

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE 17.8.21 – UPDATED SECTIONS IN GREEN	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES
		<p>as soon as possible but a negative test does not negate the need for a period of self-isolation.</p> <p>Other members of the student’s household (including any siblings and members of their support or childcare bubble if they have one) should follow the guidance provided by the Turkish authorities.</p> <p>112 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 • If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron • 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 and dispose of their PPE safely..</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 from possible infection with COVID 19. The school will consider all circumstances and the latest public health advice when making this decision.</p>	<p>Nurse</p> <p>Nurse</p> <p>Headteacher/ Nurse</p>		



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		<ul style="list-style-type: none"> 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>If the school becomes aware that a pupil or a staff member has tested positive for coronavirus, the school will carry out a rapid risk assessment to confirm who has been in close contact with the person when infectious. The school will ask these people to self-isolate to allow testing of staff and students to take place (this will usually require a return to distance learning for a minimum of one day). Staff and students in receipt of a negative COVID 19 test result will be able to attend school again (usually 24 hours later). If parents do not want to test children they would be required to isolate away from school for 10 days.</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"> Anyone who lives in the same household as someone with coronavirus symptoms or who has tested positive for coronavirus Anyone who has had any of the following types of contact with someone who has tested positive for coronavirus: Face to face contact including being coughed on 	<p>HT</p> <p>HT/Nurse/Teachers</p>		



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		<p>or having a face-to-face conversation within 1 metre</p> <ul style="list-style-type: none"> • Been within 1 metre or 1 minute of longer without face-to-face contact • Been within 2 metres of someone for more than 15 minutes (either as a one off contact or together over one day) • Travelled in the same vehicle <p>All Middle Years children (Years 6 – 9) will be required to provide either a negative PCR test certificate or certificate showing double vaccination on the first day of term. PCR tests should have been conducted within 72 hours of the start of school. This will be checked at the school gate on the 2nd September and children not in possession of this document will not be permitted entry.</p>	Parents/SLT	2.9.21	
Contact with coronavirus when getting to and from school		<p>Families will be encouraged not to use drivers and asked that where this is unavoidable the same staff are used each day.</p> <p>Parents and 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>Both gates will be used for access using a staggered start and finish time.</i> • That only one parent/carer should attend • Not to gather at entrance gates or doors, or enter the 	Parents SBM	26.2.21	



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		<p>site unless they have a pre-arranged appointment.</p> <p>Primary children 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.</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>Everyone will be made aware that they mustn't touch the front of the covering during use or removal.</p> <p>Middle Years: A supply of spare face coverings will be kept for anyone who arrives without one or has a covering that's unsafe to wear. Everyone will be asked to either keep on or put on a face covering when arriving at school, unless they're exempt from wearing one.</p> <p>Masks will be changed on a regular basis.</p> <p>The process for the safe use and removal of face coverings will be explained to all children by the school nurse. Safe wearing of face coverings requires the:</p> <ul style="list-style-type: none"> • Cleaning of hands before and after touching – including to remove or put them on • Safe storage of them in individual, sealable plastic bags between use 	<p>Parents</p> <p>HT/DHT</p> <p>HT/DHT/Nurse</p> <p>SBM</p> <p>Nurse</p> <p>SBM</p>		



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		Where a face covering becomes damp, it should not be worn, and the face covering should be replaced carefully.			
Spreading infection due to touch, sneezes and coughs		<p>Handwashing facilities will be provided.</p> <p>Automated taps have been fitted in the school and hand sanitising stations have been placed in classrooms and shared areas.</p> <p>Everyone in school will:</p> <ul style="list-style-type: none"> • Frequently wash their hands with soap and water for 20 seconds and dry thoroughly, 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 • 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 <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>SBM</p> <p>Teachers</p> <p>SBM</p>	26.2.21	



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		Lidded bins for tissues, preferably operated by a foot pedal, will be emptied throughout the day.	SBM		
Spreading infection through contact with coronavirus on surfaces		<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 • Books and games and other classroom-based resources • Computer equipment (including keyboards and mouse) • Sports equipment • Hard toys • Telephones • Outdoor play equipment <p>Items that need laundering (e.g. towels, flannels, bedding) 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>	SBM	26.2.21	



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		<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 and coats.</p> <p>Areas of the school that are used by pupils will be cleaned thoroughly at the end of the day.</p> <p>This includes classrooms and outdoor play equipment.</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 cleaned frequently and meticulously, and always between groups using them.</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>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>Parents</p> <p>SBM</p> <p>SBM</p> <p>Teachers/caretakers</p> <p>SBM</p> <p>SBM</p> <p>Teachers</p>		
Spreading infection due to excessive		The school will be divided up into three bubbles based on the following class groups:	HT	2.9.21	



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contact and mixing between pupils and staff in lessons		<p>EYFS – Nursery & Reception, Years 1 and 2.</p> <p>MP2/3 – Year 3,4 & 5</p> <p>Middle Years – Years 6-9</p> <p>These groups can be provided with consistent staff, allocated spaces to learn and the widest breadth of curriculum. It also allows for the provision of a full day at school for most children.</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.</p> <p>Lessons that involve singing, chanting, shouting or playing instruments (particularly wind or brass instruments) will follow the guidance available at working safely during coronavirus (COVID-19) performing arts.</p> <p>For physical activity, team sports will only be considered where national governing bodies have developed guidance under the principles of the UK government's guidance on team sport. Outdoor sports will be prioritised where possible, or large indoor spaces used where it is not. Distance between pupils will be maximised as much as possible.</p> <p>Most staff will work within a single bubble 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-</p>	PE Staff		



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		<p>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>Specialists teachers, therapists, clinicians, and other support staff for pupils with SEND should provide interventions as usual. These staff can operate across different classes and year groups to facilitate delivery of the timetable and specialist provision. Where staff need to move between groups, they should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. The number of interactions and changes will be minimised where possible.</p>	<p>SLT/Teachers</p> <p>Student Support Lead</p> <p>SLT/Specialists/Student Support</p>		
Spreading infection due to excessive contact and mixing between pupils and staff around and outside of the school		<p>Pupils will remain in class groups when inside the school with close contact with other pupils avoided.</p> <p>Mixing outside at lunchtimes with a bubble will be permitted.</p> <p>Middle Years: Everyone will be asked to put on face coverings whilst inside the school, 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>HT/SLT/Teachers</p> <p>HT/AHT</p> <p>AHTP</p>	2.9.21	



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		<p>Pupil groups will have staggered timetables, including for start and finish times, break and lunch times, and assemblies, to avoid too many pupils being in one place at the same time.</p> <p>Lunches can take place in the school hall with reduced numbers of students and space between classes.</p> <p>Movement around the school site will be kept to a minimum.</p> <p>Pupils will be supervised at all times-and they will be reminded about the rules throughout the day.</p> <p>Rooms will be accessed directly from outside where possible.</p> <p>Toilet use will be managed to avoid crowding.</p> <p>Students will be allocated toilets to use. Children will not be allowed to use a bathroom allocated to another bubble.</p> <p>Use of communal areas for staff to store, prepare and eat lunches have been identified with access to use fridges and microwaves.</p> <p>Visitors to the site, such as contractors, will have guidance on physical distancing and hygiene explained to them on or before arrival. Visits will happen outside of school hours wherever possible. A record will be kept of all visitors.</p>	<p>Teachers</p> <p>Lunch Supervisors</p> <p>Teachers</p> <p>AHTP Teachers</p> <p>HT</p> <p>Teachers/HT</p> <p>SBM</p>		
Spreading infection due to the school		<p>Checks to the premises will be done to make sure the school is up to health and safety standards before opening.</p>	SBM	26.2.21	



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environment		<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. Bubbles will be introduced to the fire, incident and bomb procedures to permit social distancing.</p> <p>Areas in use will be well ventilated by opening windows or using ventilation units. Doors will be propped open, where fire safety and safeguarding wouldn't be compromised.</p> <p>All classroom spaces have been supplied with HEPA air purifiers.</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>The indoor space used for children in the EYFS will meet the following requirements:</p> <ul style="list-style-type: none"> • 2.3m² per child for children aged 3 to 5 years old 	<p>SBM</p> <p>SBM/Teachers</p> <p>SBM</p> <p>Teachers</p> <p>DHT</p>		
Spreading infection due to excessive contact and mixing in meetings		<p>Where possible, all meetings will be conducted by telephone 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>	HT	26.2.21	
Staff who are clinically vulnerable		CV staff can continue to attend school. While in school they must follow the guidance in the latest BESA COVID Risk Assessment to minimise the risks of transmission.	HT	26.2.21	



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(CV) or clinically extremely vulnerable (CEV)		<p>Staff who are CEV should not attend school. A list of conditions that identify staff as CEV can be found here and should be supported by a medical assessment which can be requested from a doctor selected by the school. Where possible, staff in this category will be supported to work from home.</p> <p>Pregnant staff are considered as CV unless additional health conditions place them in the CEV category.</p>			

