

Charlton House Independent School Risk Assessment September 2021

Date completed: 01.09.21

Reviewed by Governing Body: 27.09.21 at FGB

Shared with staff: 02.09.21

Review date: 01.10.21 or in response to new Public Health advice or continual monitoring. **This risk assessment will be treated as a 'living document' and will respond to any changed in guidance.**

Controls will be monitored through: staff meetings, governor meetings, ongoing feedback from staff

This is a working document which will be reviewed regularly in light of Government guidance and continual evaluation from the school

Government guidance source:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

Government statement from guidance:

The government continues to manage the risk of serious illness from the spread of the virus. Step 4 marked a new phase in the government's response to the pandemic, moving away from stringent restrictions on everyone's day-to-day lives, towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk. As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people's education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for 2 doses by mid-September.

Our priority is for you to deliver face-to-face, high-quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health.

Changes to the guidance since its 2 July 2021 publication include:

- update to make clear who is no longer required to isolate if identified as a close contact, including clarifying that this includes young people up to the age of 18 years and 6 months (it previously said 18 years and 4 months)
- added additional detail on what close contacts should do whilst awaiting their PCR test results
- updated information on contingency planning in schools, with link to update 'contingency framework'
- updated information on boarding school pupils attending from abroad, as quarantine rules have changed

This risk assessment has been designed by Charlton House Independent School based on the 11 areas identified in the guidance:

1. Operational advice to schools
2. Public health and Department of Health and Social Care updated advice
3. Tracing close contacts and isolation
4. Control Measures
5. Attendance
6. Staff workforce
7. School operations
8. Inspection
9. Remote Education
10. Curriculum
11. Pupil wellbeing, support and behaviour

	Risk not mitigated - unable to follow guidance or implement adequate controls
	Risk partially mitigated – some actions outstanding
	Risk mitigated – adequate controls in place and guidance followed

Risk / Guidance Requirements	Controls/ procedures in place	Actions remaining	Status
1. Operational advice to schools			
a) Schools should thoroughly review their health and safety risk assessments	<ul style="list-style-type: none"> - Review risk assessment in light of new refreshed guidance - Fire drill practice details to be shared again with children and practiced at the start of the Autumn term - During a fire drill children are not expected to social distance - The school's fire plan remains suitable in the event of an evacuation - Weekly fire testing will continue to take place - https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools 	<ul style="list-style-type: none"> - Fire drill carried out in Autumn term - Review school Health and Safety policy in response to new guidance 	

	<ul style="list-style-type: none"> - Asbestos weekly checks carried out by LP - Check all sinks allocated to bases are running hot water at the required temperatures 	<ul style="list-style-type: none"> - Share risk assessment with all staff on 03.09.21 	
<p>b) The school should have active arrangements in place to monitor whether the controls are effective and working as planned</p>	<ul style="list-style-type: none"> - All staff are accountable for supporting the actions within this risk assessment - Competent persons appointed to oversee the risk assessment reviews are the HT, Site Manager and Governors - Review meetings held during staff meetings and encouraging staff to discuss any reviews with the Headteacher as necessary - Parent review meetings held half termly with Parent Representative group - Pupil conferencing – School Council half termly to review measures in place and feedback including discussions around control measures, curriculum and remote learning - Risk assessment monitoring to be shared with Health and Safety governor, COG and at Governor meetings 	<ul style="list-style-type: none"> - Share risk assessment with Governors in FGB September 2021 and ongoing monitoring and evaluating 	
<p>c) Communication</p>	<ul style="list-style-type: none"> - The school will continue their strong messaging about signs and symptoms, isolation advice and testing, to support prompt isolation of suspected cases - The school will encourage vaccination uptake for eligible staff and provide the time for staff to attend appointments 	<ul style="list-style-type: none"> - HT to ask staff to voluntarily share if they have not been double vaccinated 	
<p>d) Thresholds of when the school will take extra action</p>	<ul style="list-style-type: none"> - When either: - 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or - 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period the school will take further action - The school’s ‘Outbreak Management Plan’ will be followed 		

<p>e) Contingency planning (Outbreak Management Plan)</p>	<ul style="list-style-type: none"> - A contingency plan (Outbreak Management Plan) will be in place for September 2021 outlining school actions for positive cases in school and operations is the school was advised to take extra measures to help break chains of transmission 	<ul style="list-style-type: none"> - Share plan with staff 	
<p>2. Public health and Department of Health and Social Care updated advice</p> <p>Check for COVID-19 symptoms and health conditions</p> <p>Before attending school families should self-assess for symptoms of coronavirus (COVID-19). These are:</p> <ul style="list-style-type: none"> • a high temperature • a new, continuous cough • a loss of, or change to, your sense of smell or taste <p>For most people, COVID-19 will be a mild illness. However, if you develop COVID-19 symptoms, self-isolate immediately and get a PCR test, even if your symptoms are mild.</p>			
<p>a) Face coverings</p>	<ul style="list-style-type: none"> - Staff, pupils and visitors will no longer need to wear coverings in and around school - Children on transport to school in taxi's may choose to wear face coverings. These will be stored in a sealed plastic bag and the children are to wash their hands on removal of face coverings on arrival at school 	<ul style="list-style-type: none"> - Communication to children using private taxi's children can continue to wear face coverings if they choose - Share new guidelines with whole school 	

		community at the start of term	
b) Mixing and Bubbles	<ul style="list-style-type: none"> - Children and staff will no longer need to keep in consistent year group bubbles - Lunchtime and breaktime the children will continue to play together. 	<ul style="list-style-type: none"> - Share new guidelines with whole school community at the start of term 	
<p>3. Tracing close contacts and isolation</p> <ul style="list-style-type: none"> - Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing. - NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. - Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. - Schools may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. - Settings will continue to have a role in working with health protection teams in the case of a local outbreak. <p>A close contact is a person who has been close to someone who has tested positive for COVID-19. You can be a contact anytime from 2 days before the person who tested positive developed their symptoms, and up to 10 days after. This is when the virus can be passed to others.</p> <p>A risk assessment may be undertaken to determine this, but a contact can be:</p> <ul style="list-style-type: none"> ● anyone who lives in the same household as another person who has COVID-19 symptoms or has tested positive for COVID-19 ● anyone who has had any of the following types of contact with someone who has tested positive for COVID-19: <ul style="list-style-type: none"> ● face-to-face contact including being coughed on or having a face-to-face conversation within one metre ● been within one metre for one minute or longer without face-to-face contact ● been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day) <p>A person may also be a close contact if they have travelled in the same vehicle or plane as a case.</p>			

<p>a) Self-isolation</p>	<ul style="list-style-type: none"> - The School Community will be asked to follow government guidance on self-isolation and updated with any changes: Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply: <ul style="list-style-type: none"> • they are fully vaccinated (Fully vaccinated means that you have been vaccinated with an MHRA approved COVID-19 vaccine in the UK, and at least 14 days have passed since you received the recommended doses of that vaccine. • they are below the age of 18 years and 6 months • they have taken part in or are currently part of an approved COVID-19 vaccine trial • they are not able to get vaccinated for medical reasons <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test.</p> <ul style="list-style-type: none"> - The school will strongly encourage all individuals to take a PCR test if advised to do so. - If staff are advised to take a PCR test during the school day then cover will try to be arranged as soon as possible. Staff and children should return to school as soon as possible after the test has been carried out. - Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, will continue to attend school as normal even when waiting for a PCR result <p>If staff are identified as a close contact they will be advised to consider the following precautions until 10 days after their most recent contact with the positive case:</p>	<p>-Communicate with staff and parents guidance on 03.09.21</p>	
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	<ul style="list-style-type: none"> - limiting close contact with people outside their household, especially in enclosed spaces - wearing a face covering in enclosed spaces and where they are unable to maintain social distancing - limiting contact with anyone who is clinically extremely vulnerable - taking part in regular lateral flow testing as per the school guidelines - Any staff member required to self-isolate, will not be able to come into work or work anywhere other than where they are self-isolating (usually, their home) for their full self-isolation period, unless they are participating in an approved daily contact testing scheme. - Staff who have been identified as a close contact are to increase Lateral Flow testing to daily and continually self assess against COVID symptoms. 		
<p style="text-align: center;">4. Control measures</p> <p>To support the safety of the school community the school will:</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19. 			

<p>a) Hand hygiene</p>	<ul style="list-style-type: none"> - Staff will continue to ensure that pupils clean their hands regularly. This will be done with soap and water or hand sanitiser. - Children reminded on 06.09.21 how to wash hands thoroughly especially after using the toilet - School routines shared with all staff and children are that everyone washes their hands; at the start of the day and after lunch with soap and water during registration - Children will use hand sanitiser after break, before eating in the hall and also before and after any physical activity and at the end of the day - There are sinks, soap and hand sanitiser provided in each classroom and for TA's working 1:1 with children - Teachers to ensure that handwashing resources are refilled when needed - Hand sanitisers also available in school office to use when entering site, in the hall, ICT suite, staff room etc - Staff will regularly wash their hands with either soap and water or hand sanitiser throughout the day - Staff to hand sanitise on entry to school and at the end of the day when signing out - Hand washing posters are on display to prompt children and adults in each classroom - Soap is provided in each toilet and refilled daily by staff - Paper towels are to be disposed of in closed bins - If a child or adult sneezes or coughs then they will be prompted by the adult to wash their hands - Tissues to be placed in closed bins with bins being emptied at the end of every day - Hand washing routines will continue to be revised with children regularly 	<ul style="list-style-type: none"> - Children will continually be reminded of effective hand washing practices - Review risk assessments for individual children as necessary - Review handwashing practices and routines with children regularly - Ensure hand washing posters are up in every classroom and toilets 	
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	<ul style="list-style-type: none">- Children identified by staff for needing help when washing hands with support put in place as necessary- Risk assessments completed for most vulnerable children who may have trouble cleaning their hands and shared with all adults supporting children		
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<p>b) Respiratory hygiene</p>	<ul style="list-style-type: none"> - Closed bins to be used for waste in each classroom and work space which will be emptied daily for children and adults to put their tissues in - Children will be reminded on the week commencing 06.09.21 about tissues waste - Children encouraged to use tissues and sneeze into elbow when they cannot 	<ul style="list-style-type: none"> - Staff are to remind children about following the 'catch it, bin it, kill it' approach - Review risk assessments for individual children as necessary 	
<p>c) Cleaning</p>	<ul style="list-style-type: none"> - Classrooms and work spaces to be clear of clutter as much as possible to ensure surfaces can be cleaned down easier - Frequently touched surfaces such as door handles, light switches, work surfaces, remote controls and electronic devices will be wiped down twice a day by staff - Staff do not need to use PPE when wiping down surfaces <p>Lunchtime:</p> <ul style="list-style-type: none"> - Anyone handling food will wash their hands often with soap and water for at least 20 seconds before doing so - Crockery and eating utensils will not be shared - Tables will be wiped down after each setting - Routine waste will be disposed of as normal, placing any used cloths or wipes in 'black bag' waste bins and do not need to be stored for any length of time 	<ul style="list-style-type: none"> - Communicate with staff regarding cleaning expectations 	

<p>d) Principles of cleaning after an individual with symptoms of, or confirmed, COVID-19 has left the setting or area</p>	<ul style="list-style-type: none"> - The minimum PPE that will be worn for cleaning an area after a person with symptoms of COVID-19, or confirmed COVID-19, has left the setting, is disposable gloves and an apron - Staff will wash hands with soap and water for 20 seconds after all PPE has been removed - All surfaces that the symptomatic person has come into contact with will be cleaned and disinfected, including all potentially contaminated and frequently touched areas such as bathrooms, door handles, telephones, grab rails in corridors and stairwells - Disposable cloths or paper roll and disposable mop heads, will be used to clean all hard surfaces, floors, chairs, door handles and sanitary fittings – think one site, one wipe, in one direction <p>Use one of the options below:</p> <ul style="list-style-type: none"> ● a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine (ppm av.cl.) <p>or</p> <ul style="list-style-type: none"> ● a household detergent followed by disinfection (1,000 ppm av.cl.). Follow manufacturer’s instructions for dilution, application and contact times for all detergents and disinfectants <p>or</p> <ul style="list-style-type: none"> ● if an alternative disinfectant is used within the organisation ensure that it is effective against enveloped viruses 	<ul style="list-style-type: none"> - Meet with Office team to talk through actions 	
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	<ul style="list-style-type: none"> - Personal waste from individuals with symptoms of COVID-19 and waste from cleaning of areas where they have been (including PPE, disposable cloths and used tissues): <ol style="list-style-type: none"> 1. Will be put in a plastic rubbish bag and tied when full 2. The plastic bag will then be placed in a second bin bag and tied 3. This will be put in a suitable and secure place and marked for storage until the individual's test results are known - This waste will be stored safely and kept away from children. It will not be placed in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours - If the individual tests negative, this will be disposed of immediately with the normal waste - If COVID-19 is confirmed this waste will be stored for at least 72 hours before disposal with normal waste - Gloves, masks, spray and wipes provided for staff, if they require them, to clean during the school day and put in the closed bin when finished - Additional cleaning will be obtained if there is a need to step measures up in response to the number of cases or if an isolated space/s need to be deep cleaned 		
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<p>e) Keep spaces well ventilated</p>	<ul style="list-style-type: none"> - Occupied spaces will be well ventilated and a comfortable teaching environment will be maintained - Windows in classrooms will be opened in the morning at the start of the day - External classroom doors and where appropriate internal doors to be kept open when in use - In cooler weather windows will be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space - High level windows in colder weather will be opened in preference to low level to reduce draughts - Ventilation will be increased while spaces are unoccupied during break and lunch, when a room is unused - Heating to be on to ensure comfortable levels are maintained - Windows in larger communal areas such as the hall will be well ventilated and maximised - Events held within the school building, ventilation will form a part of the risk assessment 		
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<p>f) Use of personal protective equipment (PPE) when supporting a child or staff member with COVID-19 symptoms</p>	<p>When supporting child/ staff member with COVID-19 symptoms then staff will follow:</p> <ol style="list-style-type: none"> 1. A face mask will be worn if staff are in face-to-face contact 2. If physical contact is necessary, then gloves, an apron and a face mask will be worn. 3. Eye protection if a risk assessment determines that there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting will be worn <p>Face masks worn by staff will:</p> <ul style="list-style-type: none"> ● cover both the nose and mouth ● not be allowed to dangle around the neck ● not be touched once put on, except when carefully removed before disposal ● be changed when they become moist or damaged ● be worn once and then discarded - hands should be cleaned after disposal <ul style="list-style-type: none"> - No additional PPE will be worn by staff when giving first aid - Used PPE will be placed in a refuse bag and will be disposed of as normal domestic waste. Used PPE will not be put in a recycling bin or dropped as litter. If the wearer has symptoms of COVID-19, disposal of used PPE and other waste will be in line with cleaning non-healthcare settings outside the home. 	<ul style="list-style-type: none"> - Staff to read guidance; https://www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-non-aerosol-generating-procedures 	
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5. Attendance

School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school.

<p>a) CEV children attendance</p>	<ul style="list-style-type: none">- All clinically extremely vulnerable (CEV) children and young people will attend school unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. Remote learning will be provided for these children- An individual risk assessment will be completed for any CEV children	<ul style="list-style-type: none">- Keep in contact with CEV children to support attendance in school	
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<p>b) Attendance</p>	<ul style="list-style-type: none"> - Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they will be recorded as code X (not attending in circumstances related to coronavirus) - Where they are unable to attend because they have a confirmed case of COVID-19 they will be recorded as code I (illness) - For pupils abroad who are unable to return, code X is unlikely to apply. In some specific cases, code Y (unable to attend due to exceptional circumstances) will apply - The school will continue to complete the DfE daily attendance data for September and weekly in October - If a parent sends a child in with symptoms the school will refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19 - Parents/Carers will be asked to report non attendance, sharing details for the reason of absence - Children are added to the self-isolation register as necessary to inform Teachers of engagement in live lessons - Children who are self-isolating as being identified as a close contact will be followed up by the school and will be strongly encouraged to carry out a PCR test - Where the child is unable to take a PCR test, the school will record the child as X in the register - The school will follow up with the family if they are not satisfied with the reason as to why the child is not in school - The school will ask when required for additional evidence from the family - If the school is not happy with the reasons the absence will be recoded as unauthorised in line with the school attendance guidance 	<ul style="list-style-type: none"> - Continue to liaise with parents regarding attendance expectations and follow up any non-attendance with a phone call - Office staff to read; https://www.gov.uk/government/publications/school-attendance/addendum-recording-attendance-in-relation-to-coronavirus-covid-19-during-the-2021-to-2022-academic-year 	
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	<ul style="list-style-type: none"> - The usual rules on school attendance apply, including: <ul style="list-style-type: none"> • parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age) • the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct - Monthly attendance meetings with DSL's to analyse and track attendance as part of safeguarding practices will be carried out - Office team to follow up on non-attendance as soon as possible every day - Parents encouraged to email or call in when child becomes ill even if they are at home at the latest by 9.15am - If no contact with the school is made by Parents/ Carers then a text message will be sent as a reminder and follow up phone calls - If no contact is made staff will visit homes - DSL will inform social workers of any non-attendance of vulnerable children, including if they are self-isolating, and ensure the children are engaging with remote learning and agree with the social worker the best way to maintain contact and offer support to the vulnerable child - DSL's to contact vulnerable child's family to ensure they are able to access remote education support and they are regularly engaging if not in school - EHH referrals made if needed to support families - The school will discuss any concerns with families who are anxious about attending school and offer reassurance on the measures we have in place to reduce the risks 		
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6. Staff workforce

Social distancing measures have now ended in the workplace and it is no longer necessary for the government to instruct people to work from home. Clinically extremely vulnerable (CEV) staff will be advised to follow the same guidance as everyone else.

<p>a) Equalities duty</p>	<ul style="list-style-type: none"> - The school will continue to meet the equalities duties 	<ul style="list-style-type: none"> - The school equalities policy is to be updated - Use the guidance from https://www.gov.uk/government/publications/equality-act-2010-advice-for-schools to update the equalities policies 	
<p>b) CEV staff</p>	<ul style="list-style-type: none"> - CEV staff will meet with Headteacher to talk through whole school risk assessment and make individual risk assessment as required - 	<ul style="list-style-type: none"> - Risk assessment carried out for CEV staff as required 	
<p>c) Pregnant staff</p>	<ul style="list-style-type: none"> - A risk assessment for pregnant staff will be carried out 	<ul style="list-style-type: none"> - Risk assessment to be carried out on 08.09.21 	
<p>d) Anxious staff</p>	<ul style="list-style-type: none"> - Staff will have the opportunity regularly to support in the review and monitoring of the risk assessment - Support will be provided as necessary to help reduce anxieties - Share with staff The Education Support Partnership contact details as it provides a free helpline for school staff - Staff well being: National Operation Encompass Teachers' Helpline: From 1st September 2020 the National Operation Encompass Teachers' Helpline is once again available. Funded by 		

	<p>the Home Office, the advice line is free and calls are answered by trained Educational and Clinical Psychologists.</p> <ul style="list-style-type: none"> - You can call the helpline on 0204 513 9990 (Weekdays 8 - 11.00am) - Find out more from their website: www.operationencompass.org 		
e) Visitors	<ul style="list-style-type: none"> - Contact details of all visitors will continue to be registered in case of the need to contact for tracing purposes - Visitors will be asked to hand sanitise on arrival to the school office and when leaving the school office too - Visitors will be required to self-assess for COVID-19 symptoms (a high temperature; a new, continuous cough; a loss of, or change to, their sense of smell or taste) prior to attending the school. If they have one or more of these symptoms (even if they are mild), we will advise them not to attend - The above information will be shared with visitors prior to arrival on the school site - Visitors will use the disabled toilet should they need to - Where possible meetings will be held in well ventilated spaces and they will be wiped down after use - Parents will be asked to contact the school using the school telephone or email and only use the school office when essential 		
7. School operations			
a) School Meals	<ul style="list-style-type: none"> - The school does not have any children in receipt of FSM on roll. 		
b) Educational visits	<ul style="list-style-type: none"> - For all trips a risk assessment will be carried out by the trip leader following Hampshire guidance and National guidance 		

	<ul style="list-style-type: none"> - Public Health advice such as hygiene and ventilation requirements will be included in the risk assessment - Where possible staff will attend trips and if needed Parent volunteers will be asked - All staff will be clear and understand the risk assessment for each trip - Children will be able to mix in groups on the coach and during the trip - Risk assessments will be completed and stored accordingly. 		
c) Wrap around care	<ul style="list-style-type: none"> - Registers will be kept for safeguarding purposes and to support with contact tracing should this be required - The school will work with PHE should any thresholds be reached and support with contact tracing be required - Control measures will be followed during Before and After School Club - Club will be based outside as much as possible – dependent on the weather - Doors and windows will be kept open – maintaining the balance between ventilation and a comfortable environment - Staff and child ratio in accordance to Out of School Alliance - First aider to be in Office at all times during Club - DSL contactable in person or via telephone during Club provision <p>Before School Club:</p> <ul style="list-style-type: none"> - Children will use hand sanitiser at arrival and departure from Club 		
d) Sports Clubs and competitions	<ul style="list-style-type: none"> - Registers will be kept for safeguarding purposes and to support with contact tracing should this be required - The school will work with PHE should any thresholds be reached and support with contact tracing be required 		

	<ul style="list-style-type: none"> - Contact details of external sports coaches will continue to be updated in case of the need to contact for tracing purposes - External coaches will be required to self-assess for COVID-19 symptoms (a high temperature; a new, continuous cough; a loss of, or change to, their sense of smell or taste) prior to attending the school. If they have one or more of these symptoms (even if they are mild), we will tell them not to attend - Children will wash their hands at the start of club/ competition and hand sanitise at the end of club/competition before going home - No spitting or rinsing out of mouth on or around the playing area will be tolerated - Water bottles will not be shared between children and will be clearly labelled - Equipment will be sanitised after each competition <p>External sports competitions</p> <ul style="list-style-type: none"> - Children will not shake hands after or before any competitions - Equipment will be sanitised after each competition - Spectators from separate schools will have a designated area to spectate within the school grounds - Risk assessments will be carried out for each sporting event following the guidance; https://www.gov.uk/government/publications/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators 		
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	<ul style="list-style-type: none"> - If events are at other schools children will be required to obtain their own transport and share who they will be travelling with - Equipment will be cleaned down after use and kept to a minimum - Template will be used to support with managing spectators; https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002106/Risk_management_template_-_blank.pdf - National Governing Body advice for each individual sport will be used to support events - Risk assessment actions will be clearly communicated with both schools and all attendees - If a participant or spectator presents with symptoms, or you become aware of a case of suspected or confirmed COVID-19 on-site, they should not be admitted or should be asked to leave event, unless they need to be transported to hospital for treatment. The participant or spectator will be advised to self-isolate in line with NHS guidelines and to take a PCR test. - The school will follow the procedures for developing COVID symptoms at school 		
e) Transport	<ul style="list-style-type: none"> - No children are transported to school using Charlton vehicles. - 		

<p>f) Music lessons</p>	<ul style="list-style-type: none"> - Cleaning equipment and hand sanitising to be available to staff in music room - Peripatetic Teachers are responsible for restocking cleaning equipment by collecting from central storage area - Staff will follow the school practices if they feel unwell or develop COVID-19 symptoms - child to be collected by HT or First Aider taken to Isolation room - On entry to the Music room the windows will be opened and keep open all day to maximise ventilation whilst also maintaining a comfortable environment - All surfaces will be wiped down at the start of the day and when finished - If necessary children are to wear own headphones brought into school - All musical equipment and instruments are to be clearly labelled and stored in classrooms - Musical instruments are to be cleaned between sessions by the children using them - Children are not to share instruments that have a mouth piece 	<p>Share risk assessment with all Peripatetic Teachers</p>	
<p>g) Whole school events</p>	<ul style="list-style-type: none"> - Risk assessments will be carried out for each individual event with the control measures including hygiene, ventilation and cleaning being planned for - All measures in place will be clearly communicated when planning an indoor or outdoor face-to-face performance in front of a live 	<p>-</p>	

	audience, the following advice will be used: DCMS working safely during COVID-19 in the performing arts guidance		
8. Inspection			
Ofsted will return to a full programme of routine inspections from September 2021 Within the 5-year period, Ofsted will continue to prioritise schools most in need of inspection, particularly those with the lowest Ofsted grades. It will also prioritise outstanding schools that were previously exempt from routine inspection that have gone the longest without a visit.			
9. Remote education			
High-quality remote learning in schools, further education and higher education settings should be provided for all pupils and students if: <ul style="list-style-type: none"> • they have tested positive for COVID-19 but are well enough to learn from home; or • attendance at their setting has been temporarily restricted On-site provision should in all cases be retained for vulnerable children and young people and the children of critical workers. If settings have to temporarily stop onsite provision on public health advice, they should discuss alternative arrangements for vulnerable children and young people with the local authority			
a) Remote education for children self-isolating or having tested positive for COVID-19 but are well enough to learn from home	<ul style="list-style-type: none"> - Parents/ Carers will inform the school of non-attendance and request access to remote learning as their child is well enough to learn - Staff will have access to register of children joining remote learning daily and the Office team will communicate immediately with Teachers to organise access for child at home - Children will be able to log into live lessons on the day of isolation, if they are well enough - Children will access on-line learning for English and Maths and other curriculum lessons - Support for parents to help with access will be provided through the school office - If children with an EHCP are self-isolating then an individual plan will be put into place to support them access education at home - The school will support children with SEND access the remote education to meet their level of need - Printed resource packs will be provided where necessary - Engagement with remote learning will be monitored by the Teachers, Office staff and Headteacher 	<ul style="list-style-type: none"> - Review the school's 'Remote Education' plan in response to updated guidance https://get-help-with-remote-education.education.gov.uk/statutory-obligations including how to provide frequent feedback - Share updated Remote Education plan with Parents and upload to the school website - Use updated KCSiE to update safety 	

	<ul style="list-style-type: none"> - Children and staff will follow and will be reminded of the safety practices and guidelines to follow when teaching live lessons - The Senior Leaders responsible for the quality and delivery of remote education is: Matthew Robinson. 	measures for children and staff	
10. Curriculum			
a) Teach an ambitious and broad and balanced curriculum in all subjects	<ul style="list-style-type: none"> - Prioritise teaching time to address the most significant gaps as an outcome from the curriculum evaluations completed July 2021 - Curriculum planning will be informed by an assessment of children’s starting points and gaps in their knowledge and understanding of what is the most critical content for progression - Regular formative assessment will be used to close gaps - Teachers will use the ‘Ready to progress’ targets identified in July 2021 as starting points to close gaps - The curriculum will remain broad covering all subjects 		
b) Curriculum lessons	<ul style="list-style-type: none"> - PE – the PE leader will share any specific guidance with staff relating to NGB advice for different sports - Children will wash their hands before and after PE lessons - Children will get changed in their classrooms and central areas if required - The hall doors and windows are to be left open to maximise natural ventilation flow - Singing lessons will be held outside where possible - Whole school singing assemblies will be reviewed to start at the end of September 	<ul style="list-style-type: none"> - PE Leader to share NGB advice and guidelines 	

	<ul style="list-style-type: none"> - https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools - Use this guidance to support with planning; Science, DT, PE, Outdoor Education 		
<p>11. Pupil wellbeing, support and behaviour</p> <p>Some pupils may be experiencing a variety of emotions in response to the COVID-19 pandemic, such as anxiety, stress or low mood. You can access useful links and sources of support on promoting and supporting mental health and wellbeing in schools.</p>			
<p>a) Schools should consider the provision of pastoral and extra-curricular activities to all pupils designed to:</p> <ul style="list-style-type: none"> • support the rebuilding of friendships and social engagement • address and equip pupils to respond to issues linked to coronavirus (COVID-19) • support pupils with approaches to improving their physical and mental wellbeing 	<ul style="list-style-type: none"> - Class and whole school assemblies linked to school community values and emotional well-being - Continue to support social engagement and maintaining friendships - Children in school to participate in regular physical activity including participating in the golden mile at least three times a week - Health and well-being provision supporting children in school to continue their programme - Staff will refer children for health and well-being support where necessary - Provide children with the space to talk in school through the use of the class listening boxes - Build self-esteem and resilience in children through the use of the school learning values, school community values and behaviour policy - Continue to share resources from school nursing team with staff and parents - 	<ul style="list-style-type: none"> - Health and well-being list reviewed and updated by staff 	
<p>b) Behaviour</p>	<ul style="list-style-type: none"> - The school will follow and promote the school's behaviour policy - Staff will share this again with children during their first session back in school 		

	- Staff will record on the school system behaviour log as per the behaviour policy		
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Reviewed by:
Date of review: