Risk Assessment: Whole School Opening Covid-19
March Re-opening 2021

Risk Assessment – St Michael's Primary School – V5

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Date: 27/05/2021 Date Last shared with staff: 27/05/2021 Date Last shared with Governors: 27/05/2021

What are the hazards or risks?	Who might be harmed and how?	What are we already doing?	What further action is necessary?	Action by whom	Next steps
Spread of the virus within the school Staff Covid Testing	All staff	From 27/01/21 Lateral Flow Device Testing (LFT) commenced. Staff to test twice a week every Sunday evening and Wednesday evening at home. Kits issued in school from the Office. Instructions inside test kit should not be used. Instead, Instructions handed out with the test V1.3.2 must be followed (these do not have a picture on the front). Staff attended training on 21/01/21 or watched recorded meeting. Kirsty Robson & Jennifer Waller will be the 'Covid Coordinator' & 'Registration Assistant'. Testing is optional. Staff are to report their results online to the Government website www.gov.uk/report-covid19-result and to complete Google Form to notify the school of the outcome of the test. If test result comes back **positive**: • a PCR test must be booked and self-isolation procedures begin with immediate effect. • Kirsty Robson or Jennifer Waller should be called as soon as possible. If a test result is **void:**	Contractors who are regularly in school have been issued with tests. Test results are monitored by their employer not the school. Stock of test kits to be monitored. New batch of test kits to be issued the week of Monday 8th February. KR shared LFT risk assessment to be read in conjunction with this risk assessment 10/02/21	KR & JWa	

		• a second LFT must be completed. • If that result is also void, a PCR test must be booked and self-isolation must begin. If a test result is **negative:** • Staff member can attend school as normal but must continue to adhere to the school's risk assessment procedures Kirsty & Jen to: • record every result on a test results register • complete a test kit log Privacy notice & testing letter shared with staff			
Spread of the virus within the school	All staff and pupils	Parents/carers will be asked to make sure children wash hands before leaving for school	Regular reminders by text and in newsletters	KR	
		Symptoms & procedure posters are on display in school		Staff in 'bubbles'	
		Breakfast club will be offered for parents from 7:45am in the hall. Y5 & 6 will be kept separate from the rest of the children to minimise contact but they will still be classed as a bubble. They should be encouraged to go outside if the weather permits. This will be supervision only and will not include the supply of food initially.			
		Safe distancing will be followed during entry to the school and supervised as much as possible 2m safe distancing marked out on playground 2 metre markers outside entrances to classrooms Parents to be asked for only one adult to deliver / collect a child Parents are no longer expected to wear a face mask when on school premises but must wear a face covering if they wish to speak with a member of staff. Double gates to be kept open around the site at drop off from 8:40 and pick up 3:00 (locked by CG). Cone to be put in the 1st set of double gates to stop cars from entering the site from 8:30	Changes to staggered entry times letter sent to parents on 20/5/21	CG CG KR	
		Staff to remain with consistent group of children in their 'class bubbles' of approx. 30 children, only to work with more than one bubble in pre-approved or extreme circumstances. Bubbles to be no larger than a class as directed by the Government guidance.		KR/JWA	

		Safe distancing aided by staggered drop and collection times: 8:45am/3:10pm – children's surnames A-F 8:50am/3:15pm – children's surnames G-M 8:55am/3:20pm – children's surnames N-Z Signage at entrances to remind parents of social distancing	Letter regarding changes to staggered entry times letter sent to parents on 20/5/21	KR / CoG letter CG	
		On entering school all pupils will be asked to wash hands When CYP and staff move rooms they must clean hands by washing or use hand sanitiser exit points		All 'bubble' staff	
		Staff to wear masks in communal parts of the school e.g. corridors, staff rooms.			
		Staff are not expected to wear masks in the playground or school field but must wear a face covering if engaging with parents.			
		Parents have been asked to stay outside the school building and any issues beyond a few words to be communicated by email, telephone or Google Meet. No gathering in the playground or vicinity of the school. No parents remaining onsite after drop-off or pick up.		KR/Co G letter	
		Where children are sat at dining tables in the hall at lunchtime, they are to be forward facing. The table arrangement in the classroom can be altered to suit the needs of the learners. Advise staff on positioning to reduce face to face contact – stand behind or side to side with a child / being above rather than below a child talking to you etc. Staff have been issued with a face visor and **MUST** wear when working in close proximity with the children. In addition, a face covering may be used. Perspex screens have been purchased to enable staff to work more safely with children.			
		Remind adults and children to reduce touching their face.			
		Anyone who shows Covid symptoms in school will be asked to move to an isolated room – The Foyer entrance – before being sent home.	Ensure room is always available with PPE on hand. Inform staff and ensure understanding of use of PPE.	SLT	

		PPE (gloves, mask, apron) has been purchased and is to be worn by any staff member that is caring for a child who shows symptoms. Any discarded PPE used with anyone showing Covid symptoms should be double-bagged and left for 72 hours before being collected by the council. The council will be notified of any change of collection date as a result. Follow LA flowchart in Main office and KR's office	Donning and doffing video to be watched and poster displayed. Keep contents of room to a minimum to aid cleaning process. Member of SLT on site at all times to support decisions. Lock door after use by a person with Covid symptoms, prior to thorough cleaning. Thorough handwashing by anyone who has dealt with the individual, after removal of gloves. Affected person must leave by the front door. Member of SLT to speak to parent to ensure clear guidelines on isolation and testing. Parents and staff **must inform school immediately** of the results of the test. School will follow-up with parents if they have not heard after 48 hours from the time of the test.		
			If the isolated person needs to use the toilet then a designated toilet must be used (disabled toilet/men's toilet) and cleaned thoroughly with PPE before further use. Ensure all understand that a process is in place for cleaning promptly after use and before next usage.	SLT	
			A confirmed case of Covid-19 means the whole bubble (CYP and Staff) isolates for 10 days. LA guidance on what to do in the event of a Covid case to be shared with all SLT and displayed in the HT's office and staff room. LA, and PHE to be notified of any positive cases. If two or more people with possible Covid-19 symptoms occur within 0 days PHE may class this as an outbreak. School may be closed.	SLT	

		If parent refuses for their child to be tested follow the advice in the LA FAQs to contact HPTSW.	Class bubbles could potentially have to close as a result of test refusal.	KR	
		Staff have been reminded not to attend school with symptoms, and to get tested as soon as possible. If a member of a staff's household becomes ill with Covid 19 symptoms they must self-isolate and arrange to be tested.	No volunteers at this stage to minimise additional adults on site	KR	
		All staff and CYP to engage with the NHS Test and Trace process.		All staff	
		All staff and parents encouraged to download the NHS test and trace app. As per government guidance, '*Where mobile phones are required to be left in lockers or bags in communal areas at all times: It is recommended that settings advise or require students and staff to pause contact tracing whilst on the premises under these circumstances, to avoid the app misidentifying close contacts. When someone switches it off, the app will give the user the option to set a reminder for 4, 8 or 12 hours, after which they will receive a notification to remind them to switch contact tracing back on.'*			
		Office staff to establish a contact tracing register for all staff and external visitors to school to assist with contact tracing. All visitors with access to a QR reader to scan QR code displayed in the entrance.		FH/SCS	
	Staff and pupils	The majority of the curriculum interventions for children will take place in the classroom. Some may take place in a separate area in the school. Children from separate bubbles will not be mixed.			
Illness Covid Symptoms	All staff and pupils	If children become unwell with Covid symptoms at home they need to stay at home to be monitored and advised to get a test. They must not come to school until a negative test result is received or 10 days from the onset of symptoms.			

Confirmed Positive Case during school holidays	All staff and pupils	Letter sent to parents and made available on school website to inform parents of the procedure of notification of positive cases during the school holiday. They are to email South Gloucestershire LA direct who will contact the head teacher.		KR	
Illness – non-Covid symptoms	All staff and pupils	Children that become unwell with non-Covid symptoms will need to be sent home in the usual manner. Ensure they are kept away from others as much as possible to minimise spread of illness.	Reminders to parents to not send poorly children to school Public Health England poster guidance followed regarding childhood illness		
		Train pupils in good respiratory hygiene practices. Promote 'catch it, bin it, kill it.' Always to be followed by thorough hand washing.	Provide tissues, lined bins and posters for all areas. And to monitor stock of supplies.	CG/FH/ SCS	
		All staff to have an additional supply of handwash and paper towels in their cupboard. Stocked up daily by Caretaker		CG	
Singing	All pupils	Children can sing quietly for educational purposes e.g. phonic rhymes Advice received from Integra Music hub: *Singing in larger groups or ensembles is more complicated as you then need to take into account keeping children more separated because there are several bubbles, but if there is a capacity of 10l/s per pupil in the space, singing can take place in ensembles. It seems that many schools are a way of being happy to do this at the moment.* Classes at St. Michael's sing following the above guidance.		Class teachers /KR	
Inadequate ventilation		All rooms should have windows open. Door open where possible to avoid touching of handles (balanced with the risks of younger or SEN children leaving the room). External doors may need to be closed in cold weather but opened whilst the classroom is not in use e.g. break times & lunchtimes If the hall is in use, all hall doors must remain open.		All staff	
Potential contamination of buildings/equipment: **Cleaning**	All staff and pupils	Thorough cleaning of all areas before school opens and then ongoing at start and end of day. Each teaching area used will require all equipment to be cleaned e.g. play equipment and no after use, or individual equipment provided. 'Do not use' signs to be used by supervising adults All children to be supplied with their own pack of equipment e.g. pen/pencil/eraser/whiteboard/whiteboard pen etc.	Ensure stocks of cleaning materials are maintained and available for staff to use throughout the day(out of reach of children), in addition to morning / afternoon cleaning	Cleaners All staff in bubbles through out the day	

	School staff and cleaners	Cleaning staff to be made aware of the levels of cleaning required in each area and provided with PPE for each area as required. Cleaning checklist to be provided. Cleaning of frequent touch points in shared areas. Morning/After Lunchtime cleaning of taps, flushes, door handles.		FH/CG/ SCS HT HT	
	LTSAs (Y2,3 &5)	Hot lunches will delivered to the classroom by kitchen staff. LTSAs will supervise distribution of lunches to the children. Lunchtime supervisors to supervise the emptying and stacking of hot meal containers after lunch. The bin liner is to be tied and placed by the outside bins at the end of lunch. Sinks/taps to be sprayed and tables to be wiped after finished lunch.		LTSAs & kitchen staff	
	LTSAs (YR,1,4&6)	Children to eat lunch in the hall. Different bubbles will be on separate sides of the hall. Children will collect lunches from the trolley. Each class will have their own waste & cleaning station. Lunchtime supervisors to supervise the emptying and stacking of hot meal containers after lunch. 12.00-12.30 = Reception & Year 1 12.30-12.45= Thorough cleaning of tables and benches by kitchen staff 12.45-1.15 = Year 4 & 6	If Y4 are already seated, Y6 must enter the hall via the bottom door. Similarly if Y4 are still seated when it is time to leave, Y6 must exit via the bottom door.	LTSAs & kitchen staff	
		Chairs are not to be stacked at the end of the day. Chairs will be tucked under the tables.		Class teachers	
		Staff to ensure all desks and other surfaces are clear at the end of each day to ensure thorough cleaning. Photocopiers, printers, paper cutters etc to be wiped after each use.		All staff	
		Thorough hand washing takes place throughout the day by adults and children. Anti-bacterial gel is provided for use, in particular after: • Handling waste including body fluid spills and hazardous medical waste. • Cleaning • After emptying bins Tables to be cleaned by staff in the classroom if a child coughs or sneezes. Sinks and taps to be sprayed after	The cleaning of toys, pens and pencils, musical instruments, PE equipment, ipads etc, will be reviewed as necessary following government guidelines. Reminders to all staff in 'bubbles' on expectations for cleaning throughout the day. Detergent and bowls provided for every room.	KR	

		break. Door handles to be sprayed after break if the doors have been closed.			
		Opportunities available for pupils, staff and visitors to wash their hands, as a minimum: • on arrival at school • after using the toilet • before going out to break • after breaks and sporting activities • before eating any food, including snacks • before leaving school • after sneezing/coughing.	Continue to ensure good supply of soap, paper towels, hand sanitizer and PPE available at all times	FH/SCS/ CG	
Items from home		No non-essential items should be brought in from home. Children are to bring book bags or small backpacks– packed lunch boxes, water bottles and sunhats may be brought to school in the backpack.	Provide named water bottles for any child that does not bring one – to be kept at their table.	KR	
Uniform		Normal school uniform should be worn each day. Children to be encouraged to wear additional layers in cold weather. Children to come to school in PE kits for the days they have PE and remain in them throughout the day.			
Work wear		All staff must bring a spare set of clothes to school which they can change into in case they have come into contact with someone who is suffering symptoms.			
Books		Limit items coming into school and going home – reading books may go home but on return to school must be left for 4 days before reissuing Returned books in juniors to be put into separate trays for each day of the week. Infants must place books in a weekly box.	Care to be taken with reading books – trays to be marked in classroom Exercise books should not be taken home to be marked.		
Resources		No malleable materials, such as Play Dough to be shared, each child to have their own if used.			
PE		Separate PE /outdoor equipment to be used by each 'bubble' – items chosen for easy cleaning at the end of each day. Each child to have own equipment as far as possible. PE activities to be limited to sports that have little or no contact e.g. tennis, dance, gymnastics, athletics, running/daily mile etc. Outdoor sports should be prioritised. Staff to ensure that none of the equipment is left outside.		'Bubble' teams	

		PE equipment to be cleaned after use or left for a period of 72 hours before being used.			
Computing		Curriculum laptops and ipads should be sanitised after each use. If children are sanitising laptops, they must only clean the laptop they worked on. An adult may sanitise all laptops but must follow handwashing procedures before and after.			
Science/DT		Equipment that is shared between bubbles e.g. Science and DT should be thoroughly cleaned after use or left for 72 hours clearly labelled with 'Do not use until….' With a date added that it can start to be used.			
		Bins will be emptied at lunchtimes as well as the end of the school day and disposed of in sealed bags. PPE to be worn.		FH/SCS	
		Lights to be either off or on all day to avoid frequent touching of switches. If lights need to be turned off e.g. to watch a video clip, hygiene procedures are in place after touching of light switches.		All staff	
		Staff to use lanyard to gain access to building to minimise the use of the keypad. Keypad to be cleaned regularly throughout the day		All staff FH/SCS	
Outdoor equipment		Outdoor climbing frames and trim trails may be used, in school hours only, provided the children wash their hands before and after use			
Greenfield		Children to meet staff in pergola outside Y5 classroom.			
Library		Library will be out of use. Those using the hall must not touch the piano or musical instruments.			
Conservation area		Conservation area may be used. Please refer to the individual risk assessment first.			
Use of hand sanitizers **	Staff and pupils	Providing/allowing the use of hand sanitisers that contain at least 60% alcohol. Recognising that it is not always possible to follow the hand wash advice in all areas, a hand sanitiser is next best thing.	Obtained the safety data sheet for the product from our supplier. They will advise on action to be followed if the sanitiser is not used as designed and is swallowed or gets in eyes. Ensure adequate supplies are maintained and staff are aware of safety data sheets	KR/SCS CG	

			Ensure that supplies are topped up daily at entrance and exit points from the school/classrooms		
** Most hand sanitizer products contain a high volume of alcohol, which is the reason for hand sanitizer fire concerns. Alcohol based hand sanitizers should be stored away from all heat and ignition sources, including (but not limited to) sparks, open flames, any type of electrical outlet, switches or equipment, and extreme heat. Caution should also be used when hand sanitizer has been used and individuals may come into contact with heat/hot surfaces etc.					
Contamination due to proximity of staff and pupils and resource management	All staff and pupils	Older pupils to be reminded about social distancing and not to touch staff where possible. It is accepted that the younger children will not be distanced in their bubbles. Staff to maintain social distancing 1m+ from other adults All children to be sat in the same place each day. If a child needs to be move, area must be thoroughly sanitised. Children should take their chair with them.	Ensure that each 'bubble' has sufficient resources. Y2, 3 & 5 Bubbles to eat lunches in their rooms, meals from kitchen brought to the classroom by kitchen staff to minimise movement around the school. Posters are displayed in staff rooms to encourage staff to social distance.	All staff	
		Outdoor spaces to be timetabled and zoned to ensure distancing. Stagger break times. Rec: 10:15-10:30 Infant playground 12-1pm – Reception outside area Y1 & 2 – 10:30-10:45 – split infant playground into two zones on a rota basis 12-1pm – same zones as above Y3&5 10:30-10:45 - ½ junior playground each 12:15 Eat (in the classroom) 12:45 Play Y4&6 – 10:45-11:00 – ½ junior playground each **Lunchtimes** Each class to have their own designated area in the school field. This is to be monitored by Lunchtime Supervisors. LTSA nearest the gate needs to monitor access to school and field.			
		Avoid activities involving large numbers of people E.g. assemblies, these may be carried out through video link live or recorded.			
		Reception and Year 1 outdoor area to be clearly segregated.			
		Children not to line up closely / queue to move around the school, e.g. out to play.			

		Staff teams to select appropriate and minimal equipment for their group. All other items to be put into store.			
		Children to be sent to the toilets one at a time in the main building – remind them of distancing. In the Elliott toilets, children to be sent one at a time. Children to be reminded to wait outside until it is free.			
		Keep to walking on the left down corridors. Tape added to the floor to separate the sides and show arrows of walking.		CG KR/JWA	
		Cancellation of large gatherings and events in enclosed spaces– assemblies, swimming, sports day, productions, open afternoon, PTFA events. Consider innovative ways to replace these where possible – online assembly, e.g. video presentation. Music lessons can begin again as directed by the LA.			
		Teacher marking limited during this period – verbal feedback and self-marking should be developed where appropriate. Exercise books should not be taken home to be marked.			
		No sanctions or 'time out' in another classroom, any sanctions must take place within the classroom with support for SLT if serious breach has occurred. Walkie talkies are used to communicate between the Elliott Building and Main school for assistance if required. Extreme behaviour, to be referred to SLT – if distancing rules cannot be followed, discuss with parents and withdraw the space in extreme cases (including biting, spitting or coughing towards others deliberately).			
		Staff to strictly follow guidance re social distancing in staffroom and other areas – sit 2m apart when using and wipe down all surfaces (especially fridge, water boiler, water cooler and work surfaces) and wash hands afterwards. Use dishwasher rather than rinsing mugs. No more than 5 people in the staffroom at once. Face coverings to be worn in communal areas. Staggered break and lunch times	No tea towels used	KR/JWA	

		A new staffroom has been created in the dining area with a kettle, fridge, microwave, toaster etc. **Office staff, Y5, Y3 staff are to use the dining room area. All other staff to use the main staffroom.** Staff have been asked to use staffrooms for no longer than 15 minutes at any one time. The reading den, the nest and classrooms can be used at other times during lunch.			
		Only one person permitted to use the sinks in the Ladies' toilet at any one time.			
		Maximum of TWO people at any one time in any office space. Essential keys now located in staffroom. FH to work in the Hide when free to reduce contact with SCS. Deputy Head to have own office (The Hide) to avoid working in close proximity to the Head. Most meetings between head and deputy to be held online. Where this is not possible, they will remain socially distanced in a ventilated area. Protective screen purchased and installed to separate office staff.			
		PPA and Leadership time should be taken from home (ensuring at least one SLT member available on site at all times).			
		No volunteers or lettings until at least Summer 2. Multi sports clubs running for Year 2 only.			
		Trainee teachers must read a copy of the Risk Assessment	Induction with a member of SLT/mentor		
		Contractors will not come into school unless for emergency support, e.g. a premises emergency or IT failure. Where contractors need to gain access this will be generally arranged outside of school hours. Visitors must hand sanitise on arrival, wear face masks, follow social distancing rules and comply with NHS Track & Trace procedures.	Letter sent to all contractors regarding their obligations to report positive cases to the school.		
		Staff meetings to be held online to limit contact between staff members. If technology is not available then the hall may be used and staff to be socially distanced 2m+ with all hall doors and windows open.			

Assemblies		Two classes will be in the hall front facing for assemblies. One class to be sat at the back of the hall and one class to be sat at the front 3 metres away from the adult leading the assembly. All other classes will access the assembly remotely in their classrooms.		KR	
Inadequate provision of first aid	All staff pupils and visitors	Basic first aid kits and accident forms to be provided for each 'bubble.' First aid trained staff in each year group where possible. PPE available and lidded waste bin to dispose of any contaminated waste and PPE. Staff should wash hands after dealing with pupil and complete any accident forms as usual.		SCS CG	
Administering medication	Staff	Remind children returning to bring inhalers etc. As much as possible reduce the amount of medication we agree to administer – ask parents to do this if possible.	Ensure consent forms are completed, appropriate storage of medication, records completed of who, what and when in usual manner. Staff to wash hands after each administration.	SCS	
Behaviour			Updated behaviour policy and home-school agreement to set clear expectations of pupils' behaviour and outlining consequences for poor behaviour including any sanctions.	KR	
Catering		Parents asked to send food and drinks that children can open themselves – no food to be shared. School kitchen will be fully operational. See above for arrangements.		SCS FH	
Pregnancy	Staff	Pregnant workers who are 28+ weeks will be reviewed on an individual basis. Individual risk assessments will be carried out by head teacher for pregnant workers.			
Attendance		Follow LA directives All children are expected to attend school	Create group registers, and keep for contact tracing.	SLT/SCS	
		Staff and pupil attendance will be recorded, and absences reported to the LA and DFE daily.		FH	

Premises	All staff and pupils	Checklist for re-opening has been completed by the Senior Administrator and caretaker to ensure everything is functioning as it should.		CG FH	
School Trips	All staff and pupils	School trips can go ahead as per new restrictions as of 17th May.		KR	
Deliveries to school	All staff, pupils and delivery drivers	Potentially regular deliveries will be required for kitchen or other necessary items. Once school receives a delivery wherever possible items will need to be wiped over using antibacterial wipes.	Whilst placing the order consider adding device on delivery procedures within school. Ensure good supply of antibacterial wipes are in place for staff	SCS SCS	
Insufficient staffing levels or staff training		Audit of staff availability. Notify Kirsty Robson or Jennifer Waller if unavailable for work at earliest possible opportunity (from 6.30am).	Induction process for new teams in all aspects of this risk assessment, in particular requirements for use of materials, cleaning and communication of any issues. Any concerns to be reported to a member of SLT on duty immediately. ~~Since the introduction of the new national lockdown all staff and children who are classed as clinically extremely vulnerable and have received a letter from their GP should stay at home.~~	SLT	
		Supply staff will be used to cover classes, though this will be limited to using regular staff who work in a limited number of schools or existing staff members of job-share classes and will be informed of essential aspects of the risk assessment.			
Whole School Monitoring	All staff and pupils	Staff monitoring should take place outside of the school day where possible. Individuals may carry out monitoring in a class bubble but this should be limited to one bubble at a time and allowing at least 48 hours before the monitoring of a second bubble (this is LA guidance). Pupils' exercise books may be looked at by subject leads and SLT. Each set to be kept together. Hands must be sanitised before looking at each class set and after.		SLT	
Fire drill	All staff and pupils	Discuss with children.		'Bubble' staff	

		Each 'bubble' will walk through a fire drill – gather in lines in the car park ensuring socially distanced from other bubbles.			
Pupil wellbeing		PSHE and recovery model curriculum to help ensure wellbeing and address anxiety and trauma Teachers to consider outdoor learning opportunities. It will be taught explicitly through the Jigsaw lessons but principles will be embedded in our everyday practice at the teacher's discretion on a day-to-day basis. Consider transition curriculum following the return of a bubble which was forced to close due to Covid.	Consider if there are new ways of offering support and counselling.	All staff CC	
Staff wellbeing		Each 'bubble' to have two staff wherever possible to allow for all staff to take reasonable breaks. PPA time to be taken at home Keep expectations under review and invite staff feedback Offer counselling service as necessary / signpost to relevant agencies Staff have access to a new 'Thrive' app to support them with their wellbeing. LA staff wellbeing newsletters emailed to staff Support the staff in their return to work Father Malcolm has offered a listening support to all members of staff if required.		SLT	
Recruitment		Interviews will be able to take place face to face from 17th May. The candidates must take a LFD test the night before the interview to ensure that it is negative. Candidates must read the Whole School Risk Assessment before attending and abide by the guidance pertaining to them. Maintain social distancing when in school and wear a mask as expected of all visitors in school. Children will use their own resources if required. Only one candidate will be on the premises at any one time. Interviews will take place socially distanced. Candidates should be shown around separately when inside the building. Candidates should not wait together in a room in between interviews.		KR	

		Panel should take and record a negative LFD on the morning of the interviews. Observers must be socially distanced and have limited interaction with the children e.g. to take the children from the hall to the classroom. Candidates should have staggered entry times. The room must be well ventilated with a through breeze. Ensure good social distancing within the classroom where the session will take place, the candidate will not need to wear a face covering.			
SEND pupils are not receiving adequate support		Risk assessment for individual pupils is reviewed and discussed with parents Some pupils may return to school on a part-time basis under approved circumstances with the intention of building up to full-time as soon as possible		KR/JWA / JWi	
New Parent Tours	KR & JWA	Tours of the grounds and outside of the building may take place after 17th May.		KR & JWA	
Non- essential visitors		The school will not be accepting visits during the national lockdown.			

Abbreviations
CYP – children and young people
SLT – Senior Leadership team
TAs – Teaching Assistants
JWACPs – Education, Health and Care Plans
PHE – Public Health England
LA – Local authority
PPE – Personal Protective Equipment
PPA – Planning, Preparation and Assessment time
HPTSW- Health Protection Team South West
DFE – Department for Education