

3 - Health and Safety report for: Full Opening - Precautionary Measures in relation to the COVID-19 pandemic

Date of report:	20.08.20
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This report is part of the document: *4 - RISK ASSESSMENT FOR COVID -19 Full Opening September 2020* and must work in conjunction with it

What Gatehouse has done since lockdown in March 2020:

- Put risk assessments in place to support staff in keeping our environments safe
- Kept parents updated as and when necessary
- Kept a record via our School Nurse which was effectively monitored and managed, using the guidance from Public Health England, of any pupil/staff activity that may have put others at risk, providing we were given the correct information
- Followed Government guidance on cleaning and sanitation
- Followed Government guidance on social distancing
- Followed Government guidance on group sizes
- Followed DfE guidance related to full return to school
- Opened the school to all key worker and vulnerable children from the first day of lockdown (23.03.20) using un-furloughed TAs on a 3 week rota

What Gatehouse has implemented further

- Re-opened the school for Phase 1 - EYFS, Year 1 and Year 6 (6 weeks)
- Re-opened the school for Phase 2 - Years 2, 3, 4 and 5 (3 weeks)

FULL OPENING

Review from summer term:

Gatehouse School was successful in its full opening to all Gatehouse pupils for the last 3 weeks of the academic year 2019-20.

A 4 week Summer Club provision was offered to all children.

New Bubble operation:

- Each full class will operate as the new 'Bubble'
- Bubbles within the same Year Group can mix, trying to keep this to a minimum during these times: playtime breaks, Year Group Assemblies and Games lessons

Additions and changes put in place during Phase 2

- Additional hand-washing stations will be in place of the Yr 3, Yr 5 and Yr 6 landings
- One-way system in the stairs
- Barriers up in the playground to assist with arrival and dismissal of pupils

What Gatehouse expects from staff upon their return to school:

- Continue to offer masks, gloves and aprons to staff (PPE) although not mandatory (these need to be disposed of properly or wash daily if not disposable)
- Allow children to wear their own PPE should they wish to (these need to be disposed of properly or washed daily if not disposable)
- To continue to check the temperature of all pupils, staff and visitors
- To continue to wash hands upon arrival to school and have hand gel in all classrooms and key areas
- To practise social distancing (2m where possible for adults and adults and children), markers in key places around the school
- Children no longer need to social distance but must sit side by side and minimise contact
- All face to face situations should be avoided
- For EYFS children and staff to do their best to minimise contact (**Taken from the DfE Guidance for Full Opening: Schools - Updated 8th August 2020.** Gatehouse will take into account the following guidance:

Measures within the classroom

(Maintaining a distance between people whilst inside and reducing the amount of time they are in face to face to contact lowers the risk of transmission. It is strong public health advice that staff in secondary schools maintain distance from their pupils, staying at the front of the class, and away from their colleagues where possible. Ideally, adults should maintain 2 metre distance from each other, and from children. We know that this is not always possible, particularly when working

with younger children, but if adults can do this when circumstances allow that will help. In particular, they should avoid close face to face contact and minimise time spent within 1 metre of anyone. Similarly, it will not be possible when working with many pupils who have complex needs or who need close contact care. These pupils' educational and care support should be provided as normal.

For children old enough, they should also be supported to maintain distance and not touch staff and their peers where possible. This will not be possible for the youngest children and some children with complex needs and it is not feasible in some schools where space does not allow. Schools doing this where they can, and even doing this some of the time, will help.

When staff or children cannot maintain distancing, particularly with younger children in primary schools, the risk can also be reduced by keeping pupils in the smaller, class-sized groups described above.

Schools should make small adaptations to the classroom to support distancing where possible. That should include seating pupils side by side and facing forwards, rather than face to face or side on, and might include moving unnecessary furniture out of classrooms to make more space.')

- To use the one-way system that is in place to reduce the chance of Bubbles crossing
- To assist with all arrivals and dismissals (these will continue to be staggered to meet social distancing)
- Form teachers will need to have their lunches in class with the pupils
- To familiarise themselves with the fire drill for whole class bubbles
- To use the staffroom and the meeting room on the ground floor for breaks and PPA. If one area becomes too overcrowded, staff should seek a more quiet area to minimize contact and respected the 2m social distancing rule
- To enter the staffroom via the main door and exit via the door leading to the SEND department in order to create a one-way system
- Remove all soft furnishing and store away
- Have all materials cleaned/sprayed daily
- Give each child its own set of pencils/ruler/rubber and anything they might need on a daily basis where possible or for upper juniors to use their own pencil case
- Teachers will continue to remind the children to wash their hands and/or to use hand sanitiser
- Children's hand washing is to be managed by the staff taking the class and they should send the children in no more than pairs during lessons as we want to avoid the loos becoming busy during break times

- Staff are responsible to ask Lee to replenish the hand sanitizer/soap when needed
- To have an awareness of the impact we pose on each other to practise healthy hygiene rules and social distancing
- To ask colleagues and pupils to keep to a 2m distance from you (no one will be judged for asking someone to move away further but even better if we don't put ourselves in a situation where we might be asked)
- Clean surfaces regularly, ask Lee for extra supplies when needed
- Teachers and TAs should make sure they wash their hands and surfaces, before and after handling pupils' books. Gloves can be worn
- Not to use materials/toys that are hard to clean
- Manage the pupils' visits to the loo during lessons so that there are fewer pupils in the loos at one time
- Consider using Google Classroom for homework where possible (children attending ASC will receive a hard copy)
- For ASC staff to resume their position
- ASC will run daily and in Year Group Bubbles in one of the classrooms for each of the year groups

What Gatehouse expects from pupils:

- To revert back to wearing school uniform
- To follow the advice sent out by the Mrs Korbay regarding arrivals and collection times
- To minimise contact (not applicable to EYFS/younger children, see guidance from DfE above)
- Children need to respect the markers outside the loos and on the stairs
- The one-way system is in place and must be adhered to by all staff and children during school hours
- Not to gather in the loos, 2 children at a time, following the 1 in 1 out rule
- To use the same table/desk as much as possible
- To bring their own drinking bottle
- To wash hands upon arrival to school
- To have their temperature checked upon arrival to school
- To practise healthy hygiene rules and wash hands regularly, every 20 minutes, and/or to use hand sanitizer

What Gatehouse expects from parents:

- To use the one-way system to arrive and depart from school
- To keep to the staggered drop off and collection times
- To collect their children on time if they are attending After School Club
- Parents can drop off siblings at the later drop off time only
- For one carer only to drop off and collect pupils

- For Year 6 parents to stay outside the school gates in the morning and ask their children to come in independently
- To inform the school if a member of their household is unwell or has symptoms of Covid 19
- To inform the school if they have travelled back from any country that has been removed from the Travel Corridors' exempt list. The following countries and territories were removed from the exempt list at 4am, Saturday 15 August 2020:
 - Aruba
 - France
 - Malta
 - Monaco
 - The Netherlands
 - Turks and Caicos Islands

And at 4am, Saturday 22 August 2020:

- Austria
- Croatia
- Trinidad and Tobago

- Anyone returning from the above countries must have been in quarantine for 14 days.

Illness record since lockdown:

Gatehouse school has been open to Key Worker children since the 23rd March 2020

A minimal number of illnesses have been recorded and none were Covid-19 related. They were mainly gastric issues and affected a small number of pupils and staff.

We continue to monitor closely how we practise good hygiene and have handwashing stations, hand sanitizer and social distancing practices in place.

We will continue to monitor each day at a time.

Conti Moll
 Health and Safety Adviser
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