



# Re-opening and risk reduction plan for Bridge Short Stay School Staffordshire – Spring Term 2021

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## **Introduction**

Under the current government guidance all students are expected to return to school for the Spring Term.

## **Capacity and organisation of teaching spaces**

The school will aim to function at full capacity utilising full facilities and delivering a broad and balanced curriculum to all year groups

## **Arrival and departure from School**

The school will be open to students from 8.30 Monday to Friday and end at 2.15 PM Mon Thursday and 1.15PM on Friday.

Student entry and exit to site must be supervised by staff through the locker room only and only one student at a time. Students are not permitted to remain on school grounds outside of the opening times of the day. Students will not be permitted to leave school site during the day.

Staff and students must immediately wash/sanitise hands upon entry to the building – there are to be no exceptions and any individual not complying must be asked to leave site immediately.

A staggered finished to the day will need to be adopted to ensure social distancing. Staff and classes will adhere to a rota to dismiss from 2.00 PM – 2.15 PM.

## **Student Movement around School**

All non-essential movement around school should be avoided.

If students are moving during lessons they are to be guided to appropriate break out spaces.

When moving between lessons staff must supervise to ensure students take the shortest route to avoid unnecessary contact.

Staff and students must wear face coverings when moving around the school.

## **Learning Plan**

Students will need bespoke levels of support on coming back into school and staff will need to respond accordingly with key, co-ordinated pastoral and nurture strategies where necessary. The key outcome desired for all students is effective transition and individual plans will be devised where necessary.

## **Specialist Support**

If a student requires medical attention or intimate care, PPE must be worn.



## **Break time plan**

Break-time will be offered at 11.00AM to 11.20AM. Students will have access to food once they are seated in the hall. Students must only remove face coverings when they are seated.

(Students must pre-order all food orders on entry to the school)

## **Lunchtime and catering Plan**

Lunch-time will be offered at 12.40 to 13.20 PM. (Students must pre-order all food orders on entry to the school) Students will have access to food once they are seated in the hall. Students must only remove face coverings when they are seated.

## **Cleaning**

Cleaning staff will clean all spaces used by staff and students on the days site is open. Staff must send an email to Lynette Abell of all spaces used and this can be relayed to the cleaning staff.

SC will conduct cleaning during the day as an enhanced service.

## **Toilets**

Students must enter toilets singularly and wash hands before exit. Staff must follow same guidelines.

## **Staff room and offices**

Staff must only use the staff room and office spaces if they are able to social distance. The staffroom must not be used for meetings or gatherings.

Staff must use hand sanitiser on entering the staffroom.

If staff use a computer workstation they must wipe down the station after use.

There must be no more than 4 members of staff in the staffroom at any one time. No student is to be permitted entry to the staffroom.

## **Student Travel**

Students must follow procedures outlined by public transport and taxis where applicable.

Staff will provide no transport for students.

## **Expectations in the classroom**

All classrooms must have a socially distanced front facing fixed seating point for each session.

To maximise social distancing staff must avoid movement during the lesson and work from the front of the room.

Staff work spaces are to be clearly marked out with 2 metre distancing indicator and students reminded to adhere to control measures.

Windows should remain open during sessions unless it disrupts learning.

Individual equipment sets must be available in each separate subject learning space for each student. The staff will be expected to maintain these sets in their learning spaces.



## Expectations in the Corridor

The corridor has been detailed with social distancing guidelines marking out 2 metre spacing in yellow and black markings and passing points in grey. These must be adhered to by all staff and students.

## Student expectations

Students must only attend school if they and members of their household do not have COVID 19 related symptoms.

When attending school students must adhere to the rules and expectations outlined below. This will help to maintain the health and wellbeing of everyone in our school and wider community.

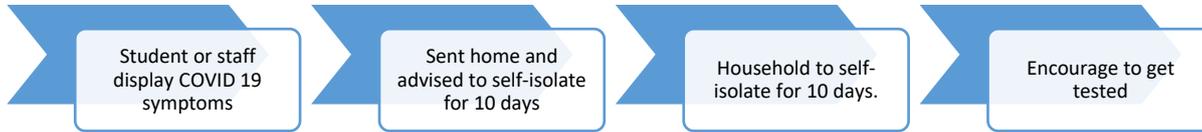
- Arrive and leave at designated times. Do not congregate at school outside of these times.
- Wash hands immediately after entering the building.
- Wash hands whenever using the toilet facilities and at least 4 times per day.
- Avoid all physical contact with staff. Keep physical contact with peers to a minimum
- In the classroom remain in the same seat and follow staff instruction.
- Maintain social distancing and follow guides laid out in the corridors
- Do not share any belongings with others.

## Asymptomatic Testing

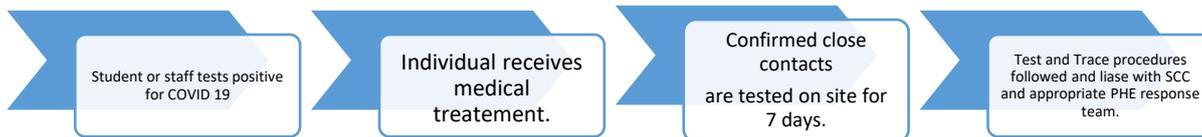
Students will be offered 2 Lateral Flow Device (LFD) spaced 3 to 5 days apart.

Staff will be offered 1 Lateral Flow Device (LFD) in the first week and weekly thereafter.

## Actions if a student or member of staff show COVID 19 symptom



## Actions if there is a confirmed case of COVID 19 in school



## Actions if there is a confirmed case as indicated by a Lateral Flow Device

