

School: Newland St John's CE Academy

Plan for reopening from September 2020

Items for consideration	<i>(delete Key Stage not relevant)</i>	Head teacher/Principal's comments
How will you brief staff about your expectations and reassure them prior to their return?		All staff have received documentations and or briefings. This will be discussed during the training days on 7 th and 8 th September, with the opportunity for clarification if necessary. Training will also be delivered where this is identified.
How will you share procedures for managing a suspected outbreak with staff?		As above.
What transport challenges will you be facing? How will you manage this?		Most children walk to school or come by car. 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.
How will you communicate the return to school with parents/carers?		Information packs will be sent to parents prior to opening. This will be sent electronically where possible with paper packs provided where this isn't an option. All information will also be posted on the school's website.
How will you brief learners about expectations?		This information will also be included in the information pack and shared on our website. They will also be made aware of expectation as soon as they enter the premises.
How will you organise pupil entry into school?		Separate access and egress points will be implemented to allow groups to maintain social distancing.
How do you plan to stagger toilet trips?		Pupils will only be allowed to the toilet individually.
What are your plans for break and lunchtimes?		These will be staggered. Lunch will be eaten in classrooms with a lunchtime supervisor allocated to each bubble.
How do you plan to ensure safe movement around school?		Breaks, lunches, drop off and pick ups will all be staggered to ensure the least amount of bodies moving around at any one time. One way systems will be implemented outside with appropriate signage in place.
How do you plan to organise pupils and distribute staff?		Groups to stay within their designated areas. Staff can move between groups as long as hygiene measures are followed.
What PPE do you expect you will require?		Hygiene packs available in each class room – gloves, anti bacterial spray and cloths. Incident packs for potential outbreaks - gloves, masks, cloths, spray and aprons.
Who is the designated person staff can talk to if they have concerns?		Any member of SLT
How will you continue to support pupils not in school who might be isolating?		Daily phone calls & welfare visits if necessary. Work - online and paper packs will be provided.
How will you manage attendance and behaviour of pupils? How will expectations be communicated to pupils, parents and carers?		Expectations as normal. Correspondence and meetings with parents and students where required before school reopens in September.
How will you ensure that adequate safeguarding arrangements are in place?		Full risk assessment and infection control policy have been completed.

<p>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)</p>	<p>Yes. These will be reviewed individually on the 2 training days on 7th and 8th September.</p>
<p>What arrangements do you have in place to support the mental health/wellbeing of pupils and staff?</p>	<p>A wide range of resources have been shared with staff and will be used as needed to address concerns and help children to settle back in to school. The well being officer will be on hand to support any specific concerns.</p>
<p>How will you induct reception/year 7?</p>	<p>All pupils in every year group will be receiving specific instructions as to new procedures and expectations. We have new pupils of all year groups being admitted throughout the year and a rigorous induction procedure is in place. Reception will be doing a phased start as is always the case, with children doing mornings only or afternoons only until Friday 18th September which will be their first full day.</p>

<p>Any other comments</p>
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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 uniform.
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)