RPS Riverhill Federation Risk Assessment

Full Reopening Plan

September 2020

Aims of this risk assessment

In line with the Department for Education's instruction, it is our plan that all pupils, in all year groups, will return to school full-time from the beginning of the autumn term – Thursday 3rd September 2020

Our planning is underpinned by the Department for Education's advice on effective infection protection and control which states the following:

"We are asking schools to prepare for all pupils to return full-time from the start of the autumn term, including those in school-based nurseries. Schools should not put in place rotas.

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their health and safety risk assessments and draw up plans for the autumn term that address the risks identified using the system of controls set out below. These are an adapted form of the system of protective measures that will be familiar from the summer term. Essential measures include:

1. a requirement that people who are ill stay at home
2. robust hand and respiratory hygiene
3. enhanced cleaning arrangements
4. active engagement with NHS Test and Trace
5. formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible"

Many of the protocols and procedures that were implemented during the summer term will remain the same in the autumn term with the expectation that they will further embed so that children who did not attend in the summer term will themselves adopt the measures also.

All protocol and procedures are aligned to the Risk Assessment of Schools document (appendix 1) that has been produced using a LA-approved template following 'Guidance for full opening: schools' (https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#introduction). It is a legal requirement to review and update the previous risk assessment.

"The following plan outlines relevant detail from the government's guidance with further detail about how the Riverhill Federation will adopt measures and ensure compliance to the statutory elements within. The aim of this plan is to minimise the risks, whilst acknowledging that we can't negate them entirely."

Hazards

This risk assessment is written in response to the current Covid-19 global pandemic. The current hazard nationally is the spread of Coronavirus. Coronavirus is a highly infectious virus that is thought to occur mainly through respiratory droplets generated by coughing and sneezing, and through contact with contaminated surfaces. The predominant modes of transmission are assumed to be droplet and contact. A person can be asymptomatic so there is a potential of unwittingly spreading the virus.
This risk assessment is drafted to mitigate and reduce the risk posed by Covid-19.

Risks

Physical Health

Covid-19 poses a risk to health that can be life threatening. The degree of risk is considered to be variable based on age, health conditions and ethnicity and scientists are continually reviewing and studying the behaviour of coronavirus. Although, it is considered to be a relatively mild virus among children they are able to catch Covid-19 and could transfer the virus to others. Children particularly younger children are social. They may have reduced understanding of what is happening, and it is accepted that they will find it challenging to always remember distances, new rules and routines to protect themselves and others from catching the virus.

Children with additional special needs may have reduced hygiene standards e.g. putting things in their mouth and may also have reduced understanding, making them less able to follow rules and instructions put into place.
The following are considered to be at higher risk:

- Persons with underlying health conditions such as asthma, COPD, sickle cell, diabetes, chronic lung diseases, cancer and cardiovascular diseases are considered to be at elevated risk.
- Those who are 70 years plus are the most vulnerable age range with those who fall within the 60-69 age bracket also at elevated risk.
- Those from Black, Black African, Pakistani, Indian and Bangladeshi.
- Men also appear to be at higher risk of Covid-19

The R factor is a way of rating a disease's ability to spread. When the R factor is below 1 there is a reduced risk of contamination. Due to a reduction in the R factor the risk has been deemed to be lower therefore, enabling schools to fully reopen. If the R factor in the local area increases this may trigger a local lockdown.

Mental Health

The strategies put into place nationally and in school to manage the virus may impact on the mental health and wellbeing of children, parents and staff. The physical risk is likely to increase levels of anxiety, including separation anxiety, fear of travelling and fear of social contact.

Children who remained at home for long periods of time may have been at increased risk of abuse and domestic violence. This may impact on their behaviour and mental health on return to school.

Loss of learning

Children were unable or will be unable to attend school will have reduced access to learning. This may impact on their academic development. Access is likely to be variable for some families due to technology, skill level and health reasons.

Online safety

Children have and may in the future be, increasingly expected to access learning on line and may not keep themselves safe.

References

This risk assessment has been produced taking into account DFE government guidance and NHS updates e.g. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#introduction).

We have also used guidance from the local authority, Southwark public health and online research and webinars.

Person's responsible for delivery of this risk assessments

Executive Head Teacher	➢ Overall strategic direction of the response within the risk assessment ➢ Ensuring the smooth daily running of the implementation of this plan ➢ Concise communication and updates for governors, staff and parents
Head of School	➢ Collecting and analysing data from parents and staff ➢ Ensure attendance monitoring is robust ➢ Communication with parents and staff including delivering virtual meetings and training, conducting virtual assemblies and information films. ➢ Overseeing safeguarding routines ➢ Conducting individual risk assessments with staff ➢ Organising communication channels for parents and teachers e.g. year group emails, Teams, Zoom, newsletter ➢ Planning rotas for lunch and staffing.
Premises Managers	• Ensuring the building and playground are safe and compliant. Daily risk assessments conducted. • Making adjustments to the building where needed e.g. screening the reception office, putting up signage. • Restocking soap, sanitisers, and paper towels around the school. • Directing and communicating with the cleaning company.

	• Moving furniture and helping to organise classrooms.
Chartwells	• Conducting training and staffing to ensure they are following government guidelines. • Conducting risk assessments of staff and organising appropriate PPE • Ensuring hygiene standards follow government guidance.
Servicemaster	• Cleaning the school to a high standard and following government guidelines • Conducting risk assessments with their own staff • Ensuring staff have appropriate PPE. • Purchasing appropriate cleaning resources for the school, including PPE.
SENCOs	• Conducting individual risk assessments for children with additional needs particularly those with EHC plans. • Adapting educational plans for EHC plan –ensuring adjustments are made where possible. • Checking in with families of SEN children particularly those with EHC plans who are not attending school for any period of time. • Liaising with external specialists to mitigate mental health needs of children and families.
Safeguarding Team	• Supporting and communicating with families of vulnerable children • Conducting home visits if concerns arise • Communicating with social services • Liaising with professionals regarding welfare of children • Delivering telephonic and face to face mentoring sessions dependent on the situation at that time
Class teachers	• Catering for and monitoring the mental health and wellbeing of children • Delivering pastoral care within the classroom • Creating online learning opportunities for children if they have to remain at home or the school goes into another lockdown • Creating learning packs for children who are not in school • Communicating with parents via email • Contacting class children if they are unable to attend school • Setting up online Teams meetings and learning opportunities for children not in school • Participating in Teams meetings for some meetings • Ensuring good hygiene measures are followed in school
Wellbeing leaders	• Communicate with staff not in school on a regular basis to support emotional wellbeing • Supervision for staff to ensure mental health remains high • Considering opportunities to promote good mental health among staff

Prevention

All elements of the system of controls are essential. All schools must cover them all, but the way different schools implement some of the requirements will differ based on their individual circumstances…The system of controls provides a set of principles to help them do this and, if schools follow this advice, they will effectively minimise risks.

Within the government guidance, the systems of control that schools should adopt are clearly listed. This document will outline those systems of control and how Riverhill Federation has made them appropriate to our specific context and circumstance.

"System of controls
This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail in the sections below.
***Prevention**:*
1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, **do not attend school**
2) clean hands thoroughly more often than usual
3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
5) minimise contact between individuals and maintain social distancing wherever possible
6) where necessary, wear appropriate personal protective equipment (PPE)
Numbers 1 to 4 must be in place in all schools, all the time.
Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.
Number 6 applies in specific circumstances.
Response to any infection:
7) engage with the NHS Test and Trace process
8) manage confirmed cases of coronavirus (COVID-19) amongst the school community
9) contain any outbreak by following local health protection team advice
Numbers 7 to 9 must be followed in every case where they are relevant."

Numbers 7-9 above may require school to share pupil/parent contact information with public health officials. This sharing of information is permissible under current law and is in line with data protection guidance covering schools.

Section 1: public health advice to minimise coronavirus (Covid-19) risks.

Systems of control	Action	By Whom	When	Monitoring/ Review
Prevention **1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school**	If a member of staff, pupil, parent or any other adult show symptoms of Coronavirus or they have tested positive within the last 7 days, **<u>they are not to attend school</u>**. The symptoms have been communicated with all members of the school community on multiple occasions and will be shared again before the autumn term. Letters/newsletters/briefings for staff to continually remind them of this duty to follow guidance. If an adult becomes unwell, they are to remove themselves from the setting as soon as possible. Office staff/First aiders to inform HoS if this occurs. If a child in the setting becomes unwell, the existing guidelines will be followed i.e. the child will be removed to a designated isolated space where they can be monitored and supported until they are collected by their parents or carers. The room that the child utilised will be immediately cleaned and the children/adults will wash their hands thoroughly for 20 seconds. In terms of PPE, a fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn. The member of staff supporting the symptomatic child does not need to go home to self-isolate unless they develop symptoms themselves or if the symptomatic child subsequently tests positive or they have been requested to do so by NHS Test and Trace. There will also be a designated toilet assigned to children who fall ill. Once the child is collected, both rooms (waiting and toilet if used) will be thoroughly cleaned by a member of staff wearing both gloves and a mask. The designated isolation space/toilets are as follows: **<u>Rotherhithe Primary School</u>** **Head of School office with a staff toilet nearby** **SENCO/AHT office which has a staff toilet nearby**	All staff and parents HoS Office staff First aiders First aider to monitor stocks weekly in classrooms Office staff to direct cleaner to sterilise these spaces Office staff or leadership to support parents	When appropriate Weekly As appropriate PPE stocks to be checked fortnightly When required	

	Parents or staff will be requested to book a test for coronavirus. This can be done through the NHS website at: https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus or ordered online via the NHS 119 number If the test is negative the child can return to school assuming they are well enough. If the test is positive, all children and adults within that group should self-isolate for 14 days and not attend the setting. This is why it is so important to not mix with other children and adults outside of your group – it is a protective mechanism. This guidance also applies if an adult presents as unwell and is subsequently tested as positive. Whether or not the whole bubble will close is dependent on the conditions of the day, rather than waiting for a test result. **Cases of COVID-19 will be reported to PHE South London Health Protection Team, Floor 3C Skipton House, 80 London Road, SE1 6LH. Email: publichealth@southwark.gov.uk Telephone: 0344 3262052**			
Prevention **2. Clean hands thoroughly more often than usual.**	Adults and children are to wash their hands on the following occasions: - Entry to school - Before/after break times - Before lunch - When they change rooms - Before leaving school - Anytime that they visit the toilet or cough/sneeze into their hands. Additional hand sanitisers pumps have been purchased and are stationed in each classroom as well as additional hand sanitisers at appropriate points in school i.e. the reception desk for visitors and staff upon arrival and the photocopying areas for increased hygiene as a 'pinch point' in the school. Adults will supervise younger children/children with sensory SEND needs to ensure hand sanitizer is not ingested. Where children are struggling to wash independently, they may receive support assuming the adult supporting is also washing their hands. If a child cannot appropriately wash their hands, then skin friendly skin cleaning wipes can be used as an alternative. Hand hygiene protocols are to be re-visited at the start of the year during when the children will receive reminders about the expectations of practices and protocols in school. They will be established as part of our culture and behaviour expectations.	CT/ TA admin/SLT LM to enforce Admin staff to order Teachers/ TA TA//Teacher TA	Ongoing from 3rd September By Sep 3rd then on a regular basis Ongoing September 3rd and then weekly Reminders	

	Posters will continual to be displayed around the school and in particular near sinks showing children how to wash their hands thoroughly.		2nd September	
Prevention **3. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.**	On return to school and on a regular basis going forward, children will be reminded of good respiratory hygiene practises which encourage them if they sneeze or have a runny nose, to catch it, bin it and kill it. Children will be reminded that if tissues are regularly disposed of throughout the day, they should be thrown into the lidded bins in each classroom and that their hands must be cleaned afterwards. Posters will be used to remind them of this process. Where pupils struggle to maintain as good respiratory hygiene as their peers (spitting etc.) they will need an individual risk assessment to ensure measures can be put in place to reduce the risks. This will not be used as a reason to deny these pupils face-to-face education.	Teachers SENCO	September 3rd and then weekly Reminders When required	
Prevention **4. Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach**	At various intervals (as per the cleaning schedule), adults will disinfect and clean tables, door handles and equipment. Each class will have their own allotted set of classroom cleaning equipment that will be stored appropriately within the classrooms. Children will be encouraged to assist in cleaning their tables. Children should be allowed to go to the toilet as they would do in a normal school day, however staff need to be very aware of how many other children are also using the toilet and ensure that children wash their hands afterwards. Toilets are to be cleaned regularly. The school has employed a cleaner to be onsite from 10am every day to ensure cleaning is continual and rigorous. If we are required to clean an area after a positive case of coronavirus has been identified, we must follow the guidelines (https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings). This includes ensuring that all tissues, PPE, and cleaning materials are put in a separate disposal bag that is stored securely for 72 hours before being disposed of. Our cleaning company will support this deep cleaning process.	Teachers/ TA Cleaner/ Premises manager to supervise Cleaner/ Premises manager to supervise	Ongoing – ready in all classes for Sep 3rd After break and lunch times When required	
Prevention **5. Minimise contact between individuals and maintain social distancing wherever possible.**	The purpose of 'bubbles' is to minimise contacts and mixing between people, reducing the transmission of coronavirus. The Riverhill Federation will do everything it can to maintain this whilst still delivering a broad and balanced curriculum. Within bubbles, children and adults must also take measures to distance themselves whenever possible. EYFS transition – parents will not be permitted to stay and support their child's integration into school (as per our normal practice). New external children will be welcomed to school in the morning or afternoon slots to enable staff to support smaller groups to have a successful transition and manage the children's emotional needs.	Year group bubbles from Sep 3rd EYFS teachers EYFS teachers	Ongoing Sep 20 July 20	

	EYFS parents transition meetings will occur on a 1:1 basis in school with social distancing in place. Parents unable to attend will do these meetings via Teams or Zoom. **Grouping the Children** There has been recognition from the DfE that children cannot distance themselves from staff or from each other. Bubbles provide an additional protective measure and they make it quicker and easier to identify those who need to self-isolate as a result of a positive test result. The DfE guidance reads as follows: *"In this guidance for the autumn term, maintaining consistent groups remains important, but given the decrease in the prevalence of coronavirus (COVID-19) and the resumption of the full range of curriculum subjects, schools may need to change the emphasis on bubbles within their system of controls and increase the size of these groups."* In order for school to offer a curriculum that is best placed to support 'catch-up' and enable lunch and playtime routines to be controlled, our school bubbles will need to be year group based. The reasons for this are as follows: ➢ This will enable assessment led groups such as phonics or catch up interventions to occur. ➢ Where we have mixed year group classes this enables the sharing of resources and equipment. ➢ Lunch time has had to be timetabled carefully to enable children access to a controlled year group play area and lunch space in the canteen. ➢ Staggered entry/exit times can be managed more effectively in year group bubbles. Information to be presented to staff and parents via letter or virtual meetings. Within the government guidance, it recognises that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group. This has implications for NHS Test and Trace should there be the need to contact parents of children as a result of a positive case. The guidance also advises that siblings may be in different groups and encourages schools to use measures as best they can as it will still reduce the network of possible direct transmission. All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the curriculum, however this will be limited as much as possible. **PE:** Our coaches will deliver PE lessons ensuring equipment is sanitised before use and that they socially distance from the children.	HoS to timetable staggered lunch, play and entry times Teachers and SLT to timetable interventions Coaches and support staff	July 20 Sep 20	

	Measures within the classroom Adults are to encourage children to maintain a distance between one another whilst inside and reduce the amount of time that they are in face-to-face contact with one another. Where circumstances allow, adults are to try to distance from children and one another. Children with additional needs should receive as much support as normal but adults are to be extra vigilant and mindful of their face-to-face time with the children and reduce this where possible. SENCO to update an individual risk assessment for children to take account of any new risks. From year 2-6 classrooms need to be adapted to support distancing where possible. If tables are used, they should face the front and children should sit side-by-side, not facing one another nor side on. Classrooms will be prepared as such ready for September. Early years and year 1 will ensure that as much of an Early Years curriculum is delivered as possible. Attempting to reduce face to face contact. **Measures elsewhere** **Performances, Assemblies and Staff meetings:** There will be no whole-school events where children and adults are required to congregate. Assemblies will be held virtually within classrooms using live streaming methods such as Teams or using a pre-recorded film clip. Use of the staff room should be minimal. The staff room will remain open to adults, however strict social distancing will continue to be in place: including reduced number of chairs, chairs that are wipeable rather than upholstered. Staggered lunch times will help reduce gathering within the staffroom. Staff training will be conducted using virtual streaming methods such as Teams or Zoom. **Measures for arriving at and leaving school (inc break/lunch times)** **Information shared with parents and staff -July 20 via a range of communication channels** **<u>Rotherhithe Primary School</u>** ***Nursery am*** *children will arrive at* ***8:30am*** *through the Early Years Gate. Children who attend Nursery in the morning only will exit via the Early Years gate at* ***11:30 am****.*	Teachers/ TA SENCO Teachers/ TA Teachers/ TA HoS to timetable SLT and Teachers produce assemblies Premises manager HoS/SLT HoS HoS/SLT/SIO LM Teachers – to be on time	Sep 20 then ongoing daily Sep 20 ongoing review Sep 20 Sep 20 Sep 20 Sep 20 onwards Summer term onwards July 20 Sep 20 onwards	

	***Nursery pm** children will arrive at **12:20pm** via the Reception Office Gate. They will leave nursery at **3:20 pm** via the Early Years Gate.* ***Reception children** will arrive at **9:00am** and go straight into their classrooms. The children will leave school at **3:00 pm**.* ***Year 1** children will arrive at **8:50 am** and enter school through the Early Years gate. They will travel through the Reception class, through the infant hall straight into their classrooms. The children should be reminded that they must not touch anything in the playground or classroom as they do this. The children will then leave school at **3:10 pm** through the Early Years gate.* ***Year 2** will arrive at **8:40 am** and enter the school building via the main office reception gate. They will travel straight to their classrooms. They will be released at **2:55 pm** via the reception gate.* ***Year 3** children will arrive at **8:50** am and enter the school building via the main office reception gate. They will be released at **3:05pm** from the main office Reception gate.* ***Year 4** will arrive at **9:00** and they will also enter via the school building via the main office Reception gate. They will be released at **3:15pm** from the same gate.* ***Year 5** children will arrive at **8:50 am** and the children should enter the school through the ICT gate and travel straight to their classes. The children will leave at **3:05 pm** from this gate.* ***Year 6** children will enter via the ICT gate* at **9am**. They will travel straight to their classrooms. They will be released from this gate at **3:15 pm** *Office Reception hours will therefore be from **9:30am – 3:00pm**, parents and visitors will not be accommodated in the office during these times as this will affect children's start and leaving times.* Staggering entrance/collection will ensure that the adults and children on site can distance appropriately and it will reduce the risk of children coming in to contact with children from other bubbles. We understand that this will be difficult for some families of multiple children, but we are asking parents to cooperate with these necessary arrangements. Parents are encouraged to walk to school where possible and only one parent will be permitted to drop off or pick up children. Due to the new build works starting we will not be able to facilitate the storage of bikes or scooters. **The DfE guidance states that coming into the site without an appointment is not allowed.** So, parents will not be permitted on site without a prearranged appointment. Office staff will still be available to answer parent's queries or questions. The only exception this is when a child is required to have first aid administered. The parent must complete forms at the school reception office.	HoS to share information All staff and parents to be adhere to these arrangements HoS/teachers/ LM/ SIO	July 20 Sep 20 ongoing Sep 20 onwards	

	Adults will be available at the gates to support children and adults as they arrive at school. This way we will continue to reduce footfall of adults on site. Parents must not congregate at the 'drop-off' point, they must instead arrive on time and then depart. Parents must ensure they are punctual when dropping off and collecting their children so that teachers can release children safely and to avoid gathering outside the school gates. Teachers must commit their time to ensuring that all children arrive and leave safely from their care. Parents can contact teachers through email requests, telephone consultation or they may request a face to face appointment. Children are **exempt** from wearing face masks/coverings. However, if parents chose to send children into school wearing a face mask/covering they must teach them the following procedures based on DfE guidance. ✓ Avoid touching the front of the face mask/face covering while wearing it ✓ They must travel to their classroom and on arrival they must wash their hands (adults will direct them to do this) ✓ They must remove the face mask carefully – either place in a lidded bin (if disposable) or if a reusable mask place in a plastic bag (parents must provide the plastic bag and this must be kept in their school bag) ✓ They must then wash their hands again Adults who wear face masks travelling to or in school, must also follow these procedures. **Other considerations** Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. Likewise, specialists, therapists, clinicians, and other support staff for pupils with SEND should provide interventions as usual. However, they must be made aware of school procedures and they must adhere to them. A pamphlet of these will be provided alongside the normal safeguarding procedures. Where contractors can attend outside of school hours they should. If that is not possible, they should follow all procedures as determined by school. A **record of all visitors** must be kept supporting NHS Test and Trace.	Parents Teachers/ Parents Parents/ Teachers All staff who wear face coverings to travel to school SENCOs to explain expectations to outside agencies	Sep 20 onwards Sep 20 onwards Sep 20 Ongoing Ongoing Sep 20 onwards	

	Resources **Individual Resources:** Children will all have their own individual set or resources that are not to be shared. Other classroom resources like books and games can be used within the bubble but should be cleaned following use and books should be placed in the 'quarantine box' for 48 hours. **Shared resources**, like art/science equipment should be meticulously cleaned between uses or rotated to allow 72 hours between uses to ensure they are safe. **Break resources**: The children will be taught games that encourage distancing and little touch. Dedicated outdoor equipment that is taken out and used exclusively by a year group will be cleaned after use. **Reading Books**: Children will take books home to read. They will also be expected to bring PE kit into school on the days that they have PE. Books are to be returned as normal but will be quarantined for 48 hours. Teachers can now take library books home (and return them freely) to support planning etc. **Marking:** This will be reduced to avoid cross contamination. During lessons such as reading, and maths teachers will include a section where they give verbal or written answers to questions answered in the lesson, so that the children can mark their own work. Verbal feedback will be given within lessons. Some books such as Science and Writing will need more in-depth marking. This will occur on Monday afternoons after books have been quarantined for 48 hours. We will keep the practicality of this under constant review.	Teachers/ TA to organise individual packs Coaches/TA Teachers/TA Teachers/TA	Sep 3rd onwards Sep 20 Sep 20 Sep 20 onwards	
Prevention **6. Where necessary, wear appropriate personal protective equipment (PPE).**	PPE should only be used for two reasons; where an individual is presenting with coronavirus symptoms and/or when a child is receiving intimate care (toileting/relevant first aid support). The PPE available in school for dealing with cleaning of potentially infected zones and supporting ill children or adults is as follows: - Face masks - Aprons - Gloves of various sizes - Face shields (limited quantities) Children need to know that some adults might be wearing PPE and that it is 'ok'. Where staff choose to wear a face mask, they must ensure they follow correct hygiene procedures referred to above in section 5.	TA/First Aiders	Sep 20 onwards	

Response to any infection **7. Engage with NHS Test and Trace.**	Parents and staff will be informed that they are expected to engage in the NHS Test and Trace process if required to do so. They will be required to book a test and provide details of anyone that they have been in close contact with. They will then be obliged to follow the 'stay at home' regulations. Anyone who displays symptoms of coronavirus can and should get a test following the flowchart response. If school thinks that the family of the symptomatic child/adult is unlikely to book a test appropriately, we will provide a home testing kit (if stocks are available). We should receive these before the start of the autumn term, and they will be stored in the front office. Given the potential low numbers of kits, they will only be issued with the agreement of either Hos or EH. Contact with the symptomatic family will be maintained so that we can respond appropriately to either a positive or a negative result. If the test result is negative, the child can return to school assuming they would do so under normal circumstances. If the test result is positive, the child and family need to follow the 'stay at home' guidelines.	Office staff/ First aider/ SLT	Sep 20 onwards	
Response to any infection **8. Manage confirmed cases of coronavirus (Covid-19) amongst the school community.**	School should contact the local health protection team: **PHE South London Health Protection Team,** **Floor 3C Skipton House,** **80 London Road,** **SE1 6LH.** **Email: publichealth@southwark.gov.uk** **Telephone: 0344 3262052** School must provide the details of those children/adults that have been in direct close contact with the child/adult (face-to-face contact for any length of time); proximity contacts (extended close contact – within 1m-2m for more than 15 minutes); travelling in a small vehicle with the infected person. The admin team will prepare a report that shows the contact details of each member of the phase bubbles to support the contact tracers. School will inform parents of the infection, according to the flowchart, but we will not reveal the name of the infected child/adult.	HoS/EH Admin staff	When a positive result is confirmed	

	Those contacted or sent home must self-isolate for 14 days but those living in the household do not have to unless the child shows symptoms. At that point the household will need to go into full isolation following stay at home guidance and have the test. If the symptomatic child's test is negative, they must continue to isolate for the remainder of the 14 days. If the result is positive, they must inform school immediately and isolate for at least 14 days from the onset of symptoms. The Riverhill Federation will not (as per the DfE instruction) be able to ask for evidence of negative test results or other medical evidence before admitting children back after a period of self-isolation.			
Response to any infection **9. Contain any outbreak by following local health protection team advice.**	Keep in contact with our health protection team. If school has 2 or more confirmed cases within a 14-day period, this could be considered an outbreak and greater measures would need to be put in place. The health protection team would advise throughout. This could result in a year bubble lockdown; a school closure or/and a mobile testing station being established in school. Testing will focus on the affected classes, then their year groups and then the remainder of school if required.	HoS/EH	When a positive result is confirmed	

Section 2: School operations

Aspect of school	Action	By Whom	When	Monitoring/ Review
Transport By public transport services, we mean routes which are also used by the general public	Wider public transport Parents/staff will be encouraged to walk to school where possible and to avoid public transport (through letter and staffing updates). Children should not attend trips or visits if they are required to use public transport to get there for the foreseeable future.	HoS	July 20 Newsletter reminders	
Attendance Now the circumstances have changed, and it is vital for all children to return to school to minimise as far as	***Attendance expectations*** School will communicate the necessity of attending school to parents and where required, we will offer additional pastoral support. We will ring parents of children who were PA (prior to lockdown) to clarify expectations and provide any support required to help the transition back to school.	HoS LM/SIO	July 20 and then ongoing in Sep via a range of communication channels	

possible the longer-term impact of the pandemic on children's education, wellbeing and wider development. School attendance will therefore be mandatory again from the beginning of the autumn term.	School will re-establish attendance routines as before i.e. we will continue to record and monitor attendance as we did pre- Covid 19 and any absence will be followed up. Where appropriate, we will engage with the local authority to pursue sanctions for families with non-attending pupils (in line with the local authority's code of conduct). ***Pupils who are shielding or self-isolating*** If rates of infection in the local area rise, then some parents who have children who were once shielding due to medical advice may wish to isolate their children again. Riverhill Primary will support those parents through dialogue with the school nurse team so that appropriate advice can be offered. Where children cannot attend school as parents are following clinical and/or public health advice, absence will not be penalised. ***Pupils and families who are anxious about return to school*** Pre-emptive calls will be made by the safeguarding team to allay parents fears and provide any support required to enable parents and children to feel safe attending school. Transition books will be provided for families if this would support children and families. If parents of pupils with significant risk factors are concerned, we will provide opportunity to discuss the safety at school and the procedures in place to provide reassurance – this could be via a Teams/Zoom meeting. An individual risk assessment will be completed if needed.	AO/SIO/LM AO/SIO/LM SLT AO/LM/SIO AO/LM/SIO AO/LM/SIO/ SENCO	July 20 Sep 20 If required If required When issues arise July 20 onwards July 20 onwards	
School Workforce	***Staff who are clinically vulnerable or extremely clinically vulnerable*** Riverhill Federation has planned to follow the full measures within the guidance; therefore, most staff will return to the workplace as normal. Those members of staff that received a letter to say that they were extremely vulnerable and advising them to shield can also return as normal given that shielding comes to a close on 1st August. However, those adults will be encouraged to maintain social distancing measures as much as possible when in attendance. People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend school as normal also. ***Deploying support staff and accommodating visiting specialists***	HoS to provide updates	July 20 onwards	

	As per government guidance, teaching assistants may be deployed to lead groups or cover lessons under the direction and supervision of a qualified, or nominated, teacher. This will become an important measure to reduce the necessity of bringing in agency staff and compromising the integrity of bubbles, should there be a need to arrange cover for any reason. **Supply teachers** will be used as a last resort to cover classes, however if required they will need to maintain stringent distancing. Supply teacher information sheet to have update procedure information due to Covid-19 on it. **Specialist subject teachers** such as coaches and music teachers will be permitted to teach various groups of children assuming that they are able to follow social distancing rules and sterilise equipment. These will need to be consistent people, not changing week-to-week. **Instrumental lessons** - where instruments are used during lessons these will be sterilised or quarantined for at least 78 hours before use. **Wind Instruments -** we will ensure a 3m distance (as required by the DfE guidance) between children when they are playing wind instruments such as brass, recorder, etc. These types of instruments will be allocated to children on an individual basis. These instruments will not be shared unless sterilised or quarantined for at least 78 hours. **Peripatetic teachers** such as a speech and language therapist or Future Men counsellor, will need to ensure that social distancing measures are adhered to. They will be required to read the school's risk assessment and pay due care to DFE guidance. **PPA**: Teachers will continue to receive PPA release time as part of the contract. HLTA will continue to be allocated to classes on a timetabled basis. HLTA will be expected to maintain strict hygiene and social distancing when teaching. Marking and feedback will be via self-assessment methods in the first term. **Volunteers/Student placements**: These will be organised. Volunteers will be limited to work within 1 class or year group. Staff will be inducted into all safeguarding and Covid-19 adaptations that the school are following. They will be expected to follow the social distancing guidelines. **Workload:** Teachers workload will be monitored throughout the process. If teachers are required to provide remote learning on top of the daily teaching due to a child being required to shield – support staff and HLTAs may take on some duties in terms of ongoing communication with the child. **Catch-up Interventions:** Support staff may lead interventions under the direction of the class teacher.	EH/Hos to deploy staffing SOI to adapt supply safeguarding info. Admin staff/ SLT to ensure supply teachers have the appropriate info and guidance SIO/SENCO HoS to provide info. HLTA to follow guidance AHT SLT Teachers/ HLTA/TA	July 20 onwards July 20 Sep 20 Sep 20 Sep 20 When required ongoing Sep 20 onwards	

	Staff taking leave The government has set a requirement that people returning from some countries will be required to quarantine for 14 days. Staff are requested to inform the school of any holidays that were booked prior to Covid-19 that may now require additional quarantine measure on return that will affect attendance at school. These will be considered to be exceptional circumstances. Going forward however, staff are expected to consider quarantine arrangements when they book holidays overseas. They need to understand that any period of absence is not authorised given that they are knowingly absent from work. No home-working role is available to those adults therefore staff absence will not be authorised. The school will follow HR advice and the absence procedures where this happens. This may include formal procedures/unpaid leave.	HoS/EH updates HoS/EH to monitor and manage absences through the HR process	July 20 onwards July 20 onwards	
Safeguarding	Staff refresher safeguarding training session on processes and procedures and the revised and changes to KCSIE in regard to Covid-19. Child Protection policy to be updated and disseminated. Induction for new staff and contractors to include Covid-19 safety measures. Individual risk assessments to be reviewed/update for children to ensure they reflect any changes due to reopening arrangements for specific children. Vulnerable calls to assess risk for any children who are requested to self-isolate – calls to monitor safety, health and wellbeing. Virtual meetings with external agencies and families to continue if social distancing is difficult to maintain. Meetings to be logged. Behaviour Policy to be reviewed in light of Covid- 19 restrictions. Inset day staff meeting to ensure staff have a good understanding of how to manage and support behaviour requirements. Class Charters to be adopted. Zones of regulation, mindup and PSHE lessons to be rigorous and posters to be displayed to promote self-regulation. All classes to have a reflection box.	SIO SIO SENCOs SIO/LM SIO/LM/SLT EH/HoS Teachers SMSC lead to provide guidance	3rd Sep Sep 20 onwards and when needed Sep 20 onwards Sep 20 Sep 20	
Catering	**<u>Rotherhithe Primary School</u>** The expectation is that the school kitchen will be fully open in Autumn term. Kitchen staff to follow Chartwells social distancing and hygiene training and practices. PPE to be worn where practicable.	Kitchen staff	Sep 20	

	Lunch service will start from 11:30 and continue to 1:45. These arrangements will be continually reviewed. Both canteens to be open. Tables and chairs to be sterilised before a new bubble or child uses it. Only 1-year group to be seated in each section of the canteen. **Food deliveries** via the kitchen door in the morning to reduce social contact. **Magic breakfast drivers** to be held in the car park if the reception area is busy. Goods to be left in boxes for as long as possible. After handling any goods that have arrived staff should adhere to good hand hygiene.	MMS Admin/ Premises manage and catering company	Sep 20 Sep 20 onwards	
Lunch and break times	**<u>Rotherhithe Primary School</u>** Midday supervisors (MMS) will continue to support the supervision of lunchtimes, but they will be allocated to year group bubbles that cannot mix. These bubbles will be allocated a set playtime space and time. Each bubble will be supported by 3 members of staff to enable supervision in the playground and within the lunch hall. Coaches and LM will be allocated to year group bubbles to avoid mixing. These members of staff are expected to support the cleaning of the room before and after children eat if needed. Possible playground ideas: https://engb.padlet.com/gazneedle/mry7d3wlpw313515 (No balls to be used within the playground space due to road safety risk for traffic if balls are thrown over fences). All MMS and support staff who will be conducting playground duty are first aid trained. Refresher update training will be provided for those MMS or first aiders where it is about to expire. A playtime rota has been shared with staff. Wet playtime rota to be created and shared with MMS – if it is wet lunch time 2-year groups will remain in their class, and one-year group will remain in the infant hall. MMS will need to ensure that year groups do not mix. Whilst children are at lunch, teachers and support staff will have their lunch. Lunch time will be condensed to 45 min to enable separate play and eating time. All TA will be on playground duty each day unless they have medical exemption. They will supervise a set bubble. SLT/LM to be available to support any behaviour challenges. Teachers to cover play duty when TA are absent.	MMS HoS-timetable MMS/LM/ SIO/Coach MMS/LM/ SIO Coach SIO Coach TA SLT/LM	Sep 20 July 20 Sep 20 15th & 16th July Sep 20 Sep 20	

Estates	Premises manager will conduct the normal pre-term building checks as per the existing schedule of work. Premises and utilities have been health and safety checked and building is compliant. • Water treatments • Fire alarm testing • Repairs • Grass cutting • PAT testing • Fridges and freezers • Boiler/ heating servicing • Internet services • Any other statutory inspections Insurance covers reopening arrangements Daily risk assessments to be carried out to ensure that the building and playground are safe. Premises lettings to be considered based on nature of the request. E.g. Judo not to use the school building as this is a contact sport and currently restricted under current guidance. Teachers need to ensure that classrooms have good ventilation (open windows and doors).	Premises manager PM HoS/EH	July 20 and ongoing in line with inspection logs Sep 20 When request made	
Educational Visits	Overnight residential trips will not be scheduled this year as per DfE instructions. Although school trips are permitted to resume as per the guidance - no school trips will be scheduled during the first half of the autumn term- while children settle back into school life. This will be reviewed at half term. After this period trips to outdoor venues that will not require use of public transport can be organised. These trips must ensure excellent hygiene standards, social distancing compliance and that school parties will not be sharing the facilities at the same time. Risk assessments will need to be completed as per normal practice for each trip.	Teachers/ Resources manager	Nov 20	
Wraparound care	**Tree tops:** Wraparound care is permitted to commence. Tree tops will be organising after school wrap around provision. Children attending wrap around care will ideally need to be kept in separate year bubbles, however this might not be possible due to limited staff numbers and children attending therefore the children will need to remain in small consistent bubbles, observing very good hand hygiene. **<u>Rotherhithe Primary School</u>**	Treetops AO/LM	Sep 20 Sep 20	

	Breakfast Club: Children attending breakfast club will be seated in specific allocated areas of both canteen areas. Children will not be permitted to mix across these bubbles. Parents must reserve and pay for spaces in advance so that exact allocation of areas can be established. Children must wash they hands before and after eating. Parents must pay via parent pay or a space will not be allocated. **After School Sport and Music Clubs** These will start from the 3rd week of the Autumn term. Allocation to a club will be based on a year group basis only. Only activities that require reduced contact will be permitted. All equipment to be sterilised before and post use. Letter to parents will include information about how the risk of contamination will be minimised.	Admin officer Coach & Music teacher	Sep 20 onwards Week 3 – Sep 20 onwards	
School Uniform	**<u>Rotherhithe Primary School</u>** The school will resume its full school uniform policy. Parent will be reminded of this in communication about full opening and in newsletters. Velcro shoes to be requested for children who cannot tie their own shoelaces. Parents will be reminded to ensure that the uniform is clean. If children are not appropriately dressed parents will be contacted.	HoS Teachers/ SLT	July 20 onwards When needed	

Section 3: Curriculum, behaviour and pastoral support

Aspect of school	Action	By Whom	When	Monitoring/ Review
Curriculum expectations The key principles that underpin government advice on curriculum planning are:	The Riverhill Federation will use the current 'flexibilities' provided by the DfE guidance to ensure that the '**recovery curriculum'** used within the first half of term is flexible and responsive to the needs of the children. We believe the curriculum should be responsive to the needs of the children based on ongoing assessment for learning. **Formative assessment** will be used to a greater extent so that teachers can tailor the learning journeys and plan according to need. **Summative assessment** will be used later in the term. Throughout the coming academic year, the school will be focusing on **four main key issues:**	Teachers SLT to order assessments	Sep 20 onwards Sep 20	

Education is not optional: all pupils receive a high-quality education that promotes their development and prepares them for the opportunities, responsibilities, and experiences of later life. The curriculum remains broad and ambitious: all pupils continue to be taught a wide range of subjects, maintaining their choices for further study and employment. Remote education, where needed, is high quality and aligns as closely as possible with in-school provision: schools and other settings continue to build their capability to educate pupils remotely, where this is needed.	➢ The need to recover missed learning and addressing gaps in skills and knowledge ➢ Predictions are that the gap between disadvantaged and non-disadvantaged children has widened significantly. We will be working with the staff team to establish intervention work to address this and any other GAPS that may have arisen. ➢ Addressing the impact of lockdown on pupils' personal and social skills and their overall well–being. ➢ We will be looking at contingency plans in preparation for possible further lockdowns and will continue to develop our remote learning for any pupils not able to be in school. **What will the first two days look like in school?** The first two days 3rd and 4th September will be focused on important work around children's transition into school. This will include activities around settling in, establishing class charters, establishing expectations on behaviour, reinforcing expectations on hygiene, getting to know 'you' activities, opportunities to speak about their lockdown experiences, mindfulness, regular story time, maths problem solving, art activities and daily reflection time. **Next two weeks** all teachers will use a transition programme based on a book called 'Here we are' written by Oliver Jeffers. This transition programme will achieve the following: ➢ provide a framework for children to re-engage socially with each other and their wider community ➢ suggest opportunities to engage positively with the outdoor environment ➢ stimulate thinking and talk about world events and the impact of these events on individuals and the wider world ➢ provide a safe forum to share thoughts, concerns, ideas and personal responses ➢ use art and writing to help children respond personally to experiences they have had ➢ provide opportunities for Maths to be taught and explored throughout this unit in a cross curricular way **What will the rest of the first half term look like?** It will be necessary to adapt the curriculum for a short time at the start of the new academic year **but** we will return to a full and broad curriculum as quickly as possible and as soon as our children are ready. We will continue to focus on cross curricular subjects and themes where possible whist still focusing on basic skills including **speaking and listening, phonics, writing, reading and maths**. *For pupils in key stages 1 and 2, school leaders are expected to prioritise identifying gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics), identifying opportunities across the curriculum so they read widely, and developing their knowledge and vocabulary. The curriculum should remain broad, so that the majority of pupils are taught a full range of subjects over the year, including sciences, humanities, the arts, physical education/sport, religious education and relationships and health education. DfE guidance*	SMSC lead training Teachers English lead to organise plans and ordering of texts Teachers to adapt plans Teachers/ Subject leads to support	20.7.20 Sep 20 July 20 Sep 20 Sep 20	

	Maths mastery and White Rose have adjusted their teaching plans and resources to ensure content missed during lockdown are covered. Teachers will use and adapt these plans to meet the needs of their children. **English:** Units of work have been adapted to ensure curriculum coverage. The core texts taught will be adjusted to ensure skill coverage. **Reading:** RWI phonics will be taught in Reception, Year 1 and Year 2. Reading will continue to be taught as a whole class and texts will aim to cover some topics that may have been missed in the summer term. **Science:** Curriculum coverage has been organised over a two-year period to ensure all aspects of the curriculum are covered. **RSE curriculum:** The Relationship and Sex Education element of our new curriculum will be planned and consulted on with parents shortly during the spring term ready to be resumed by the summer 21 following DfE guidance. This guidance indicates the new curriculum can be deferred to the summer term 21. **IT/Computing curriculum:** This will include lessons that prepare children to use Microsoft Teams to support remote learning if this is required. Online safety will be a key feature. **Spanish:** This will not be a focus for KS2 during the first half of term to enable a greater focus on PSHE/wellbeing activities. Oak academy lessons will be used during autumn term 2. **Foundation subjects:** A full range of curriculum subjects will be gradually incorporated into the curriculum- where possible subject content that has been missed during the summer term will be addressed during reading lessons as suggested in the DfE guidance. **Remote education** will become a focus in the sense that it will become integrated into the school curriculum. Oak National Academy lessons will be used periodically throughout the curriculum so that children are comfortable with the content and format in readiness to reverting to that way of working should local lockdowns or a national lockdown be imposed.	Maths lead to share resources and organise training Teachers English Consultant and English lead Science lead – curriculum overview for teacher SMSC lead IT lead Teachers/ IT lead to plan Teachers Teachers/ Subject Leads SLT/Teachers	July onwards Sep 20 onwards July 20 May 20 Training for staff July 20 Sep 20 Oct 20 Oct 20 Sep 20 onwards	

Physical activity in schools	**PE and sport activities** will be delivered by our specialist coach and will follow current DfE guidance – with avoidance of contact sports during the Autumn term. This will be reviewed in light of changing guidance. Where possible, they will take place outside as transmission of the disease is reduced in the outdoors. The systems of control will still need to be applied during these sessions. Pupils will be kept in consistent groups and sports equipment will be cleaned thoroughly between each use by different groups. Hand hygiene and respiratory hygiene is paramount due to the nature of exercising and the way people breathe as a result. Hands must be washed thoroughly after completing a PE session.	Coach	Sep 20	
Music	*The DfE notes that there is an additional risk of infection in environments where children and adults are singing, chanting, playing wind and brass instruments or shouting, singing should not happen in groups of more than 15 and when it does take place, children need to be side-by-side and not facing one another.* **Music** will be delivered by Margaret and her team. During the first half of term activities will focus on listening appreciation, body percussion, and use of percussion instruments. Children will face forward during these lessons to avoid contamination Singing lessons will not occur during the first half of term and the school will keep up to date on the most up to date guidelines. Once singing lessons do resume, they will occur in groups of no more than 15 or within outdoor spaces. **Brass lessons:** Tuition will occur on a 1:1 or 1:2 basis ensuring that the space available permits a 3m distance.	Margaret music team/ Teachers Owen	Sep 20 Sep 20	

Specific points for early years foundation stage (EYFS)	*Disapplication guidance states: 'Whilst providers should try and meet existing requirements as far as is possible during the coronavirus (COVID-19) outbreak, we recognise that these are extraordinary times and there may be occasions where it will not be possible to provide activities and experience across all seven areas of learning for all children all of the time'.* **Nursery**: Teachers will focus on the prime areas of learning, including communication and language, personal, social and emotional development (PSED) and physical development as instructed by the DfE. **Reception** teachers will a assess and address gaps in language, early reading and mathematics, particularly ensuring children's acquisition of phonic knowledge and extending their vocabulary. Planning will be responsive based on children's interests. Role play activities will resume in a limited capacity. It is acknowledged that younger children will not be able to socially distance from teachers and other children, however, staff will endeavour to reduce face to face contact for long periods of time. During whole class sessions children will face forwards rather than towards each other. Additional hygiene measures will be in place including sterilisation of resources including spraying fabric items with anti-viral spray. As children will be in a year group bubble, they will be able to interact across both classes. A paediatric first aider will always be available to support children.	Teachers	Sep 20 onwards	
Pastoral support	The safeguarding team and SMSC lead will ensure that appropriate materials are on hand to support children's wellbeing. All teachers will use the Zones of Regulation to help children to understand their emotions and learn to self-regulate these. Every classroom will have a Zones of regulation poster within it. Mindup lessons and the PATHS programme will be taught on a fortnightly rota – this is so that children understand the 'brain science' behind their emotions while giving them opportunities to carry out PATHS activities to develop their emotional literacy skills. These sessions will provide children with the opportunity to rebuild friendships and increase social engagement and address issues linked to coronavirus or their experiences during lockdown. All staff to receive bereavement training. LM referrals to be made where these may be required. LM timetable to be organised to focus on year groups across particular days to limit mixing across bubbles.	Safeguarding team/ SMSC Lead SMSC lead/ LM Teachers All staff Teachers LM/SIO SENCO/LM/	Sep 20 onwards Training delivered 20.7.20/ Resources given July 20 July 20 Sep 20 onwards	

	Sensory toys/anxiety reducing aids – to be allocated on an individual basis or to be sterilised after use. Disclosures or concerns to be logged using My Concern as per normal safeguarding procedures.	Teachers All staff	Sep 20 onwards ongoing	
Behaviour expectations	**Class charters**: positive behaviour expectations will be set by each class. **Rainbow Moto**: overarching caring moto to be created for each class with individualised wording. **School's values** will be widely discussed so that the ethos of the school does not change. The climate and culture will remain one of high expectations and respect for one another. This will be reinforced during virtual assemblies led by SLT. The current adapted behaviour policy with Covid-19 amendments will be reviewed and discussed with staff on inset day.	Teachers Teachers Teachers SLT EH	3rd Sep 3rd Sep Sep 20 onwards	
Catch-up	The government have indicated they will provide additional funding for catch-up and tutoring interventions. Gap analysis to be used to identify where there are gaps that need to be addressed. After school phonics booster to be organised. Class teachers to organise interventions/deploying support staff - using the EEF to make decisions re interventions selected. Impact of interventions to be monitored using assessment pre and post intervention. 1:1 tuition to where possible scheduled after school to maximise learning.	Teachers HoS/Support staff Subject lead and teachers	Sep 20 Sep 20 onwards Autumn 2 20	

Section 4: Assessment and accountability

Aspect of school	Action	By Whom	When	Monitoring/ Review
Inspection	Ofsted may complete random visits to school to supervise the arrangements that have been put into place. All staff to be aware of a potential visit and to be informed of this risk assessment, so they are able to respond to any questions asked. Governors to be consulted regularly to ensure they are fulfilling their duties to monitor the school's response.	HoS HoS/EH	Sep 20 onwards Ongoing	

	Covid-19 related updates to be provided in all governor meetings.		Ongoing	
Primary Assessment	All statutory assessments (other than the Reception Baseline) will take place in the academic year 20/21 in accordance with the usual timetables. The tests are as follows: • Phonics screening check for year 1 • Key stage 1 tests and teacher assessment • Year 4 multiplication tables check • Key stage 2 tests and teacher assessment • Reception foundation stage profile • The school could be selected for statutory trialling of assessments **Additional testing:** Year 2 – phonic screening check in autumn term 20 and those who do not pass will be retested in June 21. The Riverhill Federation will prepare for these tests in the same manner as has been done in previous years. Interventions to be put into place to address any gaps in phonics for year 2 Sep 20 During testing periods children's mental health and wellbeing will be monitored. If a local lockdown was to occur during a key test period, the federation will liaise with Local Authority for advice and guidance.	SLT/Phonics Manager/ Teachers Teachers/SLT to timetable HoS/EH	Sep 20 ongoing intervals Autumn term 2 20 When required	

Section 5: Contingency planning for outbreaks

Aspect of school	Action	By Whom	When	Monitoring/ Review
A local outbreak	If school is made aware of a local outbreak, the PHE health protection team or the local authority may advise school to close. Preparations will be made by way of a contingency plan so that learning can still continue, and the community can remain safe.			
Remote education support	Riverhill Federation will be in the position to offer immediate remote education if there was a local outbreak and subsequent lockdown.	IT lead/ Concero	21.7.20	

	Teachers had training on how to make the best use of Microsoft Teams for remote learning. Webinar to be available post training to refer to. Teachers to include training for pupil during IT lessons so they are familiar with the programme if a lockdown occurs. Our immediate response will be the following: ➢ Children are to take home an individual stationery packs and an exercise book. ➢ Adults will share lessons via Microsoft teams often in reference to Oak National Academy lessons that are tailored for every objective in the primary curriculum. These will be differentiated to the ability of the child. ➢ These lessons will be editable and downloadable so that paper packs can be produced and provided for parents who do not have computers at home. All children will be sent home with an initial starter pack of lessons to work through. ➢ Some teaching and lessons may occur via Microsoft teams. ➢ Teachers will then be able to meet with children that require additional support through MS Teams online. ➢ Children will be able to take photos of their learning and upload to Microsoft teams so that teachers can monitor progress and offer supportive feedback if appropriate. ➢ Early Years teachers will continue to post learning and communicate through Tapestry. ➢ Maths with Parents will continued be used in Reception to Year 2. Chosen learning activities will follow our curriculum sequencing and will be of high quality. All teachers will use this consistently to support online learning. More detail on Oak National Academy can be found here (https://www.thenational.academy/information-for-teachers). The principles for delivery will be as follows: ➢ Children will receive learning opportunities for a range of subjects each day ➢ Learning will be sequenced as per our current curriculum model ➢ High quality explanations will be made by the teacher using video links from school or through curriculum resources such as Oak National ➢ Work will be checked, and feedback provided through uploads to MS Teams ➢ Teachers will further tailor the learning because of feedback. Often this will be after the Oak National Academy lesson has been completed. ➢ Lessons will be of the equivalent length of a normal school day. ➢ Oak National content that specialises in SEND will be offered accordingly, alongside packages made available through the learning support team.	Teachers Teachers Support Staff HoS/IT lead	When required When required	

	The school will endeavour to raise funds to purchase laptops for disadvantaged children and to continue to liaise with the LA to access such devices. In the event that the class teacher is unable to deliver and organise lessons another year group teacher will take responsibility for planning and communication across the year group – supported by SLT. Children to be continually reminded through teaching, assemblies about online safety.	SLT IT Lead/Teachers	Sep 20 When requires ongoing	

I declare that the content of these management arrangements reflects the principle risks and mitigations to prevent and reduce harm due to Covid 19 and confirm that these measures will remain in place for the duration that the risk exists.

Signed: **Position: Head of School** **Dated: 22.7.20** **Reviewed:**