

CV19 Risk Assessment and operational plan for Nishkam Primary School Birmingham

This risk assessment has been based on the DfE guidance and checklist for full opening of schools

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https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools

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- Section 1: Public health advice to minimise coronavirus (COVID-19) risks
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- Section 5: Contingency planning for outbreaks

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Reviewed by	Date of review	Date of next review	Comments
GK	14/7/20	3/9/20	Reviewed
R Patel	5.9.20	8.10.20	Reviewed
GK	11/9/20	25/9/20	Reviewed
R Patel	19.10.20	6.11.20	Reviewed
GK	6/11/20	27/11/20	Reviewed
GK	2/12/20	8/1/21	Reviewed
R Patel	7.12.20	15.1.21	Reviewed
R Patel	5.1.21	15.1.21	Reviewed
GK	<u>8/1/21</u>		

<u>R</u> Risk	Who might be harmed?	Controls	Controls in place	Likelihood I- 3	Impact I-3	Residual Risk	Owner	Start Date	R
Section 1: Public health	n advice to r	minimise coronavirus (COVIE	D-19) risks						
I.I Member of staff or pupil becomes unwell at school	Pupils, staff and parents	individuals who are unwell by	Any pupil or member of staff who displays signs of being unwell, such as having a cough, fever or difficulty in breathing, and believes they have been exposed to coronavirus, is immediately taken out of the class and placed in an area where they will not encounter others and are supervised always, and government guidance is followed.	I	2	2	GK/DW	14.7.20	
•		symptoms	NST COVID-19 Protocols and Procedures and School COVID-19 guidance detail all the relevant processes and procedures. Contact details for staff and pupils will be kept up to date.						
			Updates on actions <u>5</u> 14/7/20 — Room for isolation has been identified and procedures for managing unwell pupils or staff will be shared with staff on 16/7/20 via Teams call and electronically on 15/7/20 UV/2020 — Procedure (no shirt) is a staff on staff or staff will be shared in the staff on 16/7/20 via Teams call and electronically on 15/7/20						
			 11/9/20 Procedures for children and staff unwell have been shared with all staff and flow charts displayed in key areas. 2/12/30 - staff and parents are being reminded of the guidance to ensure children with symptoms are removed immediately from classroom. 						
			5.1.21 – key areas from the guidance identified and discussed at each staff briefing reminding staff of key procedures in place.						
		1.1.2 Separate room for child/ colleague who becomes unwell at school	The Principal's office is to be used for sick pupils to be kept in until parents come to collect them, ideally with a door you can close; a window you can open for ventilation and a separate bathroom they can use; ensure PPE equipment is available for member of staff if they cannot maintain 2m distance from the child; Ensure cleaning regime straight after use.		2	2	GK/DW	14.7.20	



				Updates on actions						
				14/7/20 - Procedures for managing unwell pupils to be shared on 16/7/20 via Teams call and electronically on						
				15/7/20						
				11/9/20 - Lobby area by main reception doors is being used due to better ventilation and to allow for us to						
				supervise child.						
				6/11/20 sofa to be disinfected after each use by office staff/site manager,						
				2/12/20 office staff ensuring that children wait on the sofa with doors open to ensure ventilation. Reminders						
				issued to ensure sofa is disinfected straight after use.						
I				6.1.21 – medical rooms are monitored regularly to ensure that it is cleaned daily and sufficient PPE is available						
l l				when required.						
				when required.						
	1.2 Limited information re	Pupils,	1.2.1 Guidance re	NST COVID-19 Protocols and Procedures and School COVID-19 guidance issued to all staff (including catering	I	2	2	GK/DW	14.7.20	
	handwashing/ hygiene	staff and	handwashing/ hygiene	and IT contractors and cleaning contractors regarding the handwashing and hygiene. Guidance for parents and				GR/DW	14.7.20	
		parents	increasing the frequency of	pupils to be shared re school routines - all to wash/sanitise hands regularly on arrival and when leaving the						
			cleaning hands	premises, including breaks, change rooms and before and after mealtimes; behaviour expectations (via						
				behaviour guidance) are shared with parents, staff and pupils;						
				Updates on actions						
				14/7/20 - Stocks have been reordered via Trust procurement. Cleanliness and handwashing is being covered						
				within the first week of children's return. Expectations on handwashing and hygiene will be shared with parents						
				via communication on 13/7/20.						
				11/9/20 - handwashing expectations have been shared with all children and members of staff through the						
				reopening guidance and posters displayed around school.						
				6.11.20 children re reminded of handwashing guidance on return to school. All teachers to ensure hand						
				sanister is used at each entrance and exit point.						
				2/12/20 - all staff reminded to ensure hand sanitising takes place on arrival and before exitining the school						
				building.						
				A						
				5.1.21 – guidance continues to be shared with staff and pupils that are on site.						
				Have appropriate signage/ posters on site referring to social distancing; including shared spaces such as staff	I	2	2	RK	14.7.20	
				room, kitchen, offices and classrooms;					11.7.20	
				Updates on actions						
				14/7/20 - external and internal signage is in place from reopening on 15 th June. SM to check if external markers						
				need replacing (review on 27 th August).						
				11/9/20 - internal markings have been placed in school where children from different bubbles are congregating.						
				Posters have been placed around school as a reminder. Posters will be places in all communal spaces to identify						
				max. number of people in any one space.						
				6.11.20 - posters have been updated to reflect any changes to max. Numbers per space.						
				2/12/20 - areas are regularly reviewed to ensure max numbers still allows for safe distancing. SLT viigilant and						
				monitoring communal areas to ensure max numbers are not exceeded.						
				5.1.21 – Signage and posters in situ around the school site and are monitored on a regular basis.						
				Pupils to watch videos and review guidance on handwashing and respiratory hygiene;	I	2	2	GK/DW	14.7.20	
				Updates on actions						
				14/7/20 – Stocks have been reordered via Trust procurement. Cleanliness and handwashing is being covered					ך ן	
				within the first week of children's return. Expectations on handwashing and hygiene will be shared with parents						
				via communication on 13/7/20.						
				11/9/20 - children have been reminded of handwashing guidance on their return to school as well as						
				correspondence sent to support transition back to school regarding procedures around hygiene.						
				6/11/20 - children have revisited guidance and videos of handwashing since returning to school						
				2/12/20 - all members of staff are reminding children of handwashing guidance throughout key points in the day						
				e.g. lunch,breaks, when moving between classes.						
				5.1.21 – continued reminders shared with all pupils and staff on site at regular intervals.						



1.3 Limited hand washing	Pupils,	1.3.1 Hand washing facilities	Hand sanitiser and moisturiser at key entry points of buildings and hand washing facilities throughout the school	I	2	2	RK	14.7.20
facilities	staff and	'stations' required in communal areas and	in communal areas including classrooms					
	parents	classrooms	Updates on actions					
			14/7/20 stocks have been reordered to ensure all children have access to hand sanitizer and moisturiser or a					
			sink with soap.					
			11/9/20 hand sanitiser and moisturiser has been made accessible throughout the school					
			6.11.20 stock take on these items on a weekly basis as well as staff responsibility to ensure site manager is					
			notified when running low on stock.					
			2/12/20 - sanitising stations at all key entry points.					
			5.1.21 – all hand sanitisers and moisturisers in situ around the school site					
			Continue to monitor daily hand sanitisers, soap and stock; process to be documented;	I	2	2	RK	14.7.20
			Updates on actions					
			14/7/20 - SLT and Teachers have been given checklists to identify low stock and request additional supplies					
			from SM					
			11/9/20 - site manager is reviewing stock on a weekly basis to ensure reordering takes place in good time.					
			2/12/20 daily checks are taking place regularly by SM to ensure items are restocked					
			E 1.21 supplies are manifored and replanished on a regular basis					
			5.1.21 – supplies are monitored and replenished on a regular basis.					
1.4 Risk of contamination	Pupils	I.4.1 Ensure good	School COVID-19 guidance and addendum to behaviour policy outlines best practice regarding respiratory	I	2	2	GK/DW	14.7.20
by poor respiratory	and staff	respiratory hygiene by	hygiene, Health and Safety Policy has also been updated to reflect the importance of maintaining good					
hygiene		promoting the 'catch it, bin it, kill it' approach	respiratory hygiene.					
			Updates on actions					
			14.7.20 - Cleanliness and handwashing is being covered within the first week of children's return. Expectations					
			on handwashing and hygiene will be shared with parents via communication on 13/7/20.					
			5.1.21 – continued reminders and any changes to guidance shared with all pupils and staff on site at regular intervals. [RP to review any changes to policies and guidance and update accordingly]					
			intervals. [In to review any changes to poincies and guidance and update accordingly]					
			Every classroom and shared communal space to have supplies of facial tissues; and lidded bins	I	2	2	RK	14.7.20
			Updates on actions					
			14.7.20 - all classrooms have lidded bins and tissues. Checklist has been shared with teachers to prompt					
			replenishment when required.					
			+3/9/20 all classrooms and communal areas have lidded bins and facial tissues are available in all classrooms. Tissues to be added to communal spaces from 14/9/20					
			6.11.20 stock take on these items on a weekly basis as well as staff responsibility to ensure site manager is					
			notified when running low on stock.					
			2/12/20 - daily checks are taking place regularly by SM to ensure items are restocked					
			5.1.21 - continued reminders all pupils and staff on site ensuring that all respiratory hygiene is					
			maintained and stocks are replenished as appropriate					
1.5 Limited cleaning on site,		1.5.1. Introduce enhanced	Increased and in-depth cleaning programme across the school daily supervised by the Site Manager; plan and	I	2	2	RK	14700
high touch surfaces not		cleaning, including cleaning	monitor					14.7.20
identified		frequently touched surfaces						
		often using standard products,	Updates on actions					
		such as detergents and bleach	14.7.20 SM has liased with Genie on cleaning requirements for September to ensure common touch points are factored in to the cleaning programme. Teachers have been provided with anti-bacterial spray and tissue					
			are factored in to the cleaning programme. I eachers have been provided with anti-bacterial spray and tissue to sanitise their own desks and resources.					
			13/9/20 - cleaning is regularly monitored by site supervisor to ensure programme and requirements are fulfilled.					
			6/11/20 - additional touch points have been identified on printers etc.					
			2/12/20 - SM to complete an audit on the deep cleaning procedure to ensure this is effective - date TBC5.1.21-					
			Cleaning schedule has been revised and prioritised to ensure that they reflect the areas used as part of the					
		1	partial closure. Schedule is monitored by site manager.		1			



			Cleaners – minimise contact with staff and pupils. Changes to scheduled cleaning to ensure that classrooms and shared spaces are empty before cleaning is completed.	I	2	2	RK	14.7.20	
			Updates on actions 14/7/20 - SM has updated cleaning programme to ensure classrooms are vacant before entering for						1
			cleaning. 6.11.20 - cleaning schedule is in effect and ensures cleaners do not enter spaces unless empty.						1
			2/12/20 - in the event of a positive case, cleaners complete deep clean of the room where individual						1
			worked.						1
			5.1.21 – This process continues to minimise the contact with cleaners, staff and pupils. Appropriate PPE supplied and worn by cleaners,						
			Increased toilet cleaning to throughout the day; signage sheet in progress to ensure hourly checks have been completed	I	2	2	RK	14.7.20	
			Updates on actions						1
			14/7/20 Genie Cleaning have been informed to continue with additional cleaning throughout the day of toilets and commonly used touch points in communal areas. SM to check signage sheets daily to ensure						1
			checks are being completed hourly.						1
			6.11.20 - toilet cleaning is in effect and monitored weekly by SM 2/12/20 - additional toilet cleaning is still in effect. Review once new cleaning contract takes effect						1
			5.1.21 – Daily records continue to be monitored by the site manager.						
		1.5.2 Cleaning of high touch	High touch surfaces identified and included in cleaning schedule to increase frequency of cleaning of surface	I	2	2	RK	14.7.20	
		surfaces	areas. Cleaning schedule has been revised to include deep cleaning of classrooms and communal areas.					1 1.7.20	1
			Updates on actions						1
			14/7/20 Genie Cleaning have been informed by SM of common touch points throughout the school. 13/9/20 deep clean of classrooms including carpet washing has taken place at the end of august ready for full						1
			reopening.						1
			6/11/20 - additional touch points identified - buttons on photocopiers and water machine. 2/12/20 - deep clean is carried out in the event of positive case by Genie Cleaning.						1
			5.1.21 – High touch areas have been reviewed and cleaning schedule reflects any agreed changes.						
1.6 Social distancing	Pupils, staff and	1.6.1 'Groups' of pupils are a	'Groups' are formed based on class (in primary and KS3) and year groups for KS4 and KS5. They are formed on the basis that their interaction with other groups can be minimised and still be taught a broad and balanced	I	2	2	GK/DW	14.7.20	
measures not in place	parents	safe and manageable size.	curriculum. The risk that younger pupils will not always be able social distancing, which is acceptable within						
			their group. NST COVID-19 Protocols and Procedures and School COVID-19 Guidance details the specific actions and controls.						I
			Updates on actions						1
			14/7/20 Bubbles have been identified in school guidance and will be shared with staff on 16/7/20. Lunches will be eaten in classrooms and playgrounds have been managed to ensure the space is used by one bubble at a						1
			be eaten in classrooms and playgrounds have been managed to ensure the space is used by one bubble at a time.						1
			13/9/20 – bubbles have been created and are in effect. Staff, parents and children are aware of bubbles.						1
			6/11/20 children in groups with classes with the exception of Reception (year group bubble). Children reminded of social distancing in communal spaces.						1
			2/12/20 - bubble sizes have not been altered. For wraparound care, a small proportion of pupils are interacting						1
			as part of a year group bubble in younger year groups. 5.1.21 Bubbles have been created based on critical worker and vulnerable children attending during lockdown period. These bubbles do not exceed 20 at present – review of numbers will take place during w/b 11 th January						1
			to ensure group sizes are safe and manageable. [please advise how 'groups' are now managed]						
		I.6.2 Minimise contact	Only one class in a corridor at a time, accompanied by a staff member always and following tape markings to		2	2	GK/DW/CP	14720	15
		between individuals and maintain social distancing in consistent groups wherever	keep distance; Staggered timetables in place to minimise the contact of pupils in the corridors: Individual plan of routines of when pupils use the toilets; School COVID-19 Guidance shared with staff to advise of process and procedures. School COVID-19 guidance has been shared				GNDWICF	17.7.20	



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		Updates on actions				ļ	ļ
		14/7/20 School COVID-19 guidance outlines social distancing and hygiene measures in place for all staff. To					
		be shared with staff on 16/7/20.					
		13/9/20 reminders to staff have been given regarding number of staff allowed in the office at any one time.					
		posters displayed as of 14/9/20					
		5.1.21 – Social distancing measures and procedures remain in place for the site management team. Site Team					
		are included in staff briefings where appropriate.					
		Parents and carers to email or phone with any private or confidential matters. All face to face meetings to be	I	2	2	GK/DW	14.7.20
		scheduled in advance.				GR/DW	14.7.20
		Updates on actions					
		14/7/20 Parents to be informed on 16/7/20 of plans to minimise face to face contact and provide them with a					
		means for communicating any issues.					
		13/9/20 parents have been reminded and asked to raise any issues or concerns via email of telephone. Where					
		meetings are planned, distancing is maintained.					
		6/11/20 minimal meetings are being scheduled only in circumstances where child requires significant support					
		2/12/20 - all meetings held to date are organised in advance to ensure a space where social distancing can be					
		accommodated it available. Parents are understanding and cooperative of procedures and using Class Dojo					
		and telephone calls for the majority of communication. 5.1.21 – parents/ carers are encouraged to					
		communicate with class teachers using Class Dojo messaging or via the school email address, apps, Show My					
		Homework					
		External Visitors	I	2	2	GW	7.9.20
		All external visitors requested to complete a form to confirm that they do not have any symptoms related to				GW	7.9.20
		COVID-19. QR code also in place.					
		5.1.21 - visitor forms in situ. The school also has a QR code which visitors are encouraged to use. During					
		national lockdown onsite visits will be under exceptional circumstances only. All visitors requested to wear					
		face coverings					
	1.6.3 Extracurricular provision	The offer of wrap around care and extracurricular provision would be considered whilst ensuring that the				GK/DW	14.7.20
	to be reviewed	setting is COVID-19 secure and social distancing can be monitored.				GR/DW	14.7.20
		Updates on actions					
		14/7/20 - parents to be informed on 16/7/20 that breakfast club and afterschool care will not be provided. This					
		will be reviewed on 21/9/20.					
		13/9/20 – wrap around care has been offered to parents and will commence on 16 th September. Plans have been shared with all staff on 11/9/20.					
		6/11/20 -breakfast club and afterschool care has been set up in line with guidance.					
		2/12/20 - children are now in the hall for wraparound care in year group bubbles. Social distancing is maintained					
		between bubbles.					
		5.1.21- wrap around care and out of school activities are on hold at present. have stopped based on					
		government guidelines,					
	1.6.4 Minimise contact	The staff room and any shared spaces will be well ventilated and there will be a maximum number of 4 staff in	I	2	2	CP	14.7.20
	between staff in shared spaces	one area. Video conferencing will continue to be encouraged for larger meetings even when colleagues are on					17.7.20
		site.					
		NST COVID-19 Protocols and Procedures and School COVID-19 Guidance details the specific actions and					
		controls.]				
		Updates on actions					
		14/7/20 - School guidance outlines how many staff in any one room at one time. This will be shared with staff					
		on 16/7/20 via Teams meeting.					
		13/9/20 - staff area can extend to a max. of 5 at any one time. Posters will be displayed in communal areas					
		from 14/9/20 and serve as a reminder.					
		6/11/20 - regular reminders during staff briefing to adhere to guidelines on maximum capacity.					
		2/12/20 all CPD to date has been conducted virtually to avoid large groups coming together.					
		5.1.21 –procedures in place to enable social distancing within communal areas.					
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1.6.5 Minimise contact between individuals and maintain social distancing in consistent groups wherever	Staff to redesign rooms, remove excess furniture and ensure that tables are facing forwards, Teacher interaction to be limited and to maintain up to 2m distance where possible. School COVID-19 Guidance details specific actions and controls.	1	2	2	СР	14.7.20	_
possible – inside the classroom	Updates on actions 14/7/20 - tables will be set to front facing following the deep clean of the school (24 th -26 th August) 13/9/20 - all tables have been set up as front facing and spread out where possible. 6/11/20 - staff have been made aware of marking guidelines when working with children through the school guidance. 2/12/20 - teacher 'zones' have been created as a visual reminder for children in KS2 to maintain a safe social distance from their teacher.						
	5.1.21- classroom furniture continues to be positioned so that pupils and staff can maintain social distancing where appropriate						
	Equipment will not be shared where possible. Any shared equipment such as keyboards must be cleaned with surface spray/ alcohol wipes after use. Pupils to keep own books on desk in trays to minimise moving around the classroom in addition to own learning pack; Resources can be shared within the class 'groups' however unnecessary sharing will be avoided. Shared sports and science equipment to be cleaned thoroughly in between uses.	I	2	2	RK	14.7.20	
	Updates on actions 14.7.20 - teachers have already been provided with surface disinfectant to clean any equipment used. Cleaning procedures will be outlined in the school guidance document and shared with staff on 16/7/20. 13/9/20 - all children have been issued with their own resource packs to ensure equipment is not shared, Equipment used is cleaned after use or quarantined before using again. 2/12/20 - children are continuing to use their own resources in lessons. If shared resources are used, this is						
	l imited to class only use. 5.1.21 – all areas with shared equipment and sufficient cleaning resources.						
I.6.6 Minimise contact	Break times will be staggered by 'groups' to maintain social distancing where possible. Lunches will be served	1	2	2		14700	
between individuals and maintain social distancing in consistent groups wherever	in the classroom where possible or staggered lunches will be held in the dining room. All tables will be cleaned and pupils to wash their hands before and after eating.				GK/DW/CP	14.7.20	
possible – break and lunchtimes	Updates on actions 14/7/20 - Lunch plans will be shared with staff via guidance on 16/7/20 13/9/20 - regular meetings with lunch staff are taking place to ensure they are up to date with any changes and to allow for plans to be reviewed, Lunch time staff are to maintain a 2m distance as they do not form a part of the class 'bubble' 2/12/20 - new lead supervisor is monitoring this regularly to ensure groups in the hall do not over lap and to ensure tables are cleaned thoroughly.5.1.21 - All meals are eaten in classrooms and breaks and lunchtimes continue to be staggered in order to support social distancing [Please-update to reflect current practice].						
I.6.7 Minimise contact	Playgrounds will be sectioned in zones so that 'groups' are aware of the restrictions to ensure that they and	I	2	2	GK/DW/CP	14720	
between individuals and maintain social distancing in consistent groups wherever possible – outdoor shared spaces/ playground	maintain social distancing. Outdoor equipment must be cleaned before and after use. NST COVID-19 Protocols and Procedures and School COVID-19 Guidance details the specific actions and controls.				Giodevici	14.7.20	
	Updates on actions 14/7/20 - Playground arrangements will be shared with staff via guidance on 16/7/20 to ensure children stay within 'bubbles' for play times. 13/9/20 - playgrounds do not require to be sectioned as timetables allow for children to be out at different times so they are not sharing the same playground space. 5.1.21 - staggered start and finish times set <u>SeperateSeparate entry and exit points</u> for pupils attending school						
	during lockdown to minimise interaction with other bubbles.						
.1.6.8 Minimise contact	during lockdown to minimise interaction with other bubbles. Interaction will be limited between groups as much as possible and the shared use of classrooms will be	1	2	2			



		consistent groups wherever possible – shared spaces	Updates on actions 14/7/20 Playground arrangements will be shared with staff via guidance on 16/7/20 to ensure children stay within 'bubbles' for play times. 13/9/20 assemblies will be held in classes, led by class teachers. PE hall and computing suite will be booked						
			out prior to use to ensure spaces are not shared at any time <u>5.1.21 – [please update with what will be in</u> place for this period]Bubbles use different playgrounds at different times to minimise contact. Assemblies will continue virtually from w/b 11 th January.						
		1.6.9 Social distancing – outside of building	External one-way system including social distancing measures around site where required; School COVID-19 guidance includes details regarding procedures; parents have also received guidance advising them of the process.	I	2	2	GK/DW/CP	14.7.20	<u>15</u>
			Updates on actions 14/7/20 – Drop off and collection arrangements will be shared with staff via guidance on 16/7/20 to ensure children stay within 'bubbles' for play times. These will be shared with parents on 16/7/20 via school communication. 13/9/20 – parents have been using the one-way system to enter the school premises. Security is supporting the						
			school with this to ensure a one-way system is maintained. SLT to maintain presence outside to encourage this. Regular reminders regarding social distancing to be given to parents. 6/11/20 - parents are adhering to the one-way systems. SLT patrol regularly to ensure parents are not 2/12/20 - fFor collection at the end of the day, as there are fewer parents, they are using the pedestrian gate. The one way system at this time of day is not well lit and feels unsafe to parents and children. This is the only exception to the 2-way system. Nishkam security support the school to manage this safely.						
			In and out gates for drop off or pick up using vehicle gate and pedestrian gate at front and rear of school;	I	2	2	GK/DW/CP	14.7.20	
			Updates on actions 14/7/20 – Drop off and collection arrangements will be shared with staff via guidance on 16/7/20 to ensure children stay within 'bubbles' for play times. These will be shared with parents on 16/7/20 via school						
			communication. 13/9/20 – parents are arriving to school at set times to drop off and collect their children. They are using the correct entrance and exit points. 6/11/20 – security are working closely with the school to ensure parents are using the gates at the correct						
			times. 5.1.21- one way system continues to be followed on school site. Any adjustments due to the low numbers of pupils attending will be communicated to all parents, staff and pupils						
I.7 PPE Equipment not		I.7.1 Where necessary, wear	NST COVID-19 Protocols and Procedures includes reference to the DfE guidance stating that PPE should be	I	2	2	GK/DW	14.7.20	
available or work correctly		appropriate personal protective equipment (PPE)	avoided in educational settings; with the following exceptions; Pupils whose care routinely already involves the use of PPE due to their intimate care needs; Pupil becomes unwell with symptoms of coronavirus and needs direct personal care until they can return home; a face mask should be worn by the adult if a distance of two metres cannot be maintained. Stock of PPE will be monitored closely by SM and replenished as and when required.				GNDW	14.7.20	
			Updates on actions 14/7/20 - PPE is available to all staff who provide first aid/intimate care. Staff will be made aware in guidance of procedured for PPE usage. 13/9/20 - Additional PPE has been ordered due to low stock. 2/12/20 - SLT to remind all staff during briefing on 10/12/ that PPE should be worn for any first aid with children.						
			5.1.21. – appropriate use of PPE and guidance has been shared with staff						
I.8 Colleagues and parents	Staff,	I.8.1 Engage with the Trace	Public Health England health protection team NST COVID-19 Protocols and Procedures includes information	1	2	2		14700	
do not follow PHE / NHS test and trace process	pupils and parents	and Test process	of how schools must engage with the PHE protection team. Colleagues to sign and confirm that they are willing to follow the test and trace process set out by PHE.				GK/DW	14.7.20	



			Updates on actions 14/7/20 - GK to request the form for colleagues to sign from RP 17.7.20 - Form/questionnaire has been completed, this will be shared with staff at the beginning of the autumn term 5.1.21 - This was communicated with staff as part of a briefing.						
1.9 Increase in the number	Staff	101 Marca	NET COVID 19 Protocols and Procedures has been undeted to reflect the processor to be followed with the	1	2	2			
of COVID-19 cases locally resulting in local lockdown	Staff, pupils and parents	I.9.1 Manage confirmed cases of coronavirus (COVID-19) amongst the school community	NST COVID-19 Protocols and Procedures has been updated to reflect the processes to be followed with the advice and guidance of the PHE Health Protection Team. In some cases, the Health Protection Team could recommend that larger number of pupils (class group or year group) self-isolate at home as a precautionary measure. Template letters and resources are available to the school to ensure that appropriate and relevant information is shared within the community. This has formed part of the Trust communication strategy,			2	GK/DW	14.7.20	
			Updates on actions 14/7/20 GK to request template letters from RP 2/12/20 letters received from PHE are used as a template for parent community and close contacts.						
			5.1.21 – Partial school closure as of the 5 Jan 21 as a result of a National Lockdown due to a rise in a number of cases. Pupils have switched to remote learning.						
1.10 Advice from the PHE Health Protection Team not followed or inaccurate	Staff, pupils and parents	I.10.1 Contain any outbreak by following local health protection team advice	NST COVID-19 Protocols and Procedures has been updated to reflect the processes and procedures now in place to engage with the PHS Health Protection Team and ensure that each case is managed appropriately to mitigate the risk of a potential outbreak.	I	2	2	GK/DW	14.7.20	
			Updates on action 14/7/20 - Step-by-step guidance for confirmed case has been put together. This will be shared with staff on 16/7/20. 2/12/20 - DfE helpline are contacted immediately for advice on next steps fopr positive cases.						
			5.1.21 – PHE to be contact if any positive cases amongst staff or pupils that are onsite						
Section 2 – School Oper	ations								
2.1 Increased risk of	Staff,	2.1.1 School bus service	NST COVID-19 Protocols and Procedures has been updated to reflect the processes related to travel to	I	2	2	GK/DW	14.7.20	15
transmitting virus using public transport	pupils and parents		school. School to liaise with bus companies to share risk assessments and confirm that strategies are in place to minimise the risk of spreading the virus. Recommend that social distancing is maintained where possible and						
			hand sanitiser is made available to all pupils when boarding and leaving the bus and additional cleaning of vehicles. Pupils aged over 11 should wear face coverings.						
			Updates on actions <u>14/7/205.1.21</u> - no plans are in place to use the school bus service.						
			5.1.21 — School bus service has been suspended due to National lockdown [please delete it you do not have a school bus service]						
		2.1.2 Public transport	NST COVID-19 Protocols and Procedures has been updated to include wider information regarding the use of public transport. Schools will have staggered starts and encourage staff, pupils and parents to walk or cycle to school where possible. The staggered starts this will not impact the overall teaching time	<u> </u>	2	2	GK/DW	14.7.20	
			Updates on actions 14/7/20 - plans have been formulated and will be shared with staff via the School COVID-19 Guidance on 16/7/20 13/9/20 -plans are in effect are not impacting on the attendance and/or punctuality of pupils						
			5.1.21 – staff, parents and pupils are signposted to national guidelines re the use of public transport						



23. Low profil attendance Staff 22.1 Support for goals with a state of the stat				2.1.3 Process in place to safely	Staff and pupils that arrive at school with a face covering are directed to remove before entering the school	1	2	2			Т
22 Low pupil standards 22.1 Support for pupils with the set of a standard set of the standard of publics for remarking data match is the standard set of the standard of publics for remarking data match is the standard set of the standar				remove and disposed of face	building and instructed not to touch the front of their face coverings during use or when removing them. Designated area to remove face coverings are clearly signposted, the lidded bin will be emptied daily. Reusable face coverings will be placed in a sealable bag, hand must then be washed. NST COVID-19 Protocols and Procedures and School COVID-19 Guidance has been updated with the guidance. https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html				GK/DW/CP	14.7.20	
22 Low projultimedance Suff. 2.21 Support for angle have read and agreed to address on a constraint of an address of angle and the protocol and protocol											
2.2. Low pupil attendance and engagement from fimilies Staff, pupils an eshielding or self-isolating parents 2.2. Lisupport for pupils who may not be able to attend based on clinical or public health advice the school will offer immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Updates on actions 14/720-communication to parents will be sent on 177720. Where children do not astend, constant will be made uit formote school will offer by provide up Public with home terming. Work is being sets: 4C_Bas Doip and regular contact to being made by school. 61/120-communication to parents will be sent on 177720. Where children do not astend, constant will be made uit formote school will offer by provide up Public with home terming. Work is being sets: 4C_Bas Doip and regular contact to being made by school. 61/120-communication reserves regular contact to being made by school. 61/120-communication reserves regular contact from the school parent load Alt700-communication reserves regular contact from the school parents with one ensure that attendance is a focus for the school I 2 2 2.2.2.Strategr in place to ensure that attendance is a focus for the school Attendance strategr in place to support all families and pupils who may be anxious to attend school. Pupils are interediated, and regular processes are in place to complox y chool age the school objec the school age the to record attendance and follow up any absences and issue anctoons where appropriate. I 2 2 2.2.2.Strategr in place to ensure that the school durit t					14/7/20 Staff have read and agreed to adhere to the NST COVID-19 Protocols and Procedures and School COVID-19 Guidance, which can be evidenced by an electronic questionnaire. This document will be reviewed in 3 weeks 13/9/20 staff and parents will be reminded of guidelines for removing face masks. Send to parents on 15/9/20 6/11/20 guidance has been shared with parents via newsletter regarding disposing of masks and use of reusable asks. Teachers have reminded children of guidance since returning to school.						
and engagement from finallies pipils are shelding or self-isolating press immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will need to monitor their engagement. Immediate access to remote education; schools will be provide usport with home fearing. Work is being school provide usport with home fearing. Work is being school provide usport with home fearing. String the school provide usport with remote learning. String the school will continue the child access tool regular contact from home Immediate access to remote education will be provide usport with remote learning. String the school will continue the child access tools are contacted and and pupils will be learning remotely from home Immediate access and school will and the child access tool regular work school will continue the child access tool are access and school will and access and school. Immediate access and school will and the child access and school school will and access and school. Immediate access and school will and access and school will and access and school. Immediate access and school will a					5.1.21- staff, and visitors are reminded to wear face coverings when in communal areas.						-
2.3 Low soff attendance Staff 2.1 Support and guidance in the school in school work is provided reader and school pastored is a final school in the school in the school pastored is a final school in the school in the school pastored is a final school in the school in the school in the school pastored is a final school in the school is the school in the school in	and engag		pupils and						GK/DW	14.7.20	-
2.3 Low staff attendance Staff 2.3.1 Support and guidance in place for their wellbeing. School leader to address any individual concerns of staff and ensure that their school support. 1 2 2 1.121					14/7/20 - communication to parents will be sent on 17/7/20. Where children do not attend, contact will be made and remote education will be provided via National Oak Academy. 13/9.20 - phone calls have been made to all families shielding to provide support with home learning. Work is being set via Class Dojo and regular contact is being made by school. 6/11/20 - families shielding due to medical needs are receiving regular contact from the school pastoral lead. All other children have returned to school. 2/12/20 - regular contact is maintained with these families to provide support with remote learning. SLT monitoring remote learning for these pupils.						
2.3 Low staff attendance Staff 2.3.1 Support and guidance in place for valuerable pupils and children of a advantable to be provided, remind them of any internal support plan/system that is in place. Including specific support centred around managing beravement Staff 2.3 Low staff attendance Staff of messare staffe of support staff staff of messare staffe o											
2.3 Low staff attendance Staff 2.3.1 Support and guidance in place for their wellbeing. School leader to address any individual concerns of staff and ensure that their wellbeing is a continued focus. I 2 2 1.4/7/20 - contact is being mache with those shielding and due to return to work to reassure and support. Image: Staff and ensure the shielding and due to return to work to reassure and support. Image: Staff and ensure and support. Image: Staff and ensure and support. Image: Staff and ensure and support.				ensure that attendance is a	identified, and regular processes are in place to monitor these. Parents are made aware that it is their duty to ensure that their child attends school regularly when they are of compulsory school age; the school will continue	I	2	2	BS	14.7.20	
2.3 Low staff attendance Staff 2.3.1 Support and guidance in place to reassure staff of measures in place for their wellbeing. School leader to address any individual concerns of staff and ensure that their wellbeing is a continued focus. I 2 2 Updates on actions Including specific support centred around managing bereavement I 2 2 Updates on actions I4/7/20 - contact is being made with those shielding and due to return to work to reassure and support. I<					14/7/20 BS has attended training on attendance in September with BCC. Support will be offered to families of children who are reluctant to attend. 13/9/20 attendance is being tracked regularly. SLT receive a daily report of attendance. At present attendance is affected by those unwell as well as those isolating/testing due to COVID. Appropriate challenge for parents who are not bringing their children into school where reasons are not exceptional or linked to COVID. 6/11/20 - families shielding due to medical needs are receiving regular contact from the school pastoral lead.						
place to reassure staff of measures in place for their wellbeing. Bespoke support to be made available to be provided, remind them of any internal support plan/system that is in place. Including specific support centred around managing bereavement Updates on actions 14/7/20 - contact is being made with those shielding and due to return to work to reassure and support.					5.1.21 – attendance for vulnerable pupils and children of key workers is monitored.						
Updates on actions 14/7/20 - contact is being made with those shielding and due to return to work to reassure and support.	2.3 Low s	staff attendance	Staff	place to reassure staff of measures in place for their	Bespoke support to be made available to be provided, remind them of any internal support plan/system that is	Ι	2	2	СР	14.7.20	-
6/11/20 - all staff have returned to work.				weilbeing.	14/7/20 contact is being made with those shielding and due to return to work to reassure and support. 13/9/20 all staff have returned to work with the exception of one member of staff (non-COVID related)						



			2/12/20 - no specific wellbeing concerns. Where possible SLT are allocating time to support high workload tasks.						
			5.1.21 – SLT continue to hold staff briefings sign posting colleagues to the employee assistance programme at						
			regular intervals.						
		2.3.2 Staff who are clinically vulnerable or extremely	Staff guidance in place and circulated to identify any concerns specific to high risk staff.		2	2	GK/DW	14.7.20	
		clinically vulnerable	Updates on actions 14/7/20 - 'Staff at Higher Risk' document has been shared with all staff to allow them to identify any risks to						
			staff. 1-3/9/20 – all staff have returned to work with the exception of one member of staff (non-COVID related) 6/11/20 – all staff have returned to work. No staff currently meeting the criteria to not be at school. 2/12/20 – no staff currently meeting this criteria.						
			5.1.21 – all staff with any concerns related to being Clinically Vulnerable (CV) or Clinically Extremely Vulnerable (CEV) are discussed with their line manager in the first instance.						
2.4 Health and Safety duties	Pupils,	2.4.1 All statutory health and	Health and Safety Policy has been reviewed and updated in Summer 1 2020. This is due to be reviewed annually.	I	2	2	GK/DW	14.7.20	
are not met, and school is not COVID Secure	staff and parents	safety measures are met, reviewed and updated regularly	External Health and Safety risk assessments (NSWL (needs to be booked asap) NHSB, NPSW (annual review to be scheduled for autumn 1). Termly Link Governor visits to be scheduled with effect from autumn term – these will review the completion and maintenance of all risk assessments, training requirements and statutory reporting. (All reports available upon request).						
			Updates on actions 14/7/20 - actions from H and S audit are being addressed currently. 13/9/20 - H and S audit planned for 17/9/20. Actions to follow. 6/11/20 - actions have been shared following visit and currently being actioned. 2/12/20 - follow up visit on 8 th October - actions to be reviewed by SLT by 11 th Dec.						
			5.1.21 – link governor meetings have been held termly, annual H&S risk assessment has been completed by a third party. Actions are monitored by SLT.						
		2.4.2 Educational visits check,	Education visits policy reviewed; ensure that all risk assessments are completed in advance of the educational		2	2	СР		
		and risk assessments are completed following statutory guidelines and Trust policies	visit. Follow all government guidance when planning any visits. Templates of risk assessment to be reviewed as part of the health and safety risk assessment.			2	Cr	14.7.20	
			Updates on actions						
			<u>14/7/2020 Risk assessment template to be sought from H and S (Elite) by GK.</u> 13/9.20 Example risk assessment has been received for review.						
			6/11/20 - risk assessment templates have been provided by Elite for school to adapt. Two members have						
			5.1.21 – All school trips have been cancelled postponed as per government guidelines						
		2.4.3 Improve ventilation in	All rooms and shared areas to be assessed to consider how ventilation can be improved; windows to be left	I	2	2	RK	14.7.20	
		classrooms and shared areas	open, doors ajar where possible; limit use of air conditioning and to ensure that fresh air is circulated throughout the building where possible.					14.7.20	
			Updates on actions 14/7/2020 - teacher checklist has been shared with all staff, prompting them to open all windows and doors at the beginning of each day,						
			13/9/20 - classroom doors and windows are kept ajar where possible. Staff reminded during CPD session on 8/9/20 2/12/20 - internal doors to be kept open where possible to improve ventilation for internal classrooms with						
			no external window.						
			5.1.21 – guidance continues to be shared with staff to ensure that windows remain open and rooms are ventilated where possible.						



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			<u>۸</u>						
		2.4.4 COVID-19 specific	That a COVID-19 specific risk assessment is scheduled and completed in advance of September 2020.	1	2	2	DW/GK		-
		health and safety risk	That a COVID-17 specific risk assessment is scheduled and completed in advance of September 2020.		2	2	Difficit	14.7.20	
		assessment completed	Updates on actions						
			17.7.20 A COVID 19 risk assessment was completed in May 2020 and actions have been completed						
			13/9/20 - COVID-19 H and S audit is scheduled to take place on 16./9/205.1.21 - [blease confirm if all actions						
			from the elite risk assessment have been completed]all school level actions from audit are complete following						
			inspection visit on 8/10/20.						
					2	2	RK		
		2.4.5 Premises related actions following the completion of	All pre-term premises checking tests are completed in a timely manner. Outcome of this risk assessment and external health and safety risk assessments are reviewed to ensure that any adaptions required to the building	1	2	2		14.7.20	
		the risk assessment are	to accommodate the full complement of staff and pupils is reviewed and completed as a priority.						
		completed as a priority	er weer er						
			Updates on actions						
			14/7/20 Recent H and S audit identified actions which are currently being addressed.						
	Dusila		13/9/20 - premises report to be submitted by 15/9/20_5.1.21 - all actions have been updated		2	2			15
2.5 Pupil requirements are not met due to limited	Pupils	2.5.1 Specialist and external agencies continue to support	All support should continue as appropriate to meet the needs of the pupils. Although these colleagues can move between schools, it is important to consider how this support would be managed and maintaining	I	2	2	GK/DW	14.7.20	15
engagement with specialists		the school and pupils	consistency with the colleagues who visit schools						
supporting vulnerable			,						
pupils			Updates on actions						
			14/7/20 - all support is currently being delivered remotely. This will be reviewed in 3 weeks.						
			13/9/20 – no planned visits from external support at present.						
			6/11/20 - meetings with external agencies are held virtually. Meeting on 3 rd with EP for a child took place on rooftop to allow for safe social distancing and ventilation.						
			2/12/20 - all staff with webcams to facilitate meetings with external agencies.						
			5.1.21 - Flease advise what support is is place for pupils that require specialist support. Where required and						
			possible, external agencies are holding virtual meetings with children whilst they are in school, accompanied by						
			a member of staff.						
2.6 Appropriate policies and procedures not	Pupils, staff and	2.6.1 All appropriate policies to be reviewed and shared	The following policies have been reviewed; health and safety, pastoral, teaching and learning.	I	2	2	RP	14.7.20	
reviewed to support the	parents	with staff at appropriate							
COVID-19 guidance in	P	juncture.	Updates on actions						
advance of reopening									
			17.7.20- All policies to be reviewed and will be in place before the beginning of the autumn term.						
			5.1.21 - Policies are reviewed and shared with staff internally for discussion during staff briefings, allowing				 		
			colleagues the opportunity to share feedback and comments.						
2.7 No communication	Pupils,	2.7.1 Communication strategy	Templates in the event of the following events are saved centrally and updated as appropriate; pupil or member		2	2	RP		
strategy in place	staff and	in place supported by Trust	of staff sent home because of showing symptoms of the virus; negative test result; positive test result; local	-	-	-		14.7.20	
	parents	,,	lockdown; larger 'groups' of children sent home; changes to government guidance,						
			Updates on actions						<u> </u>
			17.7.20 – All government guidance is reviewed by the Executive Team and SLT before being issued across the Trust as and when appropriate.						
			+rust as and when appropriate. +3/9/20 key changes and guidance has been shared with parents to ensure all parties are aware of the						
			appropriate action to be taken.						
			5.1.21 - communication strategies are monitored on a regular basis to ensure that a consistent approach is						
			used when communicating with parents						
		2.7.2 Governors/ Trustees to	CEO to update Trust Board at regular intervals. School Leaders to continue with regular updates with the	1	2	2	GK/DW		<u> </u>
		receive regular updates at	Chair of Governors.	í				14.7.20	
		meetings							
		1				i		·	ı



			Undates on actions					<u>г</u>	
			Updates on actions 14/7/20 - monthly updates with Chair of Governors is scheduled with School Leader and Principal						
			2/12/20 next monthly update is scheduled for 7/12/20						1
			5.1.21 – regular updates in place with governors via chair						I
Section 3: Curriculum, b	ehaviour a	nd pastoral support							
3.1 Curriculum	Staff and	3.1.1 Curriculum to be	Develop and agree plans for September, which will include the recovery curriculum to support all pupils. Gap	I	2	2	CP	14.7.20	
expectations not met	pupils	planned to ensure that broad and balanced curriculum is offered to all pupils	analysis is undertaken in Autumn I and specific provision is planned to close the identified gaps particularly in core subjects. Music and PE units have been selected to minimise the spread of the virus. For example, selecting dance will ensure equipment is not being used or shared, instrumental rather than singing units selected. School COVID-19 Guidance notes specific actions and controls curriculum delivery.					14.7.20	
			Updates on actions 14.7.20 - 						1
			-preschool/afterschool provision to be currently cancelled for Autumn I 13/9/20 - recovery curriculum has been planned and shared with all staff to ensure a 'full offer' can be achieved						1
			by the October half term. All staff received CPD from subject leaders alerting them to key changes in their subject areas e.g. music.						1
			2/12/20 – subjects are being taught in blocks to ensure a broad and balanced curriculum can be offered on a half termly basis. PE unit this term is gymnastics to reduce the need for equipment.						I
			5.1.21 [Please update re the curriculum being delivered, on site and remotely] During the lockdown period, all children in school and at home, are being taughtaught daily EngishEnglish and Mathematics as well as a non-core subject daily. Faith will be provided as a weekly stimulus from the 11 th January.						I
		3.1.2 Plans for physical activity is detailed and updated.	Physical activity is encouraged to include daily movement breaks. Due to limited outdoor space and staggered break times, PE will have to take part indoors.	I	2	2	СР	14.7.20	
			Updates on actions 14.7.20 – To reduce the risk, PE has been reduced to one session a week and the selected PE unit of dance will ensure no use of resources and suitable social distancing. 13/9/20 – PE has been scheduled for all classes to take place inside – only one bubble at any one time,5.121 – [please advise what is in place for both pupils on and off site]Pupils will be encouraged to stay active and healthy through online physical activities and challenges during the lockdown period; remote learning and critical worker provision in school.						
3.2 No wellbeing and	A	3.2.1 Appropriate plans are in	A 6-week mental health and wellbeing programme has been designed by BS to ensure all children returning to	I	2	2	BS	14.7.20	1
support in place for pupils and families		place to identify and support families	school have a specific PSHE programme of support on their return. This programme covers the topics of cleanliness, safety, happiness, loss, bereavement and optimism.					11.7.20	1
			Updates on actions 14.7.20 Plan and resource folder shared with staff. Plan and resources to be added to by 31.8.2020 13/9/20 — plan is being used to teach the children. Resources are being regularly reviewed and updated in light of changes to guidance.5.1.21 – [Please advised what actions are being taken by the school to address the wellbeing of pupils]. Weekly wellbeing calls are being made to children and parents to ensure support can be identified regularly if required. Information is passed to pastoral lead where more support is required to						
			ensure the family can be signposted appropriately.						I
3.3 No support to manage	<u>ــــــــــــــــــــــــــــــــــــ</u>	3.3.1 Ensure that all policies	Behaviour policy and exclusions policy have been reviewed and updated. These will be circulated to ensure that	Ι	2	2	DW/GK	14.7.20	
behaviour expectations		and procedures have been reviewed and appropriate to the setting	a consistent approach has been adopted across the school. Plans agreed to ensure that specific support will be made available to those pupils struggling to reengage with school.						1
			Updates on actions 14.7.20 Behaviour expectations and amendments will be shared with staff 16.7.20. 13/9/20 – pupils are supported through PSHE and Our Right to be Safe and Happy, allowing children time to understand the expectations and support available to them.						1
			5.1.21 – behaviour guidance is reiterated to all pupils, staff and parents ensuring that all procedures are followed.						1



	3.4.1 Ensure that pastoral	Safeguarding policy has been reviewed and updated based on changes to KCSIE 2020. Remote learning policy	I	2	2	DW/GK	10000	
	support is available for both pupils in and out of school.	and online safety policy shares guidance specific to online safety					10.7.20	
		5.1.21 [Please note what pastoral support is in place for our pupils] Safeguarding Policy addendum to be						-
		to the safeguarding of any children. Any concerns continue to be logged and referred as appropriate.						
Staff			I	2	2	DW/GK	14720	
	and DfE define assessment criteria	unnecessary anxiety re an 'inspection'					11.7.20	
		Updates on actions						
		14/7/20 Information regarding inspections to be shared with staff via Teams call on 16/7/20 to alleviate any						
		anxieties.						
		1-3/9/20 staff aware of any updates via weekly team briefings						
		6/11/20 Interim inspections webinar attended by GK for updates. Slides shared with all heads of Trust schools.						
		6.1.21 – Government announcement has confirmed that OfSTED inspections will continue with a specific focus						
Staff,	4.2.1 Clear expectations and	All guidance is shared with staff and pupils in a timely manner to ensure that any anxieties and unnecessary	I	2	2	DW/GK	14720	_
pupils	guidelines from DfE	pressures that can be address.					14.7.20	
		Updates on actions						
		2/12/20 phonics screening for Year 2 pupils will be undertaken the w/b 7 th Dec.						
		6.1.21 – Government announcement confirmed that there will not be any statutory KSI or KS2 tests in summer 20201						
 planning fo	or outbreaks							
	5.1.1 Clear expectations and	Ensure that procedures are in place within the Trust to support the school community through a local	I	2	2	DW/GK	14700	
pupils,	guidelines from the	lockdown; including a communication strategy [Q – This may be a Trust wide process with some local adaptions					14.7.20	
parents	government	to the process]						
		Updates on actions						
		14/7/20 - procedures in place are in line with government guidance.						
		13/9/20 – weekly SLT meetings at Trust level to discuss school response and to ensure a consistent approach						
		guidance to ensure all school are compliant and supported.						
		5.1.21 – Government guidance continues to be reviewed and monitored with the support of the Trust and						
		shared with staff, parents and pupils where required.						
Staff,	5.2.1 Plans for remote	Plans for immediate remote learning are in place to ensure that support is available in the cases of local	I	2	2	DW/GK	14720	
pupils,		lockdowns, self-isolation and periods of 'groups' of pupils unable to attend school. Identify all pupils that may					17.7.20	
parents	'							
	met	learning will meet guidance in place to ensure that daily lessons/ assignments are set; and a broad and balanced curriculum is offered.						
	Staff Staff, pupils planning for Staff, pupils, parents	support is available for both pupils in and out of school. Image: staff 4.1.1 Guidelines from OfSTED and DfE define assessment criteria Staff 4.2.1 Clear expectations and pupils guidelines from DfE planning for outbreaks. Staff, 5.1.1 Clear expectations and pupils, parents guidelines from the government staff, 5.1.1 Clear expectations and guidelines from the government Staff, 5.1.1 Clear expectations and guidelines and guidelines from the government staff, 5.1.1 Clear expectations and guidelines from the government staff, 5.1.1 Clear expectations and guidelines from the government	support is available for both publis in and out of school. and online safety policy shares guidance specific to online safety standing 5.1.21 [Please-note-wher-pasteral-support is n-place-for-our-public) Safeguarding-Policy addendum-so-be- that all staff and children have support when in school. Staff continue to notify BS (DSL) of any concerns relating to the safeguarding of any children. Any concerns continue to be logged and referred as proprinte. d Accountability 4.1.1 Guidelines from OMSTED All government and ODSTED guidance related to inspections is updated and shared with all staff to mitigate any unnecessary anxiety re an 'inspection' d More and DFE define assessment criteria Updates on actions 14/730 – Inferemation regarding impections to be shared with staff via Teams call on 14/720 to allevate any anxieties. staff 4.2.1 Clear expectations and puplis All guidance is shared with aff and pupils in a timely manner to ensure that any anxieties and unnecessary pressures that can be address. staff. 4.2.1 Clear expectations and puplis All guidance is shared with staff and pupils in a timely manner to ensure that any anxieties and unnecessary pressures that can be address. staff. 5.1.1 Clear expectations and guidelines from DE Ensure that procedures are in place within the Trust to support the school community through a local locdown, including a communication strategy [Q = This may be a Trust wide process with some local adaptions to the process] pupils 5.1.1 Clear expectations and guidelines from the government Ensure that procedures are in place withi	support is available for both publis in and out of school. and online safety policy theres guidance specific to online safety reviewed cappand for guidance and annual Safetyaardine Policy addendum to be reviewed cappand for guidance and annual safety and there are all annual. Safetyaardine Policy addendum to be reviewed cappand for guidance and the area all annual. Solid continue to not by SIORU of any concerns relating to the safetyaarding ad any children. Any concerns continue to be logged and referred as appropriate. 7d Accountobility 4.11 Guidelines from OSTED and DE define assessment criteria All government and OSTED guidance related to inspections is updated and shared with all staff to mitigate any understary anciety re an inspection' Updates on actions 417/20—information regarding inspections to be shared with staff via Teams call on 147/20 to alleviate any anesister. Staff 4.21 Clear expectations and publis All givernment announcement has confirmed that OSTED inspections will continue with a specific focus on the remote learning provision offered to publis I Staff. 4.21 Clear expectations and publis All givernment announcement has confirmed that OSTED inspections will continue with a specific focus on the remote learning provision offered to publis I Staff. 4.21 Clear expectations and publis All givernment announcement confirmed that there will not be any statutory KS1 or KS2 tests in summer 20201 I Planning for outbreeks, self. 5.1.1 Clear expectations and givelines from Dfe Ensure that procedures are in place within de Trust to support the school community through a l	support is valiable for both pupits in and out of school. and online safety policy shares guidance specific to online safety	support is available for both public in and out of school. and online safety polity shares guidance support is on ables of an use-public fordgementage. Note support is an ables of an use-public fordgementage between the instance of an use-public fordgementage between the instance of an use-public start ables of an use-public fordgementage between the instance of an use-ford an use-of a	support is available for both pupils in and out of school. and online safety policy shares guidance specific to online safety support is available for both status and out of school. image: specific	support is available for both puplis and out of school and online addry policy share guidance specific to online addry study of it is available for both is 1.11 Electron exceeded quantum displaced mean smalled displaced data tracks Image: Control of C



Updates on actions 14/7/20 Class Dojo will continue to be used as a means for providing online learning for those not attending school due to a confirmed case of COVID-19. All children have access to devices which will enable them to view work set online. If a teacher is unwell and unable to provide resources, children will be directed to the resources on National Oak. 13/9/20 — Home learning contingency plan is being formulated for teachers to ensure all children have access to learning if self-isolating. 6/11/20 — remote learning has been reviewed and updated in light of chnageschanges to guidance and DfE expectations of remote learning. Shared with all staff.		
 2/12/20 plan for the monitoring of remote learning has been implemented to ensure SLT are aware of any issues with the work set 5.1.21 – Class dojo has been utilised during periods where pupils are self-isolating in the autumn term. All pupils have now switched to remote learning. Parents and pupils are given the opportunity to share their feedback regarding the provision and the content is adapted as appropriate. Remote learning provision meets all DfE guidelines ensuring that all pupils receive up to 5 hours of high quality teaching and learning daily including direct feedback from the teacher. Lessons and content are quality assured on a regular basis. 		



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