



## Nettlesworth Primary School - Reopening Plan in Preparation for September 2020

This plan, which is part of a wider reopening plan and risk assessment, serves to support pupils, staff and visitors through the reopening of the school after a period of partial closure due to Covid19 and has been informed by the following government guidance:

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

[What parents and carers need to know about schools and other education settings during the coronavirus outbreak](#)

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>

[https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings?utm\\_source=02a881e2-265a-4b6d-a67d-38470d12440a&utm\\_medium=email&utm\\_campaign=govuk-notifications&utm\\_content=immediate](https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings?utm_source=02a881e2-265a-4b6d-a67d-38470d12440a&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate)

The public health advice applied in this plan makes up a PHE-endorsed 'system of controls', building on the hierarchy of protective measures that have been in use throughout the coronavirus (COVID-19) outbreak. These measures create an inherently safe environment for children and staff where the risk of infection is substantially reduced.

The plan is subject to change as a consequence of renewed advice from Public Health England, (PHE), UK Government and Department for Education and any other relevant body.

The plan has been agreed by the Local Governing Board of Nettlesworth Primary School.

## Section 1: Systems of Control

Area of Consideration	Action Taken to Consolidate Well-Being and Learning	Further considerations
<p>Health and Safety: Prevention of spread of Covid19</p>	<p>Reduce risk of spread of infection</p>	<p>Any individual with symptoms, or individuals who have tested positive in the last 7 days, must not enter school grounds. Any individual with symptoms must self-isolate for 7 days. If a member of a household has symptoms all members of the household will be required to self-isolate for 14 days. Parents should inform the school as soon as they are able to.</p> <p>Advice about Covid19 symptoms can be found at:</p> <p><a href="https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/">https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/</a></p> <p>Staff may request a Covid test at: <a href="#">Apply for a coronavirus test if you're an essential worker</a>.</p> <p>Staff with Covid19 or living with someone with Covid19 should isolate as directed by medical advice and an isolation note should be sent to school: <a href="https://111.nhs.uk/isolation-note/">https://111.nhs.uk/isolation-note/</a></p>
		<p>Any individual who is clinically extremely vulnerable must not attend school until Government guidance allows.</p>
		<p>If any pupil or adult in school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell, they will be sent home immediately. They must follow the 'stay at home' guidance (<a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</a>), meaning they must self-isolate for at least 7 days and should arrange to have a test. They can return to school if test is negative and they feel well enough to do so.</p>
		<p>When contacted by school if their child is displaying symptoms, a parent must arrange for their child to be collected immediately and directed to request Covid19 test <a href="https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested">https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</a>. Whilst awaiting collection, the child will be moved to the medical room in reception class. The child will be supervised by an appropriate adult, who will ensure they remain at least</p>

		<p>2m away from the child. The child will be offered reassurance. If a toilet visit is needed, the disabled toilet should be used.</p> <p>The supervising adult must wear PPE (face mask, disposable gloves, disposable apron) Once the child has been collected, any facilities/areas which have been used will be fully cleaned with disinfectant before being used by anyone else. If this cannot be done immediately, a sign will be placed on the door to advise others not to enter.</p> <p>Children and staff in the same bubble as the individual displaying symptoms should wash their hands immediately; they should not return to the classroom until the room has been cleaned.</p> <p>Adults and pupils who have been in close contact with the symptomatic child do not need to go home to self-isolate unless they develop symptoms themselves, if the symptomatic person subsequently tests positive, or if they have been requested to do so by Test and Trace.</p>
	<p>All those who have been in contact must immediately follow the good hand hygiene procedures.</p> <p>Pupils and staff will wash their hands:</p> <ul style="list-style-type: none"> <li>• On arrival to school</li> <li>• When returning to the classroom from playtime, lunchtime and any other occasion when they may have left the classroom and are returning</li> <li>• Before eating (fruit snacks/lunchtime)</li> <li>• After eating</li> <li>• After using the toilet</li> </ul> <p>Any other time it is appropriate (eg after coughing/sneezing)</p> <p>Pupils will be supported by staff in developing robust and effective handwashing routines, including educating the children of</p>	

	<p>the importance of good hand hygiene, discouraging the children from touching their faces, making this fun (rhymes etc)</p> <p>Any visitors to the school will be instructed to use hand sanitiser on entry to school.</p> <p>Children will be grouped into “bubbles” and the movement between bubbles of children and staff will be kept to a minimum. Start and departure times will be staggered, as will playtimes and lunchtimes. Wherever possible, resources will only be used within each bubble.</p> <p>Staff are advised not to wear jewellery</p>
Allocated toilets	<p>Toilet areas are allocated to each teaching room as follows:</p> <p>EYFS: In classroom</p> <p>Y1 &amp; Y2 - KS1 toilet</p> <p>Disabled toilet adjacent to school office for those displaying symptom of COVID 19</p> <p>KS2 classes - KS2 toilets</p> <p>Staff - Staff toilet</p> <p>Visitors - Disabled toilet adjacent to school office (Sanitising spray and disinfectant wipes available)</p>
Grouping of pupils and staff for “bubbles”	<p>Children must be escorted around school by an adult from their bubble. Children should not be given tasks to move around school, eg to deliver registers or collect photocopying.</p> <p>Whilst classes will be taught by their class teacher for the majority of the school week, other staff will at times may be working with the children. Some staff will therefore be working across different class bubbles/smaller groups. In these instances, the adults must endeavour to maintain a 2m distance, however it is recognised and accepted that this may be difficult, particularly with younger children. This applies to peripatetic teachers/other temporary staff too.</p> <p>Whenever possible, adults should limit time spent within 1m of others to a maximum of 1 minute, avoiding close face to face contact. If giving feedback to a pupil about their work this should be done over the shoulder of a pupil, rather than face-to-face. Written feedback should be limited to reduce handling of multiple books.</p>

Children should not be directed to work in close proximity to other children when completing group tasks.

Children should record individually using individually allocated resources.

When the needs of pupils require closer contact (eg administering first aid, intimate care needs etc) a facemask and gloves should be worn.

Children will be encouraged to remain a safe distance away from adults. Children will also be encouraged not to have physical contact with one another, although it is recognised that younger children will find this more difficult

Adults in school should try and maintain a distance of 2m from other adults at all times. It is the responsibility of every staff member to adhere to this as far as is possible, to maintain their own safety and that of colleagues.

Furniture in classrooms will be arranged, as far as is possible, to allow children to be seated side by side, facing the teacher, rather than facing one another at close proximity. Children will be allocated a seat in the classroom and, as far as possible, will remain in this seat. If children need to move tables during the day, the table/chair will be cleaned in between.

Windows are to be kept open to allow for ventilation

Resources such as soft toys and furnishings will remain out of use.

There will be no gatherings of two or more bubbles, (eg assemblies, hymn practice, collective worship). Collective worship will take place within class bubbles via Teams or Head Teacher in classroom

Playtimes and lunchtimes will be timetabled to avoid congestion in corridors and cloakroom areas. Class bubbles will have designated play areas and play equipment; where equipment is shared between bubbles it will be cleaned in between.

School meals will be eaten in the classrooms, at designated tables with staggered start times. Children with packed lunch will sit with their bubble to eat their lunch.

Class bubbles will be directed to use the toilet facilities at appropriate times. For ad hoc visits where pupils from different class bubbles may be present, children should ensure that they use the facilities one at a time.

Paper towels will be provided in the toilet areas.

[PLEASE INFORM PAUL NICHOLSON IF YOU REQUIRE ADDITIONAL CLEANING RESOURCES.](#)

Movement around school must be on the left hand side of corridors.

Social distancing must be applied in the staffroom area. Every staff member is responsible for cleaning their cutlery and crockery, (disposable cutlery may be used). Disinfectant spray will be readily available so that the handle of the fridge, toaster, taps etc can be cleaned prior to use.

Staff meetings will take place, using a room which allows for social distancing between all adults.

Pupil arrival times will be staggered. (See timetable below).

The one – way system will remain in place on the school site, and only one adult per family should enter the school premises when dropping off children. It is important that carers adhere to their designated time, and do not remain and gather on the school premises.

Classes will be welcomed by a member of staff at their allotted entrance.

Pupil departure times will be staggered. Children will assemble in school corridor at their designated time and should be collected by one adult. (See timetable below.)

Parents and carers are asked to communicate via email or telephone; admittance to school will not be permitted without a prior appointment. Parents and carers are encouraged to pay using ParentPay.

Where money, documents etc are received into the office, staff are required to use disposable gloves or wash their hands immediately after handling.

Professional colleagues (eg educational psychologist, social worker) will be allowed on site; an advice briefing will be given to all visitors, providing guidance on the physical distancing and hygiene measures which are in place and must be adhered to. Essential contractors will also be admitted;

<p>where this can be arranged it will be before or after the normal school day.</p> <p>All visitors will be required to record their contact details when they sign in.</p>	
<p>Stationery- children use their own allocated stationery stored in named plastic wallets which are to be wiped daily. Groups of children accessing a set of stationery should be kept to a minimum; the same group should use allocated stationery to reduce use by multiple children. Whenever possible, resources should be cleaned before being used by another child/small group of children. Stationery/pencil cases must not be brought into school from home. Staff should not share stationery.</p>	
<p>Toys and equipment- Limited toys/equipment should be made available. Toys/equipment should be allocated to a small group and before they are used by another group they should be cleaned.</p>	
<p>IT equipment must be cleaned after each child has used it.</p>	
<p>Books and games in the classroom should be cleaned regularly wherever possible, or laid aside untouched for at least 72 hours.</p>	
<p>Reading books and homework resources will be sent home. When they are returned they will be laid aside for at least 72 hours before they are handled.</p>	
<p>Resources that are shared between class bubbles, (eg. sport, science, art equipment,) should be cleaned after each use</p>	
	<p>Each bubble will use designated play equipment during breaks and this should be cleaned regularly. The adventure trails, tyres and outdoor gym equipment must not be used.</p>
	<p>All children must bring a hat and sunscreen should be applied at home as there will be an increase in outdoor activities.</p>
Supporting pupils with additional needs-close proximity support	<p>Where the needs of a pupil require close supervision (less than 1m distance, for more than 1 minute or within 2m for 15 minutes,) the supporting adult will wear a face mask and apron. Wherever possible support will be given at a distance of greater than 2m. This will be reviewed on an individual basis prior to reopening in September 2020, when further reasonable adjustments could be considered if appropriate.</p>

Essential hygiene measures to continue	<p>Wash your hands with soap and water often</p> <p>– use hand sanitiser gel if soap and water are not available</p> <p>PLEASE INFORM PAUL IF YOU REQUIRE ADDITIONAL HYGEINE RESOURCES.</p>
	<p>Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze</p> <p>PLEASE INFORM PAUL IF YOU REQUIRE ADDITIONAL TISSUES.</p>
	<p>Children will be taught about good respiratory hygiene, in an age-appropriate way (Catch it, Bin it, Kill it)</p>
	<p>Do not touch your eyes, nose or mouth if your hands are not clean</p>
	<p>Put used tissues in a lidded bin immediately</p>
	<p>Additional cleaning will be carried out across the day throughout the school to clean door handles, switches, surfaces, toilets, finger plates, photocopiers etc.</p> <p>Cleaning resources are readily available in every room. Shared resources must be cleaned after use.</p> <p>ALL CLEANING PRODUCTS MUST BE KEPT OUT OF CHILDREN'S REACH.</p> <p>PLEASE INFORM PAUL IF YOU REQUIRE ADDITIONAL CLEANING RESOURCES.</p>
	<p>Laptops and iPads must be cleaned after each use.</p>
First Aid	<p>First aid will be administered in the school office. First aiders must wear gloves, aprons and masks which should then be double-bagged to be disposed of. See updated first aid advice at <a href="https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/">https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/</a></p>
Shared areas	<p>Whenever possible, “bubbles” should remain in designated areas and should not share other areas with other “bubbles.”</p>



	Where the sharing of areas is unavoidable, the area and its resources should be cleaned between use.
	Doors are to be wedged open to avoid touching handles etc except when to do so would increase the risk of the spread of fire or abduction.
Breakfast and After-School Clubs	Wrap around care will commence in September. Social distancing of pupils and staff is maintained and where ever possible outside. Children are only to mix with other children from their bubble. Ensure robust hand washing guidance is followed and Pupils and Staff follow the 'Catch it, Bin it, Kill it' guidance.
Where necessary, wear appropriate PPE	PPE should be worn when a staff member is supervising a child who is symptomatic and a distance of at least 2m cannot be maintained or when intimate care, first aid or SEN needs require close contact. A stock of fluid resistant face masks, disposable gloves and disposable aprons are provided in each classroom. Plastic visors are also available to be worn if a child is vomiting or bleeding excessively. Staff are required to inform Paul if stock of PPE needs replenishing.
Engage with the NHS Test and Trace process	<p>Staff and parents/carers should understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> <li>• Book a test if they are displaying symptoms</li> <li>• Provide details of anyone they have been in close contact with if they test positive or if asked by NHS Test and Trace</li> </ul> <ul style="list-style-type: none"> <li>• Self-isolate if they have been in close contact with someone who develops symptoms or someone who tests positive for COVID-19</li> <li>• If any member of the school community has been tested, staff or parents should inform school immediately of the results.</li> </ul> <p>If a test is negative, the person can stop self-isolating, along with the members of their household.  If someone tests positive, they need to follow the 'stay-at-home' guidance  All visitors to school will be required to register their contact details so that they can be traced in the event of a Covid19 breakout. The details will be stored in compliance with GDPR regulations.</p>
	As soon as school becomes aware of a positive test result for COVID-19, we will contact our local health protection

<p>Manage confirmed cases of coronavirus amongst the school community</p>	<p>team. Likewise, this team will contact school if they become aware of a positive test of someone who has attended school – as identified by Test and Trace.</p> <p>The health protection team will carry out a rapid risk assessment to advise us on any actions which need to be taken. If the health protection team advise that individuals or groups of pupils need to be sent home to self-isolate, we will implement this advice swiftly.</p> <p>To assist with any necessary risk assessment, we will keep a record of who has had contact within bubbles and also in different groups.</p>
<p>Contain any outbreak by following local health protection team advice</p>	<p>If school has two or more confirmed cases within 14 days, this indicates a possible outbreak, and we will work with our local health protection team and follow their advice.</p>

**Section 2: School Operations**

<p>Health and Safety: Minimising contact between bubbles.</p>	<p>Timetable adjustments to reduce potential contamination between individuals</p>	<p>Arrival and departure times- <b>TO BE REVIEWED AFTER THREE WEEKS</b></p>				
		<p>Class 1 Reception</p>	<p>8.45</p>	<p>Main gate</p>	<p>3.00</p>	<p>Main gate</p>
		<p>Class 2 Year 1/2</p>	<p>9.00</p>	<p>Main gate</p>	<p>3.15</p>	<p>Main gate</p>
		<p>Class 3 Year 3/4</p>	<p>8.30</p>	<p>Main gate</p>	<p>2.45</p>	<p>Main gate</p>
		<p>Class 4 Year 5/6</p>	<p>9.15</p>	<p>Main gate</p>	<p>3.30</p>	<p>Main gate</p>
<p>At the end of day, teachers will lead their classes out to their signed zoned areas. TAs</p>						

		<p>to follow the end of the line. Parents/carers to wait outside school grounds next to school gates/fence</p> <p>DL to support parents on school grounds to encourage positive dispositions and morale and to monitor movement and wellbeing.</p>
	Arrival and departure of pupils	Children come straight into school via their designated entrance when they arrive.
		Poster outlining Covid19 symptoms to be displayed on school driveway
		Children should bring minimal resources to school. Coats and essential bags to be placed in classroom at a distance from other people's belongings.
		Essential pupil medication etc must be handed to the staff on the drive to school and should be clearly labelled with the child's name and details.
		School meal payments should be made online via Parent Pay - no money will be exchanged in school unless in exceptional circumstances.
		Parents/ carers must not enter the school office area. All communication should be done via email or telephone, except in an emergency
		Transport
		Social distancing should be maintained in the car park at all times.
		Off-site visits will only go ahead when transport is not required. Swimming lessons will not take place initially; this will be reviewed in October.

Attendance	Pupil Attendance	<p>Usual attendance procedures will be implemented from 1 September 2020.</p> <p>School will work with families to alleviate any anxieties they may have regarding children returning to school. It is, however, understood that in a small number of cases specialist health professionals may advise that a pupil remains at home for health reasons or to self-isolate.</p> <p>Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, home learning support will be provided by school.</p>
Workforce	Mitigating additional risk	<p>School will adhere to the advice regarding mitigating risks to all staff, and in particular those who are clinically vulnerable or extremely clinically vulnerable. All measures in place will be discussed with all staff, and any concerns or anxieties taken into account and steps taken to mitigate additional risk if required. An individual risk assessment will be completed where appropriate.</p>
	Staff deployment	<p>At times when it is necessary to have supply teachers on site, they will be expected to be stringent in adhering to all measures in place.</p>
		<p>In order to ensure pupils, in particular those with additional needs, are fully supported, it may be necessary to deploy staff, to work with children from different class bubbles. Whenever possible staff must maintain social distancing.</p>
		<p>Staff will also be deployed to support children with catch-up provision and targeted interventions. Intervention groups will have consistent pupils to avoid unnecessary contact with others.</p>
Catering and lunchtimes	School lunches	<p>The school meals service will resume the provision of hot lunches. An adapted lunch timetable will be introduced to avoid mixing bubbles. Lunches should be paid for online via Parent Pay.</p>
	Packed lunches	<p>Children may bring a healthy packed lunch from home in a plastic wipeable box. All leftovers and rubbish must be taken home.</p>

		Tables and chairs to be cleaned after each use.
	Supervision	2 lunchtime staff to be in designated classrooms
		Teachers to escort groups to and from hall for lunch and from designated play area back to classroom.
	Water	Children use disposable cups with water topped up regularly from jugs
Site Maintenance	Safety checks	The site has been fully maintained during partial closing, and all regular safety checks have/ are carried out.
Uniform	Daily uniform	Full school uniform, including black, leather school shoes, should be worn from September 2020 and the government guidance states that it does not need to be laundered more frequently than usual. Jewellery is not permitted for pupils and they are advised <b>not</b> to wear a watch at the current time.
	Hair	Long hair should be tied away from the face.
	PE uniform	PE uniform should be provided for use during school time. KS1 bring in kits and sent home to wash weekly. KS2 to come into school wearing PE Kits
<b>Section 3: Well-Being and Curriculum</b>		
Pupil and Staff Well-Being	Safeguarding	Safeguarding will remain the highest priority, and all procedures will be followed rigorously in identifying any concerns and working with families and agencies to fully support all of our pupils.
	Mental Health	School has well-established systems in place to support the mental well-being of pupils. All staff will be vigilant in monitoring the emotional wellbeing of our pupils, and will follow safeguarding procedures regarding any concerns.
		The PSHE curriculum will be in place and modified as needed to address the needs of pupils as they are identified.

		Mental Health First Aider to be re-established.
		Families made aware that school counsellor services are available in school
		Rainbows and other appropriate support groups will be established as the need arises.
		Families signposted to <a href="http://www.Childline.org.uk">www.Childline.org.uk</a> ; <a href="https://www.nspcc.org.uk/">https://www.nspcc.org.uk/</a> ; <a href="https://www.annafreud.org/on-my-mind/self-care/">https://www.annafreud.org/on-my-mind/self-care/</a> ; Dr Barnado's See Hear Respond accept referrals from any source either through the Freephone number 0800 151 7015 and via the online referral hub <a href="https://www.barnardos.org.uk/see-hear-respond?utm_source=8%20July%202020%20C19&amp;utm_medium=Daily%20Email%20C19&amp;utm_campaign=DfE%20C19">https://www.barnardos.org.uk/see-hear-respond?utm_source=8%20July%202020%20C19&amp;utm_medium=Daily%20Email%20C19&amp;utm_campaign=DfE%20C19</a>
		Maintain wellbeing advice to families via website; email; App; youtube
		Bereavement support to be offered when appropriate: <a href="https://www.winstonswish.org/">https://www.winstonswish.org/</a> ; <a href="https://www.childbereavementuk.org/">https://www.childbereavementuk.org/</a> ; <a href="https://www.cruse.org.uk/">https://www.cruse.org.uk/</a> ; <a href="https://www.nhs.uk/service-search/other-services/Bereavement%20support/LocationSearch/314">https://www.nhs.uk/service-search/other-services/Bereavement%20support/LocationSearch/314</a>
	Online abuse	Families signposted to <a href="https://www.saferinternet.org.uk/">https://www.saferinternet.org.uk/</a> ; <a href="https://www.ceop.police.uk/safety-centre/">https://www.ceop.police.uk/safety-centre/</a> ; <a href="https://www.thinkuknow.co.uk/">https://www.thinkuknow.co.uk/</a> ; <a href="https://www.internetmatters.org/">https://www.internetmatters.org/</a> and <a href="https://www.net-aware.org.uk/">https://www.net-aware.org.uk/</a>
	Domestic abuse	SLT to monitor Operation Encompass inbox and respond as appropriate
	Poverty due to reduced family income	Parents notified how to apply for free school meals via school office.
		Families signposted to Durham One Point 03000 264484
		Families to contact school for support from foodbanks: 0191 3847452
		Lunchtime staff to monitor packed lunches to ensure that families are providing nutritional and adequate meals, (consider possible poverty indicators)

	Support for vulnerable families	Regular contact with social workers and other relevant professionals maintained by SLT.
		Maintain Core Group, Care Group, IRO meetings via telephone or online until face to face meetings are appropriate
		Provide IT equipment when necessary
	Support for children with additional needs	Review individual circumstances - consider: support measures; access to sensory room and toys; working with partner professionals; additional support required due to raised anxiety; unfamiliarity with routines and expectations due to the duration of partial closure. Discuss with carers, as necessary.
	Staff well-being and support	Staff well-being is a high priority. Staff will be working in more challenging circumstances than usual; it is essential their well-being is monitored by the SLT and support provided as and when necessary.
		Staff are encouraged to be open and share any concerns with a member of the SLT.
Staff may be signposted to Occupational Health and The Helpline Number located in staff room		
Behaviour	Support	Behaviour in school is excellent. Pupils have been away from school for some months, and will need reminding about routines, procedures and behaviour expectations. Children who display untypical behaviour will be monitored closely so that signs of anxiety or emotional concerns can be identified.
	Expectations	Expectations will be consistently applied, with appropriate consequences given if policy is breached by pupils. School anticipates that, with support, pupils will settle back quickly into school life and expectations.
Curriculum	Curriculum planning	Teachers will identify “non negotiable” key concepts, knowledge and skills that pupils will need to be able to access the appropriate year group curriculum. It is not appropriate to attempt to teach all missed lessons but mastering key concepts, rather than topics, will be the focus for initial lessons. Priority will be given to phonics, reading, writing and mathematics although the existing broad and balanced curriculum will also be used to support pupils in these key areas.
		Staff in each phase will consider the following prompts:

	<ul style="list-style-type: none"> <li>• <b>What are the essential concepts in our curriculum that pupils need to understand before moving on?</b></li> <li>• <b>What parts of our curriculum are less essential, that we can touch on quickly?</b> (eg geographical facts about a specific river rather than features of rivers.)</li> <li>• <b>What are the threshold concepts that enable pupils to better understand other ideas/concepts?</b> (eg characteristics of 2d shapes before understanding 3d shapes.)</li> <li>• <b>Is there a common thread running through the units that have been missed, that we can return to in the future?</b> (eg Democracy). When can this be returned to?</li> <li>• <b>Which skills or knowledge from one subject can children not access the rest of the curriculum without?</b> (eg phonics for reading and writing.)</li> <li>• <b>Which topics have cross-curricular value so are worth focusing on?</b> (eg History vocabulary.)</li> <li>• <b>Which subjects were a focus for home learning and therefore do not need to spend as much time on?</b></li> </ul>
Assessment and lesson planning	Adapt short term planning for most pupils in light of assessments- consolidation should last no longer than 6 weeks.
	Identify the pupils that have the <b>biggest gaps</b> in learning. Consider those pupils who: <ul style="list-style-type: none"> <li>• Are anxious or have other mental health issues</li> <li>• Have missed a lot of work</li> <li>• Had limited access to technology during lockdown</li> <li>• Are vulnerable and working at home may have been challenging</li> <li>• Have additional needs so learning at home may have been challenging</li> </ul>
	Based on assessment outcomes, for those children that have the biggest gaps in their learning, develop a “ <b>bounce back</b> ”



	<p>programme that</p> <ul style="list-style-type: none"> <li>• ➤ Is <b>intense and time limited</b>, so that pupils return to the same work as their peers as soon as possible</li> <li>• ➤ Is based on <b>proven</b> intervention programmes</li> <li>• ➤ Is focused on <b>key knowledge and concepts</b> and is <b>direct</b></li> <li>• ➤ Addresses <b>specific</b> gaps</li> <li>• ➤ Is delivered by well-trained and <b>effective staff</b></li> <li>• ➤ Is focused on building on <b>success</b></li> <li>• ➤ Provides opportunities to <b>practise and apply</b> learning</li> <li>• ➤ Leads pupils to return quickly to <b>first wave teaching-</b>, with the possibility of <b>pre-and post- teaching</b> in class lessons</li> </ul>
	<p>Consider catch-up sessions within lessons- small group or 1:1 support from the teacher during task phases in lessons</p>
	<p>After school catch up sessions for all children Year 1-6 (3 times per week)</p>
	<p>Consider “<b>Same Day</b>” intervention for learning aligned to learning going on during the rest of the same day. This should be focused on individual study</p>
<p>Implementing lessons</p>	<p>Ensure pupils feel emotionally settled and secure by providing opportunities in the first days</p> <ul style="list-style-type: none"> <li>• to adjust to returning to school</li> </ul>

	<ul style="list-style-type: none"> <li>• to discuss anxieties</li> <li>• to re-establish behaviour expectations</li> <li>• to access additional support, eg online wellbeing resources, mental health first aider</li> </ul>
	<p>Validate work that was completed during lockdown and celebrate successes. Declare amnesty on uncompleted tasks.</p>
	<p>Be explicit about what will be taught in each lesson so that pupils know what they are learning or relearning and understand what they need to know at the end.</p> <p>....</p>
	<p>Provide many opportunities to practise and apply what the pupils are learning so that they can demonstrate understanding.</p> <p>....</p>
	<p>Maintain low-stake, formative assessment throughout consolidation period and vary pace and content of lessons accordingly.</p>
	<p>Ensure constant retrieval practice is a feature of lessons.</p>
	<p>Return to normal curriculum at the earliest opportunity- once pupils have mastered the key knowledge</p> <p>....</p>

	Music lessons must be adapted so that group singing is not featured. Woodwind instruments will not be played in lessons and there will be individual tuition for violin and keyboard only.
Physical activity	Pupils will be taught PE in class bubbles, on the field. The PE curriculum will be adapted so that contact sport is not taught in the autumn term. Equipment used will be cleaned between groups. PE will be taught outdoors whenever possible. Distance between pupils will be maximised during PE lessons.
	Active playtimes and lunchtimes will be encouraged, with equipment assigned to a class bubbles.
Transition	Pupils new to EYFS have had socially distanced visits. All pupils will be in their provision fully by 2nd September unless individual issues are identified.
	Teachers in all classes will use the first week of term to re-build relationships, support emotional wellbeing and re-establish expectations.

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## Section 4: Contingency Plan

Localised lockdown	Regional lockdown-Process	If a local area sees a spike in infection rates that is resulting in localised community spread, appropriate authorities will be notified and advice will be implemented to help contain the spread.
		Durham City Council Covid 19 Policy (June 2020) will be implemented.
School or bubble closure	Remote Education	If an individual has a confirmed diagnosis of Covid19, pupils and staff in their bubble and those who have come into close contact for more than 15 minutes, (eg. In an intervention group,) will be sent home to isolate for 14 days. (Confirmed cases must isolate for 7 days.)
		At the earliest opportunity, and within two days, remote work will be provided online to support working from home. (School are currently exploring safety settings for online platforms so that work can be returned to the teacher.) Work set will align closely to work set in class so that progress is maintained. Teachers will upload work daily to be completed that day.
		Where there are two or more bubbles with individuals confirmed as having Covid 19 PHE will be notified immediately.
		When pupils return to school, their emotional wellbeing will once again be prioritised.

## Section 5: Visitor Briefing Note

Area of Consideration	Action Taken to Reduce Risk
Avoiding COVID infection	Only essential visits to be made
...	Any individual with symptoms must not enter school grounds. If a member of your household has symptoms, you

will be required to self-isolate in line with Government guidance.

Potential Symptoms

- Significant breathing difficulty.
- High Temperature
- Coughing and sneezing
- Loss of taste and smell

Any medical issues that develop during a visit must be reported to headteacher

Follow all Government advice, and any advice from your employer with regard to avoiding risks during visits.

Social Distancing (currently a minimum of 2 metres) to be observed when on the school site at all times. Any issues regarding social distancing, or other hazards are to be reported to a member of staff.

Enhanced hygiene standards are in place with hand sanitiser available when hands cannot be washed, before, during and after visits.

Restrict visits to one per day and maximum of one visitor at a time unless absolutely necessary.

Arrival and departure times must be agreed in advance to avoid congestion.

Visitor must work in identified area and must avoid movement around school wherever possible.

The identified area will be regularly cleaned and will allow for social distancing.

Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze

Put used tissues in a lidded bin immediately

Wash your hands with soap and water often

	<p>– use hand sanitiser gel if soap and water are not available</p> <p>Do not touch your eyes, nose or mouth if your hands are not clean</p> <p>Keep visits brief with only essential person/s attending</p> <p>Documents to be shared electronically whenever possible.</p>
Current Medical issues giving rise to increased risk if COVID 19 is contracted	<p>Any individual who is clinically extremely vulnerable must not attend a school setting until Government guidance allows.</p> <p>Where possible the meeting should instead be held remotely</p>
Welfare	<p>Suitable welfare facilities to be identified on site-please ask a member of staff to direct you.</p> <p>Toilets will be regularly cleaned throughout the day.</p>
	<p>Visitors to provide their own food and drink to avoid contamination.</p> <p>Visitor to use their own equipment and resources and wash hands before and after any school equipment or resources are touched.</p> <p>Minimal items should be brought on a visit.</p> <p>Desk and chair used should be cleaned before and after use.</p> <p>I.T. Equipment to be cleaned regularly and keyboards and mice to be cleaned before and after use.</p>
Cleaning	Antibacterial cleaner and paper cloths and hand sanitiser available for any visitor.
First Aid	If First Aid is required by a visitor, the First Aider will be required to wear appropriate PPE if close contact is necessary.
Emergency Procedures	Visitors to be briefed on arrival about emergency procedures whilst on site.