

Action Plan for Re-Opening Bersted Green Primary School in March 2021

Bersted Green has been open throughout the pandemic. We are so fortunate not to have had cases in school since December 2020 although there have been several in the community. We continue to review planning, practice and provision to ensure all guidance is being followed to keep our community as safe as is possible.

The school has been thoroughly deep cleaned each school holidays and guidance regarding close contact, hand washing and travelling in cars has been re circulated.

Most of this content I am sure you will be familiar with - review is on-going so please feed into this via email or to Headteacher

Review: December 16 th 2020, January 6 th 2021, February 10 th 2021, February 24 th 2021				
	Objective	Actions	Who and what resources are needed	Planned Outcome
Compliance	To understand and implement the government requirements in the context of this setting	<ul style="list-style-type: none"> Staff Parents Visitors <p>Sorry, we continue with no parents in school building. All to wear a mask/visor on site at start and end of the school day. Staff may choose to also wear for close work with children.</p> <p>Please report to the school any tests that are positive. Follow the instructions given to you. Send to message to the school. Do NOT ignore this advice.</p> <ul style="list-style-type: none"> Children will continue to be in year group bubbles with dedicated bubble staff including lunch and break times. <p>All to follow NHS guidance:</p>	On-going supply visors, masks, gel, soap, tissues	Compliance achieved

		<ul style="list-style-type: none"> • wash your hands with soap and water often - do this for at least 20 seconds • use hand sanitiser gel if soap and water are not available • wash your hands as soon as you get home • cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze • put used tissues in the bin immediately and wash your hands afterwards • stay 2m apart where possible and 1m where not possible <p>DfE prevention guidance: Prevention</p> <ol style="list-style-type: none"> 1) Minimise contact with individuals who are unwell by ensuring that those who are required to stay at home do not attend school. 2) Where recommended, the use of face coverings in schools. 3) Clean hands thoroughly more often than usual. 4) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. 5) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents. 6) Minimise contact between individuals and maintain social distancing wherever possible. 7) Always keeping occupied spaces well ventilated. 8) Where necessary, wear appropriate personal protective equipment (PPE). Numbers 1 to 5, and number 7, must be in place in all schools, all the time. Number 6 must be properly considered and schools must put in place measures that suit their particular circumstances. Number 8 applies in specific circumstances 	<p>Handwashing stations</p> <p>Tissues</p> <p>Paper towels</p> <p>Masks - see above</p> <p>Tissues</p> <p>Surface wipes and detergent/cloths</p> <p>Bobbles</p> <p>Doors open</p> <p>Available</p>	
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Parental Need and Demand</p>	<p>To understand the needs of families for childcare in order to plan provision</p>	<p>Morning club will continue to run from Easter to support children that need. Limited to 15 children and children will be in their bubbles.</p> <p>Any clubs that run will be for bubbles. KS2 'catch up and get confident' will run in 4 week blocks each half term in bubble classes.</p> <ul style="list-style-type: none"> • Staff -bubble staff • Children - bubble children • Visitors - coaches to operate in bubbles too <p>Parents who would like support for their child or family can make an appointment to talk to class teacher, Headteacher, SENCo or inclusion support on the phone in the first instance. If urgent the office may be able to help Early help plans will trigger support for families beyond the school.</p>	<p>Bubble activities (not shared) Equipment cleaned/left 72 hours</p>	<p>Parent needs are understood and met as far as is possible</p>
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Staffing	<p>To understand the availability of staff and any support needs they have to support them in returning to work</p>	<p>Staff will be in work provided they are not showing symptoms:</p> <ul style="list-style-type: none"> • a new continuous cough • a high temperature • a loss of, or change in, your normal sense of taste or smell (anosmia) <p>If have symptoms will go for test and stay away until outcome of test confirms they may return.</p> <p>Bersted Green considers the staff team to be supportive of each other. Any concerns can be shared with Head, line manager or well-being lead - Deputy Head</p> <p>Staff will respect space and socially distance from each other at all times and will avoid close contacts</p> <p>Staff will work in bubbles. Meetings will be distanced.</p> <p>Staff lunches will continue to be staggered. Staff will adhere to being 2m apart where possible and 1m where not around school including staff room and corridors. KS2 continue to not use Y1 corridor</p> <p>Staff use own pens to sign in. Clean/wash hands before using handles, taps. Put own crockery /cutlery in dishwasher. Wipe surfaces. Water bottle washing. Class adults tidy after themselves and their class with help from the children</p> <p>Staff will need to consider how or whether car sharing can meet with the guidance and not constitute a close contact.</p>	<p>Deputy head capacity</p> <p>Monitored by everyone</p>	<p>Bubble staffing capacity is sufficient to run bubble</p>
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Planning Places	To develop a measured approach to children returning to keep children and staff safe when attending the setting	<ul style="list-style-type: none"> Staff will be observant - children will settle back in their classes. World book Day will be on 11th March (a week late). Children are adept at talking to chosen adults. This will need to be managed outside and at a distance if not in same bubble - maybe go for a walk. Parents will continue to let staff know of concerns children have talked about at home at start/end of day or by phone or email to office@berstedgreen.school <p>To be aware the most common symptoms of coronavirus (COVID-19) are recent onset of:</p> <ul style="list-style-type: none"> a new continuous cough a high temperature a loss of, or change in, your normal sense of taste or smell (anosmia) 	<p>Teacher plans</p> <p>Discuss with line manager/ Head</p> <p>Staff to be out with children at end of day - distanced</p> <p>Temperatures checked/ Thermometers</p> <p>Symptoms reported to Head immediately and child removed from bubble</p> <p>DfE/PHE advice adhered to following test outcome</p>	<p>Children's needs are heard and supported</p> <p>Well-being strategy implemented appropriately</p> <p>Any symptoms are reacted to appropriately</p>

Premises	<p>To ensure that the premises are safe for adults and children to use following government guidelines</p>	<ul style="list-style-type: none"> • Staff and Children will continue to wash hands, dispose of tissues etc. Distance will be 2m where possible and 1m where not. Staff will clean through the day - class tables/ surfaces Paper cups in outside classroom Not sharing pencils etc • Parents wearing masks on site, observing 2m distance and not in school building. If need to enter office will be in mask behind perspex shield. Requested to arrive at correct times for drop off and pick ups. • Visitors will wear masks on site if need to enter the building. <p>Cleaning team will continue to be thorough.</p> <p>The school has been thoroughly deep cleaned in each school holiday and guidance regarding close contact, hand washing and travelling in cars has been re circulated.</p> <p>Usual checks continue.</p>	<p>Reminders</p> <p>Posters</p> <p>Requests</p> <p>Continual reminders</p> <p>Masks provided</p> <p>Churchill's to monitor</p>	
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Keeping Safe</p>	<p>To ensure that government guidelines are adhered to</p>	<ul style="list-style-type: none"> • Staff • Children • Parents • Visitors - Hands - Face - Space guidance adhered to. - Children checked inc. temperature taken. Sent to get test if there are symptoms (families to take children) - Being 2m and if not at least 1 metre apart protects from coughs and consonants - School to continue to work with DfE, PHE and WSCC - Families informed of infections - Advice if there is an infection will vary according to the situation - may be for example a whole year bubble may work at home, maybe just an individual, maybe selected individuals - Guidance followed precisely and promptly - School has a duty of care to children at school to ensure they are safe at every level. Safeguarding leads will at times seek support from the multi agency support HUB (MASH) to ensure this 	<p>Posters</p> <p>Reminders</p> <p>Thermometers</p> <p>Distance monitored</p> <p>NHS letters</p> <p>According to situation</p> <p>Adherence</p> <p>DSL capacity</p>	<p>Adherence to be safe</p>
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Environment	<p>To identify and implement any necessary changes to the routines, resources, or organisation of the environment to minimise the risk of the spread of infection</p>	<ul style="list-style-type: none"> • Staff • Children • Parents • Visitors <ul style="list-style-type: none"> - Start/end of day is staggered. Handwashing on arrival, after activities with resources, before lunch, after breaks etc - Playtimes and lunches are in bubbles and staggered - Where children play is in bubble areas - - Families are asked to leave promptly and to not allow children to play on school play equipment once collected or while waiting to minimise infection of the equipment - Children are distanced at tables in classes and during learning activities. - There is provision for learning to happen regularly outside - Equipment used is suitable for the conditions and can be cleaned - Resources are cleaned after use/not used for 72 hours - Masks for adults undertaking close work if can't be a metre away - Masks for adults and secondary pupils on arrival/pick-up - Tables, laptops etc are wiped and cleaned through the day 	<p>Staff out to support</p> <p>Routine continues</p> <p>Parents reminded and asked to leave</p> <p>Routine</p> <p>Planning</p> <p>Fit for purpose</p> <p>Cleaned - bubble buckets</p> <p>Monitored</p>	<p>Environment, routines, resources, organisation fit for purpose to support guidelines and expectations to minimise risk of infection</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Communication</p>	<p>To ensure effective communication with staff, and families to build confidence and support them to understand and adapt to any new arrangements</p>	<ul style="list-style-type: none"> • Staff • Children • Parents <p>Arrangements are not new so parents are familiar with these. May need reminding.</p> <p>We hope parents (and staff/children/ visitors) will in an appropriate non-threatening way continue to tell us concerns or thoughts and solutions. This document will be continually reviewed to take account of these.</p> <p>Immediate action in positive cases Letter explaining actions taken parentmailed and on web site</p> <p>Risk assessment updated for January 2021 return to school parentmailed and on web site</p> <p>Ongoing communication Flu has been around for many years - herd immunity has been achieved through vaccination but not everyone takes up the vaccine.</p> <p>COVID19 will also be part of our daily lives and we need to ensure safe practices become normalised</p> <p>We do expect adults to behave as role models on site. We will not tolerate unacceptable behaviours.</p>	<p>Staff out at start/end of the day</p> <p>Review</p> <p>Headtacher to follow DfE/PHE advice in full</p> <p>Can never become complacent</p> <p>WSCC legal team/solicitors</p>	<p>Communication and communication of expectation supports the minimisation of infection.</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Transitions for children</p>	<p>To consider the impact for children of the changes and how the setting can support all children to settle</p>	<ul style="list-style-type: none"> • For children there are no real changes. We will all be reminded as we have been • Staff will recognise the end of term ended abruptly and there will need to be some finishing off • School will have some of the planned Christmas activities planned • The children contribute to their learning. Planning is adapted to meet the needs of children • ELSAs and other school interventions continue to support children • Parents chats will take place at May half term. These will usually be a phone call or maybe a distanced chat outside • Parents can pass helpful information to class adults or the office to help school help children at particular times • Parents, ask children to see work sent to the Golden book or if they are proud of what they have done • If there is a problem it needs to be resolved appropriately to be supportive to children • Being on time for school really helps as children arrive at their bubble with their friends and there is less chance of mixing bubbles • We want children to be settled, when they are children will make progress and enjoy learning and their friends 	<p>Time from staff</p> <p>Finishing off</p> <p>Catch up activities</p> <p>Interventions managed</p>	<p>Children will be supported to settle back to school and continue then to make strong progress to fill any gaps and to catch up</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Children Not Attending</p>	<p>To maintain contact with children who are not currently attending and follow school/WSCC absence procedure/policies</p>	<ul style="list-style-type: none"> • Children need to return to school. This continues to be a Government priority. • When children don't attend there is an impact on learning, behaviours and especially friendships. 	<p>Absence policies and practices</p>	<p>Children attend school and engage with learning. Families support this.</p>

