



Risk Reduction Actions: Pupils and Staff

September 2023

- Pupils being brought in by families must be collected and returned to the family vehicle or from the school gate. Families must not collect from the front of school. Face masks may be worn
- When collecting pupils from the bus or returning them to the bus, careful consideration should be given as to how many people are already in that space and staff and pupils should wait until the space is clear where necessary. Face masks may be worn
- Pupils and staff must wash hands at routine points throughout the day and if pupils' individual actions require them to be washed. If hand washing is not possible then hand sanitiser should be used
- Movement around the school should be minimised whenever possible by both pupils and staff
- When staff are moving around the school in areas outside of their part of the school or where meeting with others from outside of their part of the school, a face covering may be worn
- If a pupil is wearing a face covering on arrival, and they will not be wearing it routinely during the day, this must be removed and placed in a plastic bag in the child's bag
- Lessons should be planned and delivered to make full use of the space at all times and pupils distributed around the space as much as is practicable
- Outside space should be used as much as is practicable
- Items, with the exception of those associated with personal care or feeding, must not be brought into the classroom from home, unless they have a particular therapeutic, emotional or behavioural purpose
- Resources that are shared between classes should be cleaned with antibacterial spray or wipes between uses wherever practicable
- Outside play equipment should be cleaned with antibacterial spray or wipes before and after use wherever practicable
- Staff should actively manage pupils to minimise sustained close contact with other pupils or staff both in the classroom and within the wider school environment
- Shared teaching spaces must be thoroughly cleaned and ventilated between uses. Cleaned rooms will be identified with a green label stating that it is ready to be used
- Windows and doors should remain open where it is safe to do so and CO₂ levels actively monitored. Where readings are above 1000ppm ventilation should be increased where possible and the room flushed with fresh air when unoccupied where not

- All resources, including those communal resources used by staff, such as kettles and the photocopier, should be cleaned with antibacterial spray or wipes before and after use wherever practicable
- All door handles, numeric locks, toilet locks and flushes must be wiped with antibacterial wipes before and after use wherever practicable
- All hard surfaces must be cleaned frequently throughout the day with antibacterial spray or wipes, before and after use, and immediately after anyone coughs or sneezes on them
- Any pupil who becomes symptomatic in school must be separated from the class group in line with the school Risk Assessment and SLT informed
- All staff should familiarise themselves with the PPE donning/doffing instructional information.

Management of someone who develops an infection

If a child develops symptoms consistent with COVID-19 and have a high temperature, or appear to be too unwell to be in school, then they will be moved away from the class group until a parent or carer can come and collect them and should not be sent home on transport. During this time staff will wear a face mask, gloves and a disposable apron. A pupil's temperature will only be taken if there is good reason to do so, such as the child appearing to be hot or clammy or generally unwell.

The child should remain off school until they no longer have a temperature that needs to be controlled by medication, and they feel well enough to be in school.

If they test positive for COVID-19 they will need to remain off school for a minimum of **three** days and until they no longer have a temperature that needs to be controlled by medication, and they feel well enough to be in school.

If an adult tests positive for COVID-19 they will need to remain off school for a minimum of **five** days and until they no longer have a temperature that needs to be controlled by medication, and they feel well enough to be in school.

Where there are children who have been identified by their families or by clinicians as being at high risk of becoming seriously unwell, are likely to be in contact with children or adults returning at three days or five days, the class teacher should discuss this with the family to agree what is in the best interests of their child.