

## The Compass Academy

### Plan for reopening from September 2020

Items for consideration	<i>Key stage 3</i>	<b>Head Principal's comments. Please Also refer to the previously produced Risk Assessment</b>
How will you brief staff about your expectations and reassure them prior to their return?		<p>All staff have received documentations and or briefings. Training will also be delivered where this is identified.</p> <p>All Compass staff will receive: Briefing on Monday 7th September from JTH. Weekly briefings were created April - July via Zoom, reassuring staff. Risk assessment for those where they are required.</p>
How will you share procedures for managing a suspected outbreak with staff?		<p>As above.</p> <p>Details shared with the staff team and a request that they check all PPE equipment and advise of any requirements. We have a room identified for any suspected cases, and the car/ minibus is on standby should we need to take a student home.</p> <p>Parents' letter advises not to send their child in if they display symptoms as do posters on entrance doors.</p>
What transport challenges will you be facing? How will you manage this?		<p>A mixture of LA, school and public transport will be used. We will work closely with the LA to ensure all guidance is followed and control measures met. We will also work with parents to ensure they are aware of the guidance when using public transport. Please also see section Transport in the individual school COVID-19 risk assessment.</p> <p>Advice in parent letter and we will speak with students when we brief them on a safe return in the first week. Very few travel by public transport to school, however we can provide masks where requested.</p>
How will you communicate the return to school with parents/carers?		<p>Letters will be sent to parents prior to opening. This will be sent electronically where possible, and in the post where this isn't an option. All information will also be posted on the school's website.</p> <p>Draft letter ready to be sent.</p> <p>All relevant letters are on the website:</p>
How will you brief learners about expectations?		<p>This information will also be included in the letter to parents and shared on our website. They will also be made aware of expectation as soon as they enter the premises in a specific briefing.</p>
How will you organise pupil entry into school?		<p>Separate access and egress points will be implemented to allow groups to maintain social distancing.</p>
How do you plan to stagger toilet trips?		<p>Students will go to the toilet individually as and when required accompanied by a member of staff.</p>
What are your plans for break and lunchtimes?		<p>Students will spend break and lunchtimes in their tutor group bubble, not mixing with other students. Lunch will be ordered upon arrival in the morning and served at the table (plated up) by their tutor/link teacher. These details will form part of the briefing to students.</p>

How do you plan to ensure safe movement around school?	One-way systems will be implemented where possible with appropriate signage in place. See document for more details.
How do you plan to organise pupils and distribute staff?	Students to stay within their designated tutor groups. Staff can move between groups if hygiene measures are followed.
What PPE do you expect you will require?	Hygiene packs available in each classroom, anti-bacterial spray, hand towels, sanitizer bottles and tissues. PPE available in reception for all to access: aprons, face visors, hand sanitizer, gloves (s / m / l / xl) and disinfectant. There are two electronic thermometers in the Academy
Who is the designated person staff can talk to if they have concerns?	Any member of SLT or their Line Manager
How will you continue to support pupils not in school who might be isolating?	Daily phone calls & welfare visits if necessary. Letter to be sent to all students whose parent(s) are not comfortable t for them to return to the Academy. We will work with families to support them, where there are concerns over historical attendance, we will take the usual steps in encouraging students into the Academy. Work - online and paper packs will be provided -where there is genuine reason for absence.
How will you manage attendance and behaviour of pupils? How will expectations be communicated to pupils, parents and carers?	Expectations as normal. Correspondence (Parents / Carers letter) and meetings with parents and students where required.
How will you ensure that adequate safeguarding arrangements are in place?	Full risk assessment and infection control policy have been completed. Risk assessment and use of disinfectants to be shared before the training day and staff to read and sign off over the two training days.
Have reviews/risk assessments been carried out for staff who have been shielding and continue to do so or are returning to work? (Clinically vulnerable)	2 colleagues contacted via email/phone calls made or scheduled. RA will be followed up WC 1st September 2020
What arrangements do you have in place to support the mental health/wellbeing of pupils and staff?	Recovery curriculum will be rolled out for the first 3-4 weeks of term, very much focussing on mental health and wellbeing. I will be focussing on a positive return for all staff and students and have instructed my SLT to follow the same route. We have people in place to support students with wellbeing issues
How will you induct year 7?	All pupils in every year group will be receiving specific instructions as to new procedures and expectations. We have new pupils in all year groups being admitted throughout the year, and a rigorous induction procedure is in place.

### Any other comments

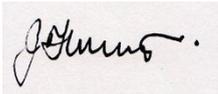
It is my intention to reassure all staff and students, that it is as safe as possible to return to school. Furthermore, not returning could have more serious effects. I am aware that individuals will have different anxieties. I want to work with all colleagues, support them and make adaptations as required. However, I do want all staff to return, and anyone who refuses to return without good reason, will result in further conversations taking place.

The same is for students. We pride ourselves on our pastoral support, and I want all students to be back in classrooms. Where students cannot return, we will support them. However, where there is a pattern of historical absence, we will follow the usual procedures.

We will continue to follow DfE guidance.

I believe we are providing our staff with the opportunity to safely return to the academy. PPE equipment is available and can be worn where it is felt necessary. Staff can remain two metres away from students in classrooms. Adaptations can be made where requested and required, and we will need to be respectful of other's feelings towards risk and return.

For my part I will be respectful of others concerns and model safe practices.



Jacqui Thompson  
Academy Principal  
August 2020

### Agreed Trust-wide non-negotiables

1. All pupils are expected to attend school from September.
2. Pupils will be organised in 'bubbles' so that outbreaks can be managed without having to shut the whole school.
3. Wherever possible, pupils will sit in rows in classrooms from year 2 to year 11.
4. Schools will limit practical and social areas occupied to facilitate thorough cleaning in-between sessions.
5. All pupils in school are to wear uniforms.
6. Schools need to adopt the common Trust strategies, to avoid risk
7. All staff are to be briefed prior to pupils returning
8. Until further notice schools are not to reinstate external contracts (i.e.: Total Sports, private music lessons)