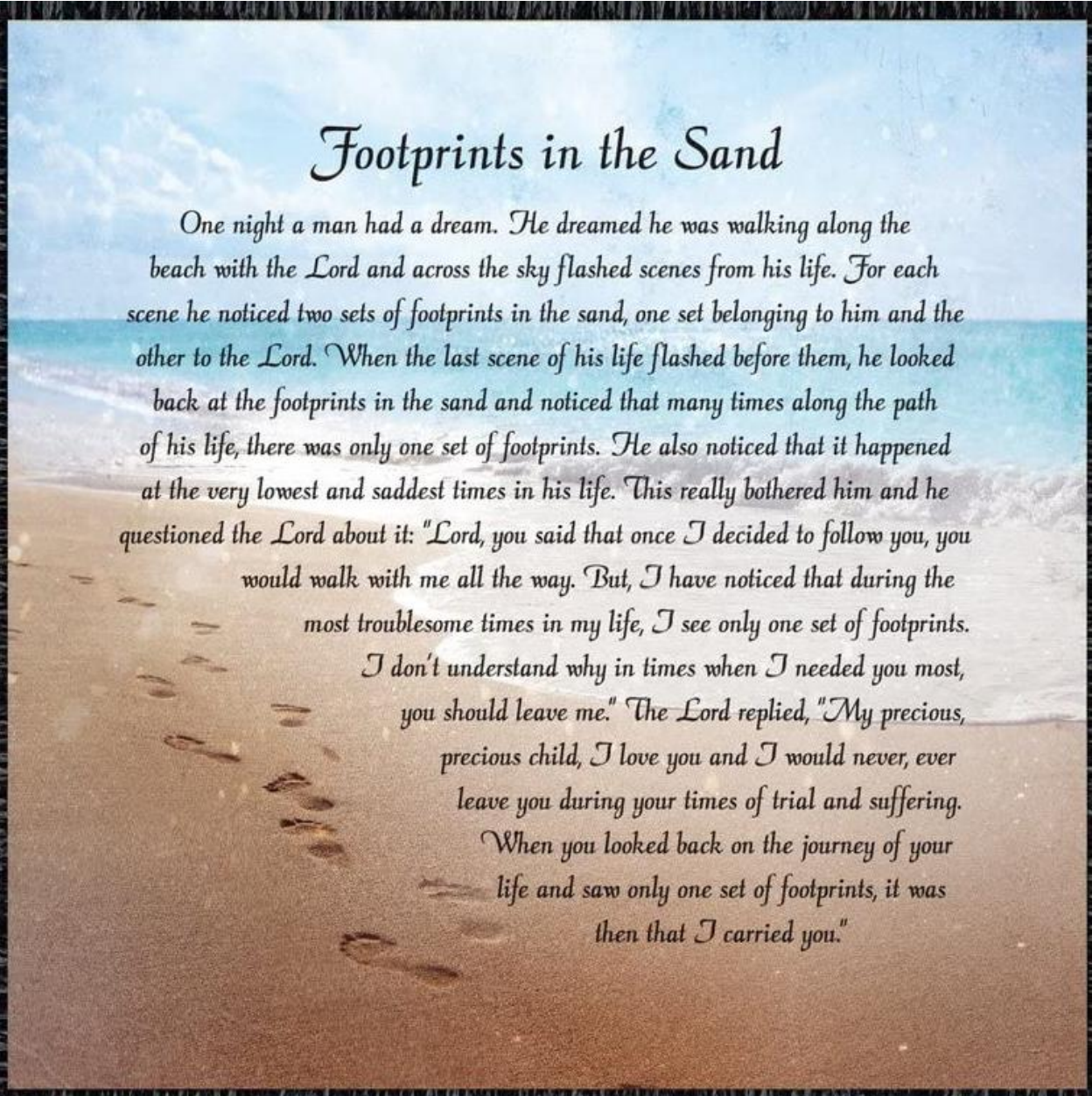




Staff Briefing COVID 19

22.5.20 Return to school

A background image of a beach with waves crashing onto the shore. In the foreground, there are several sets of footprints in the sand, leading away from the viewer towards the water. The sky is blue with some clouds.

Footprints in the Sand

One night a man had a dream. He dreamed he was walking along the beach with the Lord and across the sky flashed scenes from his life. For each scene he noticed two sets of footprints in the sand, one set belonging to him and the other to the Lord. When the last scene of his life flashed before them, he looked back at the footprints in the sand and noticed that many times along the path of his life, there was only one set of footprints. He also noticed that it happened at the very lowest and saddest times in his life. This really bothered him and he questioned the Lord about it: "Lord, you said that once I decided to follow you, you would walk with me all the way. But, I have noticed that during the most troublesome times in my life, I see only one set of footprints.

I don't understand why in times when I needed you most, you should leave me." The Lord replied, "My precious, precious child, I love you and I would never, ever leave you during your times of trial and suffering.

When you looked back on the journey of your life and saw only one set of footprints, it was then that I carried you."



Aim

- To provide reassurance a guidance to staff
- To set out the plan for returning to work
- To advise staff of measures to be implemented
- To share draft risk assessment
- To provide an opportunity for questions



- The school has consulted parents in YrR, Yr1 & Yr6 to ascertain how many children will be returning to school from the 1st of June. The plan is based on the numbers who have confirmed attendance based on class sizes of 10 pupils, plus the availability of staff. Although government has said that classes of up to 15 pupils are acceptable, having carried out a risk assessment of the physical size of the classrooms, means that 10 pupils are the maximum number the school can safely accommodate in one room. Current guidance is to create a 'bubble' with the same small groups of adults and children staying together as much as is possible and to avoid mixing between the groups.



- Although, this plan means that YrR & Yr1 are not at school fulltime, the intention is to ensure that if we are asked to accommodate all of the other year groups before the end of the term, then it will be easier for us to do this. (If other year groups return, we will not need to provide so much childcare.) We do not have the physical space to accommodate smaller classes for all year groups if we offer full-time provision. For parents, it will be easier for them to plan if we offer part-time and then gradually increase hours, rather than offering full-time and then taking it away. We need to prove to parents and staff that we can manage risk to the best of our ability. We have ensured that families will attend on the same days of the week and have pre-planned this for other year groups who have yet to return.



1st June

- All staff to come into school – INSET Day
- Prepare classrooms
- Prepare resources
- Go through procedures
- Staff are expected to work their usual hours, full or part time on their usual days.



Who returns when? Year 6

In every class, we will endeavour to have only 10 pupils on one day.

3.6.20: Year 6 - 30 Yr6 pupils are expected into school. They will be in 3 classes of 10.

Year 6 staff plus K (6M) will be working with the children.

Each class will be allocated a TA: 6M: S, 6D: C , 6P: M

They will attend Mon-Thurs.

Each class will be allocated a midday supervisor.



Year 1

- 8.6.20 : Yr1: 35 pupils are expected in school.
- They will be split into classes of 10 but will only attend either Mon/Tues or Wed/Thurs.
- S and Sa will be the class teachers.
- TAs: 1M Je 1-1, Jo am/ N pm 1P: T
- Each class will be allocated a midday supervisor.



Year R

- 8.6.20 : 37 YrR pupils are expected in school.
- They will be split into classes of 10 but will only attend either Mon/Tues or Wed/Thurs.
- A and B Bears, and K and C Tigers, will be class teachers (G & CI will support with planning of work)
- 1-1 TA R
- TAS: K, A, N,



Key worker and vulnerable children

- Daily provision from 7.45 am to 5pm - no charge.
- Currently have 12 children attending.
- Expect this to increase as some key workers have children in the returning year groups and will require care for their other children to enable them to return to work.
- Yr3 L & Yr2 Ch teachers allocated – will split children into KS1 & KS2 groups.
- TAs will be: Ag, AO
- Care Club staff will continue to provide before and after school provision and for key worker children who have been in class.
- If key worker child is in Yr6, Yr1 or YrR, a separate area will need to be provided for before/after school to minimise mixing with other groups.



Childcare Provision for St Martin's staff

- Daily provision will be required for 9 children of staff.
- Yr 2 teacher E will provide support with work set by class teachers. To be kept separate from Key workers/vulnerable children.
- TAs will be : Ba, Ja



Other staff

- F – Yr4 planning work and carrying out welfare calls. Cover for SLT when necessary. Cover for absence.
- C – carrying out welfare calls. Cover for SLT when necessary. Preparing resources for other staff. Cover for absence.
- E – library reorganisation and cover for absence with Sc
- Jn, N,L and Fa to continue in usual roles.



PPA

- Fridays will be for planning, looking at pupil work and making phone calls.
- The curriculum will be based on what is being set for children at home. Mainly English, Maths, possibly RE and Science and PE too. It should not be based on new learning as this could disadvantage those children who are unable to come to school. Try to use outdoor learning whenever possible.
- Staff unable to come into school, will be responsible for setting and monitoring all other subjects on Class Dojo for both classes. Everyone in your year group needs access to your Class Dojo, (this includes TAs).
- Key worker children and vulnerable children will still be at school, so TAs will provide supervision. (The same TAs who have been with this group.)



Start and end of the day

- 8.30 – 3.00: Yr6
- 8.40 -3.10: Yr1
- 8.50 -3.20: YrR
- Parents bring children onto playground to ensure social distancing.
- TA nominated to take temperature and record – parents must stay until temp recorded – needs to be lower than 37.5 C
- TA nominated to ensure hands cleaned at external hand sanitising.
- Teacher to be available on playground to ensure social distancing.
- No bags to be brought into school. No PE kit. Packed lunch bag may be brought in for Yr6. – Disposable bag rather than lunch box. Water bottle must be provide with child's name.



Start and End of the day

- YrR enter school through Early Years area – one class at a time. TAs ready to receive.
- Yr1 enter through KS1 entrance – one class at a time. TAs ready to receive.
- Yr6 enter school through KS2 playground gate into courtyard. (Should only need 1 TA plus teacher because of age of children.)
- At the end of the day, one class at a time to leave building and assemble on playground.
- Parents to social distance on playground.



Break/ Lunch Time

- Staggered
- Yr6 and Yr1 will eat in class; YrR in the KS1 hall.
- Packed lunch will be provided for Yr1 & YrR
- Year 6 to bring own packed lunch – FSM pupils will be provided with packed lunch.
- Children to stay within group at break/lunchtimes. Should not mix with other groups.



Toilets

- Only one child to go to the toilet at a time in their area.
- Staff will need to supervise this, particularly at break/lunchtimes.



Uniform and dress code

- Children to wear school uniform – clean each day.
- We will provide spare clothes if necessary from lost property.
- They can wear trainers as they will not have PE kit.
- Year 6 do not need a tie and can wear a white polo shirt if they have grown out of uniform.
- Staff – need to return to work wear. No jeans, vest tops, flip flops or backless shoes.



Resources

- A4 clear plastic wallets have been ordered for every child.
- Pencils, pens, rulers, rubbers, white boards and glue sticks should be in each pack.
- Exercise books should also be in this pack.
- Where a year group is only in for two days, separate storage crates should be used for the wallets.
- Year 6 and Year 1 should work at the same table wherever possible.
- Year R and Yr 1 could have a carpet spot with their name on.
- Think about construction/play resources – limit what is put out.



Resources

- No soft furnishings or soft toys or toys with small parts that are difficult to clean.
- Could each child have their own playdough?
- Have the water tray out but not the sand.
- Limit movement around school. Try to stay in your own area.
- NO RESOURCES TO COME IN FROM HOME OR TO GO HOME FROM SCHOOL.
- Children can have access to books but they will need to be put in a separate box once handled. After a week, they are ok to use again.
- If PCs are used, allocate one device per child and note it's number. Clean thoroughly before putting away.



Staff social distancing

- On entering school, you will have your temperature taken and you need to sanitise your hands.
- Ensure that regular handwashing happens during the day.
- Staff room – a maximum of 10 staff to be in the staffroom at any one time.
- Staff to use hand sanitiser when entering the staff room and particularly before using the printer/microwave/water dispensers.
- Only one member of staff to access toilets at one time.
- Do not share PCs or other devices.
- Keep work spaces, including classrooms, well-ventilated.
- Social distancing will be difficult with the children, but the 'bubble' concept should help reduce the impact.
- Good hygiene is vital.

Passing in corridors is considered low risk.



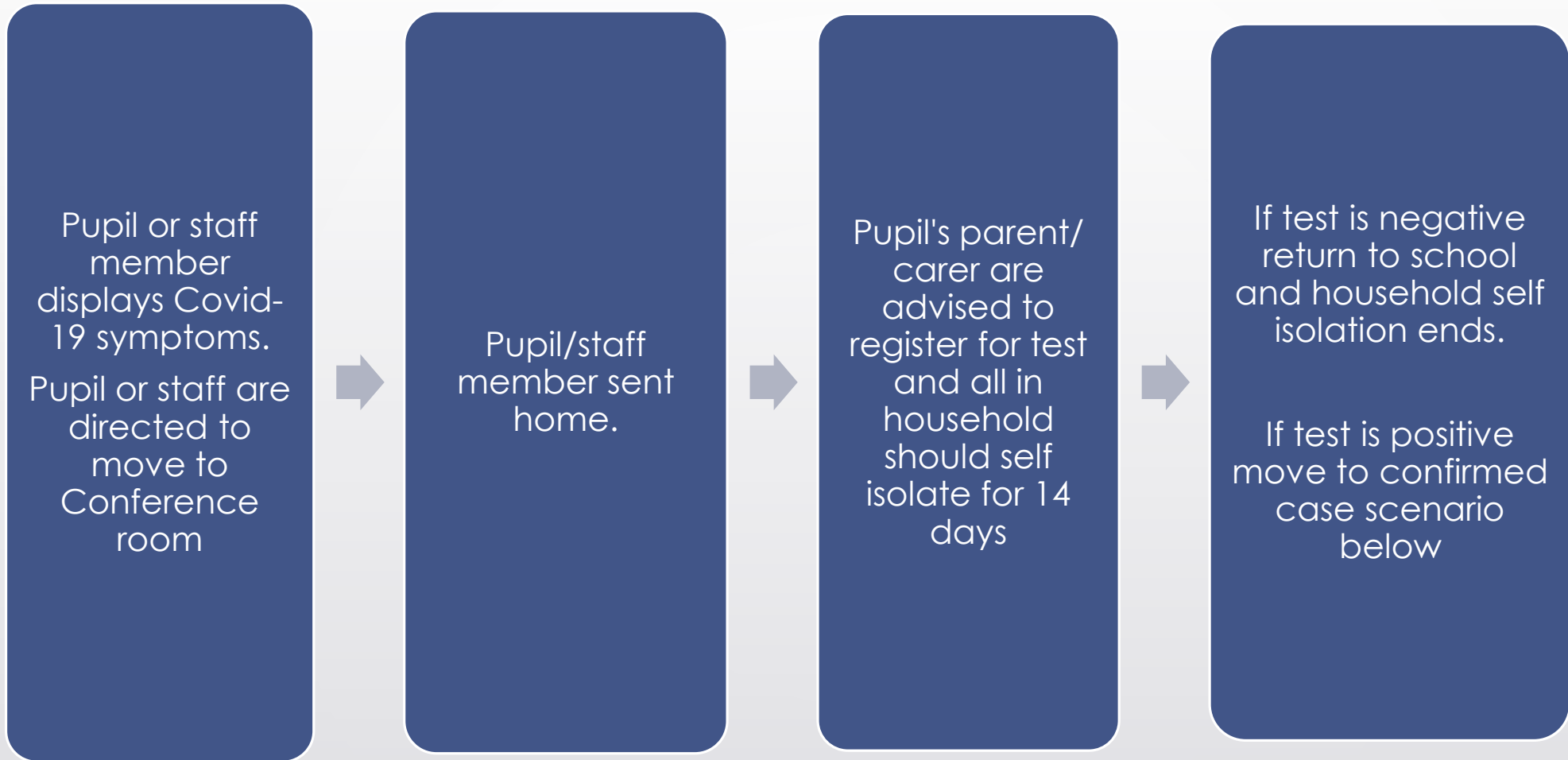
Cleaning

- Surfaces will need to be disinfected and wiped down using paper towels
- Toilets will need to be cleaned at least once an hour.
- Stair railings, entrances to buildings will need to be cleaned up to 4 times a day (this will include before and after school)
- Entrance to classrooms, door handles at break, lunchtime and the end of the day.
- Classroom desks at break, lunchtime and the end of the day.
- Gloves and aprons should be used and disposed of by double bagging.



PPE

- Ordered by the Trust – gloves, aprons, masks and limited number of visors.
- Official guidance on face masks – do not need to be worn in school as they provide limited protection.
- You may wear a face mask to travel to and from work.
- PPE should be used for administering first aid or if a child requires changing. (1-1 TAs may wear PPE where necessary).
- Visors would be used if a child is likely to spit.
- Inhalers, epipens and any other medication to be kept with the child.
- First aid kits will be in class too.



Pupil or staff member tests positive for Covid - 19



Individual receives medical advice or treatment.



Class group and adult of group are sent home and told to isolate for 14 days



If other cases are detected within the school report to PHE who will investigate or advise.



In the event of illness

- An isolation room will be provided for the person who is unwell.
- One adult will remain with the pupil and will wear PPE.
- The rest of the 'bubble' will be sent home as soon as practically possible.
- The work area and then conference room will be deep cleaned.



Date for increasing number of pupils

- The 3rd of June is a provisional date.
- Dependant on government decision on the 28th May.
- Dependant on all necessary supplies being in place.
- If we are not ready, we will aim to open for the 8th June.



Questions?