



CRICKLADE
MANOR PREP

'BACK TO SCHOOL' PLAN

21st October 2020

Updates from 8th June highlighted in yellow

Effective Infection Protection and Control

<p>Government's Advice</p>	<ul style="list-style-type: none"> • Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges • Clean hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered • Ensure good respiratory hygiene - promote the 'catch it, bin it, kill it' approach • Clean frequently touched surfaces often using standard products, such as detergents and bleach • Minimise contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)
<p>CMP's Response</p>	<ul style="list-style-type: none"> • We ask that parents take their child's temperature (and their own) before leaving home in the morning. If they have a raised temperature, they should not come to school • Pupils who present with signs of Covid-19 during the day at school be sent immediately to the office where they will be assessed, and parents will be contacted • Pupils and staff will be asked to wash/sanitise their hands upon entry to the school in the morning, at break time, lunch time and before they leave to go home • Each room will have tissues so that 'catch it, bin it, kill it' process can be upheld. Tissue bins will be emptied regularly with the contents disposed of in a plastic bag which is then double bagged prior to disposal. • Hand sanitiser dispensers will be put up on external and internal walls around the school, particularly next to entrances • Thorough cleaning will take place at the beginning and end of each day and more frequently in the high traffic and contact areas during the day using specialised cleaning products • A range of measures outlined in the sections below will be implemented to minimise contact between pupils • Where we are able to keep children 2 metres away from each other, we will • There will be no more than 25 pupils per class with the minimum necessary number of adults • Desks will be spaced as far apart as is possible • Unnecessary items will be removed from the classrooms • Toys and resources that are difficult to clean will be put into storage • Soft furnishings will be removed where possible, such as blankets, cushions, soft toys etc • Lessons will be taken outdoors wherever possible • The curriculum will be augmented to ensure that the children's wellbeing is a priority and that they limit contact with different adults • Classroom windows and doors will be open to allow good ventilation • Apparatus used in lessons that has to be shared between children will be minimised, only used if essential, and cleaned between use • No apparatus will be shared between classes unless appropriately sanitised • Children will be asked to bring their own small pencil case, which will stay in their classroom • Reading scheme books cannot be shared by different classes. Each classroom will be assigned a selection and will use these to read to their teacher. Families are encouraged to use Oxford Owls online books at home • Doors around the school will be propped open to reduce the need for touching door handles • A one-way system will be imposed where required with children keeping to the left at all times

	<ul style="list-style-type: none"> • Playtimes will be organised to minimise contact between groups of children • Outdoor play equipment will not be used • Toilet facilities will be assigned to particular groups to reduce the sharing of these facilities • Entrances will be assigned for each bubble to avoid cross bubble contact
Parental Responsibility	<ul style="list-style-type: none"> • Ensure children are well enough to come to school • Wash hands at home before travelling to school • If a child displays any of the symptoms of Coronavirus, parents should be prepared to pick up their child immediately from school should it be requested • Parents to update the school with any changes to their emergency contact details

Use of PPE

Government's Advice	<ul style="list-style-type: none"> • Wearing a face covering or face mask in schools or other education settings is not recommended. • PPE is only needed in a very small number of cases including: <ul style="list-style-type: none"> ○ Children, young people and students whose care routinely already the use of PPE due to their intimate care needs should continue to receive their care in the same way ○ If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn
CMP's Response	<ul style="list-style-type: none"> • Children wearing face coverings pose a greater risk of transmission, since they are unlikely to handle them properly and therefore may not wear masks • Staff may choose to wear a face covering • Pupils in Nursery who require nappies to be changed will continue to be cared for in the same way and the staff will have the appropriate PPE as normal • Children or staff who become unwell will go to the school office where the staff will have access to face masks, gloves, disposable aprons and protective glasses. Children will then be assessed and moved to the medical room • A toilet near the medical room will be designated for anyone presenting with symptoms of Covid-19 and will be thoroughly cleaned after each use, as will the medical room following the guidance for cleaning
Parental Responsibility	<ul style="list-style-type: none"> • Parents are requested not to send their children to school with PPE

Social Distancing

Government's Advice	<ul style="list-style-type: none"> • Unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. • Where settings can keep children and young people in those small groups 2 metres away from each other, they should do so. While in general groups should be kept apart, brief, transitory contact, such as passing in a corridor, is low risk
---------------------	--

	<ul style="list-style-type: none"> • It is still important to reduce contact between people as much as possible, and we can achieve that and reduce transmission risk by ensuring children, young people and staff where possible, only mix in a small, consistent group and that small group stays away from other people and groups • Consider a one-way circulation, or place a divider down the middle of the corridor to keep groups apart as they move through the setting where spaces are accessed by corridors
CMP's Response	<ul style="list-style-type: none"> • Classrooms will be allocated to different year groups to allow for as much distance as possible to be put between desks • Group sizes will be limited and the children in those groups will remain in contact with their group only throughout the day • As far as is practicable, lessons will take place in the same room throughout the day, or outside, and teachers will move to the class. See section on 'Classrooms' for more detail • A one-way system will be imposed where required with children keeping to the left at all times
Parental Responsibility	<ul style="list-style-type: none"> • Speak to their children using the guidelines provided by the school

Classrooms

Government's Advice	<ul style="list-style-type: none"> • For primary schools, classes should normally be no more than 15 pupils per small group and one teacher • Organise classrooms and other learning environments such as workshops and science labs for those groups, maintaining space between seats and desks where possible • Access rooms directly from outside where possible • Ensure that children and young people are in the same small groups at all times each day, and different groups are not mixed during the day, or on subsequent days • Ensure that wherever possible children and young people use the same classroom or area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day. In schools you may want to consider seating students at the same desk each day if they attend on consecutive days • Reduce the use of shared resources by limiting the amount of shared resources that are taken home and limit exchange of take-home resources • Prevent the sharing of stationery and other equipment where possible.
CMP's Response	<ul style="list-style-type: none"> • Children, where possible will remain in their form rooms. Specialist lessons will take place in different locations but these locations will be sanitized in between each lesson. • Children will move to the following locations for specialist lessons: <ul style="list-style-type: none"> ○ Science - 2x Science labs ○ Music - Chapel ○ Art - 2 x Art rooms ○ Games/PE - Outdoors ○ Homework Club - Hall • Pre School children will use their normal classroom. All other Nursery children will use the Sapling classroom. If numbers require it, we will also use the Acorn classroom

	<ul style="list-style-type: none"> • Hand sanitizers have been put up at each entrance to ensure hands are clean before entering
Parental Responsibility	<ul style="list-style-type: none"> • Parents to provide children with a pencil case containing pens, pencils, rubber, ruler, sharpener, colouring pencils (and calculator for Y6)

Teaching and Timetables

Government's Advice	<ul style="list-style-type: none"> • If there are any shortages of teachers, then teaching assistants can be allocated to lead a group, working under the direction of a teacher • Use (adapt) the timetable and the selection of classrooms or other learning environment to reduce movement around the school or building and consider which lessons or classroom activities could take place outdoors • Ensure that the same teacher(s) and other staff are assigned to each group and, as far as possible, these stay the same during the day and on subsequent days, recognising for secondary and college settings there will be some subject specialist rotation of staff
CMP's Response	<ul style="list-style-type: none"> • The timetable has been adapted to minimise the movement of pupils around the school • Lessons have been extended to 1 hour periods to allow more time to focus on the children's mental health and wellbeing • Plans have been developed to maintain teaching for the following scenarios: <ul style="list-style-type: none"> ○ Whole school lockdown ○ Whole bubble isolation (multiple year groups) ○ Class isolation ○ Individual isolation • A blended learning programme has been developed to ensure those children awaiting results from Covid tests can still access their normal lessons
Parental Responsibility	<ul style="list-style-type: none"> • To be flexible and understanding that the lesson subject, time and teacher may change without warning

Cloakroom Use

Government's Advice	<ul style="list-style-type: none"> • Ensure that toilets do not become crowded by limiting the number of children or young people who use the toilet facilities at one time
---------------------	--

CMP's Response	<ul style="list-style-type: none"> As far as practicable, pupils will be given staggered times to use the toilets and they will be asked to go in on a one in/one out basis during the daytime Bubbles have been assigned their own toilets to use
Parental Responsibility	<ul style="list-style-type: none"> To send in a spare set of clean clothes for EYFS

Lunch and Playtime Provision

Government's Advice	<ul style="list-style-type: none"> Consider how to keep small groups of children together throughout the day and to avoid larger groups of children mixing Consider how play equipment is used ensuring it is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously Stagger break times (including lunch), so that all children are not moving around the school at the same time Staggering lunch breaks - children and young people should clean their hands beforehand and enter in the groups they are already in groups should be kept apart as much as possible and tables should be cleaned between each group. If such measures are not possible, children should be brought their lunch in their classrooms
CMP's Response	<ul style="list-style-type: none"> Each group of children will be allocated an area of the playground, playing fields or astro turf to play and, depending on numbers of children in school, breaks will be taken at the same time as we can manage the children and space effectively The big and little adventure playgrounds as well as the communal toys will be out of bounds due to difficulties of ensuring they are properly cleaned In the dining hall the children are socially distanced within their classes and allocated a seating area
Parental Responsibility	<ul style="list-style-type: none"> Children may bring their own skipping ropes or other playtime toys on the understanding that they must not share with other children

Start and End of the Day

Government's Advice	<ul style="list-style-type: none"> Make clear to parents that they cannot gather at entrance gates or doors, or enter the site (unless they have a pre-arranged appointment, which should be conducted safely) Stagger drop-off and collection times Plan parents' drop-off and pick-up protocols that minimise adult to adult contact Consider how children and young people arrive at the education or childcare setting
CMP's Response	<ul style="list-style-type: none"> We ask that parents take their child's temperature (and their own) before leaving home in the morning. If they have a raised temperature, they should not come to school

	<ul style="list-style-type: none"> At pick up time parents should wait outside in the playground or outside the Early years building at a distance of 2 metres apart and the children will be brought out to them one at a time
Parental Responsibility	<ul style="list-style-type: none"> To ensure children arrive and are picked up at the designated time

What happens if there is a confirmed case of Coronavirus in school or in your home?

Government's Advice	<ul style="list-style-type: none"> When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take. In some cases a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure - perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary
CMP's Response	<ul style="list-style-type: none"> We will follow the NHS and government guidelines As the children are separated into Form Groups it is unlikely that there will be cross year group infection Should a child present with symptoms then that whole Form Group are required to self isolate for 14 days and will not be allowed into school The affected classroom will be deep cleaned If a staff member, who teaches multiple classes (such as Mr Davies) becomes infected it may be necessary to take more drastic action, including closing the whole school to prevent a localised breakout
Parental Responsibility	<ul style="list-style-type: none"> To follow the NHS guidelines on self isolation if required To notify the school if there is a confirmed coronavirus case within the home