

Covid-19 Policy - Appendix 1

Local Health & Safety Measures

Cidari | All Academies | Internal

Version 4.0 Published September 2021

Local arrangements for Darwen St James' CEP Academy

Supported by the Trust, Kathryn Ashcroft-Gardner, SBM has been appointed as Covid-19 supervisor for our Academy to work with the Trust to ensure the measures outlined in this policy are implemented and bring any issues or concerns immediately to the attention of the Headteacher or Senior Leader on site. Staff will be regularly briefed and actively encouraged to give feedback on the measures outlined to ensure they remain relevant, safe and appropriate.

Whole School Opening September 2021

New guidelines have allowed us to resume some sense of normality, however we are still encouraging social distancing as much as is appropriate and mask wearing if this can't happen. We are maintaining consistent hygiene routines, regular cleaning throughout the day and well ventilated spaces. Staff are still testing twice a week. We ask that if your child has symptoms that you inform us and get them tested. If the test result is positive please let us know, we will then send a letter out to the rest of the class to inform them of a positive case and encourage them to get PCR tests for the children. Nobody has to isolate unless they themselves have symptoms, therefore no bubbles/classes will be closed. If we have an outbreak in school (please see information on outbreaks in the last section) then we may have to reinstate some or all of the covid measures from last year.

Start and finish times

Nursery - will run at normal times - am- 8.30am until 11.30am and then pm -12.00pm until 3.00pm. We also have full 30 hour places available.

New Reception Starters - All Reception children will start on Thursday 2nd September 8.55 am until 12.00pm, Friday 3rd September 8.55am until 1.00pm and then full time there after.

All other classes will start at 8.55am until 3.15pm from Thursday 2nd September. Children can be on the yard from 8.45am. At home time, EYFS/KS1 children will need to be collected from the yard by an adult, KS2 children will be brought round to the gate.

Class Arrangements

Children will be taught in class groups by their teacher. Children will be mixing at break times, lunch times, Worship and if they attend breakfast club. Adults will move between groups of children and classes

Staffing Arrangements

HT /DSL- Laura Peckson

AHT/SEND/CO/ Deputy DSL/EYFS/KS1 Lead - Tracy Lawson (to deputise in absence of HT)

AHT/Attendance/KS2 Lead - Claire Gonzalez (to deputise in absence of HT)

SBM- Kathryn Ashcroft-Gardner

School Secretary - Dianne Tootell

Pupil Wellbeing/Deputy DSL - Kathy Earp (LP/TL to take over role in absence of Pupil Wellbeing)

Pupil Wellbeing Assistant - Joanne Mountain

Site Supervisor - Colin Robinson (will continue cleaning duties in absence of cleaners)

Cleaning - Alwyn Williams/Powerclean(Powerclean to send alternative cleaners if our regular cleaner is ill)

Nursery - Hollie Corbally/Heather Skinner/Maria Adamson/Shona Davis (PPA cover)

Reception - Amy Sears/Laura Davidson/Shona Davis (PPA cover)

Year 1 - Claire Gonzalez/Helen Meagher/Elaine Gettins (Management Cover)/Shona Davis (PPA cover)

Year 2 -Julie Heald and Emma Simms/Gayle Williamson/Shona Davis (PPA cover)

Year 3 - Tracy Lawson/Tracey Ainsworth/Elaine Gettins (Management Cover)/Shona Davis (PPA cover)

Year 4 - Christine Sanders/Hayley James/Joanne Mountain/ Shona Davis (PPA Cover)


Year 5 - Becki Ainsworth/Elaine Gettins/ Joanne Mountain/Maria Adamson/Shona Davis (PPA cover)

Year 6 - Josie Thompson/Swati Vaja/Shona Davis (PPA cover)

Curriculum and Remote Learning

From September our children will receive a full curriculum offer that includes English, Maths, Science and all of the foundation subjects. PE will take place, ensuring that safety measures are in place when using equipment. PE will take place outside as much as possible, in the event of extreme bad weather PE will take place in the hall, ensuring that it is thoroughly cleaned after the lesson. For all curriculum overviews and coverage see our website.

In the event of a local lockdown, we will immediately resume our online learning, using Google Classroom as we did earlier this year. The expectation for completing this work will be as before. If you don't have a device or internet access at home you will be offered a chromebook and or internet access, if you refuse to take a chromebook or 3G dongle then you will be expected to complete weekly paper packs, these must be returned to school for marking and the new pack collected.



To help maintain the use of Google Classroom, we will be continuing to use it as a vehicle to set homework, including weekly spellings, reading, phonics, times tables and more.

Worship will take place in the hall 4 times a week, with 1 class worship per week. Friday will see the return of our whole school celebration assembly where parents and friends of school are all welcome. Coffee and tea will be served afterwards.

We are aware that children have had a disruptive year last year and the year before, they have also had a long break from school, so we will be working on rebuilding their learning pathways by doing brain breaks, memory games, wake and shake sessions etc within lessons to help them build their concentration and start to learn again. We will also be re-introducing routines, structure and our high expectations (see our behaviour policy on the website) as well as work on mental health and wellbeing, building relationships, Growth Mindset and teamwork through Worship, Nurture time, SEMH groups and PSHE. During the first week we will be focusing on these areas exclusively as well as transition work which the children missed during the summer term. Children will also take part in baseline activities to identify gaps in learning and give clear starting points for this year's teaching.

Resources

These will be shared within the classroom. PE and whole school resources will be shared but wiped between use.

SEND and Behaviour

For our SEND offer please see our website. All work will resume in terms of testing, interventions, 1-1 work, work on individual targets etc. Use of wider agencies will also resume.

For our Behaviour policy see our website.

Key Workers Children & Vulnerable Children

In the event of a local lock down, KW and V children will still be able to come into school, unless it was our school that had to close. If this was the case please contact the LA to discuss your options.

Toilets and Handwashing

Handwashing will take place throughout the day including key times of entrance to the building, before and after eating and after sneezing and/or coughing. Staff will monitor and assist any child that needs help to wash their hands.

Handbasins in classrooms can be used for hand washing. Each class will have access to alcohol hand sanitiser as will all key areas of the Academy.

Toilets and sinks will be cleaned regularly throughout the day as well as at the end of the day.

Breakfast and After School Provision

Breakfast Club will resume on Monday 6th September for all children.

After School Clubs resume during the Autumn term, these will be a selection of clubs run by staff and the children can choose which they would like to take part in. These will be mixed across the year groups.



Uniform

Every child is expected to wear their school uniform. For our school uniform policy, please see our website.

PE kit, these need to be brought in at the start of term and need to remain in school for the full half term.

School jumpers can be bought from Snazzy's.

Children are not to wear masks.

PPE

Government guidance states that staff don't need to wear PPE equipment, however, PPE will be available to staff if they feel that an activity requires it. They will personally have the choice to wear it if they deem it appropriate. Additionally, PPE will be worn when carrying out intimate care as part of a child's care plan.

PPE provided by the Trust and available in each classroom includes:

- IIR Face Masks
- Nitrile Gloves
- Disposable Aprons
- Eye Protection

These will also be available as personal 'on body' packs for staff on outdoor duties and supervision.

The Covid Supervisor is responsible for monitoring stock levels and requesting supplies from the Trust.

All premises and cleaning staff will wear appropriate PPE for the task they are performing.

Wellbeing Arrangements

Pupil Wellbeing staff will continue their work with all vulnerable children.

Pupil Wellbeing will do face to face work with pupils to help any pupils who may be struggling.

SEMH groups will resume.

PSHE activities will be employed throughout, to help pupils to understand the time we are all in right now and to help rebuild routines, friendships and school structures.

Nurture and team building activities planned.

Re-introducing and embedding our Growth Mindset approach.

Focused Worship and working with our Urban Evangelist.

Open discussion with pupils is encouraged as is ensuring that they know they can ask questions and talk about their experiences openly and in a safe environment.

Open communication with parents to ensure that we are all working together.

Our staff wellbeing team will be available and they have weekly drop in sessions for staff.

SLT are available at all times to deal with any concerns or issues that may arise.

Supervision



Coaching

Staff feedback will be regularly collected and discussed to ensure that we are all happy and secure in what we are doing and also to deal with any concerns or problems promptly. All staff views are very highly valued. Dedicated time in staff meetings will be given to this.

All employees have access to a confidential Employee Assistance Programme and Wellbeing Support with Schools Advisory Service.

Further Measures -

Clear handwashing routines.

Lidded bins.

Clear signage and advisory notices to support social distancing, hygiene and the practices expected.

Staff available at the start and end of days

Social distancing as far as appropriate

Each class has stocks of disinfectant, and alcohol hand sanitiser.

Children to follow good handwashing and hygiene routines.

Outdoor learning used as this should reduce risk.

Enhanced cleaning schedule to continue

The Headteacher, SLT and Trust will monitor the impact of plans and review appropriately. This will ensure we control risks as much as possible.

Outbreak-

An outbreak is -

- 5 cases in school - children and/or adults- in a 10 day period
- 10% of school population
- If a positive case is hospitalised

If there was an outbreak in school then through discussion with the Trust and the LA we would take steps to put stricter covid measures back in place this could include -

- Wearing masks
- Bubbles
- Staggered starts and finishes
- Staggered lunches and breaks
- Virtual worships
- Reduced visitors, including parents onsite

These measures may not all need to be used, it will be judged on a case by case basis.

