



Merry Hill Infant School and Nursery

Covid 19 Policy

Name/Title of responsible committee/individual:		Governing Body
Date issued:		May 2020
Review frequency:		August 2020
Target audience:		All stakeholders

The Governing Body shall conduct the School with a view to promoting high standards of educational achievement.

Merry Hill Infant School and Nursery is committed to eliminating discrimination, advancing equality of opportunity and fostering good relations between different groups. These factors were considered in the formation and review of this policy and will be adhered to in its implementation and application across the whole school community.

The School will promote the fundamental British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs and will actively challenge pupils, staff or parents expressing opinions contrary to fundamental British Values, including 'extremist' views.

Version	Date	Notes
V1	May 2020	Approved by Governing Body

Policy Override- to be reviewed/ renewed August 2020

The staff and governors at Merry Hill Infant School and Nursery recognise that during the Covid – 19 pandemic, some policies and protocols may not be appropriate to the needs of staff and pupils. In line with the government's own approach we have produced this 'override' document which clarifies the need to deviate from policy at times in order to function in the current restrictions/requirements. This document is designed to cover the main areas but includes the caveat that some policies will need to be adapted as we move through this pandemic. As such, this does not cover all changes that may be necessary but supersedes other policies as needed.

Safeguarding

A DSP will be available on site or on the phone every day. In the event of illness/isolation etc, a DSP will be available on the phone. If staff are unable to reach a DSP on site or on the phone they should contact the Consultation Hub on: 0300 123 4043

The following actions are being taken to safeguard the children during partial school closure:

- Keeping in regular contact with vulnerable families
- Targeting specific families to support them in sending their children back to school
- Ensuring that children entitled to FSM have access to this service
- Class teachers and SENCO phoning key families to keep in contact and offer support
- Continuing work with FSW to provide support to families who need it

Door security- guidelines on the opening of doors and windows for ventilation

As there is a requirement to keep rooms well ventilated and to maximise outdoor space, we will allow external doors, classroom doors and windows to be left open on the condition that the perimeter is secure. Gates will be manned during the staggered 'drop off' and 'pick up' times and will then be secured. Adults will ensure they check the gates are closed before allowing children to play outside.

Uniform

Children will be expected to wear uniform whilst at school. Good practice for schools is that children and staff wear fresh clothes each day and wash the clothes worn at school. For this reason, and because we will try and use outdoor spaces, staff are expected to wear comfortable clothing. If clothing is deemed to be inappropriate or not cleaned, then we will need to contact families or speak to staff. As we will use outdoor spaces then we ask that children to come into school wearing sun cream and with a named sun hat.

Health and Safety

We aim to follow the Health and Safety policy and continue to do the necessary routine checks and procedures. We will ensure that the perimeter is checked daily to ensure that it meets requirements. Food hygiene- extra measures will be in place to ensure that contact with catering staff is minimised and that 'cross- contamination' between groups/bubbles of children is avoided. This involves changing gloves, not handling used plates with bare hands, reducing pupil contact with the kitchen areas. There will be lidded bins in every room to dispose of tissues etc. and the waste will be double bagged.

Behaviour

Whilst the Government advises schools to implement social distancing measures, we will require all children to follow our social distancing and hygiene rules. This is to ensure the safety of all children and adults.

Some of these measures include:

- Following instructions on hygiene such as handwashing
- Following instructions on who children can socialise with whilst at school
- Moving safely around the school grounds (for example following the one way system, lining up on the marked lines and not entering closed areas of the school)
- Following 'Catch it, kill it, bin it' rules about sneezing, coughing and hygienic disposal of tissues
- Not sharing equipment with others whilst at school
- Staying in their allocated learning and playing areas
- Telling an adult if they feel unwell

If a child does not follow these guidelines, they will be reminded by the staff member working with them and where necessary, given visual reminders to support them. If the child continues to not follow the school rules, the parents will be phoned to collect their child.

PPE and First Aid

The government has decided that PPE is not required for primary schools. Staff choosing to wear masks may do so as a matter of choice.

It does require us to risk assess certain close contacts and, as such, PPE will be used for delivering close contact first aid. In the event of small bumps and scrapes the staff will take a low contact approach and may direct a child to wipe a scratch and apply their own plaster. Staff will keep a first aid record sheet in each group/bubble to record any first aid incidents. Head bumps will still be notified to parents and given a red bumped head letter. Staff must wash hands for at least 20 seconds after dealing with a first aid incident. Medicines such as epipens and asthma inhalers will be placed safely in the location of child's bubble. Staff supporting children intimate care needs will wear PPE provided by the school.

Food technology

In line with the aim of reducing the risk of contamination, food technology will not be part of the curriculum until further notice.

Outdoor learning

Groups will be encouraged to use the outdoors throughout the day. This time will be timetabled to ensure minimal risk of groups of children being in contact with each other. All activities should be risk assessed. Staff are directed to avoid 'riskier' outdoor activities to reduce the need for first aid etc.

Cleaning and hygiene

Staff will clean rooms and any equipment that has been used at the end of every day. Every classroom will be equipped with hand soap, hand sanitiser and cleaning products.

Curriculum

The government guidance asks schools to decide on their curriculum during this period. Staff will use our curriculum plans as a guide but are encouraged to do more art and pastoral support during a partial opening of the school. Outside learning is also encouraged in government guidelines. Adaptations to the structure of lessons will be mindful of the need to reduce contact or room 'overload.' This means that some children might rotate activities rather than all sitting together at once. Children will complete all of their work on paper and then take their work home with them at the end of each day.

A Recovery Curriculum will be in place as there will be new routines and procedures to follow. With pupil wellbeing of paramount importance to the staff at Merry Hill we will be focusing on 'recovery' of experience (rather than learning of the traditional curriculum) and working to restore the balance through giving pupils space and time to reflect and look forward whilst reigniting the flame of learning.

Marking and feedback

Due to the need to avoid contact with pupils or with items used, staff will give verbal feedback during lessons. They cannot move around the room so some feedback will be given in front of other children. Staff will aim to be mindful of sensitivities here. Work will not be marked in a conventional way.

Materials brought in from home

Children are asked to avoid bringing in much from home. They will need a named water bottle on their first day at school which will remain at school. Water bottles will be cleaned at school at the end of each day. Lunch will be provided for all children so there is no need for any child to bring in packed lunch. New reading books will not be sent home.

Parents and Visitors on Site

Parents are not permitted on site at present. Children being dropped off and picked up from school must be done at the designated point and are asked to not wait around. If staff need to contact you then they will do so by phone or email. If you wish to contact the teacher then please email or call the school to leave a message. Teaching staff cannot respond to emails during the teaching day.

Social Distancing

Children and staff are expected to follow the two metre distancing expectation where possible and will be reminded of this regularly. Tables in classes are spaced out according to this guidance. Each bubble of children has outside areas marked out to keep groups apart. Where social/physical distancing may not be maintained then staff may choose to wear masks/gloves provided by the school.

Dealing with someone who is unwell or showing symptoms of Covid – 19

If a staff member or pupil displays symptoms then you will be contacted immediately to collect your child and the staff member will also go home. At this point all persons in contact with that individual will be entitled to testing.

Falsely suspecting- it is almost guaranteed that some of these incidents will be false alarms. We ask that you are courteous to staff who will have to ask you to collect your child even if you do not agree.

Procedures- if a child or adult shows symptoms or becomes unwell we will notify all persons in the group/bubble and any others that have been in contact. All children will need to be collected as soon as possible. We need reliable and suitable contact numbers for each child in school. Any person displaying symptoms will be discretely isolated in an outside area, or in a vacant room within the school with access to their own toilet which can be later thoroughly cleaned. Disposable paper masks will be given to anyone coughing/exhibiting symptoms. Children will not be left alone and will ideally be supervised by staff known to have had the virus.

Entitlements - staff, adults and children believed to have been in contact with a suspected case are now entitled to Covid – 19 testing. Details can be found on this link

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/ask-for-a-test-to-check-if-you-have-coronavirus/>

Track and trace procedures are expected to be in place soon.

If any child or member of staff tests positive for Covid 19, the whole bubble, including staff and any others who have been in contact with that person will be required to isolate for 14 days.

Playground/Outside Play

Children are encouraged to use outside spaces as much as possible. Each of the group will have allocated times to use the outdoors. The playground equipment will be closed until further notice. Lunches will be delivered to the classrooms and will be supervised by the adult teaching the group.

Behaviour

The school's behaviour policy remains our guide but some situations may need to be addressed differently. As examples, children spitting or refusing to maintain social/physical distancing guidelines will need to be addressed immediately and may not be permitted in school if the risk to others is greater. Other situations may occur and, if necessary, will be dealt with fairly and with the safety of staff and pupils paramount. It is hoped that with children in small groups, the behaviour is likely to be excellent!

Complaints

If you are unhappy or concerned about any element of the school day then please contact the class teacher initially via a phone call to the office or email using the class email addresses. If you do not feel that your concern has been addressed then please contact the Headteacher. There is no requirement for school governors to process complaints during the partial closures of schools in order to allow us to focus on managing the current situation. If you are unhappy with any incident please consider whether it is the school's issue or one of guidelines, please remember that staff are working in less than ideal circumstances. Thank you. We aim to resolve any issues as best possible.