**St Mary’s School Reopening Plan and Risk Assessment**

This document is to explain what we are doing and why we are doing it.

Parents and Carers: Please talk through the ideas in this document to help prepare your children in coming back to school.

An understanding of the ‘hub’ or ‘bubble’ methodology is important for this document…..

Eagle Class

Year 6

Woodpecker Class

Robin Class

**A hub is created to allow up to 15 children and their resources to remain distanced from other groups during the school day.**

**This will help to prevent cross-contamination across large numbers of children.**

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|  | **What we are doing** | **Why we are doing this** |
| Induction priorities | Welcoming and celebrating children | To ensure that they feel safe and happy |
| Reflecting and thinking about ways to make this work | To recognize that this is part of an ongoing journey and to model positive solution thinking |
| We will involve children in our journey | To support their sense of empowerment |
| Before and after school | There will be no after school activities or clubs this half term. | This will prevent children mixing across ‘hubs’ |
| Assemblies and school gatherings | There will be no gatherings |
| **Social Distancing** | Creating ‘hubs’  Each hub will include inside learning space, lunch space and outdoor space. | Scientific evidence shows that by keeping children in a hub throughout the day, the risk to the whole community is reduced.  Reducing the home to school and school to home exchange of physical items supports social distancing and infection control. |
| Meals for Woodpecker and Robin will be delivered to the classrooms. **See the attached menu information.** On day 1 food has been ordered for each child. Going forward whilst there is no cost for lunch parents will be asked to order the lunch on line as previously. |
| Year 6 will bring a packed lunch as they can keep this item under their own table. By week 2 they will be able to order a lunch if required,  Keyworker children will bring a packed lunch.  Break times and lunch times will be managed within each class hubs own designated space. |
| Playtime equipment for Eagle, Woodpecker and Owl will be selected to give options for single use; Skipping rope or for safe use with feet ( football).  Children will be involved in discussions around the use of equipment at breaks and in reviewing its safe use.  Any equipment used will be maintained within the hub and washed with anti bac solution.  Children will wash hands with soap after breaks. | This allows some options for social play whilst supporting social distancing and best practice hygiene.  This reduces the risk of cross-hub infection.  By involving children in discussions around these decision children will develop their own understanding of empowerment within this framework of safety. |
| Entry and exit to school will be managed through a staggered system. Each hub has a 15 minute window. If your child’s surname is A to J arrive in the first 5 mins. If your child’s surname is K to Z arrive in the last 5 mins.  Pre school/ keyworker and Woodpeckers have been more clustered so that this supports the higher number of parents with siblings.  Robin timings were selected to support them experiencing an entry which does not involve others.  Pre school parents will enter the small playground at the front of the school and line up against the boundary wall and the library window,  Other parents will wait in the car park and support social distancing. Existing car park markings will the basis of social distancing indicators. St Mary’s staff will support children entering school from the main gate.  Children will wash their hands as soon as they enter school.  Staggered class exit will allow space for parents to wait in the small playground. Parents are asked to maintain a safe distance.  **Entry and exit routes**  Pre school – blue gate  Robin Class – door next to main door ( normal exit route )  Keyworker – plain gates  Woodpecker and Eagle main door  Sibling who need to arrive and leave together will be managed safely via a ‘holding space in the main hall.  Where this applies parents to email time preference. | This will support social distancing.  This will support children’s sense of well being whilst this new system is introduced. .  This system will build on the sense of safety.  This system will mean children are not having to manage too much change.  Timings  Robin 9.30 to 9.45 2.45 to 3.00  Woodpecker 8.55 – 9.10 3.30 – 3.45  Key worker 8.45 – 8.55 if no siblings  8.55 – 9.10 if siblings  All depart 3.30 – 3.45  Eagle Year 6 9.15 – 9.30 3.15 – 3.30 |
| We are requesting that no parents will approach the office in the mornings. Messages can be emailed/ phoned.  During the day parents who need to arrive at school for any reason will press the reception buzzer as previously and can press the reception buzzer.  Mrs Newcombe will speak via the intercom phone system.  If there is a reason for a parent to enter the reception area the front office glass will remain closed. The office staff will deal with queries and/or requests through the glass.  All are asked to understand the necessity for this adjustment and support it. | Just like the supermarkets, we are working to maintain a safety barrier between adults to protect everyone. |
| **Infection Control** | Staff will include children in age appropriate and positive conversations about ways school practice has been adapted. Children will be encouraged to share ideas about ways to support infection control | Children will feel empowered and positive about actions taken.  Children will more likely engage with actions taken. |
| Children (Y1-6) will have their own designated table in the classroom and will have a folder with the equipment they need.  Planning will focus on learning activities that where possible do not require sharing of resources, | Supporting safety of all. |
| PE lessons will be managed to consider equipment use as a first point of safety. | Supporting safety of all |
| Children are **not** to bring in any equipment from home (e.g. books, pencil cases, toys) and they will not be bringing anything home from school.  The only exception to this is a water bottle for all pupils and keyworker and Year 6 lunchbox.  These groups will have designated space to keep items away from others. | The infection could be spread from household to school or school to home. |
| The library will not be available to pupils.  A stock of books will be accessible in class. | This will support social distancing without impacting on pupil reading choices. |
| If a child becomes unwell they will be taken to the music room until they are collected. | This means we can isolate any possible infection immediately. |
| Staff will support pupils learning by standing to the side of children.  This approach has been positively managed in the keyworker sessions we have run since lockdown began.  When supporting learning, stand behind the child wherever possible. | This will avoid the likelihood of air borne transmission. |
| Children will sometimes work in their own books and sometimes on paper. Teachers will talk with the children about their work giving verbal feedback rather than marking books. | This will reduce the contact exchange between children and adults. |
| Children who are unwell are asked to stay at home | This supports the safety of all |
| **Sanitising and Cleaning** | On entry in the morning children will wash their hands. | Handwashing on entry reduces the spread of infection from home to school. |
| If children leave the classroom to go outside they will wash their hands on return. | Handwashing is a strong protective measure in the spread of infection. |
| Children will wash their hands before eating food |
| At other points in the day children will wash their hands |
| Rooms used for each hub will have the items touched the most often (door handles, taps) wiped down every 30 minutes and recorded on the record available. | This will reduce the possible spread of infection. |
| Central area ‘touch points’ will be washed every 30 mins. |
| Chrome books are to be wiped with a damp cloth and disinfectant after use. |
| Robin Class will work in their own class and have full access to Woodpecker Class.  The range of resources within Robin Class has been reduced. It will be wiped with a Milton solution at regular intervals in the day.  The timetable for the week will include time outside including in forest school.  Handwashing will be an activity celebrated and noted as a positive action built into the school timetable ( like the daily mile )    Children will have some individual resources : pencil/ crayons/ glue stick.  Children will be able to play and chat and engage as they did previously | More space will allow a greater degree of social distancing.  Reduced resources will support improved and regular cleaning of resources .  Equipment that is to be shared will be sanitised regularly and always before it is moved to a different bubble of children. |
| **PPE** | Staff will not be wearing face masks or PPE as a general rule. | As a Trust we are following Government guidelines that PPE only needs to be worn for intimate care. |
| Staff will use gloves as previously if children fall and have injuries that need support | This will be managed to ensure the safety of all. |
| **Learning** | Children in Reception, Year 1 and Year 6 will have their learning delivered in school. | This is in line with Trust and Government guidelines. |
| Home learning for children in Years 2,3,4 and 5 will be set weekly.. | Where possible this will be maintained by the children’s class teachers. |
| During the first week back our main curriculum focus will be on children’s wellbeing and creating a gentle structure that will allow children to feel re connected. talking about worries, friendships and generally reassuring children. | We want to reassure and support children and parents to readjust. |
| **Uniform** | Children should come back in their school uniform. Children can wear polo shirts, dresses or, if these don’t fit anymore, they can wear their winter white shirt without a tie.  Shoes should be comfortable | We realise that many children will have grown since last wearing their summer uniform and you will not have been able to buy new uniform. It’s not long until the end of the year and we don’t want you to be put to any expense. |
| The staff might not look as smart as usual! Whilst they will not be wearing jeans, they do need to be able to wear clothes that can be easily washed. | Staff will need to wash their clothes regularly to reduce the possible spread of infection. |

This document is a summary of a comprehensive risk assessment.

This is under constant review as we progress forward.

E Mannix

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