



RA updated: 17 May 2021 and previously updated on: 19/4/2021 4/04/2021, 3/1/21, 12/11/2020 & 7/10/2020)

The measures we list are based on current (as at 6 April 2021) government guidance:

- [Guidance for full opening: schools](#) (applies from 8 March)
- [Guidance for full opening: special schools](#) (this includes guidance on pupils with EHC plans that should be useful for mainstream schools as well)
- [Actions for early years and childcare providers during the coronavirus outbreak](#)
- [Actions for education settings to prepare for wider opening](#)
- [Implementing preventative measures in education settings](#)
- [Planning guide for early years and childcare settings](#)
- [Planning guide for primary schools](#)
- [Safe working in education settings](#)
- [Face coverings in education](#)

We have to take into account:

- The number of staff and pupils expected to be on site
- Any [risk assessments for individual staff](#) who are at higher risk of contracting or becoming seriously ill from coronavirus (e.g. those who are clinically vulnerable and/or who are BAME)
- Any reasonable adjustments to enable everyone to follow the measures, including pupils with EHC plans (e.g. designing approaches to help children with challenging behaviour who may struggle to follow the rules)
- The size and layout of the school premises
- The resources in stock or can be ordered easily (e.g. PPE, soap, cleaning products) and ensure they are easily accessible to staff

How to approach risk estimation and management

The DfE advises that you take the following approach (in this order) to reducing risks in your school:

1. **Elimination:** if an activity isn't considered essential and has risks attached, stop it
2. **Substitution:** replace the activity with one that reduces the risk. Take care not to substitute the activity with one that'll introduce new hazards
3. **Engineering controls:** introduce measures that help control or mitigate risk
4. **Administrative controls:** identify and implement the procedures to improve safety (for example, by having markings on the floor or signage around school)
5. Having gone through this process, **use PPE where the guidance advises it is required**

Respond to risks in a way that's appropriate for your school's circumstances. For each risk, consider whether there are measures in each of the above steps that you can adopt before moving onto the next step.

Co-VID 19 Risk Assessment

Gomer Junior 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
- Enable open dialogue with Team Gomer and close working with GFM personnel e.g. GFM Health and Safety Officer. We recognise that by working together, the safest possible outcome can be achieved.

To support the operation of our site, ahead of the March 8 return, we:

- Have updated staff protocols
- Inducted new members of staff
- Have increased available onsite resources e.g. PPE and handwashing to serve the numbers on site
- Implemented LFT for staff

To support the operation of our site, in the next phase of the roadmap, on 17 May, we updated our parents about changes to the wearing of face coverings.

RAG rate control measures

Each control measure is colour coded in the appropriate colour, to make it clear how prepared we are for each measure being in place for the autumn term.

- Red: this measure cannot be put in place in our school
- Amber: this measure isn't in place yet, but actions are in place to address
- Green: this measure is already in place

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES
Lack of information	Community	<p>All stakeholders have access to information to understand how to help keep themselves safe at school.</p> <ul style="list-style-type: none"> ● Children - FAQs ahead of return to school post-lockdown ● Signage around school to support understanding - changed regularly to avoid it becoming wall-paper ● Detailed communications to parents/cares e.g, newsletter ● Updated website and sound sign posting ● Open door policy for parents/carers to ask questions <p>School working closely with Trust H&S leads.</p> <p>Access to daily updates.</p> <p>Access to and information sharing with HCC></p>	<p>ALL information on website as well as communicated by e mail.</p> <p>Colleagues validate materials collectively and update as guidance changes.</p>
Contact with coronavirus.	<ul style="list-style-type: none"> ● Staff ● Pupils ● Parent/visitors ● Visitors ● Contractors 	<p>Flow chart of questions in place for the office staff to use with any parents and a copy handed to all staff.</p> <p>Everyone will be directed not to come into school if they need to self-isolate under current guidance. Regular reminders will be given about this.</p> <p>When schools reopened fully, in-line with guidelines issued at start of the academic year 2020-2021, GFM schools ask that any pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms or have tested positive in at least the last 10 days. This practice continues.</p>	<p>This continues to be addressed by regular reminders and school communication. Staff received:</p> <ul style="list-style-type: none"> ● Health & Safety induction ● Touching Base Meetings ● Updates at daily briefing ● Updated information via Google Form <p>All visitors to reminded of site protocols before arriving on site. If not possible, staff to be 'inducted' on arrival.</p>

	<p>We also ensure anyone developing those symptoms during the school day is sent home. These are essential actions to reduce the risk in schools and further drive down transmission of coronavirus (COVID-19). Pupils, staff and other adults should also not attend if they have been asked to self-isolate by NHS Track and Trace. If anyone in the school becomes unwell with a new and persistent cough or a high temperature, or has a loss of or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow guidance for households with possible or confirmed coronavirus (COVID-19) infection, which sets out that they should self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19). If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10-day isolation period from the day they develop symptoms. Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.</p>	<p>Home School Agreement - Google Form - regarding commitment to matters sent to all families at start of academic year. Reminders to parents/carers made in monthly communications and sign-posting to website.</p>
	<p>Anyone self-isolating with symptoms will be encouraged to access testing and engage with the NHS Test and Trace process.</p>	<p>Will inform the persons of the protocol for contacting Test and Trace and reporting the results. This process and protocols have already been successfully used throughout the pandemic.</p>
	<p>If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up. The isolation room is located in the new Medical Room - a sign will be used to highlight 'out of action' and trolleys with medical supplies to be used – see this guidance for help with this. 999 will be called if they are seriously ill or injured or their life is at risk.</p> <p>In the case of a symptomatic pupil who needs to be supervised before being picked up:</p> <ul style="list-style-type: none"> ● If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask ● 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.</p>	<p>Enhanced cleaning schedule is in place. This sees the cleaning team addressing the site three times a day in addition to classroom table cleaning. The school site is fogged also.</p>

		<p>If there are home testing kits available in school, these will be given to parents/carers collecting symptomatic children, and to staff who've developed symptoms at school, if providing one will increase the likelihood of them getting tested.</p> <p>Only in exceptional circumstances will staff take symptomatic children home themselves, and in this case one of the following steps will be taken:</p> <ul style="list-style-type: none"> ● The driver and passenger will maintain a distance of 2m from each other(possible in the large white minibuses; or ● The driver will use PPE (the same PPE as when supervising a symptomatic pupil, as explained above) and the passenger will wear a face mask if they are able to do so. <p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance.</p> <p>ign-posting on GFM website with key information and actions for guidance.</p>	
Asymptomatic members of staff		<p>LFT Tests are provided to all staff and staff such as peripatetic teachers. LFT are completed twice weekly - typically, a Sunday and Wednesday evening. Their results are recorded via the NHS website. Any positive tests lead to a colleague requiring a PCR test. If asymptomatic, a colleague is to self-isolate until they have received a negative PCR test.</p>	<p>Communication regarding LFT clearly shared with staff.</p> <p>LFTs ordered regularly to maintain stocks.</p>

<p>Positive coronavirus test result</p>		<p>If the school becomes aware that a pupil or a staff member has tested positive for coronavirus, the school will contact the local health protection team. The team will carry out a rapid risk assessment to confirm who's been in close contact with the person, and these people will be asked to self-isolate.</p> <p>To help with this, records will be kept of:</p> <ul style="list-style-type: none"> ● The pupils and staff in each group ● Any close contact that takes place between children and staff in different groups <p>Close contact means:</p> <ul style="list-style-type: none"> ● Direct close contact – face-to-face contact with an infected person for any length of time, within 1 metre, including: <ul style="list-style-type: none"> ○ Being coughed on, ○ A face-to-face conversation, or ○ Unprotected physical contact (skin-to-skin) ● Proximity contacts – extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected person ● Travelling in a small car with an infected person <p>If there are 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, the school will work with the local health protection team to decide if additional action is needed. Any advice given by the team will be followed.</p>	<p>These actions will take place upon receiving the results. The MAT has had experience of managing this.</p> <p>Nationally: Tel: 0800 046 8687</p> <p>For local information sharing:: Hampshire and Isle of Wight HPT (South East) Public Health England, Fareham Borough Council, Civic Offices, Civic Way, Fareham, Hampshire PO16 7AZ</p>
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<p>Contact with coronavirus whilst traveling to and from school</p>	<ul style="list-style-type: none"> ● Staff ● Pupils ● Parent/visitors ● Visitors ● Contractors 	<p>Everyone will be encouraged to walk or cycle into school, and asked to avoid taking public transport during peak times if possible. The bicycle shelter on site will be accessed as Bubbles arrive and depart at staggered times to reduce contacts.</p> <p>Anyone who needs to take public transport will be referred to government guidance.</p> <p>For dedicated school transport (i.e. taxis for CIC etc), discussions will be held with the providers to make sure their staff:</p> <ul style="list-style-type: none"> ● Follow hygiene rules ● Try to keep their distance from passengers where possible ● Do not work if they or a member of their household are displaying coronavirus symptoms <p>Parents/carers who need to drop off and pick up pupils from site will be told through communications regarding:</p> <ul style="list-style-type: none"> ● The strong recommendation that they wear a face mask whilst walking around the school site ● Their allocated drop off and collection times, with different Bubbles being given staggered arrival and departure times ● The protocols for minimising adult to adult contact ● An appointment only system for meeting with staff will operate and details for minimising numbers on site and contacts will be considered when planning the meetings. Meetings, wherever possible, will be by phone or video conferencing. ● That only one parent/carer should attend ● Not to gather at entrance gates or doors, or spend unnecessary amounts of time on the school site ● In the morning, parents/carers attending site are to drop their child in the playground and wait near the class cone. Parents/carers are encouraged to drop and go. If waiting until the teacher arrives, parents/carers are to distance themselves from other children and adults. It is for the class teacher to chaperone the children to the classroom. Adults to exit the site via the Music Room exit. ● Collection at the end of the day will be from the classrooms. 3LW will be provided with the GMG for collection to increase distancing by Year 3 - which has the highest volume of adults collecting children. 	<p>Staggered start times and finish times will reduce traffic on site and enable social distancing. Letter home outlining preferred methods to parents/carers and pupils. This was updated on 2/3/2021. Changes have been made in the Autumn Term to address too many people grouping together - due to parents/carers arriving ahead of their child's Bubble slot. We continue to communicate with the infant school to ensure the safe movement around the school site. We maintain staggered arrival and departure times in the Summer Term 2021.</p>
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		<p>Staff and visitors will be asked to wear a facemask in the school building when social distancing is not possible; unless they're exempt from wearing one.</p> <p>A supply of spare face coverings will be kept for anyone who arrives without one or has a covering that's unsafe, to wear.</p> <p>If there are vulnerable pupils, wearing a mask, they will be made aware that they must not touch the front of the covering during use or removal if they are wearing one to the school. Latest guidance is found here.</p> <p>Transparent screens have been provided for our front desk and for shared areas when members of staff might be supporting a child 1-1 or in a small group.</p>	<p>Letter sent home home 8/9/2020 indicating current advice and guidance on use of face coverings. Spring Term advice included. Reminders ov being COVID-19 aware outlined on April newsletter and website posts.</p> <p>Face mask wearing by Team Gomer became common place at the start of November 2021.</p> <p>On May 17 face coverings no longer strongly recommended for wear by parents/carers outside of the school building. But, facemasks are still be worn by staff and visitors in situations where social distancing isn't possible.</p> <p>These are desk top size and are light enough to be mobile to meet need around the school. We have multiple screens on site.</p>
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<p>Spreading infection due to touch, sneezes and coughs.</p>		<p>In addition to regular handwashing stations in the toilets, additional handwashing facilities have been provided for each Bubble.</p> <p>Across the site there are strategically placed hand sanitisers at entry/exit points, in all classrooms and in office spaces.</p> <p>A bucket containing hand sanitiser wipes, tissues and disinfectant spray is located conveniently for all classrooms.</p> <p>Hand washing facilities are available in all of the toilet blocks and a regular check will ensure that there is plenty of stock.</p> <p>Everyone in school will:</p> <ul style="list-style-type: none"> ● Sanitise or wash hands on arrival to school ● Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands ● Clean their hands on arrival, after breaks, if they change rooms, before and after eating, and after sneezing or coughing ● 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 ● Try to use elbows rather than hands to open doors and windows <p>Pupils will be encouraged to practise these habits in lessons and by posters put up across the school e.g. Catch It, Bin It, Kill It. These will be refreshed to avoid them becoming 'wall paper' rather than informative.</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 and children are allowed their own sanitiser. Young children will be supervised during hand washing.</p> <p>Pupils who cannot adhere to these rules will require an individual risk assessment that will be conducted by a member of the Senior Leadership Team.</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>The buckets are located in the classrooms.</p> <p>Additional cleaning mid-day by cleaning team, of touch points.</p> <p>Site Assistant and cleaning team checking supplies daily.</p> <p>Location of resources known in event site staff not available during the day to top up.</p> <p>Daily Briefing used to share developments.</p> <p>Bins will be emptied at least twice a day.</p>
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Cleaning staff will regularly clean frequently touched surfaces using standard cleaning products (e.g. bleach, detergent), including:

1. Classroom desks and tables
2. Bathroom facilities (including taps and flush buttons)
3. Door and window handles
4. Furniture
5. Light switches
6. Reception desks
7. Computer equipment (including keyboards and mouse) (dry wipe only)
8. Telephones (dry wipe only)
9. Teaching and learning aids
10. Books and games and other classroom-based resources
11. Sports equipment
12. Hard toys
13. Break toys
14. GMG
15. Outdoor play equipment

Items that need laundering (e.g. towels, tea towels, flannels,) will be washed regularly in accordance with the manufacturer's instructions, on the warmest water setting. These items will not be shared between children between washes.

Staff will have access to two kitchen areas: an upper school and a lower school bubble kitchen to reduce touch points staff come into contact. Staff will aim to sit in separate places to reduce staff from different Bubbles eating in the same place. Staff will put their own crockery and glass wear into the dishwasher wherever possible. If handling another colleagues item, hands will be immediately washed.

Pupils and parents/carers will be asked to limit the amount of equipment they bring into school each day to essentials like bags, lunch boxes, hats, coats, books, stationery and mobile phones.

Areas of the school that are used by pupils will be cleaned thoroughly at the beginning, middle and end of the day. The cleaners have been informed of the high touch points and areas which require focussed cleaning. Cleaning team aware of toilets in use for GClub so that they are clean at start and end of GClub.

The cleaning team will clean the items no. 1-8. Items 9-15 will require individual departments to clean when used by:

- GClub
- Break play
- Lunchtime supervisor
- Class teachers

The laundry items will be managed by the cleaning team. Ample tea towels so they can be changed during the school day to ensure they are clean.

		<p>Any resources e.g. Chrome Books shared between groups, such as sports, art and science equipment, will be cleaned frequently and meticulously, and always between Bubbles 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>Therapy equipment, such as physiotherapy or sensory equipment, will be cleaned between each use. If this is not possible or practical, it will be:</p> <ul style="list-style-type: none"> ● Restricted to one user; or ● Rotated so it can be unused for 48 hours (72 hours for plastics) between use by different individuals <p>Touch points e.g. tables, in shared rooms, such as the hall will be cleaned between different groups using them.</p> <p>Each Bubble will have its own break toys. These will be wiped daily and stored near Bubbles. Children will sanitize hands before playing with them and play only with their Bubble toys.</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>Items to be brought on to the site from home will be indicated in communications to parents and staff.</p> <p>This will become part of the individual departments risk assessment procedures.</p>
<p>Spreading infection due to excessive contact and mixing between pupils and staff in lessons</p>		<p>The school has determined the make-up of its Bubbles. We have 4 Bubbles. We have taken into account the least impact on providing a broad and balanced curriculum whilst maintaining manageable Bubbles. These will have the minimum impact on the rest of the school's community should a covid case be detected and a bubble has to self-isolate.</p> <p>Pupils will be taught and reminded to maintain their distance and not touch staff or peers.</p>	<p>Communications home to parents/carers, FAQ for the children and orientation on return to school at the start of the academic year.</p>

		<p>Classrooms will be well ventilated by:</p> <ul style="list-style-type: none">● Ventilation is key - not wind tunnels, throughout the day.● At least 2 windows will be open in each classroom and one window in a shared working area● Internal door to remain propped open whenever possible● Intermittently during the day. e.g. end of lessons and break times, open all doors and windows to create a new circulation of fresh air <p>Pupils will be seated in groups or rows and sat side by side.</p> <p>Lessons that involve singing, chanting or playing instruments (particularly wind or brass instruments) will take place outside wherever possible (if taking place inside, the space will be well ventilated). Pupils will be positioned either back-to-back or side-to-side at an appropriate distance. Instruments won't be shared. Children will have lessons in their Bubble. Singing or instrument playing won't take place in any larger groups such as choirs or assemblies.</p> <p>For physical activity, staff will minimise contact between individuals and maintain social distancing wherever possible (in accordance with AfPE guidance). Outdoor sports will be prioritised where possible, or large indoor spaces used where it is not, to support social distancing. Distance between pupils will be maximised as much as possible. Pupils top wear PE kit into school to limit need for changing areas. Equipment will be cleaned between each session and hand-washing routines before and after each session encouraged.</p> <p>Staff can work across different Bubbles in order to deliver the school timetable, but they will keep their distance from pupils and other staff as much as they can (ideally 2 metres apart). Staff who do this are kept to a minimum. This won't always be possible, particularly when working with some children, but close face-to-face contact will be avoided, and time spent within 1 metre will be minimised. Cross bubble staff to have increased measures such as screens and the wearing of visors when working with different bubbles.</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>Peripatetic teachers will be told to minimise contact and maintain as much distance as possible from other staff. They will be strongly recommended to wear a face mask when iniosde. The number of temporary staff entering the school premises will be kept to a minimum. They will also be offered LFT (see above - section 1).</p>	<p>H&S Officer has conducted a site survey and determined the number of pupils who can occupy a room. He maintains unannounced checks to ensure we are adhering to the RA.</p>
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<p>Spreading infection due to excessive contact and mixing between pupils and staff around and outside of the school</p>		<p>Pupils will be kept in the same Bubble class groups at all times each day, and be kept separate from other Bubbles wherever possible.</p> <p>For pupils who routinely attend other settings on a part-time basis, such as an alternative provision setting, the school will work with these other settings to work out a system to keep these pupils safe - <i>currently not applicable to any pupil</i>.</p> <p>Pupil groups will have staggered time-tables, including for start and finish times, break and lunch times. Briefing, professional learning, meetings and assemblies are live streamed into classrooms, to avoid too many pupils or staff being in one place at the same time - with one Bubble in the hall at a time. Pupils have staggered start times, break and lunchtimes. They have designated gates to enter and exit the school. Movement around the school site will be kept to a minimum.</p> <p>Pupils will be sufficiently supervised to ensure mixing between groups doesn't occur, and they will be reminded about the rules throughout the day. When outside, they will have allocated play areas.</p> <p>Rooms will be accessed directly from outside where possible.</p> <p>Children in Y3 & Y4 eating a school lunch will be eating in the hall on wet or cold days. Those eating in the ventilated hall will be at Bubble tables. Y5 & Y6 will eat their school meals in the classrooms. They will be delivered by the catering staff or collected from the servery by a member of the upper school team. They can be collected from the classrooms by the catering team if not returned by a member of the upper school team. Packed lunches will be eaten in the classrooms to reduce numbers in the hall. On warm days children will sit outside. Where possible, children will sit side by side rather than facing one another in the hall whilst eating.</p> <p>All shared rooms, such as sport halls and dining areas, will be kept at Bubble capacity only to allow groups to keep apart when using them e.g. GClub will be zoned for the</p>	<p>The staggered arrival and departure times, break and lunch time and Bubble play zones supports this.</p> <p>Markers removed from floors, January 2021, due to children being familiar with routine. New children will be introduced to protocols.</p> <p>Set staff in The Hall to reduce numbers and staff aligned to the different Bubbles.</p>

		<p>different Bubbles. They will be cleaned between each use. For dining areas, when this isn't be possible, lunch will be brought to pupils in their classrooms.</p> <p>Toilet use will be managed to avoid crowding. Duty staff will be on hand to monitor this and pupils will be directed to specific toilet blocks to allow cleaning of others.</p> <p>Staff use of staff rooms and offices will be staggered to limit occupancy. All staff informed of occupancy numbers for offices.</p> <p>Visitors to the site, such as contractors, will have guidance on physical distancing and hygiene explained to them on or before arrival. Visit, where possible, will happen outside of school hours wherever possible. A record will be kept of all visitors.</p> <p>Non-overnight domestic educational visits can take place in the same pupil groups. A separate risk assessment, in line with the guidance in Annex C of the DfE's operational guidance, for each educational visit to determine whether it can be undertaken safely.</p> <p>GClub will be in the hall for more space and pupils sat in their Bubble groups. The hall will be well ventilated and children to be outside where possible. Guidance taken from: out-of-school settings</p>	
<p>Spreading infection due to the school environment</p>		<p>Checks to the premises will be done to make sure the school is up to health and safety standards before opening in September.</p> <p>Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with limited staff and changes to how the school space is being used.</p> <p>Areas in use will be well ventilated by opening windows. At breaktimes, doors will be propped open, where fire safety and safeguarding wouldn't be compromised, to enable air flow around the building.</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>Pupil year groups will have staggered timetables, including for start and finish times, break and lunch times, and assemblies are shared via Google classroom, to avoid too many pupils being in one place at the same time. Pupils have staggered start times, break and lunchtimes. Movement around the school site will be kept to a minimum.</p>	<p>H&S Officer will continue to monitor the standards across the MAT with unannounced visits to each site. The H and S lead on each site is responsible for the day to day monitoring and checks. A google form is being used to check what is in place.</p>

		<p>Pupils will be supervised at all times to ensure mixing between groups doesn't occur, and they will be reminded about the rules throughout the day.</p> <p>Rooms will be accessed directly from outside where possible, and any corridors will have one-way circulation or a divider down the middle to keep groups apart.</p>	
Spreading infection through the serving of food.	<ul style="list-style-type: none"> ● Staff ● Pupils ● Deliveries ● Contractors 	<ul style="list-style-type: none"> ● Deliveries are made to the back door of the servery. Delivery drivers are required to wear face masks and if needing to enter the kitchen are to use the hand gel, positioned by the door, ahead of entering the kitchen. ● Teaching and admin staff do not enter the kitchen. Those staff who help serve lunches wear masks when approaching the servery and during service. ● Children sanitise their hands before eating. ● Children have a staggered lunch time. ● Different Bubbles enter the eating area by different doors. ● Children do not queue for their meals or stand in the servery. ● Each Bubble has its own condiments. ● Children wait at their tables, seated in Bubbles in a well ventilated space and have their meals delivered to them. ● Food is cleared away at the table in Bubble specific containers. These are returned to the servery for cleaning by service staff. ● Servicing/kitchen works are completed out of service hours. 	<p>Cleaning schedule in place.</p> <p>Liaison between School Cook and Catering Manager.</p>
Spreading infection due to excessive contact and mixing in meetings		<p>Where possible, all meetings will be conducted by Google Meet. This includes meetings with staff, parents/carers, visitors and governors. Where this isn't possible, essential meetings will be conducted outside, or in a room large enough to allow for social distancing.</p> <p>Visitors will be required to wear face coverings when in public spaces (with traffic) and corridors or areas where social distancing is compromised face coverings which should be clean to our site. XMAT GFM colleagues encouraged also to wear face coverings which should be clean to our site.</p>	<p>H&S Officer met with all staff in the September inductions and continues to be a presence in school to ensure approachability.</p> <p>Spot visits made to check protocols being adhered to.</p>
Individuals vulnerable to serious infection coming into school		<p>The school will continue to follow government shielding guidance regarding the significantly vulnerable. Individual risk assessment form has been created to determine who falls into this category. Some staff may need to complete individual risk assessments prior to their return to work.</p>	<p>Individual risk assessments available for use by line manager with guidance.</p> <p>Addressed in September Touching Base meetings.</p>

		<p>Staff who are clinically vulnerable or clinically extremely vulnerable and choose to come into school will be placed in the safest possible on-site roles where it's possible to maintain social distancing. Reasonable adjustments will be made to their roles. Consideration to staff working at home can be given to roles that can be completed from the home.</p> <p>As outlined by the DfE '<i>Children who live with someone who is clinically extremely vulnerable should still attend school. Although COVID-19 does affect children, very few children develop severe symptoms, even if they have an underlying health condition, including a weakened immune system. This does not mean we should not protect our children, but we can adapt the shielding advice for adult patients, so it is child-friendly and appropriate. We've also since learned more about the impact of long-term shielding on children and young people's physical and mental health. It is very important that we balance protecting them from COVID-19 with their general safety and wellbeing.</i>'</p>	<p>Reviewed termly</p> <p>Where families have concerns they are encouraged to talk to the school to work through these with the aim of addressing.</p>
<p>Mental health</p>	<ul style="list-style-type: none"> ● Pupils ● Staff ● Parents 	<p>Mental health and wellbeing of pupils is very important. Close attention will be paid to supporting this through the curriculum with strategies such as:</p> <ul style="list-style-type: none"> ● Well-being Wednesday ● Staying Connected strategy ● Sign-posting of adults and colleagues to talk to ● Small group 1-1 sessions ● Open door policy for pupils and staff to share ● Understanding and strategies to encourage work-life balance for staff ● Self-care sign-posting for staff 	