

COVID-19 Risk Assessment and Action Plan – Re-Opening to All Pupils



November 2020

School name	Oldbrook First School				
Assessment carried out by (name/role)	Mr Kirk Hopkins (Headteacher)				
Date of assessment	01.09.2020	Date of review for full staff re-occupation	02.09.2020	Date of review for full re-occupation	04.09.2020
Full Governing Body Sign Off	04.09.20220				

Health and Safety Checks Complete	03.09.2020	Staff Available	03.09.2020
Cleaning / Hygiene / PPE in Place	04.09.2020	Operational Plan Read by All Staff	03.09.2020
Designated Areas and Site Operational	04.09.2020	Operational Procedures Communicated to Parents / Visitors	July 2020 26.08.2020
Curriculum and Timetables in Place	04.09.2020	Remote Education in Place	07.09.2020
Risk Assessments Complete for All Vulnerable Staff and Pupils	On going	Safeguarding Arrangements in Place	01.06.20220
Catering In Place	07.09.2020	Latest Review Date	08.11.2020

All areas must be signed off before school is re-opened.

[Link to DFE Guidance Documentation](#)

[DFE: Planning Guide for Primary School](#) [DFE: Guidance for Parents and Carers](#) [DFE: Safer Working in Education](#) [DFE: Early Years and Childcare Settings](#) [DFE: Stay at Home: Guidance for households with possible or confirmed cases](#) [DFE: New National Restrictions from 5 November 2020](#)

Government requirement: 'As part of planning for full return in the autumn term, it is a legal requirement that schools should revisit and update their risk assessments (building on the learning to date and the practices they have already developed), to consider the additional risks and control measures to enable a return to full capacity in the autumn term. Settings should also review and update their wider risk assessments and consider the need for relevant revised controls in respect of their conventional risk profile considering the implications of coronavirus (COVID-19). Schools should ensure that they implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level.

New national restrictions were enforced on 5 November 2020. The government continues to prioritise the wellbeing and long-term futures of our children and therefore schools will not be closing. Education is one of the exceptions that children, young people and parents and carers can leave their home for.

School employers should have active arrangements in place to monitor that the controls are:

- effective
- working as planned
- updated appropriately considering any issues identified and changes in public health advice

All employers have a duty to consult employees on health and safety, and they are best placed to understand the risks in individual settings. Schools should work through the below system of controls. They are grouped into 'prevention' and 'response to any infection'.

Prevention:

1. minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
2. Where recommended, use of face coverings in schools
3. clean hands thoroughly more often than usual
4. ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
5. introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
6. minimise contact between individuals and maintain social distancing wherever possible
7. where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 5 must be in place in all schools, all the time. Number 6 must be properly considered and schools must put in place measures that suit their particular circumstances. Number 7 applies in specific circumstances.

Response to any infection:

8. engage with the NHS Test and Trace
9. manage confirmed cases of coronavirus (COVID-19) amongst the school community
10. contain any outbreak by following local health protection team advice

Numbers 8 to 10 must be followed in every case where they are relevant.

Many of the protocols and procedures that were implemented during the summer term will remain the same in the autumn term with the expectation that they will be further imbedded so that children who did not attend in the summer term will themselves adopt the measures also.

This risk assessment has been designed to meet the Government risk assessment requirements based on the criteria and framework above.

School Data (As of 01.09.2020)	Staff	Nursery	Reception	Year 1	Year 2
Total	25	25	29	53	29

Building Space (2m SD)	Maximum Capacity	Actual	Building Space cont.	Maximum Capacity	Actual
Nursery (10.4 X10.30)	(39)	25	Library (5.70 x 6.20)	30	One Bubble and cleaned between use
Ducklings (7.40 x 6.10) Wet Area (3.90 x 9.40)	60	29	ICT Suite – including Photocopier	30	Maximum of 15 pupils and cleaned between use
Chicks (3.90 x 9.40) Shared Area (6.20 x 5)			Staff Room	30	Rota in place for Reception and Year 1 – No cross over Maximum of 6
			Medical Room – Isolation Area		Patient and 1 Member of Staff Only
Ladybirds + Shared Area (5 x 6.60) Wet Area (4.50 x 7.40)	30	25	LM Room	Not in use	Not in use for pupils Additional Storage
Robins + Resource Shared Area (6.50 x 5)	30	25	Headteacher Office	(2)	1
Frogs + Shared Area (6.70 x 5)	30	0	Assistant Head Office	(2)	1
Dragonflies (5 x 5.64) Wet Area (4.50 x 7.40)	30	29	SBM / Admin Office	2	2

Hall (9.70 x 12.67)	Bubble at a time and cleaned between use	One Bubble and cleaned between use	Playground	Whole School	Staggered play and lunchtimes with no cross over
Learning Suite (4.50 X 8.30)	30	One Bubble and cleaned between use	Foundation Outside Area	All of EYFS	All of EYFS

Risk Matrix

Probability ↑	Probable	4	8	12	16
	Possible	3	6	9	12
	Unlikely	2	4	6	8
	Remote	1	2	3	4
		Low	Medium	High	Very High
		Impact →			

Hazard identified
The School Building and Grounds Meet Statutory Regulations and School Site is Operational

Who might be harmed and how?	Measures to control the risk	How are you controlling this risk?	Actions to address to take control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
<ul style="list-style-type: none"> Staff Pupils Parents Volunteers / governors 	Review and complete MKC Building and Premises COVID - 19 Checklist (Safeguarding)	<ul style="list-style-type: none"> Audit undertaken and any risk identified addressed for building-related systems including hot and cold water, gas, fire safety, kitchen equipment, security and access control, intruder alarms, ventilation 	Audit and testing undertaken (JK)	6	1	X
<ul style="list-style-type: none"> Visitors Contractors 	Reduce build-up of bacteria growth	<ul style="list-style-type: none"> Equipment that holds hot water should be run through at least a full cycle per week 	Caretaker to complete (JK)	6	1	X
	Conducting Site Safety Checks and Review all areas of school are secure and safe. Procedures in place for Fire Evacuation and Re-occupying Building. (Safeguarding and Health and Safety)	<ul style="list-style-type: none"> The school has been thoroughly cleaned prior to the wider opening of the school All entrances and exits to school are functioning and locked. Walk ways are clear with no identified risks Security cameras and CCTV in place and fully operational. Intruder Alarm fully operational Fire Alarm and Emergency Lighting Tested Check All Fire Doors are operational. Designated areas not in use closed and signage visible. Health and Safety Walk-around before school re-opens to pupils after adjustments made. 	Caretaker to complete all (JK) 'Not in use' signage produced and attached (LV/MB) SLT and JK to complete	9	2	X

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		<ul style="list-style-type: none"> Staff and pupils aware of Fire Evacuation Procedures, exit fire doors and RE-Occupation Procedures. Appropriate staff aware of school sweep. External pirate ship and trim trail to be taped off and signage stating out of use. 	<p>Policy / Procedure Updated and shared (KH) Signage updated if required.</p> <p>Tape off and signage (JK/LV)</p>											
	To maintain weekly H&S Testing	<ul style="list-style-type: none"> Complete normal weekly and monthly testing and record using tablet. 	Caretaker to complete all (JK)	9	1	X								
<ul style="list-style-type: none"> Staff Pupils 	<p>To maintain pupil and adult ratios for pupil safety.</p> <p>(Safeguarding and Health and Safety)</p>	<ul style="list-style-type: none"> Bubbles setup across the school <table border="1" data-bbox="616 762 1167 1011"> <tbody> <tr> <td>Bubble 1</td> <td>Nursery Class</td> </tr> <tr> <td>Bubble 2</td> <td>Reception Class</td> </tr> <tr> <td>Bubble 3</td> <td>Year 1 Classes</td> </tr> <tr> <td>Bubble 4</td> <td>Year 2 Class</td> </tr> </tbody> </table> <ul style="list-style-type: none"> Limited cross-over of staff – stay in bubble. Approach to absence reporting and recording in place. All staff aware. Staff ratios will be reviewed daily. If there is not enough staff to operate safely due to illness then risk assessment will be completed to review if safe to open. <p>See if other staff members can be allocated</p> <p>Staff and pupils in bubble remain at home for stated period of time</p>	Bubble 1	Nursery Class	Bubble 2	Reception Class	Bubble 3	Year 1 Classes	Bubble 4	Year 2 Class	<p>Staff and Pupil Guidelines (KH)</p> <p>Absence Policy Updated (KH) and shared with staff and Parents</p> <p>Plan to be decided (SLT)</p>	12	6	X
Bubble 1	Nursery Class													
Bubble 2	Reception Class													
Bubble 3	Year 1 Classes													
Bubble 4	Year 2 Class													

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		Potential School closure <ul style="list-style-type: none"> Cover Plan for School Leaders in Place – If all SLT unable to attend school – school will remain open if a SLT member is able to work from home during self-isolation. 				
<ul style="list-style-type: none"> Staff Pupils Contractors 	To maintain food provision for pupils	<ul style="list-style-type: none"> Contact catering company Full meal service to resume Risk Assessment provided by catering company for servers Procedures to be confirmed and shared with Staff and Pupils. 	St Pauls Catholic School (LV) MDS Meeting (KH and LV)	12	6	X
<ul style="list-style-type: none"> 	To maintain increased cleaning regime.	<ul style="list-style-type: none"> Additional cleaning at key points throughout the day by Caretaker and Support staff Agreement on additional hours and staffing. 	JK Increase caretaker hours (KH JK)	12	3	X

Hazard identified	The spread of Covid-19 coronavirus
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Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
<ul style="list-style-type: none"> Staff Pupils Parents 	Minimise contact with individuals who are unwell by ensuring that	<ul style="list-style-type: none"> Staff given instruction on what to do if they or someone in their household experiences symptoms; 	Staff Guidelines (KH) First Aid Policy Update (KH)	12	3	X

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<ul style="list-style-type: none"> Volunteers / governors Visitors Contractors <p>Risk of contracting Covid-19 and risk of transmission to others</p> <p>Heightened risk for those in vulnerable groups (clinically vulnerable or extremely clinically vulnerable)</p>	<p>those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school (1)</p>	<ul style="list-style-type: none"> Staff given instruction on what to do if a pupil shows symptoms at school; Any staff / pupils displaying symptoms of coronavirus in school to be sent home; requested to obtain test. Parents/pupils and other potential visitors informed that they must not enter the school if they are displaying any symptoms; Staff/pupils will be encouraged to get tested if they display symptoms of coronavirus; test kits available to school staff / pupils who may have difficulties accessing a test (see criteria sheet) If a member of staff or pupil tests positive, the rest of the class/group will be required to self-isolate for 14 days. If any Pupils or staff member tests positive for Covid-19 then the H/T or AHT will complete the Local Authority online form . School will seek advice from DfE National Helpline 0800 046 8687 and Local Public Health Team Public.Health@bedford.gov.uk <p>DFE: Stay at Home: Guidance for households with possible or confirmed cases</p>	<p>Parent/Carer Handbook Updated (KH)</p> <p>Letter Template (LV)</p> <p>As part of Letter Template (LV)</p> <p>Test Kit Criteria Sheet</p>			
	<p><u>Extremely Clinically vulnerable children and adults:</u></p>	<ul style="list-style-type: none"> Staff and parents notified that all staff and pupils are expected to return to school as of September 2020. Parents of children categorised as extremely clinically vulnerable whose doctors have confirmed they are still clinically extremely vulnerable are advised not to attend education whilst the national restrictions are in place. School will make appropriate arrangements to enable them to continue their education at home. 	<p>Re-opening school Staff/Parent Guidelines booklet (KH)</p> <p>Individual Risk Assessment completed with parent via telephone (KH)</p> <p>Individual Risk Assessment completed with staff member (KH)</p>	12	3	X

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
	<p><u>Shielded children and adults:</u></p> <p><u>Clinically vulnerable children and adults:</u></p>	<ul style="list-style-type: none"> Children who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves, should still attend school and Nursery. Staff who are clinically extremely vulnerable will be advised to work from home and not to come into school. Individuals in this group will have been identified through a letter from the NHS or from their GP, and may have been advised to shield in the past. Staff should talk to the Headteacher about how they will be supported, including to work from home where possible, during the period of national restrictions. All other staff should continue to attend work, including those living in a household with someone who is clinically extremely vulnerable. Individual Staff and pupil risk assessments conducted on an 'as required' basis; to include remote learning if restrictions are put in place or change to shielding measures. <p>GOV.UK:Guidance on Shielding and Protecting</p> <ul style="list-style-type: none"> Staff and children who are clinically vulnerable or have underlying health conditions but are not clinically extremely vulnerable, may continue to attend school in line with current guidance. 	<p>Parentmail to notify parents/carers to contact school if they fall within the category.</p>			
	<p>Parents / Staff Member are expected to review implications at next clinical appointment and notify headteacher. (1)</p>	<ul style="list-style-type: none"> Parent and Staff survey to notify if shielding or clinically vulnerable. Staff and parents given advice on who is not expected to attend school; Individual risk assessments conducted on an 'as required' basis; 	<p>Staff and Parent Survey (September 2020)</p> <p>Re-opening school Staff/Parent Guidelines booklet (KH)</p> <p>Individual Risk Assessment completed with parent via telephone (RD)</p> <p>Individual Risk Assessment completed with staff member (KH)</p>	12	3	x

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
		<ul style="list-style-type: none"> Reasonable adjustments for disabled workers to be assessed on an 'as required' basis. 				
	<p><u>Hygiene measures</u></p> <p>Clean hands thoroughly more often than usual (3)</p> <p>Increased frequency of hand washing for 20 seconds with soap and water (or sanitiser where there is reduced access to handwashing facilities) (2)</p>	<ul style="list-style-type: none"> Briefings for staff on expectations with regard to hygiene measures at school (for staff and pupils on site), including washing hands on arrival, before/after eating and after sneezing/coughing; social distancing in toilets Hand hygiene protocols are to be re-visited at the start of the year during 'The September Induction' when the children will receive reminders about the expectations of practices and protocols in school. They will be established as part of our culture and behaviour expectations. Teachers/Adults to ensure that everyone washes their hands at key points throughout the day – at the beginning of the school day, break times, before eating, before leaving school. Provision of hand soap and disposable paper towels in toilets and regular checking of supply; Regular reminders about hand washing and social distancing (e.g. posters in prominent positions); Measures in place for children who may require additional support. Observed washing followed by Hand sanitiser. Hand sanitiser and tissues available in classrooms and other key locations as well as bins with lids. teachers to monitor bins and do whatever is possible to keep overflowing to a minimum. Staff to wear freshly laundered professional clothes daily to school. (as per staff handbook and dress code) Children to wear school uniform. 	<p>Re-opening school Staff/Parent Guidelines booklet (KH)</p> <p>Caretaker to stock and replenish (JK)</p> <p>Signage (LV MB) Adults to address multiple time daily (All)</p> <p>Caretaker to stock and replenish (JK)</p> <p>Adults to address multiple time daily (All)</p>	16	6	x

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
	<p>Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach (4)</p> <p>Maintain Changing Nappy Protocol (7)</p> <p>Safe use of alcohol-based hand gels (adults) and non-alcohol based (pupils) (3)</p>	<ul style="list-style-type: none"> During 'The September Induction', children will be reminded of the new rules around school that encourage them to stay socially distant from other bubbles, catch it, bin it and kill it. Children will be reminded that if tissues are regularly disposed of throughout the day, they should be thrown in to the lidded bins in each classroom and their hands must be cleaned afterwards. Regular reminders about 'Catch it, kill it, bin it' <p>Teaching links</p> <p>https://e-bug.eu/junior_pack_ks1.aspx?cc=eng&ss=2&t=Super%20Sneezes</p> <p>https://e-bug.eu/junior_pack_ks1.aspx?cc=eng&ss=2&t=Horrid%20Hands</p> <ul style="list-style-type: none"> Follow normal practice providing children showing no symptoms. Use PPE – gloves, disposable aprons. Sanitiser will be placed in classrooms, only when a sink (with hot water supply and soap) is not available. Pupils and staff will be reminded to wash their hands with hot soap and water at hourly intervals – using hand sanitiser when that is not appropriate. Hand gel will be placed at main entrance into school – notices displayed to inform visitors to apply gel when entering the building. Pupils will be instructed to use one small blob only and massage around hand, fingers, thumb for approximately 20 seconds or until completely dry. Notices will be displayed alongside all hand gel stations. Pupils will be informed not to put their fingers in their mouths. 	<p><u>Catch it, Bin, It signage</u></p> <p>Signage (LV)</p> <p>Parent Handbook (KH)</p>			

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
		<ul style="list-style-type: none"> Staff members will monitor usage and ensure that a replacement bottle is installed once the existing bottle is empty. Replacement bottles are stored in a secure area Inform parents of hazards associated with the use of sanitizer and request that they check children's skin on a daily basis to look for evidence of skin irritations. 				
	<p>Enhanced cleaning</p> <p>Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach (5)</p>	<ul style="list-style-type: none"> Enhanced cleaning protocols are in place. These include: <ul style="list-style-type: none"> Thorough cleaning of classrooms and communal areas at the end of the day; Bleach sprays to be used on surfaces. More frequent cleaning of rooms and areas that are used by different groups – staff room, main reception area, school hall, ICT suite. Signing sheets to be completed daily. Cleaning of frequently touched surfaces throughout the day by Caretaker and support staff within bubbles. Singing sheets to be completed daily. Bins for tissues emptied regularly during the day; Cleaning of play / outdoor equipment between groups; Cleaning of other equipment for practical lessons between groups; Cleaning of VDU, IWB, technology daily. Lunch tables cleaned between groups by MDS; Removal of unnecessary items from learning environments; Removal of non-washable soft furnishings, rugs, soft toys and toys that are hard to clean. Rotate equipment allowing them to be left unused out of reach for a period of 48 hours (72 hours for plastics) 	<p>Re-opening school Staff/Parent Guidelines booklet (KH)</p> <p>Caretaker to stock and replenish (JK) (Make up cleaning solutions and clearly label)</p>	16	6	x

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
		<ul style="list-style-type: none"> ○ Reading books to be sent home. On return to be placed in a quarantine box for a period of 48 hours before being re-shelved. • Additional protocols, including provision of PPE, will be followed for cleaning any area – gloves, aprons. • Regular checks on cleaning and cleaning action sheets are carried out by identified person on site each day. • Deep clean of all areas will be carried out at the end of each day. <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p>	Review and amend cleaning check sheets (MB/JK)			
	Minimising Contamination following possible or confirmed case through effective cleaning. (1,3,5)	<p>Enhanced cleaning protocols are in place in line with Government guidance. To include the following:</p> <ul style="list-style-type: none"> • Area will be deep cleaned following any known contamination outbreak. • PPE to be worn before entering the area – minimum of disposable gloves and apron. Hands washed for at least 20 seconds following removal of gloves. • Area cleaned and disinfected inline with cleaning protocol including high contact areas • All surfaces that the symptomatic person has come into contact with should be cleaned and disinfected, including all potentially contaminated and frequently touched areas such as bathrooms, door handles, telephones, grab rails in corridors and stairwells • Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings – think one site, one wipe, in one direction. • Wash launderable items 	<p>Cleaning staff aware of cleaning procedures (JK)</p> <p>Staff trained in using PPE (KH/JK)</p> <p>Cleaning Protocol – Staff Guidelines booklet (KH)</p> <p>Parent Letter (LV)</p>	16	2	x

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		<ul style="list-style-type: none"> Waste double bagged and stored securely for at least 72 hours before being disposed of. Advice sought from Public Health England and MKC Only pupil within the bubble to be sent home. If outcome positive then Headteacher to contact PHE. Arrangements for accessing testing, if and when necessary, are in place. Staff are clear on returning to work guidance. <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p>	Testing Arrangements and Timeline – Staff Handbook (KH)			
	Minimising cross Contamination when administering medication or first aid. (6,7)	<ul style="list-style-type: none"> A supply of face masks, gloves, aprons will be maintained for use as necessary in personal care situations where contact is required, e.g. intimate care needs, provision of first aid or if a child becomes unwell with symptoms of coronavirus at school and requires personal care until they return home; Each Bubble will be provided with appropriate first aid kits to treat minor accidents. Major incidents will be dealt with in the Medical Room by the designated paediatric first aiders. Additional training needs on the use of PPE identified with individual staff and training scheduled to take place. 	Purchase and stock first aid kits (MB/LV) Medical Procedure Update (KH) Staff Guidelines (KH)	9	6	x
	Isolation Room for suspected cases (1)	<ul style="list-style-type: none"> Current Medical Room to be used for Isolation Space All equipment necessary to support needs of pupil or staff member with symptoms. Parent / Next of Kin contacted immediately to collect. Headteacher notified straight away. 	Setup Medical Room (JK/SLT) Signage on door – isolation room – do not enter.	16	6	x

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		<ul style="list-style-type: none"> First Aider from Bubble and suspected pupil only allowed in isolation room. Handwash and Hand sanitiser available at sink. Follow cleaning procedures for suspected case. Disabled toilet in main reception – only to be used for isolation room. 	Stock levels (JK) Signage on disabled toilet (LV)											
	Maximising ventilation (6,7)	<ul style="list-style-type: none"> Windows opened at start of day by Caretaker and doors propped open where safe to do so to encourage natural ventilation (bearing in mind fire safety and safeguarding considerations). 	Signs to be placed on doors that are not to be propped open (LV/JK)	6	2	x								
	Minimise contact between individuals and maintain social distancing wherever possible (6)	<p>The following practices have been put in place:</p> <ul style="list-style-type: none"> Groups (bubbles) established following space and movement risk assessments to promote social distancing and reduced mixing. <table border="1" data-bbox="651 933 1200 1184" style="margin-left: auto; margin-right: auto;"> <tbody> <tr> <td style="background-color: orange;">Bubble 1</td> <td style="background-color: orange;">Nursery Class</td> </tr> <tr> <td style="background-color: lightgreen;">Bubble 2</td> <td style="background-color: lightgreen;">Reception Class</td> </tr> <tr> <td style="background-color: blue;">Bubble 3</td> <td style="background-color: blue;">Year 1 Classes</td> </tr> <tr> <td style="background-color: yellow;">Bubble 4</td> <td style="background-color: yellow;">Year 2 Class</td> </tr> </tbody> </table> <ul style="list-style-type: none"> Breaks and lunchtimes Rota for staff to reduce cross-over of staff and located in different areas. Nursery – Nursery office Reception – Staff Room (one side) Year 1 – Staff Room (one side) Year 2 – Music Room 	Bubble 1	Nursery Class	Bubble 2	Reception Class	Bubble 3	Year 1 Classes	Bubble 4	Year 2 Class	Staff and Pupil Guidelines (KH)- Circulation Plan, access arrangements, drop off / collection, break times, lunchtimes, staff breaks, staff room arrangements, Toileting arrangements, Group arrangements, emergency evacuation. Group timetabling Break and Lunchtime (RD) Staff Break Timetable (RD) PPA Guidelines and Remote Learning Guidelines (RD)	16	6	x
Bubble 1	Nursery Class													
Bubble 2	Reception Class													
Bubble 3	Year 1 Classes													
Bubble 4	Year 2 Class													

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		<ul style="list-style-type: none"> • One-way circulation in corridors; - Children's movements limited to only when timetabled to move. • Accessing Year groups / Bubble Group Areas directly from outside where possible; • Staggered start/finish, break/lunch times; segregated areas • Staggered use of staff rooms • Limited numbers using toilet facilities at one time (4 pupils); • Staff to wipe toilet after use. Viricidal cleaner in toilets. • PPA will resume with visiting teachers for PE and Music. They will work with one bubble for the term. • Introduction of drop-off / pick-up protocols that minimise contact; all parents/carers and allocated staff expected to wear facemask. • Rearrangement of classrooms with seating/table positions – children not directly facing each other. Removing excess furniture / resources / non-washable soft furnishings etc. • Limited use of shared resources and prevention of sharing stationery and other equipment where possible; pupils have own pencils, whiteboard pens and boards and other resources they use regularly. • Consistent groupings of staff/pupils wherever possible with minimal mixing; • Conducting regular classroom activities outdoors through planned timetabling; • Reduction of unnecessary travel – timetable travel only. • Provision of additional support to children as necessary to follow these measures; 	<p>Setting up barrier system (KH/JK) Signage (LV)</p> <p>All Staff</p> <p>Parent Handbook (KH)</p> <p>Parentmail to notify</p> <p>Named resources (Teachers)</p> <p>Groupings and Staff List (KH)</p> <p>Group Timetable (RD)</p> <p>Fire Evacuation Update (KH)</p>			

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		<ul style="list-style-type: none"> Emergency evacuation procedures reviewed and adapted to ensure compliance with social distancing rules. No full school assemblies or gatherings will be carried out. If children need to be seen the HT or a member of the SLT they will arrange to speak to the child in a suitable area promoting social distancing. 				
	Promoting Social distancing in Groups (Bubbles) (6)	<ul style="list-style-type: none"> Provision planned for individuals to complete. EYFS activities promote as much distance as possible and set apart. Outside space used with children being split as evenly as possible. Set snack time – children seated apart and if weather good can take place outside. Lessons planned for individual work in KS1. Whole class / group teaching to be no more than 15 minutes). 	Planning completed with learning activities which promote social distancing where possible (Teachers) Classroom areas set up (All)	16	4	X
	Consideration given to what activities are more difficult/ not possible to be undertaken with social distancing in place. (6)	<ul style="list-style-type: none"> Risk Assessments undertaken for all subjects Whole school approach to adapting curriculum (S/M/L term), including: Wellbeing curriculum recognising 'non-curriculum' learning that has been done capturing pupil achievements/ outcomes Microsoft Teams setup. Training in remote learning planned for September 2020 to support pupils at home or if local lockdown happens at Tier 4 alongside Oak National Academy Staff able to implement on-line learning and teaching. PPA arrangements will resume with visiting teachers staying in one bubble for the term. Singing to take place outdoors wherever possible. If indoors use larger room to allow dilution of aerosol transmission and a reduction in the number of singers 	Subject Leader Risk Assessments (Teachers) Curriculum Review (all) and adapted in weekly PPA and wellbeing planned for daily. (teachers) Microsoft Teams training September 2020 (KH)	16	3	X

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
		<p>promoting social distancing at all times (minimum of 2 metres). Pupils should be positioned side to side or back to back. Pupils should be encouraged to sing quietly.</p> <ul style="list-style-type: none"> Use of Instruments – Pupils and staff should wash their hands before and after using instruments. Avoid sharing instruments where possible. (See PPA Music Risk Assessment) PE – Outdoor PE will take place in the Autumn term wherever possible. Indoor PE will only take place due to inclement weather. Hall windows will be opened maximising natural airflow. Provision will be adapted to promote social distancing and extra care given to cleaning and hygiene. 				
	<p>Promoting positive behaviour and following safety guidelines. (6,7) (Safeguarding and Health and Safety)</p>	<ul style="list-style-type: none"> Behaviour policy updated prior to school re-opening taking account of safety measures. Measures in place for children who may require additional support. Risk Assessments completed for all EHCP pupils and pupils with SEMH need who may be pose greater risk due to spitting, biting, mouthing and behaviours that require close contact. Masks (H95 grade), gloves and aprons to be worn - instructions provided for wearing properly 	<p>Behaviour Policy Updated and shared with all (SLT)</p> <p>Risk Assessments completed (RD and CT)</p> <p>Check PPE stock (LV)</p>	6	3	X
	<p><u>PPE</u> Normal supply of PPE will be maintained and disposed of accordingly. (7)</p>	<ul style="list-style-type: none"> A supply of face masks, gloves, aprons and eye protection will be maintained for use as necessary in personal care situations where contact is required, e.g. intimate care needs, provision of first aid or if a child becomes unwell with symptoms of coronavirus at school and requires personal care until they return home; Pupils will not wear face coverings whilst in school. 	<p>Update Staff and Pupil Guidelines (KH)</p> <p>Maintain stock levels (LV)</p>	9	2	X

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
	In line with government guidance, face coverings are not recommended universally for Primary Schools for staff and pupils (2)	<ul style="list-style-type: none"> • In areas outside of classrooms between members of staff and visitors e.g. staff room, planned meetings with visitors, staff members have the option to wear a face mask if they choose too and must provide their own face mask. • Face coverings are not to be worn within classroom areas. • Additional training needs on the use of PPE identified with individual staff and training scheduled to take place. • PPE will not be provided to children in line with Government guidance. • Used PPE and any disposable face coverings that staff, children, visitors arrive wearing should be placed in a refuse bag and can be disposed of as normal domestic waste unless the wearer has symptoms of coronavirus, in line with the <u>guidance on cleaning for non-healthcare settings</u>. • Any homemade non-disposable face coverings that staff or children, young people or other learners are wearing when they arrive at their setting must be removed by the wearer and placed into a plastic bag that the wearer has brought with them in order to take it home. The wearer must then clean their hands. • Where face coverings become damp, they should be removed, disposed of and replaced with a new one. • Exemptions from wearing face coverings applies to individuals who: Cannot put on, wear or remove a face covering because of a physical or mental illness or impairment or disability; Speak to or provide assistance to someone who relies on lip reading, clear sound or facial expressions to communicate 	<p>Training for staff who need to use (LV)</p> <p>PPE guidance in Staff Handbook</p>			

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
	Reducing face-to-face contact between staff, pupils and visitors (6)	<ul style="list-style-type: none"> • Access into school is not permitted to parents and carers without a prior appointment and will be limited. All communication is via e-mail or telephone only. If children need collecting from school then the child will be taken out of the school building to the parent maintaining social distancing rules. • Website updated on front page to make it clear to parents/visitors that school is closed to all visitors and if they need to come into school, they must telephone first. State that nobody can enter the school with symptoms and should get tested if they have symptoms • Protocol is that face-to-face meetings between staff and between staff and visitors are to be avoided where possible in favour of audio/video conferencing; • Staff will only meet with parents on a one-to-one basis after discussion and approval with a member of the SLT and through appointment only. Electronic system Parent Cloud in place to support virtual meetings with parents/carers • Staff to only enter and exit school building through carpark door. • Staff in designated Bubbles to stay in Bubbles at all time. and not to enter other Bubble spaces. • Where possible adults to remain 2-metres from other adults and pupils. Face to face contact should be avoided and minimise time spent within 1 metre of anyone. • SLT, visiting teachers, specialists who may need to enter bubbles must maintain social distancing of 2-metres as much as possible. • Any face-to-face meetings on site observe the 2-metre distancing rule and will be held outdoors where practical; 	<p>Update Staff and Pupil Guidelines (KH)</p> <p>Comms to parents.</p> <p>Update website (LV/KH/MB)</p> <p>System setup (LV)</p>	12	2	X

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
		<ul style="list-style-type: none"> Only essential visitors are allowed on site with the prior permission of the headteacher and must be supervised at all times whilst maintaining 2M social distancing as well as wear face mask/shield. Visitor protocol to be observed at all times, including hand washing or provision of sanitiser on arrival. Contractor visits are only scheduled outside school that pupils are in attendance. They must provide a risk assessment to school before attendance. WRAP Around clubs / Breakfast Club will continue to support working parents. Special services will continue - speech therapists, sports coaches, music teachers etc. Breakfast Club are will be divided into Three areas to enable children to stay within Bubbles they are currently in (Bubble, 2, 3 and 4). Staff will stay outside of areas as much as possible and promote at least 2 metres distance. Staff responsible for signing in/out will be through verbally notifying LV/MB who will record in signing sheet. A separate sheet will be kept for any visitors. Lanyards will not be issued for hygiene reasons, however will be accompanied by JK/ MB whilst on site. Deliveries will be only accepted at in the main car park. Signage notifies driver of process. All deliveries to be signed for by driver. Office staff only to receive delivery. Gloves to be worn and packaging disposed of straight away. 	<p>Laminated staff signing in sheet. (MB)</p> <p>Visitor signing in (MB)</p> <p>Signage for door and office window</p>			
	Social distancing in school offices and communal spaces (5,6)	<ul style="list-style-type: none"> Offices only to be entered by office user. All other members of staff to remain behind taped markings on floor. Staff required not to share workstations, telephones, or other equipment unless properly sanitised between users; 	<p>Photocopier located in ICT suite. (JK/MB)</p> <p>Signage for visitors (LV)</p>	12	2	X

Who might be harmed and how?	Measures to control the risk (number linked to Government Control measures)	How are you controlling this risk?	Actions to address to control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
		<ul style="list-style-type: none"> Reception Area reassessed to observe social distancing rules; additional chairs removed and signage installed; Staff room - observe social distancing rules; increased visibility on entry; additional signage installed. All appliance handles cleaned daily. Staff have option to wear face covering is required. Members of Staff to have own mug which they re-use. Staff to bring packed lunch / own Tupperware. Reception staff instructed on how to deal with deliveries safely. 	Protocol established (LV)			
	Reduction in use of public transport to get to and from school (6)	<ul style="list-style-type: none"> Parents / pupils encouraged to walk or cycle to school where this is practical, otherwise asked to follow government guidance on travelling safely; reduction in travelling car Staff asked to avoid public transport where possible, otherwise encouraged to wear a non-surgical face mask and wash hands thoroughly on arrival. Staff / Pupils travelling by public transport offered altered start/finish times where operationally feasible to avoid rush hour. Pupils under the age of 11 are not required to wear face coverings on public transport. 	<p>Communication with Parents (KH)</p> <p>Staff Guidelines (KH)</p>	16	2	X
	Monitoring	<ul style="list-style-type: none"> Management checks to be undertaken weekly on the control measures in place and reported back to [the headteacher]; Staff encouraged to report any breaches of health and safety protocol they have witnessed. 	<p>Spot checks to take place and reported (SLT)</p> <p>Staff Guidelines (ALL)</p>			X

Hazard identified	Staff/Pupil Wellbeing, Safeguarding and Emotional Distress to Staff, Pupils and Parents
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Who might be harmed and how?	Measures to control the risk (number linked to Government measures)	How are you controlling this risk?	Actions to address to take control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
<ul style="list-style-type: none"> Staff Pupils 	Communication clear and effective of plans, procedures and timetables. (1,2,3,4,5,6,7,8,9,10)	<ul style="list-style-type: none"> Initial re-opening briefing Risk Assessments and Key Guidelines shared with all staff and on website 	e-mail to staff and e-mail reply (KH)	16	3	X
<ul style="list-style-type: none"> Staff Pupils Parents Volunteers / governors 	Provide staff with opportunities to talk about feelings, emotions and experience's daily and access to services. (Safeguarding and Health and Safety)	<ul style="list-style-type: none"> Regular opportunities to speak about thoughts / feelings and procedures Consider and implement suggestions made Support individuals when need arises Daily check ins and check out with allocated member of the SLT Posters displayed in the staff room to include support lines – stress and bereavement counselling The staff room will be laid out with chairs separated staff will be provided with a rota for going into staff room areas. No more than 6 people permitted in the staff room at any time. Staff to go to specific teaching areas on arrival and not to congregate in staff room at the start or end of the school day. 	Staff Guidelines (KH) Wellbeing Board (MB) Support Lines Poster (KH)	12	4	X
	Provide opportunities for pupils to talk about feelings, emotions and experience's	<ul style="list-style-type: none"> Daily planned well-being support / lessons Daily wellbeing sessions e.g. relax kids, Zen Den, RP's 	Teacher Planning (Teachers) New Rules and Safety Rules Posters (SLT)	12	4	X

Who might be harmed and how?	Measures to control the risk (number linked to Government measures)	How are you controlling this risk?	Actions to address to take control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
	daily. (1,2,3,4, 5, 6, 7) (Safeguarding)	<ul style="list-style-type: none"> Pupils aware of behaviour rules and safety expectations. Consider consultation with pupils regarding feeling safe during re-opening. 				
	Pupil's to stay with class teacher and Known adult within Bubbles at all times. (6)	<ul style="list-style-type: none"> Groups carefully planned Pupils from the bubble will not be permitted to work away from the bubble and designated areas for teaching and learning. Pupils suffering from anxiety may need to have reduced time in school to support their emotional needs. These arrangements will be decided on an individual basis by a member of the SLT. Staff will allocate adequate time within the first two weeks of return to schooling to allow pupils to talk about their emotional needs. Teaching staff will use skills and resources to support emotional needs in order to respond to pupil's problems with re-adjusting to school life. Learning Mentor to be based in year 1 to support largest Bubble of children. 	Class lists and adults to be compiled (SLT)	9	1	X
	Approach to preparing pupils for a return to academic work and new social situations is developed and shared by all teaching staff.	<ul style="list-style-type: none"> Regular discussion with children Assessments carried out in first two weeks to identify gaps in learning. Planned progression and long-term plan reviewed. Plans in place for EHCP and vulnerable where needed. Behaviour policy and rules shared with all. Visual timetables 	Staff guidelines Teaching Staff Team Meeting (RD, DB) (RD) All Teaching areas (teachers)	8	2	X

Who might be harmed and how?	Measures to control the risk (number linked to Government measures)	How are you controlling this risk?	Actions to address to take control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
		<ul style="list-style-type: none"> Carefully plan for the additional catch-up funding to support pupils and families requiring additional support. 	Teacher meeting and Action Plan (SLT)			
	<p>Approach to supporting wellbeing, mental health and resilience, including bereavement support. (Safeguarding and Health and Safety)</p>	<ul style="list-style-type: none"> Bereavement Policy Wellbeing plan as part of School Development Plan 	Teachers to plan for daily well being and PSHE activities. (Teachers)	12	4	X
	Consideration of the impact of COVID19 on families	<p>Identify families who may fall into the following criteria and offer support and guidance.</p> <ul style="list-style-type: none"> Financial Increased FSM eligibility Referrals to social care and other support PPG/ vulnerable groups 	MyConcern updated by all staff	12	6	X
<ul style="list-style-type: none"> Pupils Parents 	<p>Review all open safeguarding cases and current procedures (Safeguarding)</p>	<ul style="list-style-type: none"> Updated safeguarding policy to include KCSIE updates September 2020. Review plans and actions with CSC / CFP's Continue weekly welfare checks with non-attending pupils and families if Tier 4 lockdown. Whole School Safeguarding Training – September 2020 	<p>Update safeguarding addendum / Child Protection Policy (KH)</p> <p>Review vulnerable list and update (SLT)</p>	9	6	X

Risk Assessment	Governance
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Who might be harmed and how?	Measures to control the risk	How are you controlling this risk?	Actions to address to take control the risks? (initials in brackets)	Risk Level Before Controls	Risk Level After Controls	Done
<ul style="list-style-type: none"> • Staff • Pupils • Parents • Volunteers / governors 	Fully operational and meeting statutory requirements.	<ul style="list-style-type: none"> • Prioritise meetings and decisions that need to be taken • Governors are clear on their role in the planning and re-opening of the school • Governors are clear on their role in providing support to leaders in the current situation. • School leaders are clear on what governors need to know and how frequently they receive information. • Virtual governing body meetings to continue for at least the Autumn Term 	<p>New meetings scheduled (JH)</p> <p>Read and Ratify Risk Assessment 03.09.2020</p>	4	2	X

Attendance Guidelines and Protocols for Blended Learning

Guidance		Staff Attendance			
Scenario	Attendance	Outcome	Actions to address to take control the risks?	Pay and Conditions	
Staff with confirmed Covid-19 Virus	Must NOT attend work	Self-isolate for 10 days minimum and until well. Household members to self-isolate for 14 days.	<p>Staff member should obtain an isolation note and submit a copy to the school. This will be kept on the staff members personal file.</p> <p>Staff member should notify the school when they are fit to work.</p> <p>Staff member to engage with the NHS track and trace process.</p>	Contractual sick pay under contract of employment.	

Guidance		Staff Attendance		
Scenario	Attendance	Outcome	Actions to address to take control the risks?	Pay and Conditions
Staff showing symptoms of Covid-19 Self-isolation advice	Must NOT attend work and book a test	Self-isolate until test results available. If negative and feel well and no longer have symptoms similar to coronavirus can stop self-isolating and return to work.	<p>If unable to work from home, staff member should obtain an isolation note and submit a copy to the school. This will be kept on the staff members personal file.</p> <p>Once completed the recommended period of self-isolation able to return to work unless it is confirmed that they have contracted the virus.</p> <p>If positive staff member to self-isolate for at least 10 days from the onset of symptoms and then return to school only if there are no symptoms other than cough or loss of sense of smell/taste as these can last for several weeks.</p> <p>Remote education will be delivered by member of staff from day 1 via a blended learning approach or alternative tasks delegated.</p> <p>Staff member to engage with the NHS track and trace process.</p>	<p>If working from home, paid as normal. If not, classed as absent under the "contact with infectious diseases provisions" under the Terms and Conditions for Teachers and Support Staff (Burgundy and Green Books).</p> <p>The provisions for each are slightly different:</p> <ul style="list-style-type: none"> Burgundy Book – sick pay in line with their contractual entitlement* Green Book - normal pay (not sick pay) <p>*NB sick pay in these circumstances is not counted for any future sickness entitlement and for most will be full pay.</p>
Staff living with someone who is showing symptoms of coronavirus	Must attend work until results of tests available.	If test is positive for family member then self-isolate for at least 14 days and then in line with NHS advice	<p>Staff members within this group will have been identified through a letter from the NHS or from their GP, and may have been advised to shield in the past. Staff should talk to Head teacher about how they will be supported, including to work from home where possible, during the period of national restrictions. A risk assessment will be completed.</p>	
Staff who fall into the extremely vulnerable group and have received a further shielding letter from the NHS Link: shielding	Advised to work from home.			
Staff in the clinically vulnerable group (but not extremely vulnerable as above): <ul style="list-style-type: none"> Are aged 70+ Have underlying health issues, as 	Must attend work.		Staff member must follow school risk assessment and procedures. This includes observing good hand and respiratory hygiene, minimising contact and maintaining social distancing of 2 metres and where this is not possible avoid face to face contact and minimise time spent within 1 metre.	Pay as normal if attending work. Otherwise pay in accordance with conditions as above.

Guidance		Staff Attendance		
Scenario	Attendance	Outcome	Actions to address to take control the risks?	Pay and Conditions
<p>listed by the Government</p> <ul style="list-style-type: none"> are in 1st or 2nd trimester of pregnancy 			Risk assessment conducted with the Headteacher	
Staff living with someone in the extremely clinically vulnerable or clinically vulnerable group	Should attend work Shielding Guidance		Staff member must follow school risk assessment and procedures.	Pay as normal if attending work. Otherwise pay in accordance with conditions as above.
Staff living with front line NHS workers	Should attend work		Follow normal school procedures and measures.	N/A
Staff returning from long term sickness absence during lockdown.	Should attend work following return to work meeting with the Headteacher.		<p>School will risk assess current role and context. If staff member becomes unfit to work, they must follow normal sickness absence reporting and certification requirements.</p> <p>If staff member is on phased return, it will be necessary to review current position and in agreement, adjust work accordingly.</p>	Pay as normal

Guidance		Pupil Attendance	
Scenario	Attendance	Outcome	Actions to address to take control the risks?
Pupil with confirmed Covid-19 Virus	Must NOT attend school	Self-isolate for at least 10 days until well.	<p>Parent must contact school to report absence. Pupil to be absent for a minimum of 10 days. Household members should self-isolate for 14 days. Parent to contact school before returning to asses risk. School to contact PHE HPT 0300 303 8537 School to notify the local authority Send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:</p> <ul style="list-style-type: none"> • direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including 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 individual • travelling in a small vehicle, like a car, with an infected person <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms and testes positive.</p> <p>In the event that a parent or guardian insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID-19).</p> <p>Remote education will be provided from day 1 via a blended learning approach.</p>
Pupil showing symptoms of Covid-19 Self-isolation advice	Must NOT attend school	Pupil must be tested. Self-isolate until results of test are available.	<p>Parent must contact school to report absence. Pupil to be absent until test results are available. If negative child to remain at home until symptoms have gone. If positive child to self-isolate for 10 days and remote education will be provided from day 1 via a blended learning approach. Household members must self-isolate for 14 days. Parent to contact school before returning to asses risk.</p>

Guidance		Pupil Attendance	
Scenario	Attendance	Outcome	Actions to address to take control the risks?
Pupil showing symptoms of Covid-19 whilst at school	Must be sent home from school	Pupil must be tested. If positive self-isolate for 10 days.	<p>Parent to be contacted to collect pupil</p> <p>Parent to book test. School to provide testing kit if concerns that parent will have difficulty accessing a test.</p> <p>If negative pupil to remain at home until symptoms have gone and feeling well.</p> <p>If positive outcome pupil to self-isolate for 10 days. Siblings to remain off school for 14 days. If sibling becomes un-well during this time self-isolation starts again. Remote education will be provided from day 1 via a blended learning approach.</p> <p>School to contact PHE HPT 0300 303 8537</p> <p>School to notify the local authority</p>
Pupils who fall into the extremely vulnerable group and have received a shielding letter from the NHS Link: shielding	Advised not to attend school.		Children whose doctors have confirmed they are still clinically extremely vulnerable are advised not to attend education whilst the national restrictions are in place. Schools will to make appropriate arrangements for their education to continue at home. Parent to contact headteacher to undertake risk assessment.
Pupil in the clinically vulnerable group (but not extremely vulnerable as above): Have underlying health issues, as listed by the Government	Must attend school		Parent to contact headteacher to discuss further and undertake risk assessment if appropriate.
Pupil living with someone in the extremely clinically vulnerable or clinically vulnerable group	Must attend school Shielding Guidance		

Tiers of Restrictions

In the exceptional circumstances where some level of restriction to education or childcare is required in a local area, local and national partners will carefully consider which of the tiers is the most appropriate one to implement. Under the Coronavirus Act 2020, ultimately the decision to order the closure of school and childcare settings is one for central government.

Tier 1	Tier 2	Tier 3	Tier 4
<p>The default position for areas in national government intervention is that education and childcare settings will remain open. An area moving into national intervention with restrictions short of education and childcare closure is described as 'tier 1'. There are no changes to childcare, and the only difference in education settings is that where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.</p> <p>All nurseries, childminders, schools, colleges and other educational establishments should remain open and continue to allow all their children and young people to attend, on site, with no other restrictions in place.</p>	<p>Early years settings, primary schools and alternative provision (AP) providers, special schools and other specialist settings will continue to allow all children/pupils to attend on site. Secondary schools move to a rota model, combining on-site provision with remote education. They continue to allow full-time attendance on site to vulnerable children and young people and the children of critical workers. All other pupils should not attend on site except for their rota time. Further education (FE) providers should adopt similar principles with discretion to decide on a model that limits numbers on site but works for each individual setting.</p> <p>In all areas of national government intervention, education settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.</p>	<p>Childcare, nurseries, primary schools, AP, special schools and other specialist settings will continue to allow all children/pupils to attend on site. Secondary schools, FE colleges and other educational establishments would allow full-time on-site provision only to vulnerable children, the children of critical workers and selected year groups (to be identified by Department for Education). Other pupils should not attend on site. Remote education to be provided for all other pupils.</p> <p>In all areas of national government intervention, education settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.</p>	<p>All nurseries, childminders, mainstream schools, colleges and other educational establishments allow full-time attendance on site only to our priority groups: vulnerable children and the children of critical workers. All other pupils should not attend on site. AP, special schools and other specialist settings will allow for full-time on-site attendance of all pupils. Remote education to be provided for all other pupils.</p> <p>In all areas of national government intervention, education settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.</p>

Local Covid Alert Levels

 HM Government

LOCAL COVID ALERT LEVEL

MEDIUM



Rule of six indoors and outdoors, in all settings.



Businesses and venues can continue to operate, in a COVID-secure manner, other than those that remain closed in law



Certain businesses are required to ensure customers only consume food and drink while seated, and must close between 10pm and 5am



Schools, FE colleges and universities remain open



Places of worship remain open, subject to indoor/outdoor gatherings rules



Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies



Exercise classes and organised adult sport can take place outdoors, as can all youth sport and sports for disabled people (indoor and outdoor). Other adult indoor sports/fitness activities must follow the rule of six

Other restrictions may apply in your area.

For more information and detailed guidance visit: [gov.uk/coronavirus](https://www.gov.uk/coronavirus)

LOCAL COVID ALERT LEVEL

HIGH



1 household / bubble indoors. Rule of six outdoors.



Businesses and venues can continue to operate, in a COVID-secure manner, other than those that remain closed in law



Certain businesses are required to ensure customers only consume food and drink while seated, and must close between 10pm and 5am



Schools, FE colleges open. Universities remain open, but activities and facilities must reflect wider restrictions



Places of worship remain open, subject to indoor/outdoor gatherings rules



Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies



Exercise classes and organised adult sport can take place outdoors, as can all youth sport and sports for disabled people (indoor and outdoor). Adult indoor sport and exercises classes only permitted if it is possible for people to avoid mixing with people they do not live with



You can continue to travel to venues or amenities that are open, for work or to access education, but should look to reduce the number of journeys you make where possible



LOCAL COVID ALERT LEVEL

VERY HIGH



1 household/bubble indoors and in most outdoor venues. Rule of six applies in some public outdoor settings like parks, public gardens and sports courts



Pubs and bars must close. They can only remain open if they operate as a restaurant, which means serving substantial meals. They may only serve alcohol as part of such a meal



Schools, FE colleges open. Universities remain open, but activities and facilities must reflect wider restrictions



Places of worship remain open, subject to indoor/outdoor gatherings rules



Up to 15 guests for weddings and up to 30 guests for funerals. 15 for wakes and related ceremonies. Wedding receptions not permitted



Exercise classes and organised adult sport can take place outdoors, as can all youth sport and sports for disabled people (indoor and outdoor). Adult indoor sport and exercises classes only permitted if it is possible for people to avoid mixing with people they do not live with



You should try to avoid travelling outside the very high alert level area you are in. You can continue to travel to open venues but should reduce the number of journeys you make where possible, other than for things like work, education or care responsibilities



You should avoid staying overnight in another part of the UK if you are resident in a very high alert level area, or avoid staying overnight in a very-high alert level area if you are resident elsewhere

