



Midsomer Norton  
Schools Partnership

## **RISK ASSESSMENT FOR SCHOOL OPERATION FROM SEPTEMBER 2021**

**This risk assessment is based on Guidance for Full Opening: Schools**

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

**January 2021 This risk assessment is based on Guidance for partial opening of schools and full opening of nurseries**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/952443/210114\\_School\\_national\\_restrictions\\_guidance\\_FINAL\\_14012021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/952443/210114_School_national_restrictions_guidance_FINAL_14012021.pdf)

**May 2021 This Risk Assessment is based on Schools Covid 19 Operation Guidance May 2021**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/985138/10\\_May\\_Schools\\_Guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/985138/10_May_Schools_Guidance.pdf)

**September 2021 This Risk Assessment is based on Schools Covid 19 Operation Guidance August 2021**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1011704/20210817\\_Contingency\\_Framework\\_FINAL.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf)

**October 2021 This Risk Assessment is based on Covid 19 advice letter from Director of Public Health SCC - temporary measures for 2 weeks in the first instance from the start of Term 2**

**Date of Risk Assessment: 10/7/20 Reviewed January 2021**

**Signed (headteacher):**



**Reviewed February 2021 (full opening from 22nd Feb 2021)**

**Signed (Chair of governors):**



**Reviewed February 2021 (following latest DfE guidance 23/2/21)**

**Reviewed May 2021**

**Reviewed August 2021 (following latest DfE guidance 27/8/21)**

**Reviewed October 2021 (following letter from Director of Public Health SCC 22/10/21)**

Covid-19 is an illness that can affect your lungs and airways. Symptoms can be mild, moderate, severe or fatal. This risk assessment is for pupils, teaching and support staff and should be adapted by each of MNSP schools. The document must be adapted to reflect the unique circumstances in your school. You need to add any additional controls and indicate who is responsible, by when and indicate when in place (ie you must complete the last 3 columns) There is an expectation that staff will work at a distance from each other and from pupils as much as possible. If staff are working totally alone in the school, please ensure that a lone-working assessment has been undertaken and safeguards put in place for that person. You will need to review other risk assessments you have in place, for example use of equipment and practical lessons.

Jan '21 There have been mutations of the virus which has led to new variants, one of which at least, is more contagious than the initial strain

Aug '21 Continued mutations, depletion of vaccine efficacy over time and ending of lockdown continue to make this risk assessment dynamic

#### **HAZARD: Spread of Covid-19 Coronavirus**

##### **Who Might be harmed:**

- Staff
- Pupils
- Visitors to your premises
- Contractors
- Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions
- Anyone else who physically comes in contact with another person

| Controls Required   | Additional Controls   | Action by whom?<br>[name] | Action by when?<br>[insert date]               | Done<br>[initial and date]                     |
|---|---|---------------------------|--|--|
| <u>Building safety</u> <ul style="list-style-type: none"> <li>The site team (or mobile team) will continue with all compliance checks (fire safety etc).</li> <li>Competent Contractors will continue to carry out specialist testing</li> <li>Site team (or mobile team) will carry out and record flushing for water outlets not having normal use.</li> <li>Where practicable, competent contractor inspections and any associated remedial works will continue to maintain the school.</li> </ul> | <p>Headteachers or delegated senior leader will inspect health and safety records to confirm that compliance checks have been carried out.</p> <p>Where the school has not been able to organise external competent contractor inspections, the Trust's Estates Manager will be notified and a further risk assessment will be put in place if required.</p> <p>July '21 Routine compliance and safety checks have resumed.</p> | NdC                       | Continuing<br>1st Sept<br>2020                 | Sept '20                                       |
| <u>First Aid</u><br>The Headteacher or senior leader will issue a revised First Aider list and ensure that all staff are aware of the nominated person each day   | <p>First aider list to be prominently displayed</p> <p>All pre-school staff and most members of staff in main school are paediatric first aid trained</p> <p>Jan '21 Update list to be drawn up and displayed</p> <p>September '21 List to be updated and displayed</p>   | <p>NdC/CI</p> <p>CI</p>   | <p>Sept '20</p> <p>Jan '21</p> <p>Sept '21</p> | <p>Sept '20</p> <p>Jan '21</p> <p>Sept '21</p> |
| <u>Staff working</u><br>All staff are expected to be able to work in school from September. Those in vulnerable or extremely vulnerable groups, including BAME, should discuss any changes to working practices to mitigate risk. Schools will follow the government guidelines.  | Headteacher/appropriate leader will be aware of members of staff in these vulnerable groups and will ensure safe working practices are implemented and additional measures are considered if these are needed.  | NdC                       | July'20  | July '20 NdC                                   |

|   |  |                |                 |   |
|---|--|----------------|-----------------|---|
| <p>Advice for those who are <a href="#">clinically-vulnerable, including pregnant women</a>, is available.</p> <p>Individuals who were considered to be clinically extremely vulnerable and received a letter advising them to shield are now advised that they can return to work from 1 August as long as they maintain social distancing.</p> <p>Advice for those who are extremely clinically vulnerable can be found in the <a href="#">guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19</a>.</p> <p>Some people with particular characteristics may be at comparatively increased risk from coronavirus (COVID-19), as set out in the <a href="#">COVID-19: review of disparities in risks and outcomes report</a>.</p> <p>September '21 Latest advice for pregnant women, 28 weeks and over, or pregnant women with an underlying health condition recommends limiting close contact work.<br/> <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees">https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees</a></p> | <p>NdC to discuss working conditions with clinically vulnerable staff.</p> <p>SW happy to return to classroom<br/>Office will remain a no-entry space to most staff and all visitors and parents</p> <p>Jan '21 We recognise that at least one of the new variants of Covid 19 is much more contagious than it was initially. Therefore:</p> <p>Jan '21 vulnerable TA to work with junior class where social distancing is more attainable</p> <p>Jan '21 Office to return to sole use by office staff during school hours</p> <p>Feb '21 Remaining 6 children to return to school from 22/2/21 as very small classes of 13 exist and the mental health impact on those few children left learning at home is too great.</p> <p>Feb '21 Vulnerable TA has elected to return to work in Infant Class where there is more physical space.</p> <p>Feb '21 office remains sole use by office staff during the day</p> <p>September '21 Pregnant member of teaching staff over 28 weeks to not return to school until after maternity leave owing to difficulty distancing from children.</p> | <p>NdC/AWi</p> | <p>Sept '21</p> | <p>Jan '21</p> <p>Jan '21</p> <p>Sept '21</p> |
|---|--|----------------|-----------------|---|



|   |  |  |   |                               |
|---|--|--|---|-------------------------------|
|   | <p>Children to be given reminders throughout the day to wash hands/use sanitiser.</p> <p>Further resources available on e-bug COVID-19 website: <a href="https://e-bug.eu/eng_home.aspx?cc=eng&amp;ss=1&amp;t=Information%20about%20the%20Coronavirus">https://e-bug.eu/eng_home.aspx?cc=eng&amp;ss=1&amp;t=Information%20about%20the%20Coronavirus</a></p> <p><b>Nov '21 All staff and children to be reminded of the importance of handwashing</b></p>   | NdC - all staff to reinforce                     | 1/11/21                                       | Nov '21                       |
| <p><u>Cleaning</u></p> <p>There will be frequent cleaning and disinfecting of objects and surfaces that are touched regularly, particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Doors can be left open to prevent the more frequent use of handles provided these are not fire doors.</p> <p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a></p> | <p>Cleaners to disinfect high use surfaces, including toilet doors, taps and flushes at the end of lunchtime</p> <p><i>MNSP investigating possibility of furloughed staff to be used as lunchtime cleaners or Sparkling Solutions</i></p> <p><i>Sept '20 update: Writhlington Cleaner has been provided to do a daily lunchtime clean of toilets, tables and high touch areas</i></p> <p>Jan '21 Writhlington Cleaner not going between schools during third lockdown. School staff to clean toilets, high touch areas and tables during the school day.</p> <p>Feb '21 A new cleaner from Writhlington has been made available to provide lunchtime clean of toilets, tables and high touch areas (from 8/2/21)</p> <p>May '21 Additional lunchtime cleaner is no longer available</p> <p>June '21 Lunchtime cleaning reinstated using lunchtime staff with headteacher providing pupil supervision</p> | <p>NdC/C Hobbs</p> <p>SB/Sparkling Solutions</p> | <p>Sept '20</p> <p>Jan '21</p> <p>Ongoing</p> | <p>Sept '20</p> <p>Feb'21</p> |

|  |   |  |                                 |  |
|--|---|--|---------------------------------|--|
|  | <p>September '21 All cleaning schedules remain</p> <p><b>Nov '21 All cleaning schedules remain plus regular cleaning of staff high touch areas</b></p> <p>Sparkling Solutions (cleaning contractors) to continue extra cleaning measures already started at the start of lockdown and deep cleaning in Summer holidays</p> <p>May '21 Deep clean will be provided in May half term</p> <p>August '21 Deep clean completed</p> <p><b>Oct '21 Deep clean completed in half term</b></p>   | <p>NdC/DR/all staff</p> <p>Sparkling Solutions</p> | <p>1/11/21</p> <p>As needed</p> | <p>Nov '21</p> <p>May '21</p> <p>Aug '21</p> <p>Oct '21</p>  |
| <p><u>Social Distancing for staff</u></p> <p>Social Distancing: We will follow the relevant guidance on social distancing.</p> <p>Ideally, adults should maintain 2 metre distance from each other, and from children. This will not always be possible, particularly when working with younger children, but we will encourage adults to do this when circumstances allow. In particular, they should avoid close face to face contact and minimise time spent within 1 metre of anyone.</p> <p><a href="https://www.gov.uk/government/publications/review-of-two-metre-social-distancing-guidance/review-of-two-metre-social-distancing-guidance">https://www.gov.uk/government/publications/review-of-two-metre-social-distancing-guidance/review-of-two-metre-social-distancing-guidance</a></p> | <p>To help reduce the spread of coronavirus (COVID-19) we will be reminding everyone of the public health advice -</p> <p><a href="https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance">https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance</a></p> <p>Posters, leaflets and other materials will be displayed prominently</p> <p><a href="https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19">https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</a></p> <p>Checks need to be carried out by site managers, Business Managers or other senior leader - NdC/SB</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. Posters to remind staff are located around the building.</p> <p>Management checks to ensure this is adhered to.</p> | NdC/All Staff                                      | Sept '20                        | <p>Sept '20</p> <p>reviewed Oct '20 - all still in place</p> |

|  |  |  |  |  |
|--|--|--|--|--|
| <p>As far as possible, desks, telephones and computers should not be shared.</p> <p>Support staff may be asked to undertake tasks which may be different from normal day to day routine but which are commensurate with their job role or processes may need to change to incorporate social distancing.</p> <p>Social distancing also to be adhered to in staffroom and during any rest breaks.</p> <p>Staff are often required to meet representatives from other organisations as part of day to day essential work. Staff must continue to following social distancing during meetings, using larger airy spaces when possible. Non-essential meetings will not take place or may be held over the telephone or using Google Meet. If documents need to change hands during any essential meeting, care should be taken to wash hands afterwards.</p> <p>Face-to-face meetings, if they must happen, should only include “absolutely essential” participants, who should remain one metre+ apart at all times.</p> <p>August ‘21 Social distancing in the workplace has now ended, however many people will still feel uncomfortable with close proximity. Staff and</p> | <p>If desks and computers must be shared, these should be wiped between users with alcohol based wipe or other appropriate cleaner.</p> <p>Cleaning spray and wiping roll available in office as well as teaching areas</p> <p>Temporary staffroom to remain in Brunel Class until social distancing rules are relaxed further September ‘21 Despite relaxing of rules, Brunel Class to continue to be used as a temporary staff room at break and lunchtimes, owing to the very small staffroom. During wet play, the hall may be used.</p> <p>Staff will not invite parents or other agencies to site unless it is absolutely essential and business cannot be satisfactorily conducted by telephone/on-line. All necessary visitors should be expected and reminded ahead of their visit that social distancing arrangements will be in place. Cover teachers and other agencies essential to supporting pupils will be welcomed to site but expected to comply with rules in place. Volunteers are currently not allowed on-site</p> <p>Staff at reception areas should be able to rearrange their work space to enable them to maintain a distance from visitors. Hand gel should be available on reception and should be used by all visitors to the school. Visitors must not enter the office, unless they need to for essential</p> |  |  |  |
|--|--|--|--|--|



|   |  |               |           |                   |
|---|--|---------------|-----------|-------------------|
| <p>visitors are asked to respect these feelings when on site.</p> <p>The majority of staff have now been vaccinated. Any staff who have not yet completed their vaccine cycle are encouraged to do so. This includes attending appointments during school time to enable this.</p> <p><b>Nov '21 Social distancing of 2 metres to resume for adults in school</b></p> | <p>reasons, e.g.: maintenance. Parents must not access the office.</p>   | NdC/SB        | As needed | Reviewed: May '21 |
|   | <p>May '21 Recruitment will now take place on-site with social distancing and hand hygiene closely adhered to</p>  |               |           | Sept '21          |
|   | <p>September '21 All visitors allowed on site. Parents/Carers and visitors not invited into the office, unless for essential reasons, owing to the small space. Parents/carers to continue to contact the office via phone or email.</p> <p><b>Nov '21 Essential visitors only allowed on site</b><br/><b>Staff must not congregate in the office or old staff room.</b></p> |               |           | Nov '21           |
|   |  | NdC/all staff | 1/11/21   |                   |

|   |   |               |          |  |
|---|---|---------------|----------|--|
| <p><u>Social Distancing – pupils</u></p> <p>Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group.</p> <p>It is recognised that, particularly with younger children, social distancing will be difficult or impossible. Younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group</p> <p>Children in EYFS are allowed to access continuous provision using easily and frequently cleaned resources.</p> <p>We will make adaptations to the classroom to support distancing where possible. This will include seating pupils side by side and facing forwards, rather than face to face or side on.</p> <p>We will remove unnecessary furniture out of classrooms to make more space.</p> | <p>Owing to the very small numbers on roll for pre-school and main school (36 in total) the whole site will be considered one bubble.</p> <p>Jan '21 During the third national lockdown only vulnerable and key worker children are attending school, continuing to be considered as one bubble.</p> <p>Feb '21 Owing to a widening of the government description of vulnerable and key worker children during the third national lockdown, we have had 16 out of 26 children attending school full time. An additional 4 children were requesting to return after the half term holiday. This meant the remaining 6 children were at a greater risk of mental health problems, knowing all other children were attending. Therefore, we have decided to open the school to all children from 22/2/21</p> <p>Teachers and other staff will use age appropriate ways to encourage children to follow social distancing, hand-washing and other guidance. They should encourage parents/carers to reinforce these messages at home, by asking them to remind their children. Teachers will remind children throughout the day and parents have been written to asking them to remind children before school in September. Class assemblies at the start of the new term will also remind children on the need for good hygiene.</p> | NdC/All Staff | Sept '20 | <p>Sept '20</p> <p>Reviewed Oct '20</p> <p>Jan '21</p> <p>Feb '21</p> <p>Jan '21</p> |
|---|---|---------------|----------|--|

|   |  |  |  |  |
|---|--|--|--|--|
| <p>Soft toys and items that are difficult to clean will be removed from classrooms.</p> <p>We will consider the best place and timings for lunch. If it is not possible to provide sufficient distance and in order to prevent mixing of groups, lunch may be brought into the classroom.</p> <p>Resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles. Practical lessons where these take place will need to have their own risk assessments reviewed.</p> | <p>May '21 Children to be advised that whilst the Prime Minister has announced people may hug friends and family from the 17th May, that this is not to be done in school.</p> <p>Children in Y1-6 will be sitting at tables in rows facing the front, at individual tables where possible. Reception will be based in pre-school to allow for their continuous provision. They will spend some time in Nightingale Classroom every day for lessons with their teachers. Years 1 and 2 will be based in Nightingale Classroom with set seats facing the front. Y3-6 will be based in the hall, owing to the complications around ventilation in Brunel Class (Velux windows). Sat in rows, facing the screen.</p> <p>Jan '21 Brunel Class continue to be located in Nightingale Classroom to facilitate Nightingale Class to use the hall, enabling Reception to stay with their class throughout the day.</p> <p>Feb '21 Classes remain located as January. Seating arrangements will be as described above.</p> <p>Feb '21 Children working in the upstairs classroom on a 1:1 or small group basis - velux windows to be opened, if raining side windows opened and door to remain open</p> <p>May '21 ventilation and seating arrangements remain in place as above.</p> <p>April '21 Singing/Music lessons run in well-ventilated classrooms. Teacher to wear a visor</p> |  |  | <p>May '21</p> <p>Jan '21</p> <p>Feb '21</p> <p>May '21</p> <p>April '21</p> |
|---|--|--|--|--|

|   |   |  |  |                                |
|---|---|--|--|--------------------------------|
| <p>For individual and very frequently used equipment, such as pencils and pens, staff and pupils will have their own items and these will not be shared.</p> <p>Classroom based resources, such as books and games, will be shared within the bubble but will be regularly cleaned along with all frequently touched surfaces.</p> <p>Nov '21 Distancing for children to be introduced to avoid close contact</p> | <p>with all children facing forwards. Background music kept low and teacher to ensure children sing at a low level.</p> <p>September 2021 Classes have been relocated over the summer to their original rooms with seating placed in groups where they would normally have done so. Sealed side windows in Brunel Class have been unsealed and new caught fixed by Premises team to allow ventilation even in wet weather. Children will be reminded to wash hands frequently and use sanitiser.</p> <p>Toys and resources used in pre-school will be cleaned at the end of the morning and afternoon sessions using sanitiser. Bikes and trikes will have handles cleaned in-between each child. If any toys are used in Nightingale Class (Nov '20) they will be cleaned at the end of the session.</p> <p>September '21 Cleaning schedules in pre-school will remain</p> <p>Children will stay at their set tables for lunch (Reception in pre-school). Hot meals will be provided in take-away containers for children eating in classrooms (Nursery/YR-2) Sept update: all meals are provided in take away containers, therefore no servery needed in hall</p> <p>Jan '21 Hot meals being served to FSM/UISM only w/c 11/1, with boxes of lunch food provided for collection for FSM children at home. Vouchers to replace this system from w/c: 18/1/21</p> |  |  | <p>Sept '21</p> <p>Jan '21</p> |
|---|---|--|--|--------------------------------|

|  |   |  |  |   |
|--|---|--|--|---|
|  | <p>Feb'21 Hot school meals now being provided for FSM/UISM and paid for. They continue to be provided in take away containers with disposable cutlery.</p> <p>June '21 Hot meals servery in the hall resumed</p> <p>Parents have been advised that packed lunches should only contain packaging children can open themselves to avoid cross-contamination Oct '20 some reminders have been sent to parents re; the need for children to be able to open their own packaging</p> <p>All children to have their own tray of resources (pencils, rubber etc.). Any shared resources e.g.: Maths counters will be cleaned with sanitiser at the end of the session.</p> <p>Children/parents have been informed to minimise what children bring to school - lunchbox, water bottle, suncream/hat (if needed), coats and P.E. kits (which are to be washed after each session)</p> <p>Books will be kept in school. All read books go into a book box and cleaned after 72 hours<br/>Jan '21 Reading books being sent home and put into quarantine for 1 week, then cleaned</p> <p>A cleaning schedule will ensure thorough cleaning occurs each evening by our contracted cleaner plus additional cleaning of high touch areas and</p> |  |  | <p>Feb '21</p> <p>June '21</p> <p>Jan '21</p> |
|--|---|--|--|---|

|  |  |                                    |         |   |
|--|--|------------------------------------|---------|---|
|  | <p>toilets by cleaner provided by Writhlington School</p> <p>Jan '21 Cleaning schedule to be completed by Contract cleaner and school staff during lockdown</p> <p>Feb '21 Cleaning schedule completed by contract cleaners, Writhlington cleaner and school staff.</p> <p>Feb '21 Teachers to be reminded to sign cleaning schedules after cleaning their workstations.</p> <p>September '21 all above measures to reduce cross-contamination remain in place. Cleaning completed by school staff and contract cleaners.</p> <p>Nov '21 Whole school assemblies to be paused, if children need to be gathered this should be done outside and ensuring children are distanced.<br/>Children to be distanced at lunchtimes - hot meals served in hall at set tables not face to face.<br/>Packed lunch children sit at their class table (cleaned before and after).<br/>Children not to sit facing each other in class.</p> | NdC/Class teachers/<br>Lunch staff | 1/11/21 | <p>Jan '21</p> <p>Feb'21</p> <p>Sept '21</p> <p>Nov '21</p> |
|--|--|------------------------------------|---------|---|

|  |   |     |   |   |
|--|---|-----|---|---|
| <p><u>Arrival at school</u></p> <p>To support social distancing and to avoid gatherings we will stagger the arrival of pupils at school (if possible).</p> <p>We will review entrances and exits to identify where a class has its own discrete entrance/exit that avoids contact with other groups.</p> <p>We will review entrances and exits and nominate who should use each one in order to restrict the numbers at any one time.</p> <p>Consideration will be given as to whether any different arrangements are necessary for the arrival of contractors to site.</p> <p>September '21 guidelines around drop off and collection of children are currently eased, including parents/carers wearing masks. However, this is subject to change owing to local rates of infection increasing.</p> <p>Contractors continue to be encouraged to arrive outside of drop off/collection times owing to the available parking space.</p> | <p>Owing to the numbers of children in school, it will not be necessary to adjust start and end times:-</p> <p>Breakfast club: Approx 8 children 8am-8:30am</p> <p>After-School Club: Approx 8 children 4:15/5pm</p> <p>Pre-School: 10 Children using pre-school gate 9am-3pm</p> <p>Reception: 6 Children using pre-school gate 8:50am - 3:10pm Oct review: as of 3rd Nov Reception to enter school using main gate to reinforce the need for children to arrive in time for their first lesson at 9am. This will increase the number of children arriving at main gate by 4 at 8:50 owing to Breakfast club arrivals.</p> <p>Y1-6 (not using wrap around care): Approx 14 children 8:50am - 3:10pm</p> <p>Jan '21 During current lockdown school is running 9am - 3:10 with no wrap around care.</p> <p>3 children arriving at main gate at 8:50</p> <p>9 children arriving at main gate at 9am</p> <p>Pre--school is currently open on Mondays and Wednesday. This is under review w/c 11/1/21 Currently 3 children arriving at pre-school gate at 9am</p> <p>18/1/21 Nursery is operating normal hours, Monday to Thursday 9-3, with 5 children attending</p> | NdC | <p>Sept '20</p> <p>Jan '21</p> <p>Feb '21</p> | <p>Reviewed Oct '20</p> <p>Jan '21</p> <p>Feb '21</p> |
|--|---|-----|---|---|

|  |  |          |         |  |
|--|--|----------|---------|--|
|  | <p>Feb '21 School day will revert to 8:50am - 3:10pm. Wrap around care will not run yet.</p> <p>April '21 Breakfast Club has resumed every morning and After-school club Mon - Weds, with an internally provided football club on a Thursday</p> <p>September '21 Breakfast/After -school club resumes full daily opening from 8am to 5pm Monday - Friday</p> <p>April '21 Some children identified with additional needs arrive by 8:40 and leave 3pm owing to anxiety seeing adults wearing face masks.</p> <p>Parents will be reminded to leave children at the gate and not to congregate or loiter</p> <p>May '21 Parents reminded to continue to wear masks to drop off and collect children and not to congregate.</p> <p>Contractors will be asked to enter the main gate either before 8:45, between 9:15 and 2:45 or after 3:30</p> <p>September '21 Parents/carers no longer required to wear face coverings to drop off/collect children. 3:10 collection time resumes for all pupils. This guidance is subject to change should there be an increase in positive cases in the school.</p> | LC/SB/CI | Ongoing |  |
|--|--|----------|---------|--|



|  |  |                           |         |         |
|--|--|---------------------------|---------|---------|
|  | <p>Review Oct '20: parents have been reminded not to drop children off on the zig zag lines in front of the school for the safety of all children. A TRO has been approved by the parish council and is now awaiting sign from SCC</p> <p>April '21 visiting therapists, professionals, volunteers and other visitors allowed on-site. All shown hand sanitisers and hand-washing facilities. All visitors given adequate, ventilated space to work with children if this is the nature of their visit.</p> <p>April '21 Volunteers asked to re-apply for a DBS and to complete all relevant paperwork owing to being away from school for more than 6 months.</p> <p>September '21 Face coverings are no longer required to be worn by adults in school but are expected to wear them if in enclosed, crowded spaces. This guidance is subject to change should there be an increase in positive cases in the school.</p> <p>Nov '21 Face coverings required in high traffic areas when moving around school and on coaches. Adults to wear face coverings at the gate.</p> | NdC/ All adults in school | 1/11/21 | 1/11/21 |
|--|--|---------------------------|---------|---------|



|  |  |  |                                |  |
|--|--|--|--------------------------------|--|
| <p><u>Use of toilets</u></p> <p>Different groups do not need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet</p>   | <p>Only 1 child will be allowed in the toilet at once</p> <p>September '21 Toilets may be used by more than 1 child. Windows to be opened to allow ventilation.</p> <p>Nov '21 Only 1 child allowed in a toilet at any one time</p>  | <p>Teaching staff</p>                            | <p>Ongoing</p>                 | <p>Sept '20</p> <p>Reviewed: Sept '21</p> <p>Nov '21</p> |
| <p><u>Use of outdoor space</u></p> <p>When possible, we will use outdoor space as this can limit transmission and allow distance between children</p> <p>Outdoor equipment will be regularly cleaned and not used by multiple groups at the same time.</p> <p>Play time will take place in discrete groups. Where necessary the playground will be marked out into designated areas</p> <p>September '21 Outdoor space does not need to be used excessively, although may be in response to an outbreak.</p> <p>Nov '21 Outdoor space to be used to limit transmission</p> | <p>Parents will be asked to provide appropriate protection from the weather: suncream/hat to be kept in school, plus waterproof coats and wellies. Children without appropriate protection will not be able to join in with activities and parents will be reminded.</p> <p>Parents have been asked to ensure water bottles are brought to school every day and must be encouraged to drink water regularly on hot days. Climbing equipment not to be used currently. Any equipment used to be cleaned at the end of break. Reviewed Sept: Children to be allowed to use climbing equipment on Tuesdays and Fridays to allow at least 72 hours between use. Small play equipment has been placed in boxes - 1 for each day - to allow for small games. Children wash/sanitise hands after each play session.</p> <p>The outdoor areas of the school (Playground/field/conservation area) have been</p> | <p>NdC/ Teaching staff</p> <p>Teaching staff</p> | <p>Ongoing</p> <p>Sept '20</p> | <p>Reviewed Sept '20</p>                                 |

|  |  |                           |          |          |
|--|--|---------------------------|----------|----------|
|  | <p>timetabled to allow play to occur in 3 groups - Pre-school and Reception, Y1-3, Y4-6. The timetable also covers sharing the spaces for the purposes of lessons. Pre-school and Reception will also have the use of the Hornbeams outside play area. Reviewed Sept.: Separating groups has become impossible owing to wet/muddy environment on field and conservation area. All children in playground (26 children).<br/>Jan '21 currently 15 children in main school playing together in playground</p> <p>Feb '21 26 children spread across both areas of the playground (from 22/2/21)</p> <p>April '21 26 children now spread across both areas of the playground plus the field (except when very wet and muddy)</p> <p>September '21 Outside classes will be used as prior to the pandemic and may increase if needed in response to an outbreak.<br/>Children allowed to use outdoor spaces during break times as deemed suitable by the supervising teacher.</p> <p>Nov '21 Outdoor spaces to be used for P.E. lessons at all times when weather allows.<br/>Outdoor space to be used if whole school gathering is required.<br/>Teachers encouraged to use outdoors for lessons where appropriate.</p> |                           |          |          |
|  |  | NdC/<br>Teaching<br>Staff | Jan '21  | Jan '21  |
|  |  |                           | Feb '21  | Feb '21  |
|  |  |                           | Sept '21 | Sept '21 |
|  |  | NdC/ All staff            | 1/11/21  | 1/11/21  |

|  |   |   |                                |          |
|--|---|---|--------------------------------|----------|
|  | Staff on duty at playtimes to monitor play to ensure large groups of children do not gather.  |   |                                |          |
| <p><u>PPE: gloves</u></p> <p>When possible, spillages etc. should be cleared by the cleaning staff. If these staff are not available, then disposable gloves must be worn. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p><u>PPE: Face masks</u></p> <p>In non-health care settings there is currently no requirement or guidance for face masks. However, the schools will have disposable masks available for use should the guidance change and for situations where an urgent requirement to break the social distancing guidelines is required (in early years or primary setting or during first aid need for example). Those staff who wish to wear a face mask may request one.</p> <p>Staff should remember that current guidance emphasises not face-to-face and handwashing behaviours above all else.</p> <p><a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/the-use-of-personal-protective-equipment-ppe-in-education-childcare-and-childrens-social-care-settings-including-for-aerosol-generating-procedure">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/the-use-of-personal-protective-equipment-ppe-in-education-childcare-and-childrens-social-care-settings-including-for-aerosol-generating-procedure</a></p> | <p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing and that gloves can also spread the virus.</p> <p>P.P.E. emergency kits with aprons, visors, masks and gloves have been provided in both teaching rooms in the event of emergencies such as sickness.</p> <p>September '21 This guidance continues</p> | <p>NdC/All Staff</p> <p>NdC/<br/>Further<br/>Resources<br/>from Trust</p> | <p>Ongoing</p> <p>Sept '20</p> | Sept '20 |



|  |   |     |                           |  |
|--|---|-----|---------------------------|--|
|  | <p>to wear P.E. kits to school on P.E. days as current classroom locations prevent safe and separate changing areas for boys and girls.</p> <p>September '21 Schools must be well ventilated (COVID-19 Operational Guidance 27/8/21) and classrooms maintain a comfortable teaching environment. Temperatures will be monitored as windows remain open and the autumn progresses. Fire doors must not be propped open to increase ventilation.</p> <p>CO2 monitors are being sent to all schools to monitor ventilation around schools.</p> <p>Children may continue to arrive at school wearing P.E. kit on the days they do P.E.</p> <p>Parents/Careers and other visitors are currently allowed on-site for events e.g.: plays. Fresh air flow will be increased to allow for additional ventilation (including considering outdoor events), face masks may be expected if the event is to result in a crowded space.</p> <p>Nov '21 September guidance to continue plus monitoring of airflow to commence on receipt of CO2 monitor to ensure adequate airflow whilst trying to maintain a comfortable temperature.</p> | NdC | On receipt of CO2 monitor |  |
|--|---|-----|---------------------------|--|

|  |   |                      |                |  |
|--|---|----------------------|----------------|--|
| <p><u>Fire Evacuation</u></p> <p>Normal school fire evacuation systems remain in place, including muster points</p>  | <p>Once at fire muster points adults will ensure children are spaced 1 metres + apart (sitting down if the weather allows). If a very hot day, children to be sat in shaded area under Hornbeam tree in playground.</p> <p>Successful fire drill practice 15th October<br/>Dec '21 fire drill practice highlighted classes reminded quickest route out from new working spaces</p> <p>Feb '21 Successful fire drill 10/2/21 where staff stood children in sunlight to keep warm</p> <p>March/May/July '21: Successful fire drills</p> <p>September '21: termly fire drills to continue as normal.</p> | <p>NdC/All staff</p> | <p>ongoing</p> | <p>Sept '20</p> <p>Reviewed Termly</p> |
| <p><u>Symptoms of Covid-19 – staff</u></p> <p>If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance and get tested.</p> <p>Tests can be booked online through the NHS <a href="#">testing and tracing for coronavirus website</a>, or ordered by telephone via NHS 119 for those without access to the internet. Staff in schools have priority access to testing.</p> <p>If a test is negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. Other members of their household can stop self-isolating.</p> | <p>Line managers will offer support to staff who are affected by Coronavirus or has a family member affected. In the first instance this will be through the headteacher NdC who will signpost families to necessary support.</p> <p>Schools should contact the local health protection team to assess what actions need to be taken. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate</p>  | <p>NdC</p>           | <p>Ongoing</p> | <p>Reviewed Oct '20</p>                |



|  |   |  |            |            |
|--|---|--|------------|------------|
| <p>If a test is positive they should follow the <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a> and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days</p> <p>Jan ‘21 Guidance now states other members of the household to isolate for 10 days.</p> <p>Feb ‘21 Guidance clarifies this as 10 full days after the day of becoming symptomatic/being in contact with someone who tests positive</p> <p>August 2021 - Schools operational guidance - GOV UK states:<br/>Contact tracing by schools finished on 18/7/21 and is now conducted by NHS Track and Trace. School may be asked to help identify close contacts. Close contacts will be advised to have a PCR test</p> <p>Individuals living in the same household or have been a close contact of someone with COVID-19 are not required to isolate if:</p> <ul style="list-style-type: none"> <li>• they are fully vaccinated</li> <li>• they are below the age of 18 years and 6 months</li> </ul> | <p>for 14 days since they were last in close contact with that person when they were infectious.</p> <p>Feb ‘21 Self-isolation period is now 10 full days starting the day after contact with a person who has tested positive for Covid 19.</p> <p>The school will keep a record of pupils and staff associated with each group (bubble) to assist the trace process.</p> <p>Staff to be reminded about the signs, symptoms and procedures during Inset on September 1st.</p> <p>Oct ‘20 Advice on symptoms has been given to a number of families and staff. No positive results have yet been recorded.</p> <p>Dec ‘20 Nursery closed for 14 days after a member of staff tested positive for Covid. No other case reported</p> <p>Jan ‘21 Lateral Flow tests available for all staff to use twice weekly for home testing. Not compulsory but everyone encouraged to do so. Record of test results and kits given out kept in office. A positive LFD test will need confirming with a PCR test within 2 days. A negative PCR test overrides a positive LFD test.</p> <p>May ‘21 Any adults who have travelled outside the common travel area must self-isolate for 10 days before coming into school. Staff will be reminded that any holidays taken should not affect their term-time working.</p> |  | August ‘21 | August ‘21 |
|--|---|--|------------|------------|

|   |  |                       |                               |                               |
|---|--|-----------------------|-------------------------------|-------------------------------|
| <ul style="list-style-type: none"> <li>• they have taken part in or are currently part of an approved COVID-19 vaccine trial</li> <li>• they are not vaccinated for medical reasons</li> </ul> <p>Controls may be stepped up or down in the case of a setting or local outbreak, or central government measures.</p> <p>Adults should not come into school if they have symptoms of COVID 19, have had a positive test result or any other reason requiring them to stay at home e.g.: quarantine</p> <p>Any adult in school who develops COVID 10 symptoms, however mild, should be sent home to follow public health advice.</p> <p><a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</a></p> | <p>September '21</p> <p>Twice weekly lateral flow testing for all staff resumes. This is due to be reviewed by the government at the end of September.</p> <p><b>Nov '21 Staff are strongly reminded to conduct twice weekly lateral flow tests</b></p> <p>Staff and pupils identified as close contacts will continue to attend school and do not need to wear face masks at school but are expected to wear them on transport, such as a school trip.</p> <p>September '21 Self-isolation should continue after 10 days if the person feels unwell or continues to have a high temperature. Medical advice should be sought in this case.</p> <p>September '21 adults who are a close contact do not need to isolate if they meet the qualifying criteria.</p> <p>Adults travelling from abroad must follow the relevant testing and isolation guidelines. Staff will be reminded that any holidays taken should not affect their term-time working.</p> <p><a href="https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19">https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19</a></p> <p><b>Nov '21 School to manage contact tracing of staff cases. Staff awaiting PCR results to take daily Lateral Flow tests and only to attend if the result is negative.</b></p> | <p>NdC</p> <p>NdC</p> | <p>1/11/21</p> <p>1/11/21</p> | <p>1/11/21</p> <p>1/11/21</p> |
|---|--|-----------------------|-------------------------------|-------------------------------|

|  |   |               |         |   |
|--|---|---------------|---------|---|
|  | All adults in school strongly encouraged to take up vaccinations offered including boosters.  |               |         |   |
| <p><u>Symptoms of Covid-19 – pupils</u></p> <ul style="list-style-type: none"> <li>Any pupil who displays signs of being unwell will be moved, preferably to the Brunel classroom whilst awaiting collection (whilst still ensuring pupil is safe).</li> <li>Areas used by unwell pupils who need to go home will be thoroughly cleaned once vacated.</li> <li>Unwell pupils waiting to go home, should use different toilets (if possible) to the rest of the school to minimise the spread of infection. These facilities should then be cleaned prior to use by others</li> </ul> <p>August 2021 - Schools operational guidance - GOV UK states:<br/>Contact tracing by schools finished on 18/7/21 and is now conducted by NHS Track and Trace. School may be asked to help identify close contacts. Close contacts will be advised to have a PCR test<br/>Individuals living in the same household or have been a close contact of someone with COVID-19 are not required to isolate if:</p> <ul style="list-style-type: none"> <li>they are fully vaccinated</li> <li>they are below the age of 18 years and 6 months</li> <li>they have taken part in or are currently part of an approved COVID-19 vaccine trial</li> <li>they are not vaccinated for medical reasons</li> </ul> | <p>The child will be removed either to outside the office (if weather allows) or to the upstairs classroom. The Child's temperature will be checked using infra-red thermometer. It will not be possible for children to use a different toilet if necessary , however this will be cleaned thoroughly after use.</p> <p>September '21 guidance to continue, with symptomatic child sat outside or in cloakroom if weather is bad. No other child allowed in cloakroom at that time. Hall door to be closed and outside door opened.</p> <p>The child who has shown symptoms will need to self -isolate for 10 days (Feb '21 10 full days after the day of becoming symptomatic or a positive test if non-symptomatic) and should be tested. The school will ensure that relevant guidance is followed before the pupil returns to school.</p> <p>Where Covid-19 is confirmed, the school will contact the <b>local health protection team</b> for guidance. Those who have been in close contact will be required to self- isolate for 14 days.<br/>Jan '21 Latest guidance states self-isolation for 10 days<br/>September '21 Self-isolation should continue after 10 days if the child feels unwell or continues to</p> | NdC/All staff | ongoing | <p>Reviewed Oct '20</p> <p>Reviewed Sept '21</p> <p>Jan '21</p> |

|   |  |     |         |  |
|---|--|-----|---------|--|
| <p>Controls may be stepped up or down in the case of a setting or local outbreak, or central government measures.</p> <p>Children or pupils should not come into school if they have symptoms of COVID 19, have had a positive test result or any other reason requiring them to stay at home e.g.: quarantine</p> <p>Any child or pupil in school who develops COVID 10 symptoms, however mild, should be sent home to follow public health advice.<br/> <a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</a></p> | <p>have a high temperature. Medical advice should be sought in this case.</p> <p>September '21 children under the age of 18 years and 6 months and are a close contact do not need to isolate.</p> <p>Nov '21 Children identified as close contacts should be taken for a PCR test. Children may attend school whilst waiting for results but we strongly request they take daily Lateral Flow tests whilst waiting for results and only to attend if the result is negative.</p> <p>Family members of nursery and primary age children are recommended to take a twice weekly lateral flow test.</p> <p>May '21 Any children who have travelled outside the common travel area must self-isolate for 10 days before coming back to school. Families will be reminded that holidays should not affect term time.</p> <p>September '21 Any children travelling from abroad must follow the relevant age-related guidelines. Families will be reminded that holidays should not affect term times.<br/> <a href="https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19">https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19</a></p> <p>September '21 All Clinically Extremely Vulnerable should be at school unless one of the very small number of children under paediatric or specialist care advised by their clinician or other specialist not to attend.</p> | NdC | 1/11/21 |  |
|---|--|-----|---------|--|

|   |  |                       |                |  |
|---|--|-----------------------|----------------|--|
| <p><u>Confirmed Covid-19 and Riddor reporting</u></p> <p>There may be a requirement for RIDDOR (The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) if:</p> <ul style="list-style-type: none"> <li>• An incident at work has led to possible or actual exposure to Covid-19</li> <li>• A member of staff has Covid-19 caused by exposure at work</li> </ul> <p>August 2021 - Contingency Framework: Education and Childcare Setting August 2021</p> <p>Reporting of Covid 19 incidence, now phrased as seeking public health advice is through the DfE helpline (0800 046 8687 option 1) when meeting the following thresholds (whichever is reached first):</p> <ul style="list-style-type: none"> <li>• 5 children, pupils, students or staff who are likely to have mixed closely, test positive for COVID-19 within a 10 day period; or</li> <li>• 10% children, pupils, students or staff who are likely to have mixed closely, test positive for COVID-19 within a 10 day period</li> </ul> <p>For setting that operate with 20 or fewer children, pupils, students or staff at any one time:</p> | <p>Headteachers or senior leaders will seek advice prior to making Riddor reports. This will be through Services Director. If reports are needed these will be made on our behalf through MNSP Trust</p> <p>Oct Review: School has now been added to BANES One Stop reporting system through MNSP</p> <p>September 2021<br/>At Hemington School this will mean 3 children, pupils, students or staff in either Nightingale or Brunel Class, a friendship group at playtime or breakfast/after-school club. In Hornbeams Pre-school this would mean 2 children, pupils, students or staff.</p> <p>Additional actions may be put into place including:</p> <ul style="list-style-type: none"> <li>• one-off enhanced cleaning</li> <li>• further improving ventilation</li> <li>• Where possible, lessons taken outside</li> <li>• Temporary use of face masks by staff</li> </ul> <p>These measures may be enhanced by the decision of a Director of Public Health or a Health Protection Team up to the short-term restriction of attendance.</p> <p><i>Also see School Contingency Plan</i></p> | <p>NdC</p> <p>NdC</p> | <p>Ongoing</p> | <p>Reviewed<br/>Oct '20</p> <p>Nov '21</p> |
|---|--|-----------------------|----------------|--|

|   |   |       |  |  |
|---|---|-------|--|--|
| <ul style="list-style-type: none"> <li>2 children, pupils, students or staff who are likely to have mixed closely, test positive for COVID-19 within a 10 day period</li> </ul> <p>Also, if a pupil, student, child or member of staff is admitted to hospital.</p>   | <p>Nov '21 School to take responsibility for contact tracing in staff cases.</p> <p>One off deep clean in October half term completed.</p> <p>Twice daily cleaning of high touch points including in staffrooms, classrooms and toilets to continue.</p> <p>Enhanced use of outside, face masks and ventilation re-introduce (<i>see above</i>)</p>   |       | 1/11/21 - 15/11/21 (in the first instance) |  |
| <p><u>Transport arrangements</u></p> <p>We will encourage parents and children to walk or cycle where possible and will signpost to government guidance.</p>  | <p>This will be done in communications from Trust CEO to parents.</p>   | Trust | Sept '20                                   | Sept '20                                 |
| <p><u>Mental Health</u></p> <p>Management will promote mental health &amp; wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help. Staff can call the Employee Assistance Helpline at any time (0800 030 5182)</p> <p>Other guidance:</p> <p><a href="https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/">https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/</a></p> <p><a href="https://www.mentalhealthatwork.org.uk/toolkit/ourfrontline-education/">https://www.mentalhealthatwork.org.uk/toolkit/ourfrontline-education/</a></p> <p><a href="https://www.educationsupport.org.uk/">https://www.educationsupport.org.uk/</a></p> | <p>NdC to oversee this.</p> <p>Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast changing situation.</p> <p>Regular communication of mental health information and open door policy for those who need additional support. Also senior leader will refer to MAT Central HR team when in doubt.</p> <p>Reviewed Nov '20: physical move of Reception into hall with Nightingale class to relieve pressure caused by more children now attending pre-school. Additional release time for teachers being considered to allow additional pressures on responsibilities at this pressurised time.</p> | NdC   | Ongoing                                    | Reviewed Oct '20<br><br>Reviewed Nov '20 |
|   |   |       | Jan '21                                    | Jan '21                                  |

|  |  |               |          |          |
|--|--|---------------|----------|----------|
|  | <p>Jan '21 Teachers are teaching live lessons online and children in the classroom. Therefore, they are not teaching face to face in the afternoons to allow for preparation and contacting children at home who have not attended that day's lesson or need additional support.</p> <p>Support staff timetable being reviewed 15/1/21 to ensure enough cover in school without adding risk of too many staff on-site at any given time.</p> <p>w/c 18/1/21 This has been superseded by the re-opening of nursery, taking pre-school staff out of main school.</p> <p>19/1/21 All staff have been signposted to weekly mental health sessions being run by Somerset LA</p> <p>24/2/21 All staff signposted to the government website for mental health and wellbeing: <a href="http://educationsupport.org.uk">educationsupport.org.uk</a></p> <p>Feb '21 With all children in school from 22/2/21 release time will entail 2 afternoons for F/T teacher and 1 afternoon for P/T teachers to allow for a little additional release time during this time of additional pressure.</p> <p>May '21 PPA has returned to normal timings</p> <p>May '21 A number of staff absences has resulted in additional pressure on staff still in school. Headteacher to ensure all staff are taking correct breaktimes to allow to rest</p> <p>September '21 Term begins with 3 members of staff missing owing to non-covid related absence. Staff are encouraged to speak to headteacher or</p> |               | Feb '21  | Feb '21  |
|  |  | NdC/All staff | Sept '21 | Spet '21 |





|  |  |   |   |   |
|--|--|---|---|---|
|  | <p>21/10/21 Letter from CEO to parents/carers and staff with latest local updates on Covid 19 cases and the effect in Trust schools</p> <p>31/10/21 Letter from NdC to parents signposting the latest Risk Assessment</p>  | AWi/CII<br>NdC/CI                                       | 21/10/21<br>31/10/21  | 21/10/21<br>31/10/21  |
| <p><u>BAME</u></p> <p>Children from BAME backgrounds to be given opportunities to discuss any concerns around Covid 19 and adults to ensure due care and attention be paid to their health and wellbeing</p>   | ELSA and pastoral work to allow times for all children to discuss their concerns in addition to all adults being vigilant over children's health and wellbeing   | NdC plus all other staff                                | Ongoing   | Ongoing   |
| <p><u>Trips</u></p> <p>As of 12th April Educational day trips for school children are permitted, following Covid safe guidelines</p> <p>September '21 All educational visits are allowed, taking consideration of guidelines for overseas visits. Adequate financial protection to be put in place.</p> <p>Nov '21 Consideration of trips to be postponed until further direction from Somerset Director of Public Health following initial 2 week's additional measures</p> | <p>April '21 Swimming lessons for the Junior Class have resumed. A new Swimming lesson risk assessment has been written with reference to Midsomer Norton Leisure Centre's Covid 19 Risk Assessment. Children to have temperatures taken on arrival, must arrive in swimming kit (with clothes over the top) and must place swimming bags in the window next to the pool rather than the changing rooms Changing after swimming is conducted in the changing rooms.</p> <p>April '21 Minibus used to transport children to swimming and any educational visits are cleaned using a 'fogger' 3 times a day. The minibus is ventilated during the journey and adults wear a mask.</p> <p>May '21 Planned Educational Day trips will be fully Risk Assessed, making use of the Covid 19 risk assessment for the destination.</p> <p>September '21 Educational trips will be encouraged. All trips are UK based. Financial cover will be investigated, particularly for the Y6</p> | <p>NdC plus accompany-<br/>-ing staff</p> <p>NdC/SB</p> | <p>April '21</p> <p>Each trip</p> <p>Each Trip</p> <p>Each trip</p> | <p>April '21</p> <p>As needed</p> <p>As needed</p> <p>As needed</p> |

|  |   |     |         |         |
|--|---|-----|---------|---------|
|  | end of year camp. Adults to continue to wear face coverings on school transport.<br><br>Nov '21 No trips until at least the end of two week additional guidelines | NdC | 31/1/21 | 31/1/21 |
|--|---|-----|---------|---------|

\*Items marked ongoing have been implemented at the start of lockdown and may need constant checking throughout Conronavirus measures