be maximised as much as possible.</p> <p>For team sports, we will follow government guidance https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf and keep pupils in consistent bubbles.</p> <p>Staff can work across different groups in order to deliver the school timetable, but they will keep their distance from pupils and other staff as much as they can (ideally 2 metres apart). This won't always be possible, particularly when working with younger children, but close face-to-face contact will be avoided, and time spent within 1 metre will be minimised.</p> <p>Any pupils with complex needs or who need close contact care will have the same support as normal as distancing isn't possible here. Staff will be rigorous about hand washing and respiratory hygiene.</p> <p>Supply teachers, peripatetic teachers and other temporary staff will be told to minimise contact and maintain as much distance as possible from other staff. The number of temporary staff entering the school premises will be kept to a minimum.</p> <p>Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. These staff will be advised to be rigorous about hand washing and respiratory hygiene.</p> <p>If the school becomes part of a local or national lockdown area where restrictions apply, we will move to remote learning for all pupils when instructed to by the DfE, except</p>		
--	--	--	--

		<p>for vulnerable pupils and children of critical workers, who will be offered a place to attend school.</p>		
<p>Spreading infection due to excessive contact and mixing between pupils and staff around and outside of the school</p>		<p>Pupils will be kept in the same groups at all times each day, and be kept separate from other groups</p> <p>Staff and visitors will wear face coverings in areas of the school where social distancing isn't possible, such as in staffrooms. Staff will use zone areas per bubble for recreational breaks. They will be asked to keep on or put on a face covering when arriving at school and moving to classrooms or offices, unless they're exempt from wearing one. They'll be given clear instructions about how to put on, remove and store/dispose of face coverings safely.</p> <p>Pupil groups will have staggered timetables, including for start and finish times, break and lunch times, to avoid too many pupils being in one place at the same time. Lunches will be delivered to each classroom and staff will wipe down and clean tables, wearing protective equipment. Children will be sat in the same seat as their normal classroom space.</p> <p>Movement around the school site will be kept to a minimum to avoid creating busy corridors. Yellow tape will remind pupils about social distancing.</p> <p>Pupils will be supervised at all times to ensure mixing between groups doesn't occur, and they will be reminded about the rules throughout the day.</p> <p>All shared rooms will be cleaned between each use.</p> <p>Toilet use will be managed to avoid crowding, with classes/bubbles having set times.</p> <p>Staff use of staff rooms and offices will be staggered to limit occupancy.</p> <p>All visits to the site are restricted, unless they are absolutely necessary. In such cases, visitors will have guidance on physical distancing and hygiene explained to them on or</p>		

		<p>before arrival. Visits will happen outside of school hours wherever possible. A record will be kept of all visitors. Visitors will be asked to complete a form upon arrival and their temperature will be taken.</p> <p>No school trips of any kind are permitted under current guidance (February 2021).</p> <p>Breakfast club numbers will be restricted to avoid mixing of bubbles. The learning zone where it takes place will be cleaned before and afterwards. Breakfast club will operate under this risk assessment. A limited number of children will be admitted (10) to limit any possible transmission by mixing children from different bubbles. The Learning zone will be fully cleaned before and afterwards. Children will join their bubbles without mixing with other bubbles and very young children will be escorted to their bubble by staff, avoiding contact with other bubbles.</p>		
<p>Spreading infection due to the school environment</p>		<p>Checks to the premises will be done regularly to ensure compliance with guidelines.</p> <p>Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with limited staff and changes to how the school space is being used.</p> <p>Areas in use will be well ventilated by:</p> <p>Opening windows</p> <p>Propping open internal and external doors, where fire safety and safeguarding wouldn't be compromised</p> <p>A comfortable temperature will be maintained alongside increased ventilation by:</p> <p>Opening high level windows in preference to low level to reduce draughts</p>		<p>All first aid incidents will be logged on our MIS.</p> <p>For minor incidents children will be encouraged to e.g. wash a graze etc. themselves. If staff are unsure they will consult with SLT.</p> <p>For all other first aid incidents we will follow national guidance and staff will wear PPE.</p>

	<p>Providing flexibility to allow additional, suitable indoor clothing</p> <p>Increasing the level of ventilation while spaces are unoccupied (e.g. between classes, during break and lunch, when a room is unused). This means keeping windows slightly open while the room is occupied and opening more widely while unoccupied</p> <p>Rearranging furniture where possible to avoid direct drafts</p> <p>Lidded bins will be provided in classrooms and other key locations to dispose of tissues and any other waste.</p> <p>Outdoor space will be used for exercise and breaks, and for education where possible.</p> <p>Collective worship will be online through Google Classroom so that no large groups are gathered together/mix.</p> <p>The library will not be used currently as a library but will be limited to use by the infant class bubble. Children must be sat next to each other not facing each other.</p>		
Spreading infection due to excessive contact and mixing in meetings	<p>Where possible, all meetings will be conducted by telephone (e.g. parent teacher consultations) or using video conferencing. This includes meetings with staff, parents/carers, visitors and governors.</p> <p>Where this isn't possible, essential meetings will be conducted outside, or in a room large enough to allow for social distancing.</p>		
Individuals vulnerable to serious infection coming into school	<p>Staff who have received a shielding letter or been advised to stay at home by their GP/clinician will not come into school if possible.</p> <p>Staff who are clinically vulnerable or clinically extremely vulnerable and coming into school will be placed in the safest possible on-site roles where it is possible to maintain social</p>		

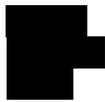
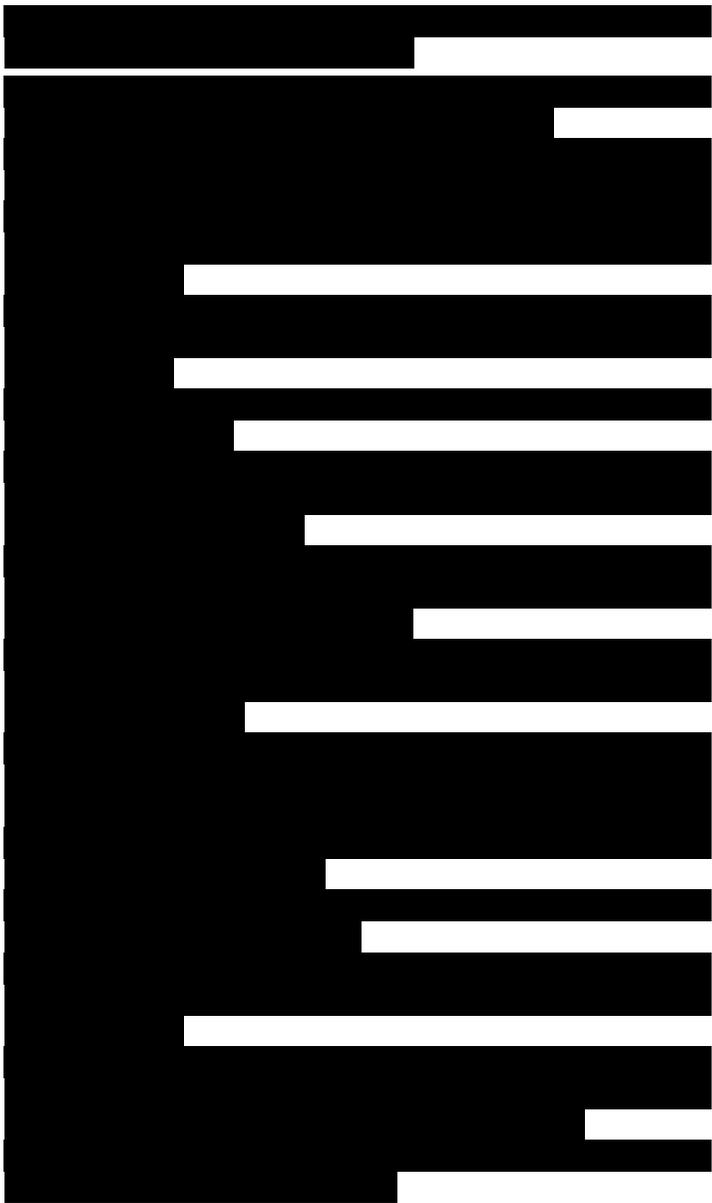
		distancing. Depending on the nature of their status they may require individual risk assessments.		
Emergency evacuations		<p>Evacuation routes are confirmed, and signage accurately reflects these. <i>NB in the event of emergency the priority is getting out of the building calmly regardless of social distancing.</i></p> <p>PEEPs are in place for specific pupils [REDACTED] [REDACTED] These cover arrangements are in place to support in the case of reduced numbers of staff.</p> <p>Fire drills and Lockdowns take place at regular intervals and are recorded as well as weekly checks of the fire alarm.</p>		
Classrooms		<p>All pupils will be provided with their own stationery packs which will not be shared with other pupils. Pupils will not be allowed to bring in their own pencil cases.</p> <p>The school office will source plastic covers for chrome books that can be easily cleaned.</p> <p>Chalk must not be used in KS1 and KS2.</p> <p>Pupil bags, coats and belongings under tables could be a trip hazard - staff will be vigilant and give daily reminders to children about keeping items stored safely and being vigilant to avoid possible accidents. Where possible mobile cloakroom stands will be used to aid accident prevention.</p>		<p>Teachers will not be expected to take marking home - please refer to our updated marking policy.</p> <p>Ridgeway Class started using the EYFS gate from 20/10/2020 (which an adult opens). This means they can take wellies off before coming back into school and are not walking barefoot down the corridor. Once inside they put on their normal shoes. EYFS have blocked off a little pathway so they are not crossing bubbles. Break times are at different times. Wellies are not outside the classroom in the hall so are not a trip hazard.</p>
Staffing		<p>Staffing numbers required have been determined including support staff such as facilities, IT, midday and office/admin staff. ALL staff are provided with a staff map.</p> <p>Including at least one of the following:</p>		<p>Please be mindful of kettle usage in the staff room. OCC have reported kettle usage in schools as a contributing factor to adults getting the virus. Please bring in your own flask/lidded cups.</p>

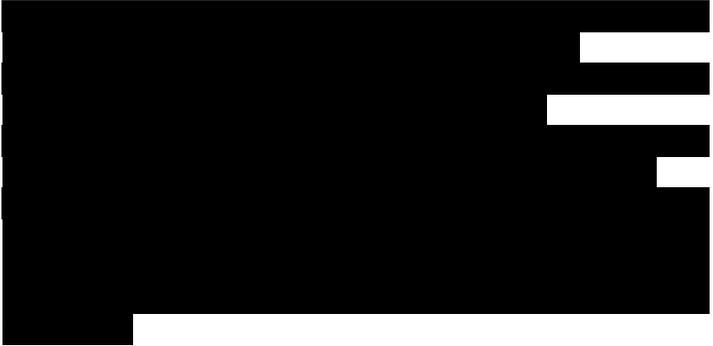
	<ul style="list-style-type: none"> • Paediatric First aider (where children under 3yrs) • Designated Safeguarding Lead (DSL) • SENCO • Caretaker/site member • Office staff member <p>No photocopying to be done by staff other than office staff. E mail printing requirements to office or drop outside into box provided.</p> <p>Office staff and CT's on PPA able to work from home provided staffing ratios are as necessary.</p> <p>Consideration given to the arrangements for any deliveries - staff not to collect from delivery person immediately, items left where applicable by front door.</p> <p>CEV staff are advised not to attend the workplace. Staff who are CEV will previously have received a letter from the NHS or their GP telling them this (no new letter is required), and there is guidance for everyone in this group. It provides advice on what additional measures individuals in this group can take. CV staff can continue to attend school. While in school they must follow the system of controls to minimise the risks of transmission. We will follow the specific guidance for pregnant employees because pregnant women are considered CV.</p>		<p>Approach to staff absence reporting and recording in place. All staff aware. See Managing sickness and staff absence policy.</p> <p>Risk assessments in place for those staff who were previously working from home due to shielding, (clinically vulnerable and/or living with someone in these groups), and appropriate arrangements for mitigating risk are identified.</p> <p>Plans to respond to increased sickness levels are in place (SLT/CLASS ACT). Cover arrangements determined (including leaders and safeguarding designated leads).</p> <p>Approach to support wellbeing, mental health and resilience in place, including bereavement support - support contact information provided.</p> <p>KM is Youth Mental Health trained first aider.</p>
Catering	Please refer to OCC risk assessment and management.	OCC	Meals are delivered to separate bubbles and eaten in classroom setting which is cleaned afterwards. The school chef wears a face mask when delivering meals.
Remote learning	We will follow all government guidelines in terms of provision.	HT/CT's/FGB	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/9

				64351/Schools_coronavirus_operational_guidance.pdf
Mental health & well being		<p>Potential for staff to be distressed/stressed - Weekly staff meeting – virtually – to discuss concerns and shared control measures.</p> <p>Sharing of support helplines – HR and others.</p> <p>At least one SLT member of staff on site every day.</p> <p>Mulberry Bush well-being group established – dates on SchoolPod.</p>	HT/FGB	<p>https://www.uffingtonprimary.org/uploads/9/5/4/0/95408552/mental_health_policy.pdf</p> <p>Pupils may be experiencing a variety of emotions in response to the coronavirus (COVID-19) outbreak, such as anxiety, stress or low mood. This may particularly be the case for vulnerable children. It is important to contextualise these feelings as normal responses to an abnormal situation. We will aim to support pupils by children being taught by the same staff as much as possible. Sharing our operating plan with parents so that they can talk and discuss with their child.</p> <p>Also refer to our Jigsaw Charter.</p>
Safeguarding		<p>Consideration given to any pupils who may need support with their return to school and consultation has been undertaken with the family and other agencies involved.</p> <p>Staff are prepared for supporting wellbeing of pupils and receiving any potential disclosures.</p> <p>Updated Child Protection Policy in place.</p> <p>Where appropriate, work with other agencies, such as social care, has been undertaken to support vulnerable pupils to return to school.</p> <p>Where physical contact is required in the context of managing behaviour, ensure appropriate hygiene measures are in place to mitigate any risk of transmission.</p> <p>All records will be maintained on SchoolPod as per normal practice.</p>	All staff FGB	<p>https://www.uffingtonprimary.org/uploads/9/5/4/0/95408552/school_safeguarding_policy_updated_2020.pdf</p> <p>Prevent: DfE document shared with DSL's and staff. All staff are trained in Prevent.</p> <p>Ensure both staff and learners are clear on the reporting procedures to raise concerns - reviewed in weekly staff meetings.</p> <p>During the pandemic, children and young people may have experienced the absence of trusted adults and positive role models. As such, extremist narratives and individuals offering an explanation for the pandemic may have had an increased appeal, and may have gone unchallenged. Dedicate time to rebuild these valuable</p>

		Open doors - please do not leave open doors unattended - think site safety.		relationships and have 'safe space' discussions with learners through our Jigsaw PSHCE scheme. Review curriculum opportunities for critical thinking, online safety, and media literacy. Discussed in staff meetings.
SEND pupils		Some pupils with SEND (whether with education, health and care plans or on SEN support) will need specific help and preparation for the changes to routine that this will involve, so teachers and SNA Jo Allott will need to risk assess for each individual pupil and discuss with parents.	All Staff FGB	
Pupils with pre-existing medical conditions/needs.		School office and teaching staff will maintain a register of such pupils and individual risk assessments will be put in place, agreed with parents. External support from professionals will be sought as appropriate. [REDACTED] [REDACTED] Music lessons in the church - iRock have supplied their own risk assessment and the teacher is epi pen trained. If KM is not in school another member of the EYFS team will be named by the class teacher to be responsible for [REDACTED]. The named person must have been trained by parents of [REDACTED] in lifting/toileting procedures. If staffing levels mean that there is no trained individual on site, the school office must contact parents of [REDACTED]. All visiting music or other peripatetic teachers must keep a record of other sites visited/attended.	All Staff Parents	
Attendance		We will remind parents of their duty to secure that their child attends regularly at school and will follow procedures as set out in our attendance policy e.g. we will record attendance	HT Staff	https://www.uffingtonprimary.org/uploads/9/5/4/0/95408552/whole_school_attendance_policy_jan_19.pdf

		<p>and follow up absence, issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct if necessary.</p> <p>To support parents who may be anxious about sending their child back into school we will share operating procedures/planning and make this risk assessment available via the school website.</p> <p>Refer cases to LCSS for support if no improvement.</p> <p>Attendance officer is available to do house calls.</p> <p>We will continue to communicate clearly and consistently the expectations around school attendance to families (and any other professionals who work with the family where appropriate).</p> <p>Identify pupils who are reluctant or anxious about returning or who are at risk of disengagement and develop plans for re-engaging them. This should include disadvantaged and vulnerable children and young people, especially those who were persistently absent prior to the pandemic or who have not engaged with the school regularly during the pandemic.</p> <p>Use the additional catch-up funding schools will receive, as well as existing pastoral and support services, attendance staff and resources and schools' pupil premium funding to put measures in place for those families who will need additional support to secure pupils' regular attendance.</p> <p>Work closely with other professionals as appropriate to support the return to school, including continuing to notify the child's social worker, if they have one, of non-attendance.</p>	Parents	<p>Weekly attendance checks completed by HT.</p> <p>Attendance reported to FGB and daily to DfE.</p>
Site additional information	Staff Visitors	<p>Following the discovery of Asbestos dust, and the subsequent professional clean, access to the boiler room is to be authorised by the Head teacher only, and where possible will only be given to Sam Beynon. This is to restrict access to the room, and thus avoid further contamination.</p> <p>Advise that face masks and gloves are worn, however we have been given certification that the air is clear</p>		

				
---	---	---	--	--

				
--	--	--	--	--