

YSGOL Y LLAN - COVID-19 – UPDATE NOVEMBER 2020 - PRIMARY SCHOOL RISK ASSESSMENT

Grouping	Area of Concern	Existing Measures	Likelihood	Severity	Score	Additional Controls	Likelihood	Severity	Score	Additional Comments	Responsibility	Are you satisfied identified risks have been addressed?
Logistics	Increased risk of transmission/sp read of virus (due to the increased/full classroom/school capacity)	<ul style="list-style-type: none"> Enhanced cleaning routines in place Signage in place to ensure social distance guidelines are followed. Hand sanitiser available throughout the school at key points and within each contact group area. 	4	4	16	<ul style="list-style-type: none"> All pupils will be kept in contact groups 2 metre segregation will be kept between these contact groups at all times Contact groups will eat lunch in their designated area (quarter) in the hall. Only two contact groups will be in the hall at any one time and they will be socially distanced. Contact groups will have a designated area for breaks Break times will be staggered where possible and only two contact groups will be outside at any one time Areas of high traffic will be wiped down/cleaned throughout the day Contact groups will enter the building/site by a designated route and entrance. Contact groups will leave the building/site by a designated route and exit. All pupils, staff and visitors will wash/sanitise hands before entering the building. Hand sanitising/washing facilities are in place for every entrance/exit. Pupils will be brought onto site and leave site during scheduled staggered times. 	4	2	8		HT & SLT	Yes

Logistics	Accommodation	<ul style="list-style-type: none"> School capacity calculation 	4	4	16	<ul style="list-style-type: none"> Desks (mainly KS2) will be arranged forward facing where possible and groups socially distanced where appropriate. The teachers work area will be marked out ensuring 2 metre social distancing is in place. All staff will be encouraged to keep distance from pupils. Each contact group (Class) will have a drop off and pick up time to stagger movement on site. Demarcation will be in place in identified external areas. Breaks and lunchtimes will be staggered or arranged so that contact groups do not mix. Only two contact groups will be on the playground at any one time in their own designated area. Parents will drop off and pick up at school gates. No parents will gather outside as only children will exit the vehicles. Access to school by appointment only. No classroom will exceed 32 pupils. Current school numbers: Nurse - 9 Reception - 10 Year 1 - 10 Year 2 - 7 Year 3 - 15 Year 4 - 15 Year 5 - 10 Year 6 - 16 Total capacity of contact groups: Classroom 1: 9 am, 19 pm Classroom 2: 17 Classroom 3: 30 Classroom 4: 26 Ensure the reception/main office is safe for staff. 2 metre social distancing can be achieved with a maximum of two in the office. Maximum capacity of areas used by multiple staff: Main office: 2 Staff room: 4 	4	2	8	<ul style="list-style-type: none"> LAs have capacity data and it may be possible to run a variety of models as the advice on social distancing matures with the prevailing scientific advice. In primary schools, WG guidance recognises that it is not practicable to expect learners to maintain social distancing of 2 metres. This is based on medical advice and evidence which suggests that the risk of infection and transmission for children is likely to be lower. Each contact group (Class) will have designated times to move around school (i.e. break times, toilet breaks etc. will be timetabled). Radio contact will be used when non timetabled movements are due to take place. Practitioners recognise that younger children will not be able to maintain social distancing at all times. They will be encouraged to and will seek to maintain some distancing where possible. Adults will maintain a social distance of 2m from each other and older pupils (KS2). Classrooms will be adapted as necessary to reduce face-to-face seating and apply some social distancing (especially for adults). Foundation Phase will work as normal meaning that smaller groups will be in different areas (enhanced, continuous provision) of the classroom or outside thus reducing the time that the whole class is together. No more than two adults will be in the main office at any one time. Pupils do not enter the office. Maximum capacity signs to be put up in areas used by multiple staff (e.g. 2 in main office, 4 in staff room) 	HT & Gov	Yes
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Logistics	Accommodation Function	<ul style="list-style-type: none"> • Health and safety requirements related to school classroom and use of space within the school. 	4	4	16	<ul style="list-style-type: none"> • Staff and pupils will be encouraged to sanitise before entering the classroom and before leaving. The school will ensure that all the necessary health and safety checks have been undertaken after period of closedown such as Legionnaires' disease, sprinkler and fire alarm testing, dust extraction, etc. • Staff and pupils will be encouraged to wipe down areas of high traffic (e.g. tables, chairs, handles etc.) • Hand sanitiser/hand wash stations will be available for all persons entering site. Hands will be washed on arrival, when leaving the school or setting, before and after handling food, before and after handling objects and equipment that may have been used by others, where there has been any physical contact and after people blow their nose, sneeze or cough. • Teaching staff and TA's will have cleaning equipment available to use throughout the day (Anti-bacterial wipes and sprays). • Limited outside items will be brought into classrooms. KS2 only will bring in a pencil case whilst FP will be supplied. Stationary equipment will remain at each pupil's desk throughout the day and then put away until the next session. • Small bags only will be acceptable in cloakroom to minimise the possibility of items falling on the floor and other people handling such items. • Food will be provided on site and delivered to each classroom. • Windows and doors will be kept open where possible to ensure natural air flow/fresh air through all rooms in use. • A school reopening checklist will be completed to ensure all statutory inspections are up to date and continue. • Breaks and toilet times will be staggered to minimise movement around school throughout the day. • Lunch will be eaten in the hall; Pupils will only use areas assigned to them during the day. Only two school contact groups will be in the hall at any one time. • Each Group of children will be assigned their own toilets: 	2	4	8	<ul style="list-style-type: none"> • Please note that the caretaker and various staff have been in the building whilst closed to pupils - water has been run through taps and toilets reducing the risk of legionnaires' disease. • The school will liaise with our Health and Safety adviser for a comprehensive assessment and checklist. 	HT & Staff	Yes
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Logistics	Transport, Access to Site and Car Park	<ul style="list-style-type: none"> • Very school specific, ranging from minimal requirements with the majority living within 3 miles with safe travel to school to schools that require the majority of their learners to be transported to school. • In addition, consideration needs to be given to vulnerable learners requiring bespoke arrangements. 	3	4	12	<ul style="list-style-type: none"> • Employees should attend the workplace on foot or by using personal mode of transport in preference to public transport. • Employees should not car share (unless in same household). If using public transport or car sharing, staff and pupils will be encouraged to wear face masks. • Physical distancing must be observed in the car park with adequate space between vehicles therefore likely reduced car park capacity. Staff, if arriving at the same time should wait until other members of staff have left the area if adequate space cannot be left between vehicles. • Learners and parents / carers should attend the school on foot or by using personal mode of transport in preference to public transport. • Learners and parents / carers should not car share with other families. If using public transport or car sharing, pupils will be encouraged to wear face masks. • Physical distancing must be observed in the car park / drop off points with adequate space between other people / vehicles. • Learners travelling by taxi transport will be subject to social distancing rules and will be encouraged to wear a face mask (although this is not compulsory for primary). • SLT on gate to let taxis and buses in and out once safe (and if appropriate). Taxi service generally uses the car park adjacent to the school drive • Staff will man each entrance gate to minimise the need for parents to enter the school grounds. 	2	4	8	<ul style="list-style-type: none"> • SLT on gate to let taxis and buses in and out once safe (and if appropriate). Taxi service generally uses the car park adjacent to the school drive. 	HT & SLT	Yes

						<ul style="list-style-type: none"> Parents / carers will be told in advance the drop off/pick up times, designated entrance/exit they are assigned. If these windows are missed all other groups will enter/leave the grounds before drop off/pick up will be allowed. 						
Learners & Staff	Identification of learners to reintegrate	<ul style="list-style-type: none"> WG are asking school and settings to plan for a full return of all learners on a phased approach from the start of the autumn term. 	5	4	20	<ul style="list-style-type: none"> Needs led reintegration will be considered. Reduce need for mixing of classes, no contact groups/Class will exceed 32 pupils, groups will have designated toilets, indoor space and external space allocated. Individual risk assessments of all learners with care plans. Individual risk assessments of all staff within vulnerable categories. Children will not be allowed to move between contact groups. Integrated approach: <ul style="list-style-type: none"> Week beginning 31st Aug to involve INSET/Planning & Preparation days 7th & 8th Sept – Rec, Yrs 1, 3 & 5 9th & 10th Sept – Rec, Yrs 2, 4 & 6 Friday 11th Sept – all statutory yr grps Wk beg 14th Sept – R-Yr6 & Nur grp 1 Wk beg 21st Sept – R-Yr6 & Nur grp 2 Wk beg 28th Sept – all year groups including Nursery 	2	4	8	<ul style="list-style-type: none"> Reintroduce learners in blocks or cohorts, such as a different group of learners each week or each day. Consider mixing year groups to allow children of the same household to attend at the same time. This should also be considered for children of critical workers and vulnerable children. If a learner is unable to attend the physical setting of the school, it is vital that the school continues to engage with the learner remotely. Integration of additional wrap-around care: <ul style="list-style-type: none"> Clwb Ddraig (ASC) open wk beg Monday 7th Sept Breakfast Club open wk beg Monday 14th Sept Playgroup open wk beg Monday 14th Sept 	HT & SLT	Yes

Learners & Staff	Clarifying purpose of educational attendance on school sites	<ul style="list-style-type: none"> • Standard attendance demands will be difficult to enforce as the wishes of parents / carers will vary significantly in relation to their expectations about the safety and security of their children under a re-engagement programme. • All statutory pupils will be expected to attend from 14th Sept unless they fall into the critical vulnerable category. 	3	4	12	<ul style="list-style-type: none"> • School will liaise with their LA to determine the guidance and expectations to be shared with parent / carers and to create the checking and follow-up procedures if they feel that learners are falling outside of these expectations. • Schools and settings should work with parents/carers to secure regular school attendance from September 14th (start of term) as this will be essential to help pupils catch up on missed education, make progress and promote their wellbeing and wider development. <ul style="list-style-type: none"> • No-one with Covid-19 symptoms should attend a setting for any reason. • Eligible children – including priority groups - should be strongly encouraged to attend school, unless they are self-isolating or they are vulnerable (in which case they should follow medical advice). • If someone in their household is vulnerable, they should only attend if stringent measures can be adhered to, and the child is able to understand and follow those instructions. 	2	4	8	<ul style="list-style-type: none"> • This should be a process of encouragement rather than enforcement, unless it falls under a safeguarding concern (up until 14th September). • School will keep a record of attendance and families should notify their school if their child is unable to attend. This will help schools, settings and local authorities understand any barriers to learners returning to school and identify any further support needed. At this stage we would not expect parents to be fined for non-attendance. • School will continue to inform social workers where children with a social worker do not attend. 	LA, HT & Gov	Yes
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Learners & Staff	Staff Availability	<ul style="list-style-type: none"> • Due to possible rota systems, staff availability is currently appropriate. • Around 6.25% are officially shielding, and 18.75% have been shielding due to a vulnerable category. No staff have been unavailable for work for other reasons. • 50% of staff have school aged children. 	3	3	9	<ul style="list-style-type: none"> • As contact with more learners increases so the risk of staff requiring self-isolation increases. • Staff with severe asthma and/or other medical conditions should be considered and measures in place to ensure social distancing guidelines are followed. • Staff who suffer with anxiety may find it difficult to attend work without reassurances. Staff should return to school in stages before children attend. • Identify staff who are home working and staff available to work in school. • Identify staff with childcare responsibilities and work into a possible rota. • School to consider redeployment of staff to ensure equity and balance. • Staff to work in teams (FP, KS2, Early Years etc.) to plan and respond to learners' tasks. 	2	3	6	<ul style="list-style-type: none"> • National / local guidance on asthma / other medical conditions to be followed. • Guidance for schools on teacher / learner ratios - particularly in the Foundation Phase will be followed. • School will: <ul style="list-style-type: none"> - communicate clear and consistent expectations around attendance to parents/carers throughout the school year - identify learners who are reluctant or anxious about returning or who are at risk of disengagement and develop plans for re-engaging them. This should include disadvantaged and vulnerable children and young people, especially those who were persistently absent prior to the pandemic or who have not engaged with school regularly during the pandemic - work closely with other professionals as appropriate to support the return to school, including continuing to notify the child's social worker, if they have one, of non-attendance. • HT will continually assess the availability of staff. • HT, SLT & teachers will continually assess the mental health of learners (attending and in non-attendance) and act accordingly. 	HT, SLT & Gov	Yes
Learners & Staff	Risk assessing vulnerable staff and learners (vulnerable to catching Covid-19 and/or due to lack of school contact)	<ul style="list-style-type: none"> • Schools have an understanding of staff and learners who are defined as 'vulnerable' under the prevailing demands and have safety measures in place. 	2	4	8	<ul style="list-style-type: none"> • Create a register of staff and learners who are defined as 'vulnerable'. • This will need to be updated as this dynamic situation changes and any adjustment to status will need to be communicated in advance of the new status taking effect. • Groups or individuals defined as 'vulnerable' to have bespoke risk assessments in place if regular Covid-19 risk assessments not appropriate for their situations. • If any learners or staff use medication, make sure that it is kept at school and not sent home to avoid possible contamination. 	2	4	8	<ul style="list-style-type: none"> • This should be done in partnership with the LA to ensure consistency and appropriate consultation with all stakeholders. • Communicate to parents that medication needs to be in school and up-to-date (e.g. Epi-pen, inhalers). • Rapid Deployment of PCR Antigen Testing - the rapid deployment of testing will be made available to support outbreaks in schools/settings by the NHS Wales TTP Programme and Local Health Boards will facilitate PCR antigen testing for everybody in the school/setting 'bubbles' (small, consistent group of no more than 8) that are affected by the outbreak and everyone in the school/setting if it has been established that the setting has not followed Welsh Government guidelines for schools and/or Infection Prevention and Control measures. • The method for delivery and sampling of rapid antigen tests can be executed in a range of ways such as the deployment of Mobile Testing Units (MTUs), temporary testing satellites and drop off and collection routes. The most appropriate testing channel will be discussed and agreed between all stakeholders. 	HT, SLT & Staff	Yes

Learners & Staff	Display of symptoms in school – Employees, Learners, Parents / Carers	<ul style="list-style-type: none"> Any employees, learners or parents / carers who are feeling unwell / displaying Covid-19 symptoms must not attend / visit school. 	3	4	<p>12</p> <ul style="list-style-type: none"> Any employees, learners or parents / carers who are feeling unwell / displaying Covid-19 symptoms must not attend / visit school. If anyone becomes unwell when in school they must leave school as soon as practicable and follow self-isolation guidelines. Isolation rooms and toilets are available on site - outdoor classroom. School to monitor sickness absence of learners/staff and report any suspected incidence of Covid-19 symptoms to LA. Any confirmed cases will be reported to LA. Those showing symptoms will be kept separate until they can be collected and taken home. An isolation room will be in place along with an available toilet. Staff will keep 2 metres from any pupil in isolation and will wear the identified PPE. All areas/surfaces that learners or staff with symptoms have come into contact with will be carefully cleaned. No pupils should be present when cleaning is taking place. Staff should of course be vigilant for changes to children’s temperatures and signs of fever. Non-contact thermometers are available on site. The Chief Medical Officer has been clear that there is no evidence to support the widespread wearing of non-medical face coverings in the community. Non-medical face coverings are recommended where social distancing cannot be maintained. Response to any infection: engage with the Test, Trace, Protect strategy. Manage confirmed cases of COVID-19 among the school community and contain any outbreak by following local health protection team advice. 	2	4	<p>8</p> <ul style="list-style-type: none"> School has clear procedures if learners or staff begin to show symptoms on site - these will be fully understood by both staff and parents / carers. Those showing symptoms will be kept separate until they can be collected and taken home. Ideally, this should be in a separate room (Outdoor classroom), supervised at a distance of two metres. The old disabled toilet will be available for anyone in isolation. Anyone displaying symptoms should stay at home for 10-14 days in accordance with guidelines at that moment in time. Anyone who lives with someone displaying symptoms but remains well should stay at home for 14 days from the day the first person became ill. WG guidance recommends that essential measures include: <ul style="list-style-type: none"> a requirement that people who are ill stay at home robust hand and respiratory hygiene enhanced cleaning arrangements active engagement with Test Trace Protect formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable School will reduce contacts by: <ul style="list-style-type: none"> grouping learners together - classes avoiding contact/mixing between groups arranging classrooms with forward facing desks where possible (KS2) staff maintaining distance from pupils and other staff as much as possible staggered drop off, collection, breaks, lunchtimes and toilet breaks no whole school assemblies or other whole school gatherings All staff and parents have a responsibility to inform the school immediately of the results of the COVID-19 test (negative/positive). <p>Positive Result</p> <ul style="list-style-type: none"> The Headteacher will notify Local Health Protection Team, Compliance Education and School Governors/Trust/LA. Anthony Smith (LA) will be contacted directly. The school will work closely with the Local Health Protection Team and follow their advice, even if this means sending large groups of staff and students’ home or the complete closure of the school. Where possible classrooms are secured and left for 72 hours before a DEEP CLEAN is carried out. This 	SLT & Staff	Yes
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									will allow time for the virus to naturally die and will protect the cleaning staff.			
Learners & Staff	Injury to learners on site	<ul style="list-style-type: none"> If learner is injured in school, staff would attend to injury or arrange for learner to see doctor or visit hospital. 	3	4	12	<ul style="list-style-type: none"> If attending to any wounds, etc. school staff to use Personal Protective Equipment (PPE) at all times (gloves and mask minimum). PPE packs will be located around the school. All staff will be provided with guidance on how to put on and remove PPE. Ask parent / carer permission for learner to attend doctors' surgery or hospital during pandemic (put this in the information booklet – parents to inform school if they do not wish this to happen). If in any doubt (or if not able to contact parent / carer) contact NHS Direct / Emergency Services for advice. 	2	4	8	<ul style="list-style-type: none"> Consideration is needed on what would happen if a learner was seriously injured or someone with a medical condition needed to be admitted to hospital. Of course an emergency service could be called for some serious accidents or incidents, but not always. Are staff willing to go to hospital if parent / carer could not collect the learner? HT will take learner if necessary. Would the parent / carer be happy for the learner to go to hospital in the first place bearing in mind that some may be reluctant to visit the hospital at present? Consent to be gained beforehand (information in parent booklet). 	Gov, HT, SLT & Staff	Yes
Learners & Staff	Access to Personal Protective Equipment (PPE)	<ul style="list-style-type: none"> Limited PPE equipment available to schools. 	5	4	20	<ul style="list-style-type: none"> School requires access to PPE stocks to support staff and ease anxiety. PPE required for close personal care until regulations relax. PPE will be available for first aid (gloves & masks) PPE will be in place for collection of symptomatic children (gloves, masks, aprons and face shields). 	2	4	8	<ul style="list-style-type: none"> WG guidance states the use of PPE by staff within education settings must be based on a clear assessment of risk (dynamic risk assessment), taking into account each individual setting and the needs of the individual learner. Schools, settings and local authorities already have risk assessments processes in place which should be used for the use of PPE. Following any risk assessment, where the need for PPE has been identified, it will be readily available and provided. Where the use of PPE is risk assessed as being required, all staff will be trained in how to put on and take off PPE (as required by Health and Safety Regulations) and to ensure staff limit the spread of Covid-19. Information sheets/guides on this will also be included. First Aid training during the preparation days will also cover this area. If staff (particularly those more vulnerable) wish to wear PPE generally, this will be acceptable. Learners should be showed what the PPE looks like prior to or on their first day in attendance. 	HT & Staff	Yes

Learners & Staff	School Uniform	<ul style="list-style-type: none"> Learners wear school uniform during normal school day. 	4	3	12	<ul style="list-style-type: none"> School uniform will be reinstated from the first day of the autumn term. Uniform plays an important role in contributing to the ethos of the school whilst setting an appropriate tone to high expectations. Parents will be encouraged to wash/change school uniform as regularly as possible. To support financial issues, uniform with a logo is not a necessity. PE kits will be worn on specific PE days. This will give a break to clean school uniform and will also avoid unnecessary changing and movement (when normally getting changed for PE). If learners make greater use of the outdoors, suitable coats will be encouraged. Warm clothing (i.e. jumpers, fleece, PE hoodies) should be encouraged as windows will be open to improve natural air circulation/ventilation within school. 	3	3	9	<ul style="list-style-type: none"> School uniform for primary learners will be statutory. It is important that this message is shared with all parents. Where parents are struggling financially, then schools should try to provide the uniform for the child/ren. Any parents struggling financially will be encouraged to contact the school office and PDG could be used to support these families with uniform. When planning for outdoor learning, teachers may advise pupils to bring suitable outdoor clothing - suitable clothing could make working outdoors easier and also have a beneficial effect on learner wellbeing. 	HT & Staff	Yes
Learners & Staff	Staff Dress Code	<ul style="list-style-type: none"> Current dress codes may not be practical. 	4	3	12	<ul style="list-style-type: none"> Staff should consider washing their clothes at the end of every day to reduce the potential for transfer of infection. This will be encouraged by the school and staff will be expected to wear clean clothing where reasonably possible. If learners are expected to where school uniform, the staff dress code will revert to smart. Suitable dress code for FP, outdoor learning and PE will be expected by staff. 	3	3	9	<ul style="list-style-type: none"> The relaxed uniform (for learners and staff) will cease and the normal uniform policy reinstated from the first day of the autumn term. 	Gov & HT	Yes
The School Day	Arrival at School	<ul style="list-style-type: none"> All transport (public and private) arrive at school and park in car park adjacent to school drive or on main road. Parents / carers to use drop-off for children. Staff will be available to assist pupils. This can be a busy period outside the 	4	4	16	<ul style="list-style-type: none"> Clear established routines on entering the school - drop off and pick up times for groups will be in place. Parents will drop children off at the school gate (remaining in their cars). Children will line up and then be taken into their classroom by the assigned teacher/TA. Contact groups 1 & 2 will drop children off at 8.45am Contact groups 3 & 4 will drop children off at 9.00am Parents/learners must wait in the cars until staff arrive. Staff will meet contact groups at the gate (main entrance for Nursery). Parents/learners walking to school will be asked to line up at a social distance opposite the main gates. Where possible, 	2	4	8	<ul style="list-style-type: none"> Clear guidance for all on required social distancing on school premises. Staff on duty to supervise arrival. Parents/Carers will be informed about the 'Arriving at School' and 'Collecting' procedures (see 'Guidance for Parents and Pupils on Returning to School') School will: <ul style="list-style-type: none"> have staggered starts and finish times to keep contact groups apart as they arrive and leave school. have staggered break and lunchtimes only two contact group at any one time will eat lunch in the school (at a social distance). Each group will have their own designated area. There will be a one-way system in place for lunchtime only. This will help FP children to go out to play via the Class 2/4 exit whilst KS2 children 	HT, SLT & Staff	Yes

		<p>main building - dependent on context of school.</p>			<p>these learners will be admitted before cars are called upon.</p> <ul style="list-style-type: none"> • Social distancing rules established once on school premises. Areas for learners to wait on arrival are demarcated on the school drive. • Established routes from gates to individual classes (Class 1 and Class 3 via the Reception exit, Class 2 and Class 4 via the main entrance, Breakfast club & Playgroup children via the hall door). The entrance time for Playgroup will be slightly postponed in order to ensure all other learners have already entered the building. • All access to site will be timetabled to minimise the volume of parents/learners. If the allocated times are missed by parents, they will have to wait until all other drop off/pick up times have passed. • On entering the school grounds, learners will have digital temperatures taken before entering the school building. • On entering the school, contact groups will have different access points where possible. • All learners to wash or sanitise their hands thoroughly prior to / or on entering the building/classroom setting. • Doors and windows in school will remain open where possible to improve ventilation. • Blinds will remain open where possible to ensure good ventilation in rooms 				<p>enter the school via the Class 1/3 exit and walk to the school hall.</p> <ul style="list-style-type: none"> - retain expected/statutory teaching time - communicate the above to parents/carers and remind them about the process that has been agreed for drop off and collection, including that gathering at the school gates and otherwise coming onto the site without an appointment is not allowed. • School will ensure a process for removing face coverings when learners and staff who use them arrive at school. Learners must be instructed not to touch the front of their face covering during use or when removing them. They must wash their hands immediately on arrival (as is the case for all learners), dispose of temporary face coverings in a covered bin or place reusable face coverings in a secure place (e.g. school bag) until they can take them back home. • If classrooms/offices are too cold windows can remain partially closed but fully opened during breaks when the rooms are empty to ensure regular ventilation takes place. 		
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The School Day	Arrival in Class	<ul style="list-style-type: none"> • A smaller number of learners means that very few learners are in each class. 	5	4	20	<ul style="list-style-type: none"> • All learners to wash their hands prior to / on entering the classroom. Then regular hand washing throughout the day. • Desks / furniture to be moved to ensure some social distancing and be forward facing where possible (this will mainly be KS2 classrooms). • Each learner to have a designated workspace / area and equipment. • Establish clear routine for entering classroom to their allocated space - to include a one-way system of moving around the classroom if applicable. • Allocated resources for each learner, all resources will be left on site. • Toilet breaks to be monitored and generally timetabled. • Regular reminders of rules / guidelines throughout the day. • When timetabling, groups should be kept apart and movement around the school site kept to a minimum. While passing briefly in the corridor or playground is low risk, schools should avoid creating busy corridors, entrances and exits. • School will have staggered break times and lunch times (and time for cleaning surfaces). 	2	4	8	<ul style="list-style-type: none"> • Staff will encourage learners to regularly wash their hands and will model this good hygiene practice. • Hand washing should be with soap and water for at least 20 seconds. • Staff will also ensure learners are reminded of effective handwashing techniques. • Regular handwashing should include: <ul style="list-style-type: none"> - on arrival and when leaving the school or setting - before and after handling food - before and after handling objects and equipment that may have been used by others - where there has been any physical contact - after people blow their nose, sneeze or cough • Any non-timetabled movement around school by contact groups will be communicated to the school (other contact groups and office) via radio contact. 	SLT & Staff	Yes
The School Day	Collective Worship and Assemblies	<ul style="list-style-type: none"> • Daily collective worship / assemblies as per school timetable. 	5	4	20	<ul style="list-style-type: none"> • No whole school / key stage collective worship or assemblies. • Collective worship to held in individual classes where practical and appropriate. 	2	4	8	<ul style="list-style-type: none"> • Contact groups will be kept apart where possible, meaning that the school will avoid large gatherings such as assemblies or collective worship with more than one group. 	Staff	Yes

The School Day	Travel around School	<ul style="list-style-type: none"> Learners are supported by adults and reminded of social distancing expectations where possible. Travel around school will be minimal. 	4	3	12	<ul style="list-style-type: none"> Social distancing mapped and marked across school to remind learners and specifically staff & visitors of good practice. Posters will be evident around school and remind all of social distancing where possible. Minimise travel around the school by staying in the same contact group / classroom throughout the day. Establish routine / window for toilet breaks. All doors apart from fire, toilet and security doors to be kept open. No more than one group will be travelling through the corridors at a time - staff will use radio contact (walkie talkies) to communicate if there is a need for them to be out of their classes for any reason other than timetabled events. Where possible, classes (KS2) to use one door for entry and one for exit. Ensure public areas are as clear and free from restrictions as possible. If weather is bad, reduce travel to classroom based activities only, unless toilet breaks are needed. All doors / surfaces to be wiped regularly. 	3	3	9	<ul style="list-style-type: none"> Clear guidance on social distancing requirements – aimed specifically at adults but learners should be encouraged where possible. All groups will have staggered and timetables events - playtime, lunch, toilet breaks, fitness, wellbeing. Any additional movement around school will be communicated to all staff so that the risk of high volumes of traffic is minimised. 	HT, SLT & Staff	Yes
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The School Day	Foundation Phase (FP)	<ul style="list-style-type: none"> Distance Learning (DL) has been in place for all learners and will be readily accessible should it be needed. A blended learning approach will be considered. 	5	4	20	<ul style="list-style-type: none"> Visual timetable for both staff and learners with designated areas including outdoors being used at specific times. Carpet / sitting time to be kept to a minimum. Learners should sit on a designated child-friendly mark on the floor or at tables (the class teacher will deem what is appropriate for their contact group/class). Availability of one member of staff to deal with toileting, hygiene of equipment and personal hygiene throughout the school day / session in accordance with WG guidance. Learners could be given a bag of resources for their use throughout the day and/or a tray of items to use in practical experiential learning activities. Items to be sanitised after use where possible OR only used by that individual child. Large equipment e.g. bikes, scooters, cars, to be sanitised regularly. Learners may be asked from time to time to come to school in clothing suitable for outdoor learning i.e. relaxation of school uniform for that period. 	2	4	8	<ul style="list-style-type: none"> Consideration on classroom activities to be in place to take into consideration the learner:adult ratio. Consideration of handover procedures to FP parents at start and end of school day. Allocated times will be provided for drop off/collection. Parents will remain in their cars on the car park or on road until staff bring learners out to the bottom of the drive. Parents/Carers advised to apply sunscreen (during hot months of the year) on children prior to arriving. 	Staff	Yes
The School Day	Break Times	<ul style="list-style-type: none"> Break times are currently as and when needed, with fruit snacks available in common shared areas or classrooms. 	4	4	16	<ul style="list-style-type: none"> Introduce staggered break times for all classes/contact groups. Use of outdoors, if appropriate, via outside class doors to minimise travel around the school. <ul style="list-style-type: none"> Class 1 and 3 to use Reception exit Class 2 to use their own exit Class 4 to use normal exit Ensure appropriate level of staff supervision during break times. Only 2 groups out at any one time - in separate designated areas of the playground. Use of playground equipment will be kept to a minimum. Where equipment is shared, it will be thoroughly cleaned or left for 72 hours before being used by another contact group. Ideally, each contact group will have their own box of equipment (and their own secure outdoor storage area). Common snack areas to remain closed and learners to bring snack with them to eat in class - snacks such as fruit to be provided in class. 	2	4	8	<ul style="list-style-type: none"> If appropriate, each contact group will have their own set of play equipment. Items will not be shared with other contact groups and all items will be wiped down regularly. 	HT, SLT & Staff	Yes

						<ul style="list-style-type: none"> • All learners to wash hands on return from break. • Ensure that learners who understand social distancing but choose not to follow are reminded of what is required. See non-compliance section. 						
The School Day	Lunch Time	<ul style="list-style-type: none"> • Lunch time is currently around midday with one sitting. 	3	4	12	<ul style="list-style-type: none"> • Introduce staggered lunchtimes between key stages to ensure social distancing when outside. • Children to eat in the school hall. Staff will consider whether or not learners can eat outside (weather permitting and ensuring social distancing). • Staff and learners may bring in their own lunch in plastic (not material) lunchboxes. Hot meals may be available (depends on NEWydd's service) and will be distributed in the hall. • There will be staggered times of play following eating to ensure social distancing for contact groups e.g. zoning of playground. - FP will eat in hall at 12.00pm, go out to play at 12.30pm and return at 1.00pm - KS2 will go out to play at 12.00pm, go into the hall to eat at 12.30pm and return to class at 1.00pm. - One way system will be in place during lunchtime for the above to happen without mixing of contact groups. 	2	4	8	<ul style="list-style-type: none"> • Parents will be informed about lunchtime procedures. • Need to consider how hot meals will be served if applicable. • Contact groups eat in hall but within their own designated quarter of the hall. Only two contact groups will be in the hall at any one time to reduce the number of learners. • Learners will eat on their own designated tables, avoiding the need to clean tables/areas before the next contact group(s) enters the hall. All tables and benches will be thoroughly cleaned at the end of lunchtime. 	HT, SLT, staff & MDSA	Yes

The School Day	Use of Staff Room	<ul style="list-style-type: none"> • Current practice in staff rooms will vary depending on how many staff are present. • Social distancing practice already in place in most cases. 	2	4	8	<ul style="list-style-type: none"> • Social distancing to be practised at all times. • One person to access food / drinks area at a time. Maximum staffroom capacity of 4 people. • Advised/suggested that staffrooms should not be used where possible. • Food/drinks only to be prepared by individuals for own consumption. Staff who bring in their own lunch will be asked to bring it in plastic wipe-able lunchboxes and not material. • No shared cutlery/crockery to be used. Individuals to bring/store their own materials. • Any touch points on shared kitchen equipment e.g. microwaves to be cleaned before and after use. Where possible, staff should be discouraged from using any such appliances • Use of open waste bins/recycling containers only. 	1	4	4	<ul style="list-style-type: none"> • Staff encouraged not to use staffroom. • Staff to use all of their own materials (e.g. lunchbox, cutlery, flask, cold drinks) if possible in order to mitigate any risks. 	Staff	Yes
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Domestic Arrangements	Catering	<ul style="list-style-type: none"> Learners able to receive meals at lunch time in school. 	3	4	12	<ul style="list-style-type: none"> Learners will initially be encouraged to bring their own lunch until the service provided from NEWydd is clear. Consideration will need to be given to those learners eligible for FSM. Lunchtimes will be staggered or arranged to allow space outside for learners. Members of staff will wipe down areas of high traffic such as handles, push bars/plates etc. including taps within the toilet areas during the lunch break, when the children are outside. 	2	4	8	<ul style="list-style-type: none"> The provision of breakfast club will be initially delayed until the week beginning Monday 14th September. Again this will be dependent on NEWydd's service and capabilities at the time. Food is now served from the hall – but only two contact groups will be in the hall at any one time. Children remain in seats and food is served to them. The area is thoroughly cleaned according to guidelines before and after eating. Staff should ensure that social distancing is maintained at mealtimes and that they remain two metres from learners where possible. If eating in class, tables should be removed of clutter, disinfected, and visually clean before providing the meal/snack. If there are any concerns, the school will seek advice from our local Environmental Health team. Learners and staff should wash hands properly before and after eating. Local authorities and Headteachers will work with food providers and suppliers to ensure the utmost rigour in hygiene, including preparation, consumption and disposal. Food must not be shared. Any snacks should be separated clearly to avoid this. Lunch and break times will be staggered or arranged to support social distancing of contact groups and avoid high numbers of learners on the playground. 	HT, SLT & Staff	Yes
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Domestic Arrangements	Catching / Spreading. Unable to maintain social distancing whilst carrying out personal care.	<ul style="list-style-type: none"> Schools are currently following Public Health Wales (PHW) guidance around gloves and aprons. Face masks will be available for staff where appropriate. 	3	4	12	<ul style="list-style-type: none"> Follow guidance re PPE, including face masks, aprons and gloves. Staff (particularly those more vulnerable) may wear PPE at all times if they wish (although national guidance suggests that this is not required) Double bagging for waste (where necessary). Ensure that waste bins are emptied daily by caretaker. Children who display symptoms whilst at school will be taken to the isolation room and parents will be asked to collect them immediately - isolating for 10 days or until a negative test is received. Parents of children who have come into contact with the child displaying symptoms will be informed. Gloves and aprons should continue to be used when providing intimate care to a child or young person. This can include personal, hands-on care such as washing, toileting, or first aid and certain clinical procedures such as assisted feeding. Fluid-resistant surgical masks and eye protection should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting. Gloves and aprons should be used when cleaning equipment or surfaces that might be contaminated with body fluids such as saliva or respiratory secretions. 	2	4	8	<ul style="list-style-type: none"> Temperature screening will take place as children and staff arrive at school. No learner with symptoms should be sent to school at all and it is vital that parents/carers are encouraged to act accordingly. Once someone suspected, confirmed or with symptoms has been identified, all areas where this person has been must be identified and kept clear. Management of the area should be physical where possible i.e. barriers with suitable signage or behind locked doors. A clean down prior to reoccupation should take place following the Covid-19: cleaning in non-healthcare settings guidance. 	Gov, HT, SLT & Staff	Yes
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Domestic Arrangements	Visitors at School	<ul style="list-style-type: none"> • Only essential visitors present at main reception and wait for staff to meet them. • No visitors allowed in school unless pre-arranged. 	2	4	8	<ul style="list-style-type: none"> • All visitors will be pre-arranged. A Covid_19 risk assessment should be provided by any contractors attending site. • No external visitors other than key visitors e.g. school nurse, child protection social workers. • All non-statutory visits/contact to be cancelled or done through virtual meetings (where possible). • Hand sanitizer and guidance on school procedures available to all visitors. • Post will be left in the school porch. • Minimise contact during delivery/exchange of documentation and use electronic signatures/payments where possible. • Post/parcels collected by nominated person and wiped with sanitiser. 	1	4	4	<ul style="list-style-type: none"> • LA support to manage external agencies and parental expectations of schools running 'as normal' immediately. • School will ensure social distancing takings place when essential visitors arrive at school such as contractors - site guidance on physical distancing and hygiene will be explained to visitors on or before arrival. Where visits can happen outside of school hours, they should. • A record will be kept of all visitors. Hand sanitiser will be made available at the entrance before visitors sign in/out. • The digital entry-sign screen will be regularly wiped down with antibacterial wipes/spray. • Staff will be encouraged to use their cards/fobs for signing in/out to avoid over-use of the touch screen. 	LA & HT	Yes
Domestic Arrangements	Cleaning Routines	<ul style="list-style-type: none"> • Cleaning routines changed to focus on surfaces, doors and communal areas. • All staff requested to be mindful of supporting cleaning routines. 	2	4	8	<ul style="list-style-type: none"> • Increased cleaning routines – staff and learners (where appropriate – e.g. their own desk before and after eating) will be encouraged to wipe down hard surfaces regularly throughout the day. - staff will be encouraged to wipe down main surface areas (handles, toilet flush, taps etc. during mid-morning. • School will follow the latest cleaning in non-healthcare settings. Points to consider and implement include: - cleaning is generally enhanced through whole staff awareness - more frequent cleaning of rooms/shared areas after they have been used by different contact groups. This may be applicable if the library or ALN support area is used. - where possible, separate toilets will be provided for different contact groups. Where this is not possible and in general use, learner will be encouraged to use hand sanitiser before entering the toilet and to clean their hands thoroughly after using the toilet. 	1	4	4	<ul style="list-style-type: none"> • Associated costs due to risk assessment response. • Will need to consider lunchtime cover if MDSA utilised to clean toilet areas at midday. 	HT & Staff	Yes

Guidance & Documents	Review of Key Policies	<ul style="list-style-type: none"> Evaluate current policies to ensure that they will stand up to scrutiny under the current demands. 	2	2	4	<ul style="list-style-type: none"> Set a policy review structure to ensure scrutiny and approval of Governing body. 	1	2	2	<ul style="list-style-type: none"> Liaise with LA to share best practice and compliance. 	Gov & HT	Yes
Guidance & Documents	Create New School Guidance	<ul style="list-style-type: none"> The current working practices have evolved during the school re-purposing period and re-engagement period. School will consider new guidance for re-opening and discuss with staff. 	2	2	4	<ul style="list-style-type: none"> Develop a set of expectations and guidance principles for all school stakeholders (Parent/Pupil/Staff Guidance). Provide clear guidance to staff, parents/carers and governors on re-opening procedures. Provide staff handbook (current situation) and signpost staff to relevant training in preparation for re-opening (e.g. use of PPE, social distancing, child protection, Learners and staff mental health & wellbeing, First Aid) – much of this will take place during preparation days either virtually or in a well ventilated large hall (at social distance) Allow time for staff to return to school and re-configure classrooms in line with new guidance – e.g. forward facing tables where possible. Natural ventilation – where possible, classroom windows and doors should be kept open to improve natural ventilation. Staff and learners will be made aware of this in order to dress appropriately. 	1	2	2	<ul style="list-style-type: none"> Check with HR that any revised guidance complies with agreements reached with Unions and Associations. Develop a handbook (hard copy and/or online) to act as an easy reference point for the new operating procedures. 	HT & SLT	Yes

Guidance & Documents	Fire Alarm / Fire Evacuation	<ul style="list-style-type: none"> • It is possible that no fire drills, alarm tests, etc have been held during lockdown, re-purpose & re-engagement periods. • Usual school measures could not be appropriate during this period due to social distancing and possible changes to corridors / routes out of school building. 	3	4	12	<ul style="list-style-type: none"> • Review of fire arrangements has been carried out with no significant changes required. • Weekly fire alarm tests as normal. • Social distancing during evacuation if practicable. • Social distancing to be practised at fire assembly point. <p>If fire doors are left open for ventilation staff are informed to close the doors when passing through them during evacuation.</p>	2	4	8		HT & SLT	Yes
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Continuity of Learning	Review learning approach to include blended learning approaches	<ul style="list-style-type: none"> Blended learning approaches to be considered after the successful application of distance learning. 	2	4	8	<ul style="list-style-type: none"> Current Distance Learning (DL) provision to remain in place should it be required (e.g. during a forced lockdown) Staff to continue to support one another to deliver blended learning. Good practice identified and established during DL should be built upon. One main focus of current DL has been wellbeing - this needs to continue and possibly be enhanced as learners return to the 'new normal'. Teachers may use a range of blended learning approaches in the classroom. These will be discussed during training on planning and preparation days. Teachers may utilise previous provision (digital & distance learning) to avoid unnecessary movement in classes e.g. by using Google classroom to provide, support and mark work (more applicable to KS2 learners) 	1	4	4	<ul style="list-style-type: none"> Blended learning training will take place at the beginning of term. Teachers may use a variety of approaches when teaching children at the beginning of term. 	Staff	Yes
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Continuity of Learning	Induction day for staff to new processes	<ul style="list-style-type: none"> • Staff have previously been working to support learners in a variety of ways - keeping contact with all / vulnerable learners, supporting distance learning, attending Hubs on a rota basis. • Schools have set up a range of methods for communicating with staff and working in teams as appropriate. 	2	4	8	<ul style="list-style-type: none"> • Clear guidance to all staff on rationale and purpose of next phase of schooling with safety and wellbeing of both learners and workforce as a priority. • Reassurance of staff to reduce anxiety and stress that return to work may induce. • Review staffroom practice to ensure adherence with social distancing and hygiene procedures. • Encourage staff to have breaks outside of school adhering to social distancing and all other guidelines. • Understand the profile of the staffing able to return to school to work and offer support to any staff presenting anxieties of return. • Consider staff induction as a priority and offer guidance and expectations for this next phase (this will take place during Planning & Preparation days). • Maintain clear communication with all staff, enabling peer support and partnership with Unions and opportunity to ask questions. • Support from HR for staff working conditions. • See GwE's policy and practice guidelines on Blended Learning 	1	4	4	<ul style="list-style-type: none"> • Support in place for all staff with wellbeing and safety as priority. • Regular communication and contact to identify coaching and/or counselling for those identified. • Regular review points built in for ensuring staff wellbeing - use of email/group text to ensure all are kept up to date. • Opportunities for staff to work collaboratively within school and within phases/clusters to consider support for blended learning / developing curriculum offer. • Professional learning on how to support learners on return with potential increased anxieties / trauma and continued ICT skills as part of blended/distance/digital learning. • School will ensure the following training at the beginning of term: <ul style="list-style-type: none"> - Blended Learning - Safeguarding - First Aid - Epi-pen & Asthma training - Guidance on re-opening & routines - Covid-19 Reopening Plan/RA 	SLT & Gov	Yes
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Continuity of Learning	Learner Welfare	<ul style="list-style-type: none"> Schools have a range of support available to learners 	3	4	12	<ul style="list-style-type: none"> LA support and welfare services should liaise with schools to help with 'trauma' related guidance and, where necessary, bereavement services. On learners returning to school, school leaders and teachers should consider: <ul style="list-style-type: none"> their learners' mental health and wellbeing and identify any learner who may need additional support so they are ready to learn; assess where learners are in terms of their learning, and agree what adjustments may be needed to the school curriculum to support them; identify and plan how best to support the education of high needs groups, including disadvantaged learners, ALN and vulnerable learners. 	2	4	8	<ul style="list-style-type: none"> Ensuring schools have effective systems for exchanging knowledge between staff - identification of learners who could now be vulnerable post lockdown and Covid-19. Utilise ANLCo and any training that has been made available. 	LA, SLT & ALNCo	Yes
Continuity of Learning	Physical Activity	<ul style="list-style-type: none"> Formal PE lessons not part of learning offer but field area and play surfaces / outside area used to support exercise and well-being. 	3	4	12	<ul style="list-style-type: none"> As per continuation of learning offer, all PE lessons re-evaluated and any field/outside area used to support exercise. All pupils will be offered plenty of outdoor opportunities to exercise. Strictly no invasion games - individual/non-contact sports only. Consideration of resources to support learner wellbeing and role of physical activity in supporting health e.g. Joe Wicks, cosmic yoga etc. Outside sports offered if weather permits. 	2	4	8	<ul style="list-style-type: none"> All sports equipment to be wiped down prior to another contact group using it (or left for 72 hours beforehand). Staff will need to liaise with other staff members about their PE topic and schedule. 	HT & Staff	Yes

Continuity of Learning	Adult Support	<ul style="list-style-type: none"> • Staff will maintain social distance guidelines. • Staff will avoid unnecessary mixing between contact groups (appropriate hand sanitisation will take place when entering a room). • Further support/advice required to ensure safe social distancing. 	3	4	12	<ul style="list-style-type: none"> • Adult support to be shared between classes, ensuring that ratios are appropriate to need. • Adults to sanitise hands before entering a contact group. • Staff will maintain a social distance of 2m from other staff members and learners where possible. • Guidelines/routines will be explained to learners to encourage them to keep socially distanced from adults. 	2	4	8	<ul style="list-style-type: none"> • Consider ALN support – it might be more appropriate for this support to take place within a contact group rather than being withdrawn. 	HT & SLT	Yes
Continuity of Learning	Equipment for learners with special needs	<ul style="list-style-type: none"> • Many learners will use the same equipment at school and also at home. 	3	4	12	<ul style="list-style-type: none"> • KS2 children may bring in their own pencil case and it will be stored within their own contact group. • FP pupils will be provided with stationary equipment that will only be used by their contact group. Children should be encouraged to wipe down/clean such stationary regularly (where possible). • If considered vulnerable, it may be appropriate for some children to have a personal set of stationary and for it to be regularly cleaned. 	2	4	8	<ul style="list-style-type: none"> • There is a need to consider the risk of cross infection. No stationary should mix between contact groups or be taken to other areas of the school. 	HT & ALNCo	Yes

Continuity of Learning	Transition to school - New Learners	<ul style="list-style-type: none"> • Mr Williams (Yr 6 teacher) made contact with all secondary schools • Induction packs were sent out to all Nursery parents. • Nursery children to be phased in. 	2	4	8	<ul style="list-style-type: none"> • Clear guidance to all staff on rationale and purpose of next phase of schooling with safety and wellbeing of both learners and workforce as a priority. • Nursery pupils will be phased in over two weeks giving both the children and staff time to familiarise themselves with the setting and each other. • Nursery parents (and all other contact groups/classes) have already been given information for their new SeeSaw accounts and or Google Classrooms so that communication can digitally take place between home and school. 	1	4	4	<ul style="list-style-type: none"> • Consider an opportunity for Nursery parents to come into school to see the class setting. • SeeSaw does allow parents to see the learning environment as well as their child's work. 	HT, Yr6 & Nur/ Rec CT	Yes
Ensuring Expectations	Non-compliance with Rules	<ul style="list-style-type: none"> • Site rules are communicated to all school employees, learners, parents / carers through informal discussions, letters, emails, etc. • Staff monitor site rules as and when needed. 	2	4	8	<ul style="list-style-type: none"> • Site rules to be communicated to all school employees, learners, and parents / carers. • Signage displayed and demarcation of areas to reinforce site rules and Covid-19 guidance. • SLT will monitor and enforce site rules and social distancing requirements. • Disciplinary actions will be taken against individuals who repeatedly / wilfully fail to follow any site / LA rules. 	1	4	4	<ul style="list-style-type: none"> • Signage has been purchased for outside school and classrooms. • Self-adhesive marking in the corridors will remind learners and staff of social distancing expectations. 	HT & SLT	Yes

Ensuring Expectations	Communication with parents / carers	<ul style="list-style-type: none"> It is recognised that maintaining effective, positive home-school relationships is critical and as part of this, schools are currently using a range of methods for communicating with parents / carers to include phone calls, use of social media, email, text, use of Hwb and engaging with partners to support families with resources. 	3	4	<p>12</p> <ul style="list-style-type: none"> Clear rationale of purpose of schools opening helps offer parents/carers transparency and information on which learners are prioritised and why. Schools supported with models / templates of what to include in communication with parents / carers to clarify the roles and expectations that they, learners and school will have in this next phase of reopening school. Explanations and models of the school day to be shared, as well as understanding of social distancing requirements within the school building and outside of the school building during hand over at start and end of day. <div data-bbox="884 558 940 622" style="text-align: center;">  </div> <p style="text-align: center;">WHITFORD - SEPTEMBER Return 1</p>	2	4	<p>8</p> <ul style="list-style-type: none"> The importance of a clear communications strategy is particularly important in educational and childcare settings, given the level of media attention that this kind of incident is likely to generate. Schools and settings should provide clear communications to ensure parents/carers understand expectations. See also 'Guidance for Parents & Pupils on Returning to School'. This could include: <ul style="list-style-type: none"> Advise parents to declare that their children haven't shown symptoms of Covid-19. Clarity on transport arrangements to and from schools site, this will also include drop off and pick up. Timing of school day – particularly if school is staggering start/finish times. School entrance and exit points – this may be different to “normal” arrangements. Eating arrangements and hygiene policy Procedures if child falls ill during time in school. Arrangements for groups of learners throughout the school day. Clear protocols for healthy children only to be returning to school. Clearly communicate what would happen during the day if child turns unwell. School will consider approach to support whole families with more than one child returning at the same time. School will consider how parents can feedback to schools - questionnaire on views on returning, feedback on distance learning and support needed by children. Consideration of how schools will communicate with parents of new learners at key transition points e.g. Nursery / Yr 2 / Yr 6. An induction pack and possible video will be produced for these children new to the school (Nursery/Reception). Parents' Evening will be conducted via phone calls home until it is safe to resume face-to-face meetings. 	HT & Staff	Yes
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