Kenton School

Proposed Operational Plan - September 2020

Following the Government announcement on the re-opening of secondary schools to all pupils (Y7-Y13) we will gradually open (subject to approved risk assessments and the meeting of the professional association checklists) for all year groups from September 9th onwards.

In the draft plan below, our goal is to provide a safe, calm and welcoming environment for pupils and staff to return to Kenton School full time, with detailed staff training and where possible linking with external health and pastoral providers to ensure our whole community is supported as we embark on a ‘new normal’.

We know the best learning is undertaken when pupils and staff feel safe. The planning will ensure our pupils return to learning promptly.

Please note, this is a draft. The final plan will be reviewed with risk assessments on a weekly basis (as a minimum) or daily basis where needed.

**We will continue to put the safety of pupils and staff at the heart of what we are doing**

**All plans, including Risk Assessments, will be reviewed weekly as a minimum and will always reflect the most current government guidance**

**How will we prepare staff for re-opening?**

Monday 7th and Tuesday 8th of September will be directed as whole school professional learning for all staff. Whilst we understand that part time staff should attend a proportion of school training and PLP, we do encourage staff to attend these training days as priority.

During these days and PLP on Wednesday 9th September, we will share:

* Our vision for the year ahead, including immediate changes to working practices as a result of COVID
* Health and Safety changes to the site
* Expectations of staff, pupils and parents
* Changes to policies in line with Government advice
* A full walk through of a typical Kenton School day
* Safeguarding training
* Targeted behaviour training in form groups and departments

**A reintegrated approach**

Our proposed school day will have a consistent start and end time for all pupils; to assist developing positive pupil routines and therefore having maximum staff available always, to support colleagues and pupils.

However, we propose that we will reintegrate each year group separately. We aim to invite a year group in each day. This will allow us to focus our pastoral support as the new year group attend and we can spend quality time ensuring that all pupils are aware of the expectations, acclimatising to the new routines.

We also aim to dedicate an extended welcome period to all Y7 pupils to support their transition into secondary school.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WEEK 1** | **Mon 7th** | **Tues 8th** | **Wed 9th** | **Thur 10th** | **Fri 11th** |
| **Staff** | Training | Training | Form tutor lessons or dept planning | | |
| **Y7** |  |  | Transition | Transition | Lessons |
| **Y8** |  |  |  |  |  |
| **Y9** |  |  |  |  |  |
| **Y10** |  |  |  |  | Return |
| **Y11** |  |  |  | Return | Lessons |
| **Y12** |  |  |  |  | Transition/Return |
| **Y13** |  |  |  | Return (am only) | Lessons |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WEEK 2** | **Mon 14th** | **Tues 15th** | **Wed 16th** | **Thur 17th** | **Fri 11 8th** |
| **Y7** | Lessons begin | | | | |
| **Y8** |  | Return | Lessons begin | | |
| **Y9** | Return |  | | | |
| **Y10** | Lessons begin | | | | |
| **Y11** | Lessons continue | | | | |
| **Y12** | Lessons begin | | | | |
| **Y13** | Lessons continue | | | | |

We will develop a ‘tutor led’ timetable to allow all form tutors time during their year group return day to welcome their form group back into school.

We ask all colleagues for some flexibility between Friday 11 and Tuesday 15th of September as this may mean staff being asked to swap an occasional lesson to cover a tutor allowing them to spend quality time with their form, to ensure appropriate pastoral care and a smooth transition back to school.

However, Y11, 12 and 13 lessons are an absolute priority with teaching starting immediately after the return. In this instance, cover will be provided for form groups of other year groups to allow teachers to teach these year groups.

In this model, all year groups would be back at school by Tuesday 15th September and all year groups would be accessing their full curriculum from Wednesday 16th September.

**SLT Lead:**

SHC – Communication (staff, pupils, parents, KS Governors, Trust)

NST/RS – Timetable and rooming

RD/CG – Premises and safety including site restructuring, signage, transport and duties, behaviour routines

SRI/AD – Y7 Transition for the first three days

JR – Y11 return and interventions

SO – Sixth Form return

RC/NST – Staff training and ‘blended learning’ (local closure learning plans)

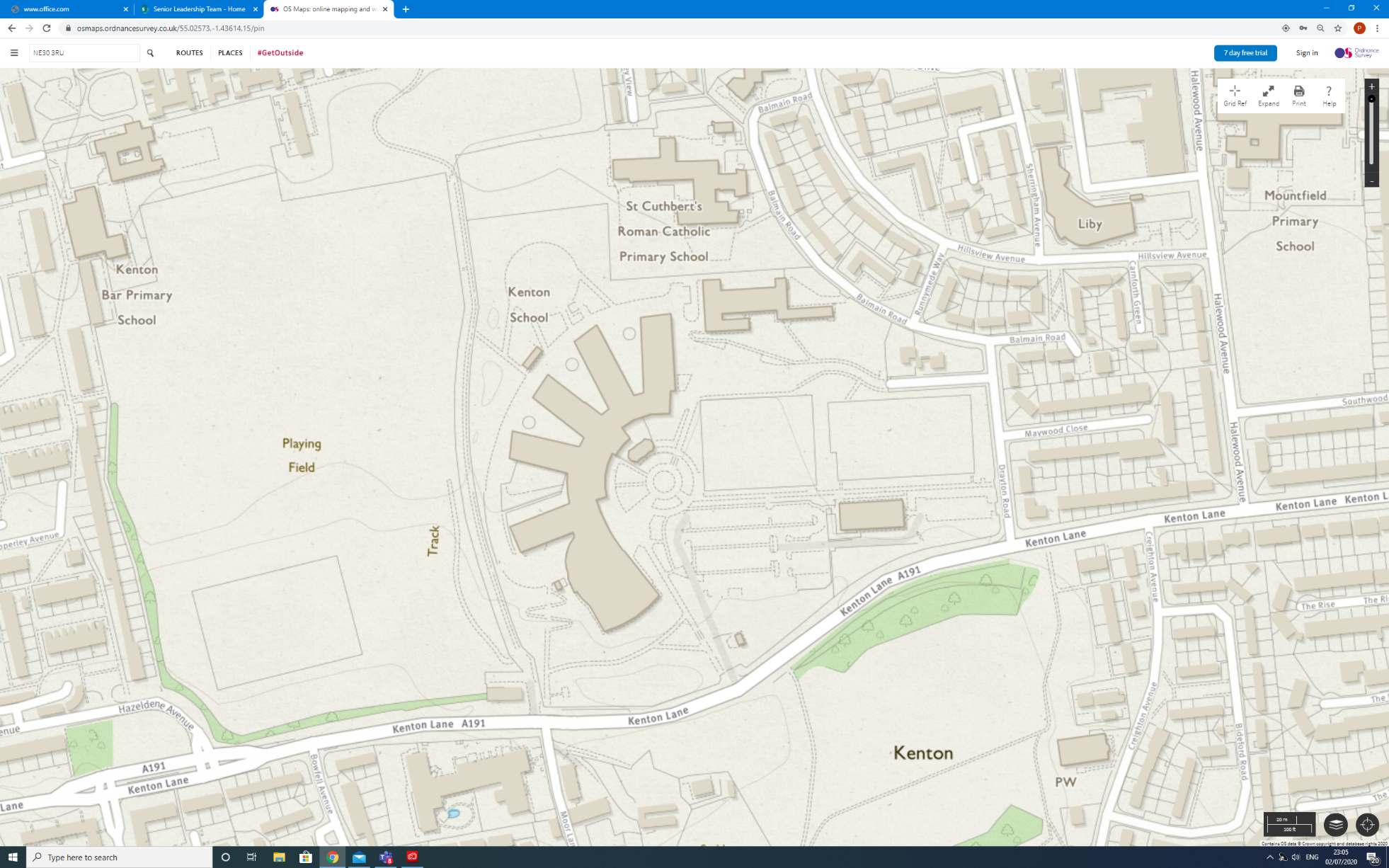
IG – Risk Assessments

JJ - Staff Risk Assessments

RS/NST- Practical lessons

**How do we make pupils and staff safe on site?**

**On entry**



|  |  |
| --- | --- |
| Year 7 | PE Gates |
| Year 8 | Main Entrance |
| Year 9 | Moor Road Entrance |
| Year 10 | Drayton Road – Service Gate |
| Year 11 | PROW Gates |
| Y12/13 | Drayton Road/Main Gate |

Our aim is to minimise risk of transmission to all staff and pupils and recognise that greater movement across the school site could cause a virus to spread more easily.

We will communicate with parents, carers and other professionals that we will not hold face to face meetings on site without a prior appointment. Most meetings will be offered using Teams or through phone calls to support fewer adults coming onto school site. Security will not allow anyone on site without a prior appointment.

Pupils will enter the school site at specific year group entrances. Here they will be greeted by SLT and pastoral staff.

Pupils travelling to school on bicycles should also enter through the year group entrance. Bicycle racks will be placed in their year group zone and will be used only by those in the year group bubble.

Due to our commitment to a safe environment for pupils and staff, we will no longer allow parental ‘drop offs’ or ‘pick ups’ on school site (tbc following guidance from council). Our plan is robust to ensure our pupils from entry to when they leave remain in a year group bubble as a minimum. We will communicate our plans to parents and ask for their full support with this matter. We are aware of pupils who access SEND transport and we will continue to support and welcome these pupils as directed by the school SENCO.

Pupils will be encouraged not to enter site before 8:00am. This will allow pupils opportunity to wash their hands and line up.

Pupils will not be allowed into the building until directed by staff at 8:20am. Maximising the opportunities for fresh air is key to minimising the transfer of C19

Breakfast clubs will be postponed for the first 4 weeks and will be reviewed. We will aim to have these clubs running as soon as we feel that we can operate in a safe manner.

Year group areas will be clearly defined by temporary fencing, visual signposting and staff presence.

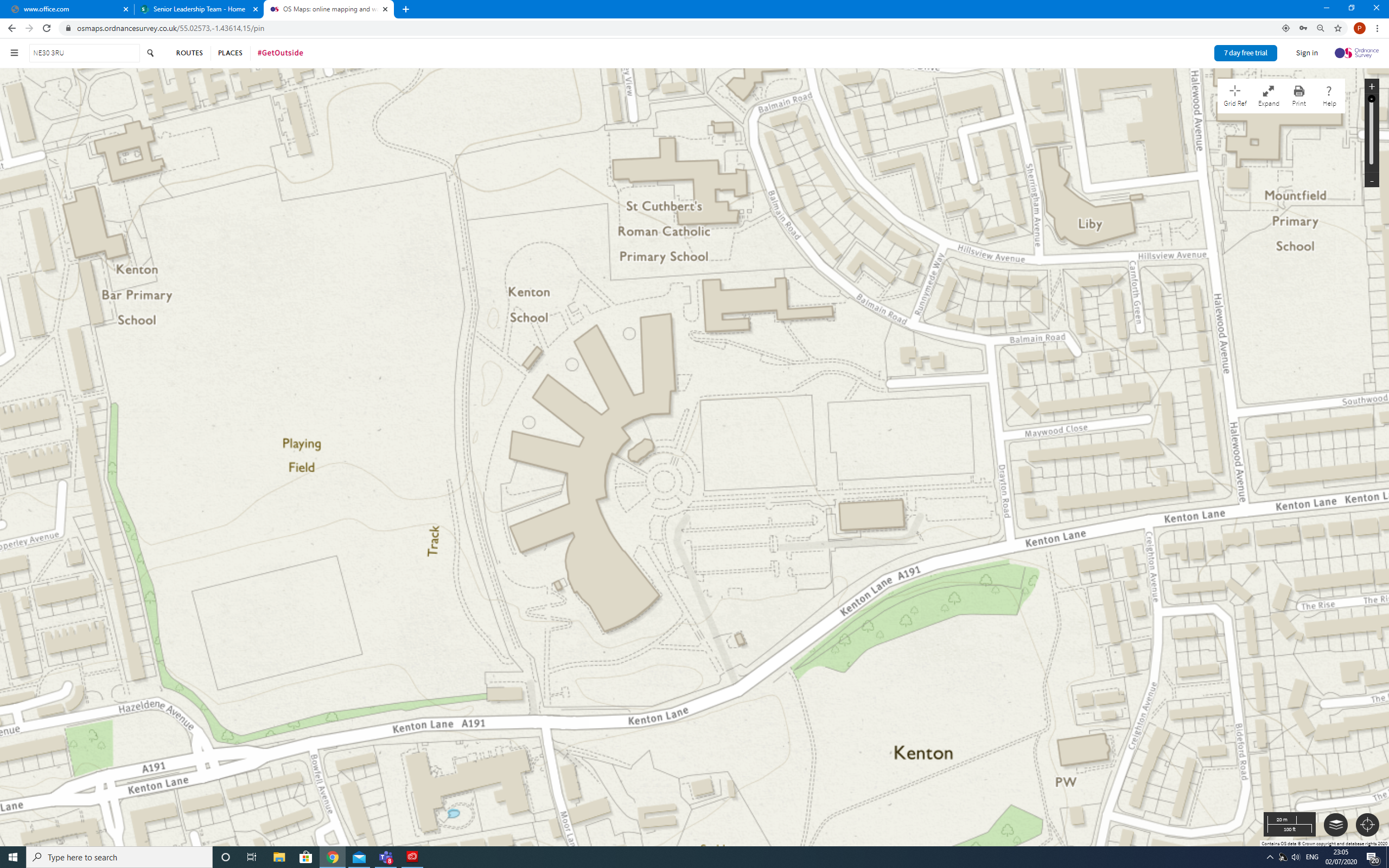
Pupils will line up in their Year Group areas and will be met by their form tutor who will take them into their form period at the start of the day.

There will be hand washing facilities available before pupils enter the building. We are looking to source and secure a number of portable wash stations in each year group yard to promote safe hand washing. This will be supervised by FT/YL/SLT.

Markings on the floor will encourage social distancing wherever possible. However, the pupils will be ‘bubbled’ as a year group.

Gates to all areas will lock down at 8:25am. Any pupil who is late should come into school through the main gate. Pupils will line up outside following social distancing procedures already identified and marked on the path. Staff will meet latecomers here and ensure safe handwashing is in place. Staff will then walk year group pupils around the outside of the building to their year group block. ‘Late Gate’ will be staffed by SLT and attendance officers.

**‘Bubbles’ in Zones**



Year 11

Year 8

Year 10

Year 7

Year 9

The year group will occupy one block of the school. This becomes a ‘school within a school’ model where the pupils can move around the designated block to different classrooms, but they will not leave this area.

We advise that pupils do not use lockers as some are in different zones so they would not be able to access them, also to free up space in the corridors.

Pastoral Leaders will be present in this block (1 per floor). SLT will be spread across the school as appropriate.

Year groups will occupy the following areas:

|  |  |
| --- | --- |
| Year 7 | B1, B2 |
| Year 8 | E0, E1 |
| Year 9 | A1, A2 |
| Year 10 | C1 (top half to double doors), D2 |
| Year 11 | C0, C1 (bottom half double doors) |
| Y12/13 | ALC/F2/A1/B1 |
| SEND | As required in B0 |

Teaching staff will not have a personal classroom and will move around the school to meet their class. Where possible, staff have been timetabled into a consistent classroom for each of their teaching groups. Classrooms will be clear and therefore staff can be allocated some storage within the room allowing opportunity to leave exercise books and equipment as needed.

As staff are teaching in a variety of rooms, please can all air fresheners be removed to support those pupils and staff who have allergies/asthma.

This maintains the planned curriculum and timetable with staggered breaks and lunch times so that year groups are kept separate outside of class time.

The only exception for pupils leaving their zone is if they are collected by a member of staff who takes them to a timetabled lesson in a specialist classroom (Technology, Science, Art, Music, PE, Computer Science).

Sixth Form lessons to be split between A1/B1/F2, except where specialist equipment is required. Pupils will be encouraged to leave site as soon as they are finished for the day, except for FSM pupils.

North Hall is dedicated to P16 as a study room. This will be set up with exam desks. A member of staff will supervise this area. Sixth Form social area to become monitored study in ALC/North Gym.

Middle Leaders are working with their teams to deliver the existing carefully sequenced curriculum to our pupils when they return in September. Alongside this they are planning opportunities to revisit some of the content covered this year and particularly during the period of lockdown to ensure that foundational knowledge/key concepts are in place before they are built upon.

Whilst planning for the school to be open all of the time for all pupils, we must also have plans in place for possible partial closure and provide for pupils who cannot attend school either because they are shielding, ill or recovering from illness. To this end we are asking departments not to write a new curriculum, but to adapt current resources (e.g. by adding narrative to PowerPoints) so that pupils can access work remotely. Saving these in a new online shared area will not only support pupils not in school, but will improve greatly the school’s online presence, allowing pupils to revisit concepts even if they were in a lesson. Time will be provided for this in Department Working Groups in PLP.

Marking policy - The DfE guidelines state that it is acceptable to take books home to mark under our bubble plans. We encourage staff to provide answers to work which allows for marking through self-assessment and in-bubble peer-assessment. Given the difficulty in moving around the classroom it will be important that teachers find ways of providing quality feedback in the lesson, e.g using mini whiteboards, exit tickets as part of retrieval. The school’s existing marking and feedback policy will be in place and we will be constantly reviewing this throughout September.

**The Timetable**

Beginning with 25 periods of 60 minutes each week, lesson ‘blocks’ have been retained, with the start and finish time aligned for all year groups to support teacher movement and to enable all teachers to teach across all year groups. Changes have been made to incorporate break and lunch times:

* Period 2 is increased to 85 minutes to incorporate a 25-minute break, staggered for all years
* Period 4 is increased to 90 minutes to incorporate a 30-minute lunch staggered break for all years
* Staff take their break when P2 lesson is on break, unless on duty. Staff take their lunch when their P4 class is on lunch
* School times for pupils
  + Arrival 8:00 – 8:25 (Form Group queue at 8:25am)
  + Form 8:30 – 9:00 (to include mental health signposting)
  + P1 9:00 – 10:00
  + P2 10:00 – 11:25 (break 20, queue 5)
  + P3 11:25 – 12:25
  + P4 12:25 – 13:55 (lunch 25, queue 5)
  + P5 13:55 – 15:00 (Slightly longer to allow staggered end of day)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Zone** | **Tutor Time (30min)** | **P1**  **(60 min)** | **P2**  **(60 min plus 25min break)** | | | | **P3**  **(60 min)** | **P4**  **(60min plus 30min lunch)** | | | | | **P5**  **(65 min)** |
|  |  |  |  | | | |  |  | | | | |  |
| **A (9)** | T | L – 60 min | L – 60 min | | Break | | L – 60 min | Lesson 60 | | Lunch 30 | | | L–65 min |
|  |  |  |  | | | |  |  | | | | |  |
| **B (7)** | T | L – 60 min | Break | L – 60 min | | | L – 60 min | Lunch 30 | Lesson 60 | | | L–65 min | |
|  |  |  |  | | | |  |  | | | | |  |
| **C0/C1 (11)** | T | L – 60 min | L – 60 min | | Break | | L – 60 min | Lesson 60 | | Lunch 30 | | L–65 min | |
|  |  |  |  | | | |  |  | | | | |  |
| **D2/C1 (10)** | T | L – 60 min | Break | L – 60 min | | | L – 60 min | Lunch 30 | Lesson 60 | | | | L–65 min |
|  |  |  |  | | | |  |  | | | | |  |
| **E (8)** | T | L – 60 min | L – 60 min | | Break | | L – 60 min | Lesson 60 | | Lunch 30 | | | L–65 min |
|  |  |  |  | | | |  |  | | | | |  |
| **6F Y12** | T | L – 60 min | Break | L – 60 min | | | L – 60 min | Lunch 30 | Lesson 60 | | | L–65 min | |
| **6F Y13** | T | L – 60 min | L – 60 min | | | Break | L – 60 min | Lesson 60 | | | Lunch 30 | L–65 min | |

**Tutor Time**

Having tutor time at the start of the day allows the form tutor to quickly identify any changes in pupil behaviour. This can lead to faster access to targeted support and potential first aid (if required).

Pupils will be able to quickly order their lunch for a selection of sandwiches available through an online form – see lunchtime plan below.

Tutors can check all pupils for basic school equipment and there will be an amount of stationary available for every year group to support tutors in making pupils accountable for their equipment. Pupils are responsible for carrying their own equipment at all times. Any issues with equipment can be sorted by tutors before lessons begin.

Tutors will have access to the pupil timetable every day.

The whole school register policy will be amended to support staff moving between classrooms. Staff should take the class register within the first 20 minutes of the lesson.

Staff should ‘log out’ of PC’s rather than ‘Shut Down’ PC’s. This will ensure a faster transition for staff logging onto the system.

Where classes are taught in the same classroom (for example Y7 are taught as a tutor group in the same room or if a Y9 MFL lesson is taught by 2 teachers but in the same classroom), seating plans should remain the same to minimise any disruption at the start of the lesson. Staff are encouraged to use classcharts to share seating plans.

Current government guidance (13th July) states that staff should not wear PPE. We will adapt following all government guidance. We will always support staff to access PPE/lidded bins wherever a staff personal risk assessment advises this.

**Break time**

***Pupils***

Pupils will be allowed a twenty-minute break in their own area – encouraged and trusted to socially distance themselves from each other, supervised by duty staff (as per rota).

Pupils will be directed to the allocated toilets in their zone. Toilet use will be closely monitored, operating a one in for one out policy and a limited number of pupils allowed in at any one time. To support, toilets on multiple floors will be opened for pupils to use. This will be communicated to all pupils during their return to school day and will be clearly staffed on the duty rota.

If a pupil requires the toilet during lesson time, they can only use their zone toilets and should be escorted to and from the facilities. Year Leaders will work from remote desks in each corridor (trialled by SLT during Y10 lessons in June) and will be available to support with toilet stops and to encourage good behaviours in the class.

We will not provide any break time clubs for the first 2-4 weeks, until we have established a safe daily routine. Then this can be reviewed.

Pupils spending time in fresh air at break and lunchtime does minimise the spread of C19

At the end of break, pupils will line up in form groups. Class teachers will attend the year group yard and support the lines as needed. Pupils will be dismissed under the direction of SLT or YL with their class teacher.

As at the start of the day, pupils will wash their hands before entering the building. As a minimum, hand sanitiser will be readily available at this point.

Hand sanitisers will also be available in all rooms.

***Staff***

Workrooms have a restricted number of staff who can access them at any one time according to their size and organisation. Therefore, staff will be allocated to a work room to use around their ‘usual’ teaching area to best share the spaces. We are sourcing a variety of barriers that could separate computers etc to allow more staff to be able to effectively use these areas.

Staff toilets are identified in every block with clear RA and cleaning procedures in place.

A Year Leader rota will ensure all of the pastoral team access a morning and lunch time break. Breaks will be during a lesson when SLT can cover corridor duties.

**Movement in corridors**

The DFE guidance supported by PHE:

*‘All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. This will be particularly important for secondary schools. Where staff need to move between classes and year groups, they should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults.*

*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.’*

To support orderly corridor behaviour, our expectations will be made explicit to the pupils during their staggered return.

In addition, Year Leaders, SLT and any staff who are not teaching (and not on PPA) will support with duties.

The main movement through corridors for staff will be along F corridor which is free of pupils. Staff can move swiftly along a corridor as pupils are expected to line up sensibly one behind the other, all classroom doors will be left open for greater ventilation and greater ease moving staff and pupils in and out of rooms.

**Lunch time**

***Pupils***

Pupils will have an outdoor lunch in their area.

They will be able to use the toilets in their zone.

For the immediate start of term, we propose that the first 4 weeks as a minimum we offer a packed lunch only menu.

During morning tutor period, pupils on FSM or who wish to purchase lunch will place an order through a tutor online form. This will be a simple sandwich choice. Any latecomers will have lunch booked through late gate.

Canteen staff will set up a lunch delivery station in each year group yard *(wet weather plan below*).

Funds will be removed from the pupil’s accounts by the kitchen staff. It is the pupil’s responsibility to collect their food once they have ordered that day.

Pupils will line up at the end of lunch under the direction of SLT/YL and will be collected by their classroom teacher who will escort them to their next lesson (same routine as after break).

We will not provide any lunch clubs for the first 2-4 weeks, until we have established a safe daily routine. Then this can be reviewed.

***Staff***

There will be no staff canteen facility available for 4 weeks (as a minimum) while we establish and embed safe routines at lunchtime.

We are assessing whether we can use the 6th Form study area which has a kitchenette as a break/lunch destination for staff.

Staff are encouraged to bring own refreshments and lunch from home.

**Lunchtime Wet Weather Plan**

|  |  |
| --- | --- |
| Year 7 | Sports hall |
| Year 8 | North Gym |
| Year 9 | Canteen |
| Year 10 | Main Hall |
| Year 11 | Main Hall |
| P16 | North Hall |

**End of Day**

***Pupils***

Period 5 is 65 minutes long. This will allow pupils to be dismissed in a staggered manner over 10 -15 minutes to support clearing the site in an orderly fashion and maintaining a ‘bubble’ where possible. We will take this slowly at first to ensure good routines are embedded.

Pupils will leave through their year group gate. For those pupils who travel using the scholar’s bus, we are looking to provide a bus pass which will allow pupils to leave at the front of school and immediately head to the bus. This will be monitored by SLT/YL on corridors.

After school extra-curricular activities are not encouraged for the first 2-4 weeks until we have established a routine. This will then be reviewed.

***Staff***

For the first 2-4 weeks we encourage all staff to leave site as soon as possible following their regular working day to ensure we have a robust and routine cleaning process in place. Excellent routines to secure safety is our first priority.

We will review this and communicate any changes with staff.

**Cleaning**

All classrooms will have hand sanitiser fixed at the entrance of the door and should be cleaned each morning and afternoon.

Non-alcohol hand sanitiser will be used in all science labs.

Toilets will have a strict cleaning regime in line with government guidelines and our risk assessments.

In addition, staff workrooms will be routinely cleaned throughout the day in line with government guidance.

IG will liaise with cleaning staff and ensure we follow government guidelines on cleaning in all areas and adapt quickly should guidelines change.

Department adaptation plans (DAP’s) have been created by middle leaders of practical subjects to ensure safe working practices and cleaning is in place for specialist equipment.

Will are looking to install temporary hand washing stations outside in each year group yard to allow pupils to wash their hands before entering the building throughout the day.

It is recommended that you have no more than 5 gel washes in a day. All other washes should be soap and water. We have planned to add temporary wash stations into every year group zone to support with hygiene.

**Pupil behaviour**

A full vision outlining expectations and procedures will be delivered by RD/CG during the two September training days and first PLP.

However, pupils displaying any negative, truculent or dangerous behaviour will be removed from site once parents can be safely contacted. We are committed to

providing a safe, calm and welcoming environment for staff and pupils to return to Kenton School full time.

Behaviour and exclusion policies will be constantly updated in line with current government guidance. Pupils and parents must be clear of the consequences of noncompliance.

Should a child not engage with the policies in place, we will contact home and request parents attend school to remove their child.

Should it be necessary for a child to be isolated, we are looking to isolate pupils with senior staff in the main hall, sitting at exam desks. We will separate the year groups to maintain the bubbles by using temporary barriers to ‘block off’ year group zones within the hall, therefore pupils cannot see other pupils in other year groups.

Detention can also run using the year group zones in the main hall. This will allow us to maximise our staff supervision. We will review this within 2-4 weeks.

Year Leaders, SLT and any staff who are available will support on corridors as pupils move between lessons.

Radios will be used as primary communication and to ask for support when required.

**Staff Absence**

Please follow the updated Sickness Absence Procedure that has been updated in June 2020 following current government guidelines.

For colleagues who are classed as Clinically Extremely Vulnerable, Clinically Vulnerable, Pregnant or where they have a characteristic that makes them more susceptible to adverse effects of Covid-19, an individual risk assessment will be conducted prior to the re-opening to pupils, in order that we can work together to address any concerns that staff may have. Colleagues living with those in higher risk groups will also be included within this risk assessment process. Consideration will be given to the supply of PPE for high risk staff.

To support in the event of staff absence, we have already booked 3 supply staff who will join us in September to ensure they are fully training in Kenton procedures and expectations. This will ease the pressure should a colleague be unable to attend work.

An additional 5 SLT and all YL’s are trained DSL’s as safeguarding support to ensure we have maximum coverage at all times.

**Fully Comply with Track and Trace**

We will work closely with the local authority to ensure best communication and use of the ‘Track and Trace’ facility. If we have concerns about a child’s health and they are showing symptoms, we will follow the government guidance on how to handle that child.

In short, the child will be isolated with first aid staff in a well ventilated room, staff supervising from a distance and wearing PPE. Parents contacted immediately to collect their child. We will advise parents to book a test. The school will also have access to a number of tests that we can issue to parents to support a rapid turn-around of results.

If a parent refuses to test the child, we will use the safeguarding angle and if we think the child is vulnerable, we will use all safeguarding mechanisms to ensure support is in place. An additional five members of SLT and all YL’s have now had formal DSL training so can support with this.

Once the pupil has been removed, the room will be locked up out of action until a deep clean has been conducted in line with guidance.

Attendance will monitor and communicate through SIMS isolation periods as the child will be isolated for 7 days and family for 14 days unless test results return a negative result (as per government guidance).

If a test result comes back positive, the Local Authority and PHE will step in and give direct advice to the school. **Any decisions will be made with PHE.**

The Local Authority are working collaboratively with PHE to ensure all positive Covid results are tracked carefully. Currently Newcastle numbers are low but if they were to increase, there are action plans in place that the Local Authority with PHE can implement. This may or may not result in isolating bubbles of pupils from attending school and will be done in partnership with PHE across the city. If there was a case or the school has to partially/fully close, PHE will advise and support communication with parents.

**Other factors**

* Fire alarms – We are reviewing this plan to consider alternative evacuation points. We aim to maintain year group bubbles throughout.
* Communication to parents needs to be clear and crisp at every step and we need to be very clear the school makes the decision and parents must abide by these decisions.
* Isolation rooms identified in (or near) year group zones for first aid. First Aider to have access to PPE. Bubbles to be maintained throughout.
* A member of SLT will be assigned to each corridor to support staff and pupils.
* We will follow Union guidance on requisite staffing.
* If staff have a PPA Period 1 (and no form group) or Period 5, we will encourage them to come in later or to leave earlier, helping to avoid the rush if on public transport.  Staff must always sign out and organise through their line manager.  However, this can only be for periods covered by PPA. If leaving early in these circumstances then staff must be available to partake in calendared meetings on Teams or remain on site until the meeting has taken place.
* PLP will be planned and delivered to best professionally support staff whilst adhering to all current H&S guidance. However, we will encourage a maximum of 5 people in any face to face meeting. Larger meetings should take place using Microsoft Teams.
* There will be no assemblies. They will be done remotely either using Teams or a pore-recorded message to play during tutor time.
* Supply Staff – We have planned to recruit a number of supply staff to start in September. Therefore, these staff will have full Kenton training of our procedures which will help to support any initial supply issues. However, if we do need additional support, the guidance states a 2 metre rule for all staff in education establishments. If an adult has conformed to this, then they can move within sites safely. This also applies to peripatetic tutors.
* Rooms need ventilation so classroom windows need to be opened, classroom doors must be opened, windows at the ends of blocks must be opened. This also supports our rationale for pupils to have break and lunchtime outside.
* Constant reinforcement of basic hygiene for all pupils through signage and routines every time they enter the building.
* SEND transport - We must ensure that there is a safe practice on any pupil transport, including a risk assessment undertaken if children on SEND transport struggle with the new health and safety rules. SENCO will co-ordinate.
* Mainstream transport/Scholar buses – As per government guidelines, face coverings must be worn and pupils/staff must wash hands before entering the building. We will have a supply of face coverings should pupils misplace theirs. We are proposing to staff a duty at key transport areas (such as Kenton shops) to ensure pupils follow the safety guidelines.
* Singing in schools - No singing and no to wind instruments (nothing that increases airborne transfer). Music services are working on ideas for schools.
* Although bleach is mentioned in the government guidance, bleach is banned in schools.
* Medication - Pupils will have medicine issued to them at their classroom. High control medications will remain locked in the medicine cabinet in E112 under control of LM. High control medications will be moved around school in a locked cash box with LM who will take direct to the pupils when they are due.
* Diabetic pupils - Pupils who are diabetic can use Year Leader office to take their own blood measurements. We should encourage pupils to be responsible for their own regulation and tracking. A clear policy and instructions will be drafted, communicated to staff and displayed in Year Leader offices. If measurements fall outside of the accepted measurement, contact LM who will advise next steps.
* We will work with all specialist departments to follow all government guidance but also subject specific H&S guidance (ie CLEAPPS)
* Once the ‘September Re-opening Plan’ is agreed, IG will risk assess all elements of the plan. IG will communicate risk assessments and invite unions to discuss as we want to ensure all appropriate measure have been taken. We will align everything to guidelines and checklists.
* We all recognise that there will be some pupils with substantial gaps in their knowledge exacerbated by an extended break in their education. As per usual practice, RS/NST/JR are looking at an intervention plan to target specific Y11 pupils. This will be shared in September. However, we will not be looking to remove any pupil for at least the first 4 weeks of term to allow a steady and safe return to school.