



Covid-19 Recovery Plan – September 2020

BLAENDULAIS PRIMARY SCHOOL



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BLAENDULAIS PRIMARY SCHOOL, NPTCBC, SA10 9AA

THIS DOCUMENT WILL BE UPDATED REGULARLY

Recovery Plan for Second Phase of School Re-Opening September 2020

This recovery plan must be read alongside Welsh Government (WG)/NPT Covid-19 Health and Safety Operational Guidance.

Our aims and decision making will be guided by two clear questions:

1. What is the best support that we can provide for our school community?
2. How do we ensure the highest standards of safety?

This plan has been developed using the following **5 key principles** set out by the WG Education Minister:

1. The safety and mental, emotional and physical well-being of staff and students;
2. Continuing contribution to the national effort and strategy to fight the spread of Covid-19;
3. Having the confidence of parents, staff and students - based on evidence and information - so that they can plan ahead;
4. Ability to prioritise learners at key points, including those from disadvantaged backgrounds;
5. Consistency with the Welsh Government's framework for decision making, to have guidance in place to support measures such as distancing, managing attendance and wider protective actions.

Overarching Guidance for Leaders and Governors

1. Principles outlined above must be evident in all decision making. Our overall aim is to ensure that our decision making is calm and informed;
2. We will be decisive in our decision making. Our community must expect us to respond clearly and with urgency to any safety issues raised;
3. Senior leaders and governors must consider all the advice made available to them. Includes updated guidance for schools from Welsh Government;
4. Excellent communication must be evident throughout the planning and implementation of our safety plans. We will work with all teams of staff and welcome input from trade associations, pupils and parents/carers. We will share advice that informs our decision making;
5. Need to build trust in our community. We will be open and transparent at all times in our communication with the community.

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Rationale:

This plan will aim to ensure that we safeguard our community by:

- Always being alert to risk;
- Reducing risk through effective organisation and controls;
- Reducing transmission risk by limiting interactions within the school community.

Overarching Plan:

- Our pupils will be supported by their normal class teacher(s) in their normal classroom within the registration group of no more than 30 pupils. Pupils will remain in their classroom, or use stipulated outside areas to participate in general/additional activities i.e. play/lunchtime. Additional resources such as nurture, reading intervention and TA support will only be used where appropriate. Throughout the course of the day, they will see other children and staff, but, wherever possible, they will be based and learn in their classroom. The school will continue to use a 'bubbles' approach – ensuring pupils are mindful of their personal safety and distancing, and of others safety, in a caring environment.
- Pupils' classes will have allocated staff members for teaching and lunchtime supervision. Some classes may be allocated more than one member of staff. This will be kept at a minimum to reduce the possibility of contraction and transmission.
- Within our environment, everybody will apply the best standards of care that we can. We will adhere to the LA' rigorous cleaning plan.
- The school will employ a simple model with three clear messages:
 - **Stay Clean** – We wash our hands regularly and use the hand sanitisers provided;
 - **Be Hygienic:**
 - put tissues in bin;
 - keep hands off each other and your face;
 - cough into sleeve or tissue etc.;
 - **Keep a Safe Distance** – Viruses travel. We can stop them moving by keeping a safe distance. Staff must ensure social distancing, with pupils remaining within their 'bubble'.

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Minimising & Controlling Transmission:

In all education, childcare and social care settings, preventing the spread of coronavirus involves dealing with direct transmission (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches and actions must be employed to control transmissions.

These can be seen as a hierarchy of controls that, when implemented, creates an inherently safer system, where the risk of transmission of infection is substantially reduced. These include:

1. **Minimising contact with individuals who are unwell** by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges;
2. **Improving cleanliness.** Cleaning hands more often than usual - wash hands thoroughly for twenty seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands and wrists are covered;
3. **Ensuring good respiratory hygiene** - promote the 'catch it, bin it, kill it' approach;
4. **Cleaning frequently touched surfaces** often using standard products;
5. **Minimising contact** and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times).

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Way Forward

Achieving the desired aims will involve the following:

- **Social Distancing** – Pupils can work within Contact Groups (Bubbles) of, up to, 30 – for clarity, Blaendulais' 'Bubbles' will be Early Years, Foundation Phase Building (Y1/2 & LSC1), Dosbarth Mrs Wheadon, Dosbarth Mrs Jones and Dosbarth Mrs Williams (LSC2).
- **Transport** – Some of our pupils are transported from outside the catchment area on a daily basis. Parents/carers are encouraged to transport their children to/from school to minimise transmission and allow for greater social distancing. Where pupils are unable to be transported by parents/carers, NPT Transport will endeavour to ensure safe transportation of pupils is achieved within their 'Bubble', i.e. LSC1 pupils would only be transported with pupils from within their class.
- **Classroom Seating** – Where possible, pupils will be arranged in desks which face forwards.
- **Corridor space** – There are 'pinch' points in the school. These include, but are not exclusive to, corridor areas. These areas will require constant monitoring to ensure social distance distancing at times of movement.
- **Congregational areas** – Parents/Carers are politely asked not to enter school grounds at any time. Access points will be altered to maximise social distancing. No 'shortcuts' are to be taken through school – parents/carers must use exterior pathways to minimise transmission on internal gates, handles etc.
- **Contact with school** – Parents/carers are politely asked not to enter the school grounds at any time. If contact is required for essential purpose i.e. medication, administration of forms etc., parents must contact the office on (01639) 700261 to arrange a suitable time. **Parents are requested to provide current/accessible main and emergency contact numbers via the online 'Forms' capture sheet.**
- **Dinner money** must be paid via Parent Pay (information letters sent out). All pupils must pay regardless of Free School Meal status whilst additional Welsh Government funding is in place.
- **Arrival and Departure from School** - Parents/carers are politely asked not to enter the school grounds at any time. Please refer to guidance (pages 7, 8, 9) for details on class arrival/departure time. **School does not take responsibility for individuals' ability to socially distance before/after school hours.**

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- **Pupil shielding/illness** – The school is awaiting further guidance with regard to ‘Shielding’ Pupils, Parents, Carers & Staff.
- **School departments** – Our school comprises of three departments – Early Years, Foundation Phase & Key Stage Two. Parents are not to enter school grounds/buildings and are to remain outside on the pavements. Pupils will not move between buildings. Staff must carefully consider movement between buildings, only doing so when necessary.
- **School Canteen** – The school canteen will only be used to prepare meals. All pupils will eat their dinner (sandwich or prepared school meal) within their classroom. All dinners are to be paid for regardless of Free School Meal status until further notice.
- **School Cleaning** – Cleaning services will receive additional training and carry out daily cleaning of the school buildings. Staff will have access to antibacterial wipes for cleaning down high use areas i.e. door handles, keypads and other high usage areas. Equipment, toys etc. will be cleaned between sessions if/when required.
- **Intimate care/First aid** – Where necessary, staff may be required to administer intimate care/first aid. Staff will ensure correct PPE is used and adhere to agreed Risk Assessments. Where any issues arise, for example excessive intimate care needs, the school may require additional safety measures i.e. additional Risk Assessments, reduced contact with school, parents to be contacted.
- **Potential shortage of staff** – Each class will need at least one member of staff to teach and care for the children. Additionally, we may also have staff who are unable to work on site due to shielding. If this were to occur, the school would adhere to Risk Assessments and, potentially, reduce the number of pupils on site. In this instance, the school shall refer to its ‘Business Continuity’ plan.
- **Implications for Breakfast Club/Pre-School/After School Provision** – We cannot maintain health and safety requirements if pupils mix in different areas before and after school. Therefore, Breakfast Club and After-school club will remain closed until further notice. Similarly, no parents or pupils should congregate/play on the school grounds before, or after, the school day. Pupils should arrive and depart at the stipulated time and directly enter/leave their building from their designated entrance/exit.
- **Supporting children with additional needs** – where pupils are in receipt of a Statement of Educational Needs, or have Additional Learning Needs (ALN), an additional Risk Assessment may be required. If the Risk Assessment cannot be safely adhered to, the school will discuss

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the concern with individual parents/carers and further measures, including a reduction in contact time and/or full-time distance learning, maybe required.

Blaendulais Primary School aims to launch this version of the recovery plan from Tuesday, 1st September 2020.

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Procedural plan for start/end of day:

Early Years Building – Nursery & Reception age pupils

Note: Reception age pupils will return on Thursday, 3rd September 2020. Nursery age pupils will return pending Welsh Government advice.

Arrival/Departure Arrangements:



- Arrival - 8:40
- Departure - 3:05
- Parent must use the gated access off Heol Hen (as shown). Parents **must not** take shortcuts through the school grounds under any circumstances;
- Parents/Pupils should arrive at, and depart from, school punctually at the time stipulated above. Early (or late) arrival compromises the safety of the school community;
- Whilst waiting for the school gate to open, pupils and parents should wait outside the school grounds and maintain two metre social distancing;
- A member of staff will greet you and provide instructions;
- If you are required to collect siblings in other departments i.e. Year 1/2, please make staff aware.

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Procedural plan for start/end of day:

Foundation Phase Building

Arrival/Departure Arrangements:



- Arrival - Mr Curtis - 8.55am
Mrs Totterdale - 8.50am (pupils to remain with Taxi Escorts/Parents/Carers until met by member of staff and escorted to classroom)
- Departure - Mr Curtis - 3.20pm
Mrs Totterdale - 3.15pm (pupils escorted by member of staff to gated access where they will be met by Taxi Escorts/Parents/Carers)

- Parent must use the gated access off rear of Standert Terrace (as shown). Parents **must not** take shortcuts through the school grounds under any circumstances;
- Foundation Phase pupils should arrive at, and depart from, school punctually at the time stipulated above. Early (or late) arrival compromises the safety of the school community;
- Whilst waiting for the school gate to open, pupils and parents should wait outside the school grounds and maintain two metre social distancing;
- A member of staff will greet you and provide instructions;
- If you are required to collect siblings in other departments i.e. Year 3/4, please make staff aware.

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Procedural plan for start/end of day:

Key Stage Two Building

Arrival/Departure Arrangements:



| | | |
|-----------|---|---|
| Arrival | - | Mrs Wheadon – 8.40am (arrive via the main school door) Mrs Jones – 8.50am (arrive via the ramp/fire door exit – <u>no congregating on yard prior to school</u>) |
| | | Mrs Williams – 8.50am (pupils to remain with Taxi Escorts/Parents/Carers until met by member of staff and escorted to classroom. Arriving via the main school door) |
| Departure | – | Mrs Wheadon – 3.05pm (depart via the main school door) Mrs Jones – 3.15pm (depart via the ramp/fire door exit – Mrs Jones to escort to school gate) Mrs Williams – 3.15pm (depart via the main school door. Member of staff to escort/hand over to Taxi Escorts/Parents/Carers) |

- Parent must use the gated access off rear of Standert Terrace/car park (as shown). Parents **must not** take shortcuts through the school grounds under any circumstances;
- Key Stage Two pupils should arrive at, and depart from, school punctually at the time stipulated above. Early (or late) arrival compromises the safety of the school community;
- Whilst waiting for the school gate to open, pupils and parents should wait outside the school grounds and maintain two metre social distancing;
- A member of staff will greet you and provide instructions.

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Timetable:

| Class | Building | Start Time | Break time | Dinner time | Dinner Time on Yard | Home time |
|--|------------------|------------|------------|-------------|---------------------|-----------|
| Nursery/Reception | Early Years | 08.40 | 10.30 | 12.20 | 12.50 | 15.05 |
| Y1/2 Mr Curtis | Foundation Phase | 08.55 | 10.30 | 12.20 | 12.50 | 15.20 |
| Y3/4/5 Mrs Wheadon | Key Stage Two | 08.40 | 10.30** | 12.20* | 12.45* | 15.05 |
| Y5/6 Mrs Jones | Key Stage Two | 08.50 | 10.30** | 12.20* | 12.45* | 15.15 |
| LSC 1 - Mrs Totterdale | Foundation Phase | 08.50 | 10.30 | 12.20 | 12.50 | 15.15 |
| LSC 2 - Mrs Williams | Key Stage Two | 08.50 | 10.30** | 12.20* | 12.45* | 15.15 |
| <p>* Subject to change (if required) **KS2 Yard Zoned</p> | | | | | | |

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Dinner Arrangements:

- Breakfast Club - There is no Breakfast Club at any NPT schools until further notice.
- School dinners - **Please set up 'Parent Pay' account in preparation for September. Details of school dinners/menu to follow.**
- Sandwiches - Packed Lunch/Sandwiches – pupils are welcome to bring a packed lunch to school. This will be eaten in the classroom.
All rubbish must be returned home in pupils' bags.
- Water Bottles - Pupils can bring in their own named water bottles. However, the water fountain will not be in use.
- Dinner Payment - **The school is not permitted to handle any cash/cheques. Therefore, the school is in the process of setting up the online 'Parent Pay' facility. Further information will follow, however please note, if payment is not received, meals will not be served.** You will be contacted to make alternative meal arrangements.

**** End of Recovery Plan Parent/Carers****

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