

Goytre Fawr Primary School Re-opening Risk Assessment. September 1st 2020.
Factors, Considerations, Aims and Objectives.

Aims and Objectives.

- ✓ The aim of this document is to keep our children, staff and our wider community as safe as possible and free from developing the coronavirus (Covid-19).
- ✓ It is our aim, so far as is reasonably practicable, to make Goytre Fawr Primary School Covid-19 secure.
- ✓ Goytre Fawr Primary School aims to implement the Welsh Government's guidance and safely accommodate all learners and staff from September 2020.

- ✓ It is our objective to assess and manage the risks from coronavirus (COVID-19), recognising that we cannot completely eliminate all risks.
- ✓ It is also our objective to identify the measures needed to reduce the risks from coronavirus (COVID-19) so far as is reasonably practicable.
- ✓ It is our objective to review and refine our health and safety practices on an ongoing basis, improving them wherever possible, especially with regards to mitigating the risks inherent in coronavirus (Covid-19).

Considerations-Relevant Legislation and Goytre Fawr's Responsibilities.

All employers are required by law to protect their employees, and others, from harm. Under the Management of Health and Safety at Work Regulations 1999, the *minimum* employers must do is:

- Identify what could cause injury or illness in the organisation (**hazards**).
- Decide how likely it is that someone could be harmed and how seriously (**the risk**).
- Take action to eliminate the hazard, or if this isn't possible, **control** the risk.

Considerations from Welsh Government and Advice from Public Health Wales to minimise COVID-19 risks

Employers, schools and settings must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures.

Schools with their employers should thoroughly review their health and safety risk assessments in collaboration with the local authority and trade unions and draw up plans for the autumn term that address the risks identified using the system of controls set out below.

Essential measures include:

- a requirement that people who are unwell with symptoms of COVID-19 stay at home
- robust hand and respiratory hygiene including ventilation
- continue increased cleaning arrangements
- active engagement with Test, Trace, Protect
- 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 should include:

- grouping learners together
- avoiding contact between groups as much as possible
- arranging classrooms with forward facing desks, recognising this may not be possible or appropriate in all schools/settings
- staff maintaining distance from learners and other staff as much as possible.

Further Pandemic Context and Factors-the Latest Evidence.

Goytre Fawr Primary School is presently working with staff, governors and wider stakeholders to plan a full, risk-assessed, safe reopening of the school from September 2020 onwards, in line with Welsh Government and local authority guidance. The risk assessment will be reviewed regularly and is context specific to the rate of risk of transmission of the disease at any point in time. Some information on the impact of the pandemic at the time of writing this risk assessment is as follows:

- ✓ Children under the age of 18 make up 22-25% of the population, but consistently make up <2% of the total Covid-19 caseload in every country.
- ✓ Infection with SARS-CoV-2 appears to take a milder course in children than in adults: most infected children present with mild symptoms or are asymptomatic, and very few develop severe or life threatening disease³.
- ✓ There remains some on-going uncertainty in transmissibility of the disease by children, but real world observation of school opening in England and other countries has shown little transmission by children.
- ✓ Sero-prevalence studies in Spain have shown that children seem to have an antibody response lower than adults in a population (<3.1% for children under 10, compared to 5% average for adults). However, **emerging evidence shows limited child-to-child transmission, and it is suggested that the majority of children's cases are transmitted from adults within the same household.** This appears to be borne out by the paucity of children as index cases.
- ✓ **Transmissibility in children under the age of 12 seems to be particularly low,** and this leads us to feel able to recommend that these children can be Covid Secure using more flexible controls than the 2m distance, such as seating facing in the same direction. The hierarchy of controls especially hand and surface hygiene remain key measures.

- ✓ Although **it is not possible to ensure a totally risk-free environment**, the Office of National Statistics' analysis on coronavirus (COVID-19) related deaths linked to occupations suggests that staff in educational settings tend not to be at any greater risk from the disease than many other occupations. There is no evidence that children transmit the disease any more than adults.
- ✓ There is currently **a very low prevalence of positive tests among education workers at 3.8% cumulative**, among the **lowest rates** of critical workers.
- ✓ The R rate in Wales currently sits between 0.7-1.0 and is estimated to be 0.7 or 0.8.
- ✓ The number of new cases in Monmouthshire on 13/07/20 was **zero**. The death rate in Wales for that date was also zero, a figure that had been in place for 4 days prior.
- ✓ For the first months of the pandemic, the staff regularly worked in cluster childcare hubs. It is noted that at a time when cases and transmission were much higher no confirmed cases were recorded or identified in the hubs. In the wider picture there is no evidence that school hubs have been sources of infection spreading.
- ✓ From June 22nd 2020, our school's local provision for childcare of Key workers' children at the Village Hall and School sites, led to no new cases or outside, wider development of the virus within our community.

Consideration of the Local Authorities Underlying Principles.

Goytre Fawr Primary School will consider these following, agreed Local Authority principles when mitigating risk:

- ❖ Principle 1- The primary focus for Monmouthshire and our schools must be the physical safety and emotional wellbeing of staff and pupils.
- ❖ Principle 2 - Your school will support parents and carers, to understand what is necessary to keep pupils and staff safe at all times by:
 - Setting out operational arrangements put in place to minimise the potential transmission of COVID-19;
 - Clarifying when parents and carers should bring children to school and when they should collect them and;
 - Reinforcing the message that parents and carers should not bring children to school if they, or a member of their family show symptoms of COVID-19.
- ❖ Principle 3 - These are new and challenging times for everyone, children returning to school will face uncertainty and a new and very different environment. It is therefore vital that we all support children to have the best experience they can. It will be necessary for us all to talk to our children about the new 'school' environment and what they can expect and how we require them to behave.

Minimising Contacts and Social Distancing.

The guidance produced by the Welsh Government has altered. The propensity for children to transmit the virus is recognised as a low risk. We know that minimising contacts and mixing between people reduces transmission of COVID-19 and that we must consider how to best implement this and do everything possible within our

context to minimise contacts and mixing while delivering a broad and balanced curriculum. It is acknowledged, however, that Goytre Fawr Primary School will have constraints relating to buildings and staffing resources and that an element of flexibility is needed to accommodate a return to school. The overarching principle to apply is reducing the number of contacts between learners and staff. This can be achieved through **keeping groups separate** and through **maintaining distance between individuals**, wherever possible.

It is accepted that learners and especially the youngest learners, cannot socially distance from staff or from each other and consistent groups provide an additional protective measure. Maintaining distinct contact groups that do not mix makes it quicker and easier, in the event of a positive case, to identify those who may need to self-isolate and to keep that number as low as possible.

Further Goytre Fawr Considerations.

- i. Along with all other Monmouthshire CC schools, we will use Tuesday 1st and Wednesday 2nd September 2020 as preparation days, so that all staff will have access to the risk assessment and will be able to have time to consider their roles in keeping people safe and mitigating risk.
- ii. The safe educational provision and operational procedures we offer in the first two contact days of the new term, will initially be introduced with 50% of children accessing site, in order to test our measures are set out at a manageable level. Thursday 3rd and Friday 4th September have been designated as these preparation days for children. The four groups within most classes that we originally established in July 2020 will be merged into two groups for these initial two days, to test the validity of our safe school provision.
- iii. Wherever possible, we will endeavour to make sure that these groups (and then their wider classroom based contact groups), will not integrate during the day and measures to reduce unnecessary cross contamination will be applied wherever possible.
- iv. Staggered entrance to and exit from site, will continue from 3rd September onwards for all classes.
- v. Entrance to and from site from different areas will be maintained in their current form.

Class	Entry on 3 rd / 4 th	Exit on 3 rd / 4 th	Entry on Monday 7 th	Exit on Monday 7 th	Entry and Exit Point
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	September for 50% the class.	September for 50% the class.	September & thereafter for WHOLE class.	September & thereafter for WHOLE class.	
Reception	9.20 a.m.	3.10 p.m.	9.10 a.m.	3.30 p.m.	Main Infant Gate
Year 1	9.10 a.m.	3.30 p.m.	9.10 a.m.	3.30 p.m.	Main Infant Gate
Year 2	9.00 a.m.	3.20 p.m.	9.00 a.m.	3.20 p.m.	Main Infant Gate
Year 3	9.10 a.m.	3.30 p.m.	9.10 a.m.	3.30 p.m.	Right Gate at Office Steps
Year 4	9.10 a.m.	3.30 p.m.	9.10 a.m.	3.30 p.m.	Left Gate at Office Steps
Year 5	9.00 a.m.	3.20 p.m.	9.00 a.m.	3.20 p.m.	Left Gate at Office Steps
Year 6	9.00 a.m.	3.20 p.m.	9.00 a.m.	3.20 p.m.	Right Gate at Office Steps

- vi. There is **no** requirement for us to provide childcare hub provision in the autumn term 2020. They ended on July 17th 2020.
- vii. All children’s attendance in September is “compulsory.” We await further guidance on how this is to be implemented.
- viii. The shielding arrangements that are currently in place have been revised by Welsh Government. We would be expecting to see the vast majority of our children and staff in school, unless they have compelling medical evidence to say why they shouldn’t.
- ix. We will be keeping the children in class-sized contact groups and will minimise contact with other children from other classes throughout the day.
- x. We will ask people from home that they continue with only one adult, walking, to drop a child off, wherever possible.
- xi. Punctuality for our staggered times in September is important if risk is to be mitigated.
- xii. GASC will be open on 1st September from 8 a.m. to 5 p.m. daily.
- xiii. Transport is still being negotiated but we fully expect that Monmouthshire C.C. will have arrangements in place prior to September 3rd 2020.
- xiv. Catering returns in September with “Grab Bags” of sandwiches initially available, followed by hot meals in “Grab Bags”, shortly afterwards.
- xv. Lunch time meals and snacks at break times will be eaten in class. Catering staff have agreed to clean classrooms after the children have eaten there.
- xvi. Midday supervisors will return in September 2020 and will be largely used for outdoor playtimes.
- xvii. Staff will be strongly encouraged to take their class outside at every opportunity. If children can learn outside, they should learn outside.
- xviii. Play times will be staggered and yards and field segregated to reduce cross-contamination.
- xix. No congregation in our main hall will be allowed. Assemblies will be conducted remotely and in a limited form, to Foundation Phase and Key Stage Two.

Considerations from Leadership.

Goytre’s senior leaders have observed that children do not naturally maintain 2m social distance throughout the day. While mitigating risk at every turn, we agree with WG’s operational guidance which states:

“Many learners will follow the rules but a minority may not understand. Young learners, for example, will be prone to share equipment and objects, hugging and touching without due thought. This can be particularly so for learners with special educational needs...especially those with physical needs receiving a lot of tactile support...school staff should consult parents and carers about specific support needs, and use their discretion flexibly in agreeing the way forward for specific learners.”

Senior leaders at Goytre commit to doing everything possible to mitigate risk and to enforce social distancing and all appropriate measures, wherever possible, but we recognise that children are children and that this is an aspirational approach rather than a guarantee we can offer. Any breaches of our risk mitigation measures will not be the result of poor organisation, supervision, adult direction or pupils’ poor behaviour, but will be because of instinctive, innate, natural, learnt behaviours and habits of people’s social interaction. This needs to be recognised and considered from the outset.

Considerations for Cleaning and Hygiene.

A further consideration that will enable the safe operation of our school is an enhanced cleaning regime that is negotiated with our contractors and enhances the good practice that was built between 29th June and 17th July 2020. The school will continue to operate a significantly increased routine of cleaning and sanitisation of fixtures and fittings, through a negotiated amendment of our caretaker’s and designated cleaner’s hours. The importance of regular handwashing and sanitisation will still continue to be paramount. This is based on the premise that Covid-19 can be transmitted from a surface following contamination for up to 72 hours after contact on softer surfaces and up to 48 hours on harder surfaces.

Scientific evidence suggests risk is reduced in the outdoor environment and in well ventilated areas. The school will adopt an approach of working outdoors wherever possible using the classroom as a base, operating and learning in zoned areas within the school grounds. We will endeavour to encourage outdoor learning wherever possible and will keep our school as ventilated as possible.

Communal toilets within the site have been identified as high risk and will regularly receive high focus and rigorous sanitisation.

Regular cleaning of equipment and apparatus used communally by children and adults will occur. *It will be the responsibility of the staff member overseeing the use of that piece of equipment, to organise its cleaning.* These actions will reduce risk significantly although not negate it entirely. We have considered that there needs to be a balance between limiting equipment and facilitating appropriate, safe learning. Our learning environment, by necessity, will have to look different.

Consideration-Regular Reviews with Stakeholders.

The context of this assessment is that the school will be returning in a comparatively low risk period in the cycle of this pandemic.

One of the key health and safety objectives will be to teach pupils, staff and other stakeholders a new set of “norms” and operating procedures.

The purpose of this risk assessment is to ensure all staff and appropriate stakeholders within the school are well informed. We would also like them to know how to physically and mentally support others in the fight against the virus.

The evaluation of compliance and operational success will continuously be made against an assumption that (hypothetically) a minimum of one adult and one pupil at any time on site is infectious and that their identity is unknown.

Should infection rates within our locality rise, this risk assessment would be reconsidered utilising advice from Welsh Government and Local Authority.

The following Risk Assessment has been compiled with full consideration of the local guidance of Monmouthshire County Council and the national guidance of Welsh Government.

This is a working document which we commit to regularly updating. It will be added as a rolling agenda item in our SLT and Staff/Business Meetings and will be regularly reviewed by governors.

The Headteacher will keep in regular contact with the Chair of Governors to inform and consult on major changes and to regularly update.

Risk Assessment

GFPS Risk Assessment		Date:
	20 th July 2020	
Identified Hazards and/or Risks	Person at Risk?	Risk Mitigation/Control Measures.

1. Routes Around & Access to School Site-

How can we minimise the risk of possible transmission of Covid-19 as people access our site?

Staff/Children

- a. Outside, not internal doors used as far as possible upon entry and exit (Reception/Y1/Y2/Y3/Y6).
- b. External class doors used to access play times and outdoor learning.
- c. Staggered entry/exit times used to minimise numbers of children accessing site at any one time (Y2/5/6 at 9 a.m. and 3.20 p.m. and Rec/Y1/Y3/Y4 at 9.10 a.m. and 3.30 p.m.).
- d. Staggered play/break/lunch times to minimise numbers.
- e. Markings clearly laid out, indicating positions of access and entry.
- f. Parents and carers asked that only one of them drop off their child at time.
- g. Parents and carers asked that they park away from School Lane and walk their child up School Lane.
- h. Road segregated by cones, to allow pedestrians greater room to congregate at gates at a safe distance.
- i. All KS2 & FP children to meet their teacher at gate prior to staggered entry.
- j. Fire assembly points, procedures and access to them to remain the same (outside doors to FP and KS2 yards).
- k. Pupil numbers set at approximately 30 in each contact group, set in line with WG levels, will then remain intact as far as possible, to ensure minimal site movement.
- l. Children to travel around site in small, supervised groups only and to have no contact with other contact groups.
- m. Classroom base will be pupil's main area of contact in school.
- n. Internal and external doors in classroom, staff room and other intervention spaces (except fire doors) to be wedged at all times for ventilation purposes. They are to remain open, to avoid contamination and to allow for full ventilation, at all times. Staff and pupils advised of appropriate dress according to the season.
- o. Outside and internal gates protecting walkway, to be closed and cleaned at 9.15 a.m. and re-opened at 3.15 p.m. by caretaker.
- p. Parents and carers not allowed on site without an appointment. The gates where they drop off their child is designated as the nearest they should come to the school, without having prior arrangements in place.
- q. Parents and carers asked to observe social distancing in the area surrounding our school, as they queue to drop-off and collect their child.
- r. Registers taken as normal on SIMs by class teachers. Marks furnished by Monmouthshire CC to be used to record absenteeism.
- s. Punctuality of drop-off and collections flagged up in correspondence to home, as being very helpful in mitigating risk.
- t. Parents and carers asked not to stay too close to the gated areas, when collecting or dropping off other siblings.
- u. GASC children led around the outside of the building to their contact group by GASC staff at appropriate intervals.
- v. Staff signing in to continue in main foyer entrance, with the direction that only one person at a time is to stand in the holding area between our automatic doors.
- w. All staff to park in our staff car park. No one to park directly outside the school on School Lane.
- x. Wherever possible, a single direction flow to be established e.g. single flow in corridors. Year 3 and Year 4 to use the ramp access to the hall or bottom part of our school, whenever necessary.
- y. Different classes and children to wait until flow has gone and area is safe to travel in/through.
- z. Toilet control measures (visible cones for one of each gender to use at a time in designated cubicles) to remain.
- aa. Hand washing invigilated and checked upon re-entry to classroom.
- bb. Soap and water hand washing for exit/entry/toilet visits/eating implemented where possible.
- cc. Where a class has no sink facilities to allow whole-class hand washing with soap and warm water to be implemented, a hand sanitiser is to be used.
- dd. Signs to be placed around school to reinforce changes in procedure allocated by A

Comment [GM1]: Split entry and staggered times. Formerly 10 minute intervals, now 5.

Comment [GM2]: Now 9.05 a.m. and 3.25 p.m. Adjustment made from 12.10.20 to take account of weather conditions. Working well.

Comment [GM3]: Successfully continuing. Displayed in staff room. Shared with staff in early Sept INSET/Prep days.

Comment [GM4]: Very largely adhered to. Awaiting movement on road closure request from Mon CC. Asked for School Lane/Star Rd junction closure. Consulted with community. Waiting for Mon CC.

Comment [GM5]: Adjusted to incorporate corners and distance for year groups. Tested on Friday 16.10.20. Worked well.

Comment [GM6]: Regular updates to home around suitable clothing. We will keep this element going as long as bearable. Heating will be looked at in Autumn II to take in to account requirements to ventilate.

Comment [GM7]: Mike Gough and Helen Zammitt also involved in closing side/internal gates and main gates immediately upon entry. By 9.10 all gates should be secure.

Comment [GM8]: Sprayed markings in place to denote 2metre distancing during initial 3 week return, still in place.

Comment [GM9]: Good response. Still regularly flagging up on letters home.

Comment [GM10]: Mrs Z and notices reinforces that they sanitise upon entry.

Comment [GM11]: We are constantly vigilant on this and remind staff and children regularly. It is a measure we ... [1]

Comment [GM12]: GFPS Signage also been added to outside spaces.

Comment [GM13]: Continues. Very good staff input in to this at Busines ... [2]

2. Medical Considerations-

How do we protect all children and staff, especially those at increased risk from underlying or existing conditions?

Staff/ Children

- a. Statemented children and those we consider to have significant medical needs or an ALN need with a medical angle, will have an individual risk assessment shared with all appropriate staff. Individual health risk assessments will be carried out by staff and HT on high risk children. Parents/carers' & staff views will be sought, and will be factored in to any decisions around safe access of site and their contact group.
- b. Individual Health and Care Plans reviewed regularly to assess adjustments and mitigation of risks. Negotiated with **home**.
- c. Children with identified medical conditions will need to attend with their dedicated medication in place where required. This will need to be negotiated with home and packaged in washable, labelled, suitable **containers**.
- d. Parents of children with health issues to be informed of their responsibility to ensure that their personal medical equipment (e.g. asthma pump) is kept with their child at all times. Also to ensure overnight cleaning before re-entry back in to school, should they be taken home.
- e. Children requiring other medication e.g. paracetamol, antibiotics, will have to inform us prior to entry. Permission forms will have to be requested in advance and filled in by parents/carers in advance of entry to site. Children to be encouraged to take medication at home, prior to entry and to repeat after **school**.
- f. Unless a child is fully fit they will not be permitted to attend school. Parents will be asked to be honest on this, especially around even the mildest signs of any one of the Covid-19 symptoms (continuous cough/rise in temperature/ loss of or change to sense of smell or **taste**).
- g. The school will try to accommodate the opportunity for all ill pupils who miss any originally planned learning time, to catch up with remote materials. **See Blended Learning Policy**.
- h. Trained staff "First Aider", together with first aid bag, to be at hand at all break/play/lunch times on both yards.
- i. Covid-19 Isolation Room maintained (old PPA room) where any person on site who exhibits symptoms is immediately isolated and then collected to go home **ASAP**.
- j. Any staff member accessing Covid-19 isolation room or providing intimate care for a child, to do so in full PPE (including full visor, gloves and apron).
- k. Any staff member or contractor required to clean the Covid-19 Room after use, needs to use full PPE to do so.
- l. Wherever possible, the room should not be entered or used for 72 hours after any incident of suspected Covid-19, once a deep clean has been undertaken.
- m. Training of staff in the application and use of PPE will be delivered termly and a register kept of all present. The 1st session will take place on 01/09/20.
- n. Children reminded of their obligation to "Catch it, Bin it, Kill it" if they sneeze or cough, via circle time, signage and remote assemblies. Communication home will reinforce this message with parents.
- o. Staff to be offered PPE equipment and allowed personal choice in how widely they use it throughout the **day**.
- p. Stocks of PPE/cleaning equipment to be monitored and orders audited and updated regularly.
- q. Staff working with 1-to-1 children who find awareness of social distancing difficult, or who work with children where their condition adds to their risk (e.g. dribbling or forward facing in how they communicate, such as Y4 JP and Y5 LS), to have full guidance made available to them. A conversation around what suits their context will be negotiated. PPE is to be made available after discussion and regular check-ins on the staff member's welfare, health and wellbeing to be undertaken.
- r. Existing staff who have medical conditions that have led to previous shielding and remote working, are to self-evaluate as part of new WG and LA risk assessment procedures, their place on site and in the **workforce**.
- s. Students and/or staff who have been classed as **shielding** owing to pre-existing medical conditions and have been advised, in writing, to undertake specific 'shielding' measures to be advised to return to their GP's and ask for further advice. Only definitive medical documentation from a clinician will prevent a previously "shielding" child from attending

Comment [GM14]: LCs in week of 12th Oct. CMCC In week of 5th Oct

Comment [GM15]: Adult disabled toilets used for LC.

Comment [GM16]: Rule invigilated. Requests for "Calpol" to be administered, turned down!

Comment [GM17]: Elaborated symptoms descriptions are now on letters sent home-used alongside logos, together with chart detailing possible responses.

Comment [GM18]: Working party of governors and SLT working on any amendments to the plan that was adopted by governors on 23.9.20. Minor changes made. Reflects what we did during lock down and parent's views too. Cluster sharing worked well. Gilwern and KHS (Comp') looked at prior to composing ours.

Comment [GM19]: This was actioned twice with LP-R (Y5) 29.6.20 and EB (Y6) on 7.10.20. Both negative, but room untouched for 72 hours in both cases. Cleaned thoroughly afterwards. After EB's case, a Business Meeting suggestion from a TA was adopted: we need plan B if there are x2 Covid-19 suspected cases on site at once or within the 72 hr period. We now have identified the "Cwtch" as a plan B area to isolate a child who develops symptoms when the Isolation Room is out of action.

Comment [GM20]: Visitors (rare) asked to wear face masks from Oct 4th ... [3]

Comment [GM21]: In place. JW resigned on 30.9.20 due to concerns ... [4]

Comment [GM22]: What do we mean by 'extremely vulnerable'? ... [5]

Comment [GM23]: Until Feb 7th 2021 from 4th January 2021. Includes Lee ... [6]

Comment [GM24]: Need criteria to be confirmed by LA/WG.

Comment [GM25]: LP-R and Eb test results provided before re-integration.

<p>3. Contractors & Visitor Site Access-</p> <p>How do we minimise the risk of transmission from outside parties accessing our school site or grounds?</p>	<p>Staff/ Children/ Contractors</p>	<p>The following measures are suggested as a way of mitigating risk through reducing the danger of children coming in to contact with visitors who are outside their contact group:</p> <ol style="list-style-type: none"> a. Where it is possible, a contractor should attend during times when there are no children or staff on site. Monmouthshire guidance on this issue to be followed, as it evolves. b. All contractors to contact school and diarise a time and date for entry and exit for the purposes of their work...<i>at least 24 hours prior to them accessing site.</i> c. Contractors asked to access site for entry and exit at times that are clearly outside the movement of our children on and off site. d. Staff informed of times and dates when contractors and visitors are on site, via our e-diary and staffroom noticeboard. e. Staff directed to ensure cones and barriers around any area left by a contractor, are observed and adhered to by children. Patrolling the barriers to contractor's area on site, is to be an allocated role amongst our duty staff. f. Contractors informed of children's break and start/exit times and asked to use those pinch points as times for their own breaks. g. Visiting peripatetic teachers will be asked to deliver lessons in more concentrated blocks and therefore see fewer children in the course of their attendance e.g they will be encouraged to deliver 2 or 3 lessons in one block, every 2 or 3 weeks, rather than seeing the same child weekly for 1 session. h. All visitors will asked to confirm that they are free from Covis-19 symptoms and that they do not live with someone with Covid-19 symptoms, each time they visit site, via a standard form. i. Visiting peripatetic teachers will be housed in ventilated spaces (such as the Eco-Classroom) where they can maintain social distancing from pupils whilst delivering lessons in a well-ventilated space. A 2 metre gap between pupil and tutor is to be maintained at all times. <i>Peripatetic tutors will not be considered until at least after autumn half term 2020.</i> j. SpLD tutors will be asked to deliver fortnightly rather than weekly blocks of work to learners, in fortnightly blocks, rather than weekly sessions. <i>SpLD tutors have been stood down by LA and will be supplying materials to us to implement, from a remote working position.</i> k. Volunteer readers from the community will not be permitted on site. We will review this as we move forward, in line with LA and WG guidance and advice. l. Governors accessing site should not do so for casual reasons and their visits limited to those that are strictly necessary. Their access should be preceded with the booking of an appointment for a specific purpose that cannot otherwise be addressed via a remote (e.g. TEAMS) meeting. m. Parents or carers should not access site without a specific purpose that can't be addressed remotely and an appointment that sits outside of the times they might have contact with pupils. 	<p>Comment [GM26]: Reminder sent to property services in mid-Sept.</p> <p>Comment [GM27]: SpLD services have (one session this term but ongoing in to Aut' II) but music and other peripatetic services have been stood down and remain so.</p> <p>Comment [GM28]: Interviews in Eco/STEM classroom with doors open in Sept 2020. Full PPE worn by FJ.</p>
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<p>4. Collection and Drop Off Routines-</p> <p>How do we minimise risk of transmission as children are dropped off and collected from site?</p>	<p>Staff/Children/Parents & Carers</p>	<ul style="list-style-type: none"> a. No cars brought on to School Lane requested from parents & carers. Polite requests issued that ask them to park in the village and undertake the remainder on foot. b. One parent/carer at a time requested to host their child in to school in our “if you can walk, walk” approach. c. Staggered entry and exit to minimise drop-off and home time congestion. d. Regular information bulletins issued to home, to mention the “no car” rule. e. Children and staff encouraged to cycle and facilities for parking bikes communicated to home. f. Monmouthshire CC regularly asked to provide a parking officer presence. g. Outside school, parents and carers to be regularly reminded of their obligation to socially distance as they collect or drop off their child. Markings laid out to aid this for adults. h. Parents and carers asked to support us in safely distancing our children at 2 metre intervals as they access our site or wait to do so. i. LA asked to support us in our wish to have School Lane closed between 8.50-9.20 a.m. and 3.20-3.50 p.m. 	<p>Comment [GM29]: 27.11.20 onwards has seen closure of School Lane between 8.50-9.20 a.m. and 3.10-3.40 p.m. Volunteers have manned the signs and road junctions and have been provided with full training and PPE by Mon CC.</p> <p>Comment [GM30]: Constantly reinforced. Mon CC asked for rd closure. Waiting.</p> <p>Comment [GM31]: 5 minute stagger introduced and works well.</p> <p>Comment [GM32]: Head cycles regularly!</p>
<p>5. Awareness of Procedures and Risk-</p> <p>How do we communicate effectively with our staff to ensure that they follow our protocols and procedures with relation to Covid-19?</p> <p>How do we maintain cognisance of national and local guidance? How do we ensure our wider school community are informed and included in our approaches?</p>	<p>Staff/Children/Parents & Carers</p>	<p><i>The points (below) are part of an LA Risk Analysis. We will use these following relevant points as an audit to check our maintenance of safe practices.</i></p> <ul style="list-style-type: none"> a. Staff to receive operational guidance on actions to help minimise the spread of infection; b. Staff asked to contribute to our updating of this guidance and our risk assessment during weekly Business and Staff meetings; c. Staff to be made aware of the school’s infection control procedures in relation to Coronavirus; d. The school keeps up-to-date with advice issued by local authority and Welsh Government; e. Parents informed of the procedures put in place to help keep the children safe in school; f. GASC included and negotiated with in any relevant operational procedures and other communications relating to Goytre Fawr Primary’s safe approaches to school access and exit. g. Students made aware of rules for staying safe in school and what to do if they feel unwell, through signage, class communication and remote assembly messages; h. All staff made aware that any cases of illness, including COVID-19, are to be treated with confidentiality. 	<p>Comment [GM33]: In place from 27.11.20</p> <p>Comment [GM34]: Training-waiting for response.</p> <p>Comment [GM35]: RA shared in INSET/Prep Day 1.9.20. Weekly revisit as rolling agenda item.</p> <p>Comment [GM36]: Regular contact has proven invaluable. Covid-19 bubble lockdown of class and GASC bubble has worked well. Seamless communication and information sharing.</p>

<p>6. Child Protection & Safeguarding- How do we monitor, prevent and protect our children from abuse?</p>	<p>Staff/Children/ Parents & Carers</p>	<ul style="list-style-type: none"> a. Staff reminded that the same safeguarding and child protection disclosure processes are in place with regards to potential abuse disclosures and the contact chain and procedures; b. Whole staff training on 1/9/20 in CP and Safeguarding at GFPS; c. Child Protection and Safeguarding Policy amended in September 2020 to take account of Covid-19 related amendments and New All Wales Safeguarding Procedures 2020 (updated WG guidance with regards to Safeguarding) https://safeguarding.wales/; d. Locked external and internal gates during times when children are on site, managed daily by HT and caretaker; e. Appropriate security arrangements on-site; f. Staff rota and staffing levels on duties, to take account of security arrangements and safety considerations; g. Safeguarding as a heading added as ongoing, rolling agenda item in business meeting and SLT meetings and the input of all staff sought in keeping learners and adults safe. h. Ensure students are not allowed off site during school hours, other than through full risk assessed procedures, (using EVOLVE format) and allowing at least 5 working days for review from DSP (Designated Safeguarding Person) before proceeding. Liaise with L.A. officer for advice if in any doubt over procedures for risk assessing any off-site activity. i. All staff/volunteers/supervisors to have valid DBS clearance before any contact with our children. 	<p>Comment [GM37]: Regular agenda item weekly Business Meeting.</p> <p>Comment [GM38]: Approved by governors 23.9.20</p> <p>Comment [GM39]: And secretary.</p> <p>Comment [GM40]: Internal and external gates key. Safe spaces for SEBD children allocated too.</p> <p>Comment [GM41]: Not used. Kept things on site as much as possible.</p> <p>Comment [GM42]: As always. Maintained.</p>
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7. Implementing Social Distancing-

How do we ensure we follow W.G. and L.A. guidance on maintaining social distance between pupils and adults?

How do we give 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 will we reduce contacts through:

- Grouping learners together?
- Avoiding contact between groups as much as possible?
- Arranging classrooms with forward facing desks, recognising this may not be possible or appropriate in all schools/settings?
- Staff maintaining distance from learners and other staff as much as possible?

Staff/Children/ Parents & Carers

WG guidance recognises the difficulty in separating groups of 30+ children. The 2 metre distance is advised now only between adults and children, not between children and other children, upon their return. The overarching principle to apply is reducing the number of contacts between learners and staff. This can be achieved through keeping groups separate and through maintaining distance between individuals. Both measures will help, but the balance between them will change depending on the:

- o Learners' ability to distance;
- o Layout of the school from their points of view;
- o Feasibility of keeping distinct groups separate while offering a broad curriculum. It is likely that for younger learners the emphasis will be on separating groups, and for older learners it will be on social distancing. **For learners old enough, they should be supported to maintain distance and not touch staff where possible.**

Some mitigation measures we will implement are:

- a. Making available the latest guidance (<https://gov.wales/sites/default/files/publications/2020-07/operational-guidance-for-schools-and-settings-from-the-autumn-term.pdf>) on implementing protective measures in educational settings to staff so that it is followed at all times;
- b. Class contact groups of no more than x30, are organised in line with published Welsh Government guidelines, wherever possible;
- c. Classrooms and other learning environments are organised to maintain space between seats and desks wherever possible;
- d. The timetable is revised to implement social distancing and maintenance of class contact groups, wherever possible.
- e. Plan for lessons or activities which limit movement between areas e.g. extended lessons and/or staff rotations as opposed to students;
- f. Number of students within a class maintained at no more than x30 (dependent on room capacity and staffing).
- g. The maximum number of lessons or classroom activities which could take place outdoors, are taught outdoors;
- h. Break times will be staggered so that all students are not moving around the school at the same time (Identified groups at a time, within 10-15 minute intervals);
- i. Drop-off and collection times are staggered to support limited numbers of students coming into contact with each other;
- j. Parents'/carers' drop-off and pick-up protocols are planned so that they minimise adult to adult contact;
- k. Advised groups of students are together throughout the day and avoid social mixing with larger groups of children.
- l. Not have our hall used for general assemblies or lunches or any other purposes that require above x30 children to use it at a time.
- m. Unnecessary items are removed from classrooms and other learning environments where there is space to store them elsewhere;
- n. Floor markings and barriers to be added to key areas to support 'social distancing' e.g. Entrance/main hall/ communal areas/corridors;
- o. Teachers to rationalise equipment and only use equipment that can be appropriately cleaned regularly (72 hours for softer items/48 hours for hard surfaces);
- p. Cohorts (class contact group) are kept together where possible and pupils remain in the same groups at all times each day;

q. Wherever possible, the same teacher(s) and other staff are assigned to each group and, as far as is practically possible,

Comment [GM43]: So difficult. Especially difficult the younger the child. They are doing their best. Easier in bubbles of x7. Not so in bubbles of x30.

Comment [GM44]: During provision for Critical Workers and Vulnerable Families, GFPS will maintain existing class bubbles within school site. This was applied and staffed on 17th and 18th December 2020 after early closure and two days of remote learning, due to increased infection rates in the run-up to Christmas.

Comment [GM45]: Hall segregated on 17th and 18th December 2020 for KS2 pupils. Individual classes for FP pupils.

Comment [GM46]: Many staff meeting reminders on this. FP planning of enhanced brought in to address more outdoor opportunities.

Comment [GM47]: Weekly remote celebration assembly has been implemented since Sept 2020. In-class acts of worship and reflection have been also implemented from Monday to Thursday since Sept 2020.

Comment [GM48]: PE carefully timetabled. PE days now issued for children as solution to mitigate risk further.

Comment [GM49]: PPA requires different teacher. Use of internal staff in FP and KS2 limited as far as possible. No outside supply used to date.

Comment [GM50]: Toilet arrangements have been a success.

Comment [GM51]: Maintained.

Comment [GM52]: Wherever practically possible.

Comment [GM53]: Packs/wallets velcro'ed to the back of ind' pupils chairs. It has worked well. A staff idea to make sure their individual learning equipment was kept intact.

<p>8. Emergency Procedures- How will we react if faced with an emergency situation, around Covid-19?</p>	<p>Staff/ Pupils</p>	<ul style="list-style-type: none"> a. Ensuring arrangements are in place at all times for first aid support and availability. b. Account for availability of trained first aiders or emergency personnel. c. Provisions should be fully stocked and monitored. d. Accident forms completed where required and home informed. e. If a member of staff is diagnosed with COVID 19 as a result of being exposed during the work place this must be reported in line with RIDDOR guidance – in the same manner as any incident resulting in exposure to biological agents. LA consulted with at every step. Staff to access NHS testing as soon as possible. f. All students’ emergency contact details are up-to-date, including alternative emergency contact details, where required. g. Students’ parents/carers are contacted as soon as practicable in the event of an emergency; h. Students’ alternative contacts are called where their primary emergency contact cannot be contacted. i. L.A. and health board contacted for advice if any cases of Covid-19 are suspected within our pupils or staff, whether or not that is in the form of a suspected cluster or an outbreak.
<p>9. Property and Building Maintenance- How will we maintain a safe site?</p>	<p>Staff/ Pupils</p>	<ul style="list-style-type: none"> a. Headteacher/ Caretaker undertake a daily/weekly site security/health and safety check to ensure compliance with existing and latest guidance. b. Any areas presenting increased risk to students and/or staff to be isolated, removed or repaired. c. Furniture minimised and/or removed from individual classrooms to enable safe social distancing to be maintained. d. Floor marking used to define transit routes and no-go spaces within identified classrooms and/or areas; e. Lock all required doors including chemical/cleaning storage, electrical distribution cupboards and high risk areas/rooms isolated; f. All outdoor building maintenance to be coordinated with the Headteacher, caretaker so that segregation from students and staff can be ensured (e.g. grass cutting); g. All contractors to report to reception prior to the start of any work, which is separate to most student entrances. h. All contractors encouraged to work at times when there are no children on site, unless in the case of an emergency. i. All contractors to sign a disclaimer around Covid-19 before working no site (see 3h). j. Contractors asked to provide 24 hours’ notice of site access, to enable full risk assessment. k. Contractors asked to wear face masks as we are a public space.

Comment [GM54]: Stock freely available in staff room.

Comment [GM55]: HZ updated contact details Sept 2020. Good engagement.

<p>10. Parental Engagement- How can we ensure that our messages around site safety are regularly and clearly communicated to parents? What measures can we put in place to minimise parental presence on site?</p>	<p>Staff/ Pupils.</p>	<ul style="list-style-type: none"> a. School to regularly update parents/carers through letters, website, email and Dojo. b. School to communicate that all parent/carers are not allowed on site at any times. Communication with staff, head and office to be undertaken remotely using tech' avenues in the first instance. c. Where possible only one parent/carer should be present at collection points; d. Parents are regularly and clearly informed of their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact (for example, which gate entrance to use); e. Parents are informed that they cannot gather at entrance gates and/or doors, or enter the site.
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11. Site Cleanliness to Prevent Virus Transmission-

How can we ensure our site is as clean as possible and that suitable and effective equipment is in place, to mitigate the risk of transmission?

Staff/ Pupils/ People at home.

- a. Stocks of hygiene/PPE equipment constantly monitored by HZ/KEd/MG. Gloves, *at least* 70%+ alcohol sanitiser, masks, visors, wipes, sprays, bins and tissues all maintained in plentiful supply.
- b. All people entering building to sanitise or wash before entry and upon exit.
- c. Hand washing facilities flagged up to children and staff at start of each session.
- d. Signage bought & laid out, to ensure consistent approach across school, at adult and pupil level.
- e. Contractors and caretaker to have amended hours to maximise school daily cleansing procedures.
- f. Consistent and ongoing cleaning regime in place. Reviewed regularly.
- g. Staff asked to clean within class if equipment is shared and stocks of anti-bac' wipes and gloves provided to facilitate.
- h. Canteen staff used to clean classrooms after lunch is consumed there, whilst children are out at their allotted lunch play times.
- i. Wet play time schedule needed for classes to briefly vacate classrooms to allow for cleaning following lunch times. Hall to be used briefly for classroom contact groups, in order that canteen staff can clean classrooms after lunch time. Children to be supervised at all times and kept socially distanced.
- j. All surfaces in classrooms, to be cleansed regularly with anti-bac' wipes/spray by the staff in that classroom, on an ongoing basis, throughout the day, prior to the cleaning contractor coming in after contact hours.
- k. All desks and chairs to be hard surfaced to allow for regular anti-bac' wiping and cleaning.
- l. All soft furnishings and fabric-based contents of classrooms removed, as far as possible.
- m. Equipment that is used only within the class contact group, to be cleaned overnight in Milton Fluid and dried, prior to use the next day. Equipment that can't be cleaned in this way, to be left for 48 hours (hard surfaces) or 72 hours (soft surfaces).
- n. Designated areas for each class adhered to. Children in class contact groups not to leave them wherever possible.
- o. Play times staggered and in different areas of our school grounds.
- p. Staff encouraged to use outside areas as much as possible for learning and teaching as well as play activities.
- q. Individual equipment pouches provided with suitable stationery and equipment for each child, to avoid transfer on to apparatus or equipment that is regularly used.
- r. Automated hand sanitiser dispensers issued to each area. No touching necessary for discharge of sanitiser. Cross-contamination risk lessened. Children to use after any type of coughing, upon entrance & exit and before & after food and play times.
- s. The cleaning of non-healthcare settings guidance is understood by relevant staff and followed at all times. For example, all staff wash hands following any cleaning activity; where cleaning products are used, staff to wear appropriate PPE. Staff should wear goggles if decanting chemicals where there is a risk to splashing in the eyes.
- t. Where students require first aid, staff members must wear appropriate personal protective equipment (gloves; face mask; goggles and/or face-shield) whilst administering treatment, *if there is any danger of them being splashed by bodily fluids of the child*.
- u. Any staff who administer first aid or direct contact with students must immediately wash hands and avoid contact with face until hygiene practices have been observed.
- v. All tissues and wipes used are to be disposed of in the appropriate way, as per normal practice (with all contents of bins disposed regularly throughout the day)
- w. All classroom doors which are in use should be kept open to reduce the need to touch regularly;
- x. Sufficient handwashing facilities are to be made available. Where a sink is not nearby, hand sanitisers will be placed in classrooms and other learning environments.

Comment [GM56]: One element we are especially mindful of.

Comment [GM57]: Tends to refer to Reception equipment mainly.

Comment [GM58]: Regular staff and parent reminders.

Comment [GM59]: Designated Fire Officers (RSk in KS2 and SP in FP) to ensure any fire doors are firmly shut upon exit of building for drills or in response to any other emergency. MG to complete final site inspection in response to alarm.

Comment [GM60]: Wherever possible.

Comment [GM61]: Eg isolation room was being prepared for a deep clean until case returned negative.

<p>12. Virus Transmission to and Between Staff- How can we mitigate the risk of our staff, including previously designated shielding or vulnerable staff, from contracting Covid-19?</p>	<p>Staff</p>	<ul style="list-style-type: none"> a. WG template for self-evaluative risk assessment to be issued in late August. b. Data from those risk assessments collated by HT prior to return to school site. c. Shielding guidance from WG will be fully considered in any individual risk assessment of staff suitability for return to full duties (https://gov.wales/guidance-on-shielding-and-protecting-people-defined-on-medical-grounds-as-extremely-vulnerable-from-coronavirus-covid-19-html "this guidance will be updated with these changes on 16th August) It currently states, "Planned changes from 16 August...we will pause shielding for everyone on the shielding list (children and adults) unless the number of COVID-19 cases in the community starts to rise significantly. From 16 August...the advice is: you can go to work, as long as the workplace is COVID-secure..." d. Only those staff who have been fully assessed (see above) as not being vulnerable will be allowed on site with children. This decision will be negotiated alongside any staff member at potential risk and will give due consideration to appropriate medical advice and evidence. e. Our staff room is limited in its use and appropriately signage lets staff know that they should maintain social distancing. Fabric items have been removed as far as possible. f. Photocopier-use will be limited and safe. Office will have the key. HTs permission needed. Regularly cleaned after use. Only one person at a time should access it. To help reinforce this message, staff will be urged to use Hwb and other ICT platforms to set and mark work that might otherwise have been completed on worksheets. g. Gender identified toilets signposted for staff. To be regularly cleaned as part of new regime. h. Where possible, staff kept with same groups of learners. Movement between groups and areas limited as far as possible. Intervention timetables examined to allow for minimal contact between staff and groups outside of their class contact group. i. Staff dependants are noted in our own health check documentation. If any people at home come down with symptoms of Covid-19, staff may be asked to stand down and work remotely for 14 days 10 days. j. Regular wellbeing checks by SLT to ensure all staff are safe and healthy and that home circumstances are manageable. Negotiated wherever instances of need occur. k. HR advice sought where appropriate e.g. in cases where home circumstances demand flexibility from us as an employer.
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Comment [GM62]: All CEV (Clinically Extremely Vulnerable) staff who have shielding letters from 4.1.21, will be asked to work from home until 7.2.21, whereupon that decision will be reviewed at a national level.

Comment [GM63]: By necessity this has become more fluid, although strict protocols are still in place.

Comment [GM64]: Advice changed in December 2020.

<p>13. Transmission of Virus- How will we manage classroom contact and social distancing for pupil to pupil transmission?</p>	<p>Pupils and people at home</p>	<p>Guidance tells us that there is a reduced risk of children under 12 suffering symptoms of Covbi-19, but in order to mitigate we will:</p> <ol style="list-style-type: none"> Have in place ratios of a maximum of 30 in class contact groups. Have our children split across site, maintaining their contact group and largely basing them in their class areas or outside areas. Have our tables arranged to support social distancing, facing the front where possible and being aware of the guidance that desks and children should attempt to maintain at least 2 metre distance away from an adult. Use outdoor spaces to direct staff towards outdoor learning, whenever possible. Enforce segregated toilet routines wherever possible. Use ventilated rooms by having doors wedged open wherever possible. Only allow toilets to be used on a rota and they will be cleaned regularly throughout the day. Clearly communicate to all children where their appropriate areas and parameters for movement are.
<p>14. Transmission of Virus- How will we ensure classroom environment cleanliness?</p>	<p>Pupils, staff and people at home.</p>	<ol style="list-style-type: none"> Removal of soft toys and materials that cannot be cleaned effectively daily. Wall displays removed. Cleaning regimes considered and contractor asked to provide regular cleaning operatives to constantly cleanse areas, repeatedly. Door handles and other key areas to be wiped regularly throughout the day. Unused classrooms or intervention areas closed and locked to avoid accidental transmission/contamination and to reduce cleaning area. Computers, keyboards and tablets wiped with anti-bac prior to children and staff using them. One computer per child/staff member is maintained wherever possible.
<p>15. Cleanliness of children's equipment- How do we mitigate risk of transmission via shared equipment?</p>	<p>Pupils, staff and people at home.</p>	<ol style="list-style-type: none"> Individual bags of pencils and stationary provided in plastic pocket and kept apart from other child's equipment. Children's allocated exercise books to be kept in plastic pocket with stationary. Pupil water bottles to be clearly marked with child's name and kept by the child rather than altogether on a trolley (removed). Masks or outside medical equipment needs to be stored in provided wallets and only touched by that child. Coats and umbrellas clearly labelled and stored where only that child touches them.

<p>16. Break & Lunch Time Distancing & Equipment- How can we mitigate the risk of the virus being transmitted via break & lunch time contact and the sharing of equipment?</p>	<p>Pupils, staff and people at home.</p>	<ul style="list-style-type: none"> a. FP and KS2 play areas separated. Barriers within play areas to segregate further to ensure only one class contact group can use on section at any one <u>time</u>. b. Children to bring their own clearly labelled fruit snack for break time snacks. c. No food sharing will be permitted between pupils at break or lunch times. d. "Grab Bags" issued by canteen to allow children to use class base for eating their <u>lunches</u>. e. Pupils who choose to bring in their own packed lunches are requested to have clearly labelled bags and food containers. f. Bag contents to be minimal. Parents/carers asked to cooperate in ensuring only necessary items are brought on to site. g. Children not allowed to use communal equipment or outdoor fixed exercise equipment and climbing <u>wall</u>. h. Each class contact group to have their own set of washable equipment, which is to be cleaned or left for 72 hours, at the end of each session. This is the responsibility of the class teacher, even if he/she chooses to delegate that duty. i. Any equipment used, to be cleansed afterwards. j. Thorough hand washing supervised by staff at one sink where taps can be wiped between each child. If unavailable, hand sanitiser insisted on. k. Children's own hand sanitiser only permitted when we assess it to be at 70%+ alcohol content. l. Before and after food, upon entry & exit, and after any bout of coughing, healthy hand sanitising routines to be insisted upon. 	<p>Comment [GM65]: Same side of yard kept to mitigate risk further. Only weekly changeovers, allowing for weekend (72 hours) of non-contact can be used to switch class usage. No mid-week swap of usage is permissible.</p> <p>Comment [GM66]: Initially, Autumn II 2020 onwards saw a different response and the start of hot meals being provided. Issued from central point in KS2 (library) and Y2 pupils now to collect from canteen hatch. FP meals otherwise issued from mobile hot trays in craft area of FP.</p> <p>Comment [GM67]: Revised. Only one class at a time has access to space for climbing wall, so it is now in use, although strictly within classroom bubble.</p>
<p>17. Transport- How are our learners going to be safely transported to and from site, to access their learning?</p>	<p>Pupils, staff and people at home.</p>	<ul style="list-style-type: none"> a. <i>Staff member allocated to a.m. and p.m. duty, to escort bus and taxi children straight to class bubbles and children encouraged to stay as separate as possible.</i> b. Vulnerable learners needing transport, to have avenues with social services or other outside agencies explored to ensure inclusion. c. Parents asked not to park outside school. d. No cars request on School <u>Lane</u>. e. Parents, children and young people are encouraged to walk or cycle to their education setting where possible. f. Where possible parents should be encouraged to transport their own children to and from school. g. Staggered entry and exit for children transported on the bus. h. Bus registration and the queue for such, to be segregated in to different areas of the main hall, ensuring social distancing is maintained for children as far as possible. i. One staff member only allocated to collection and release of bus children from school, in order to mitigate the risk of cross-contamination. 	<p>Comment [GM68]: From 27.11.20 implemented by L.A.</p>

<p>18. Collection & Drop off Routines- How can we mitigate the risk of virus transmission?</p>	<p>Pupils, staff and people at home.</p>	<ul style="list-style-type: none"> a. Children released from different areas e.g. front steps and FP gates, to distribute to parents/carers and allow for social distancing. b. Parents encouraged to remain apart in the style of supermarket queue whilst waiting for our children. c. Groups of learners, maintaining their class contact groups, to be picked up at any one, staggered time and from any one place.
<p>19. Staffroom- How do we mitigate the possibility of transmission of the virus as staff have their breaks?</p>	<p>Staff and people at home.</p>	<ul style="list-style-type: none"> a. Staggered use of staffroom encouraged through staggered break periods. b. Staggered duties to cope with staggered playtimes. c. Snack facilities split across site-hub kitchen area and FP craft area used as well as staff room. Kettles and other equipment split across site. d. Teaching staff encouraged to bring in their drinks & snacks from home and consume in classrooms or outside with children. e. Staffroom social congregation discouraged. Staff advised to use for safely distanced food and drink preparation (<i>not</i> consumption) and asked to disperse once notice board messages and food prep' has been accessed. f. Equipment in staff room limited as far as possible to hard surfaces, which are to be cleansed regularly.
<p>21. Supported SEN children- How do we mitigate against transmitting the virus when dealing with children with specific needs?</p>	<p>Staff, pupil, people at home.</p>	<ul style="list-style-type: none"> a. PPE issued where appropriate (e.g. intimate care or if children are projecting bodily fluids and in case of suspected Covid-19 requiring isolation). b. Limiting staff involvement with children with SEN. One staff member allocated per 1-to-1 pupil. Staff member maintained alongside pupil, rather than multiple staff members undertaking duties across classes with a number of SEN children. c. Regular dialogue with home to include learning support assistants and (where appropriate) the pupil, in order that we assess the child's understanding of distancing and other safety & hygiene measures. d. Amended staff individual timetables to make hours and areas manageable. Risk to other children and staff a key factor in deciding how site is accessed. Home involved in any decisions on provision. e. Any adjustments to classroom & site made prior to September 2020 return of pupils with SEN. Home informed and involved in understanding them and our expectation of safe use.

Comment [GM69]: Markings and cones to encourage.

Comment [GM70]: Large, circular tables at a 2 meter distance provided for lunch time consumption of food for staff. Strict distancing and cleaning regimes apply.

<p>22. SEBD pupils in possible need of restraint and/or at risk of flight.</p>	<p>Staff and their families</p>	<ul style="list-style-type: none"> a. Individual risk assessment undertaken of high-risk pupils, based on previous Team Teach interventions or knowledge of likelihood of flight. Where risk of re-integration considered high, children and home invited to safely (remotely) meet to discuss plans for return that include rewards and sanctions. b. Home involved in negotiations around access and suitable provision. c. Pupil placement in class contact group fully considered to lessen risk of flight or restraint. d. Behaviour expectations made explicit to all staff, learners and their families. e. Guiding principle is safety and wellbeing of staff and children. If Social Emotional and Behavioural Difficulties endanger people on our site, our use of fixed term exclusions to be considered. The gravity of an incident of restraint or flight in the pandemic circumstances, fully impressed on home and child. f. ELSA supervision prioritised for SEBD pupils. g. Time out areas prepared for pupils at risk of flight or restraint. Each one to have knowledge and input in to the area they can safely go to recalibrate if they're in danger of a "meltdown" incident. h. Team Teach training reinforced for x12 staff with existing Team Teach capabilities (October 5th INSET). Staff informed as to who does and who does not have the correct training to become involved in a TEAM Teach incident. i. De-escalation talking tools discussed with staff prior to children re-entering school. j. Behaviour policy amended to take in to account any pandemic-related revisions.
<p>23. ELSA Provision</p>	<p>Staff, pupils and their families.</p>	<ul style="list-style-type: none"> a. Very careful screening of who accesses it and where. b. Outside circle area in Forest Schools area encouraged for safe use. ELSA conducted outside wherever possible. c. Current "Cwtch" locked and out of bounds (no ventilation and too small). Meeting Room used as temporary "Cwtch" at safe social distance. ELSA staff establish safe environment. d. In inclement weather, ELSA to be conducted in meeting room as temp' ELSA room, or under canopy outside hall doors. e. Criteria for ELSA decided upon with ALNCo and Wellbeing team. Not an ad hoc arrangement. f. Staff training –x2 more staff sought for ELSA training. g. Existing ELSA's, encouraged not to deliver in isolation but to work in sight of each other, if outside.

Comment [GM71]: Been issues with SEBD pupils in Y4-behaviour books and parental involvement used to address. Parental support has been really pleasing.

Comment [GM72]: Team Teach refresher completed by x11 staff on 5th October 2020. No contact-puppets used. Staff informed that they should only restrain if the child is at danger of imminent harm. If they run, grounds and security of fencing is good enough to allow them to.

Comment [GM73]: Daily in case of Y4 pupils.

Comment [GM74]: Negotiated. but MG office a staple.

Comment [GM75]: Approved by gov's 23.9.20

Comment [GM76]: Used as "safe space" for SEBD pupil in Y5. Only child to access it. No-one else to enter room at any time.

Comment [GM77]: Used as Plan B isolation room until end of pandemic restrictions.

Comment [GM78]: Weekly timetable displayed in staff room on noticeboard. ALNCo to be responsible for updates, in negotiation with x2 ELSAs and Wellbeing leader.

24. Behaviour Considerations	Staff, pupils and their families.	<ul style="list-style-type: none"> a. School to consider the impact of poor behaviour; bullying, or abuse of another child or a member of staff, and are clear with parents/carers on action to take in response to this; b. Pupils who do not follow procedure and maintain good discipline will be asked to leave school. Parents will be called to collect their child. The LA will be informed of pupils declined opportunity to attend school because of behaviour. c. Standard behaviour procedures to be observed; d. Adequate supervision levels in place to support staff; e. Groups organised so that staff familiar with students where possible to minimise incidents of poor behaviour; f. Consideration of appropriate placement of student for their care, or to meet their needs. g. Rewards given for safe distancing or displaying safe behaviour. h. Circle time encouraged in all classes as a timetabled exercise to promote wellbeing and all pupils time to process their feelings in a safe environment. i. Behaviour and Anti-Bullying Policies updated in line with pandemic considerations.
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Comment [GM79]: LA contacted for advice wherever necessary in the case of SEBD children.

Glossary.

- **Antibody (blood) test** – this test tells you if you have previously had the virus. The test works by taking a blood sample and testing for the presence of antibodies to see if you have developed some immunity to the virus. Antibodies are produced by the body in response to an infection (immune response). They can usually be found in the blood **around 2 weeks after** a recent infection. We do not know how long the antibodies to this virus will last or how effective they are in neutralising the virus, whether they will protect you from getting the virus again, or whether having antibodies means you cannot transmit the virus to others. The antibody test is currently only available through an initial sample testing programme in some education settings. Eight staff at Goytre Fawr have so far had negative antibody tests so far. More applications for remaining staff to be considered for testing have been submitted. WG estimate that at least 10% of education staff (teachers, and support staff) that have worked in hub schools during the pandemic have been tested.
- **Antigen (swab) test** – this test tells you if you currently have the virus. This tests if someone with symptoms has COVID-19. This type of test is now in widespread use in Wales. It plays an important role in supporting contact tracing and managing the spread of the virus. Anyone experiencing symptoms can ask for a test. Depending on the test setting, the test involves either:
 - a ‘single dry swab’ taken from the back of the throat
 - a ‘two wet swab’ sample from the nose and throat
- **Class Contact Group**-a group of 30 or less pupils, who are in the same year group and class, who are kept together throughout the day, in order to mitigate risk of cross-

contamination with other children and adults. All activities undertaken together and segregated times and areas ensure that their contact with other contact groups is minimised.

- **Cluster** - a potential cluster is defined as **two or more cases of COVID-19** among learners or staff in an educational setting **within 14 days** or an increased rate of absence due to suspected or confirmed cases of COVID-19.

- **Coronavirus (Covid-19) symptoms:**
 - a new continuous cough
 - a high temperature
 - loss of or change to sense of smell or taste

- **Outbreak** – A potential **outbreak** is defined as two or more confirmed cases of COVID-19 among learners or staff who are direct close contacts, proximity contacts or in the same ‘bubble’* in the school/setting, within 14 days” (*This may be a class, year group or other defined group).
If there is a single positive COVID-19 case amongst pupils and/or staff then the local contact tracing process will be initiated to minimise the spread of the virus. An **outbreak** within this context is defined as **two or more cases of COVID-19 in a single school setting**. In the event of an **outbreak**, rapid response support will initially be provided by our regional Test, Trace, Protect team who will gather information about the outbreak. An urgent incident meeting led by an Incident Management Team (IMT) is likely to be put in place to manage the **outbreak** and support the school/ setting. Key individuals who are needed to investigate and manage the situation will be invited to the incident meeting to consider what adjustments and actions, such as isolation and wider testing should be considered. Testing of a wider group will depend on the risk analysis and the associated safety measures put in place within the individual environment. Separate to this, antigen testing will be undertaken by the local health board for everybody in the small, consistent group of no more that have been effected by the **outbreak**. Everyone in the school will be tested if it has been established that Welsh Government guidelines for schools has not been followed. Antigen testing will be rapidly made available by the NHS Wales Test, Trace, Protect service in partnership with Local Health Boards to support all outbreaks in schools/setting. This might be through the deployment of Mobile Testing Units (MTUs) or temporary testing satellites and drop-off and collection routes.

- **Test, Trace, Protect (TTP)** - is the Welsh Government’s approach to testing and contact tracing to help us live with COVID-19 (coronavirus) whilst work continues to find more effective treatments and a vaccine. The strategy is in the interests of protecting people’s health, and works by:
 - **testing** people with coronavirus symptoms, asking them to isolate from wider family, friends and their community whilst waiting for a result
 - **tracing** people who have been in close contact with anyone who tests positive, requiring them to take precautions through self-isolation for 14 days
 - **protecting** the vulnerable or those at risk from the virus, providing advice, guidance and support, particularly if they develop symptoms or have been identified as a contact through the contact tracing process.

Additional notes:

Changes to isolation period for COVID-19-Updated 30 July 2020

- From today (30 July) people who have tested positive for coronavirus will have to self-isolate for 10 days instead of 7 days. The 10 day period starts from the day symptoms start, or if asymptomatic from the day a test is taken. As before a test should be arranged within 5 days of symptoms starting. This will also apply to health and social care workers.
- This change is based on evidence that there is potential for the virus to be transmitted beyond 7 days after symptoms start.
- Anyone who continues to be unwell or suffer from vomiting, breathlessness or fatigue after 7 days of first showing symptoms of coronavirus should contact 111 or their GP.
- Those who were self-isolating before Thursday 30 July do not need to continue to day 10, unless they are still experiencing relevant symptoms on day 7.
- **The 14 day isolation period for contacts of cases remains unchanged. We continue to keep all evidence under review. Changed in December 2020 to x10 days for contacts.**
- The exception to the 10 day rule is for hospital patients and care home residents where a 14 day isolation period applies. This is in line with the current guidance for those admitted or diagnosed in care homes and for those admitted to or diagnosed in hospital who required critical care or are severely immunocompromised. The 14 day isolation rule will now also apply to anyone admitted to or diagnosed in hospital, to make the guidance clearer and more operational.

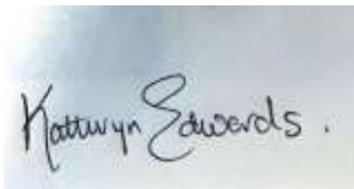
Summary of position as a result of UK CMOs advice to change isolation period for COVID-19

Self-isolation for general public and key workers:

- **Self-isolation period for people with symptoms** (including health care workers and other key workers) – **10 days self-isolation from day of onset of symptoms** (and as before a test should be arranged within 5 days of symptoms starting).
- **Household contacts of people with symptoms should continue to self-isolate for 14 days 10 days** – if a household contact develops symptoms during this period then they should self-isolate for 10 days from day of onset of symptoms (and as before a test should be arranged within 5 days of symptoms starting).
- **Self-isolation period for people without symptoms but identified as positive by testing/screening (including health care workers and other key workers) – 10 days from day of positive test. If symptoms develop during this 10 day isolation period then they should self-isolate for 10 days from day of onset of symptoms.**
- **Close contacts of confirmed cases should continue to self-isolate for 14 days 10 days** – if a close contact of a confirmed case develops symptoms during this period then they should self-isolate for 10 days from day of onset of symptoms (and as before a test should be arranged within 5 days of symptoms starting).
- Self-isolation for hospital in-patients and care home residents
- Self-isolation period for symptomatic hospitals inpatients or care home residents – 14 days self-isolation from day of onset of symptoms (this remains the same as previous advice)
- Self-isolation period for hospital inpatients or care home residents without symptoms but identified as positive by testing/screening – 14 days from day of positive test. If symptoms develop during this isolation period then they should self-isolate for 10 days from day of onset of symptoms.
- As is already the case, patients will not be discharged to care homes without a confirmatory negative test.

Comment [GM80]: From Dec 2020

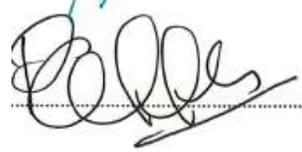
Comment [GM81]: From Dec 2020

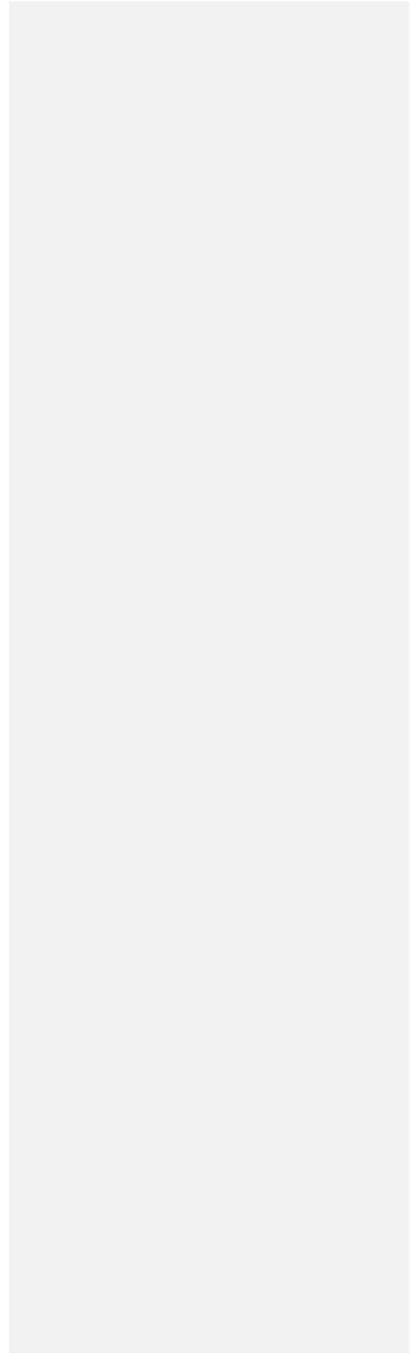


Kathryn Edwards.

Signed: Mrs Kathryn Edwards (Chair of Governors).

Signed: Mr Mike Gough (Head).

Signed:  P. Griffiths (Governor with responsibility for Health and Safety).



GFPS COVID-19 RISK ASSESSMENT - APPENDIX 1

RISK ASSESSMENT FOR: GOYTRE FAWR PRIMARY SCHOOL

DATE OF ASSESSMENT: October 23rd 2020

DESCRIPTION OF WORK AREA OR ACTIVITY: FIRE DOOR MANAGEMENT

GENERAL DESCRIPTION

Some fire doors were seen to be open for ventilation purposes during an inspection visit on Oct 22nd 2020.

HAZARDS IDENTIFIED	PERSONS AFFECTED	LIKELIHOOD (1-5)	SEVERITY (1-5)	RISK RATING (RED/AMBER/GREEN)	EXISTING CONTROL MEASURES	ADDITIONAL CONTROL MEASURES / NOTES
Some internal fire doors are opened for brief periods during the day time, to allow for greater ventilation, in order to mitigate the risk of Covid-19.	Pupils / Staff	1	2	Amber	<ul style="list-style-type: none"> Class teachers delegated daytime responsibility for closing of fire doors in case of fire alarms and/or procedures. Asked to ensure ventilation needs are balanced with acceptable risk and doors closed for as much of the day as possible, when not in use. Fire wardens (Rsk in KS2 and SP in FP) responsible for sweep of KS2 and FP fire doors in the event of evacuation. MG (HT) or SLT member (in HTs absence) designated to take part in whole school sweep, as final precaution in ensuring all fire doors are shut, prior to them exiting building. 	<ul style="list-style-type: none"> LA to provide mechanised additional door furniture, to safely hold doors, then automatically release, in case of fire procedures. Through regular RA reviews and communication through minutes of SLT, business and staff meetings, on a rolling agenda item, staff will be reminded to execute these actions in the event of an evacuation. Regular sweeps from HT and SLT leaders to ensure only necessary doors are opened for ventilation in accordance with directions.

Conclusion

- LA are happy to install door furniture to help this process and mitigate future risk.
- Staff have all been briefed on their roles and given updated advice on how we exit our building safely and their responsibilities therein.
- It is vital that this issue is given the highest priority and regularly revisited.

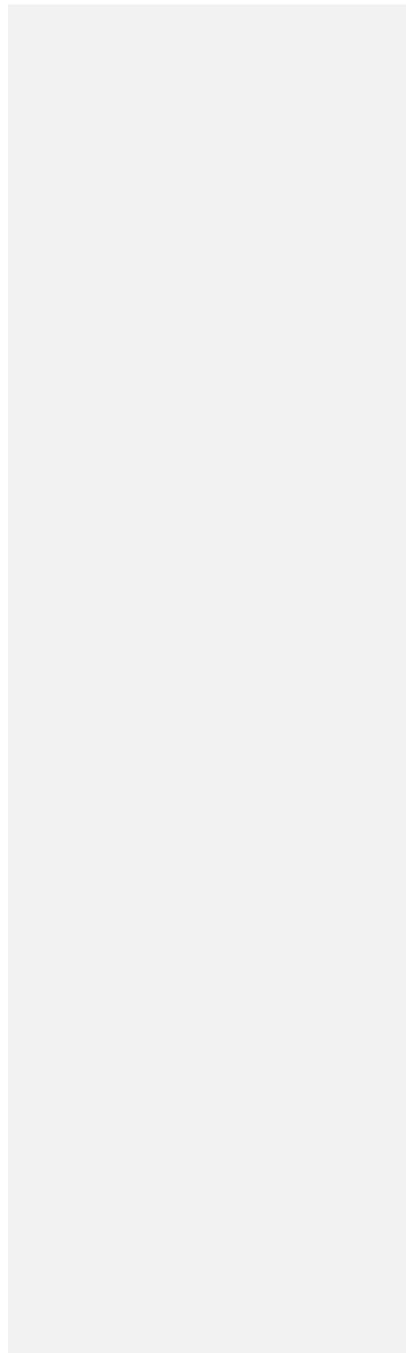
Additional GFPS Risk Assessment For Return in x7 Bubble Groups June 2020

Date: 18th June 2020

Identified Risk	Person at Risk?	Risk Mitigation/Control Measures.
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<p>Routes Around and Access to School Sites</p>	<p>Staff/Children</p>	<ul style="list-style-type: none"> • Outside, not internal doors used as far as possible upon entry and exit (Reception/Y1/Y2/Y3/Y6). • External class doors used to access play times and outdoor learning. • Staggered entry/exit times used to minimise numbers of children accessing site at any one time. • Staggered play/break times to minimise numbers. • Markings clearly laid out, indicating positions of access and entry. • Hub children (and collecting parents) to use outside facing, back hall door when collecting hub children. • Hub children to be walked from Village Hall in groups of no more than 8, accompanied by staff and at a safe distance, outside of the contact times of our learning offer pupils. No cross over of site use. • Hub staff and children issued with high vis' jackets for walking to and from school site. • FP children to meet their teacher at gate and assemble on segregated yard for registration. • Fire assembly points maintained for all classes-external doors used and safe, outside routes utilised. • Fire assembly point in village hall car park, indicated to staff and children at the start of each day. • Briefing notes including safety expectations/toileting/fire assembly issued daily at hub, to counter different combinations of children accessing site daily. • Afternoon hub children to use fire assembly point on main KS2 yard via back-facing hall doors. • Reduction of pupil numbers according to 1/3 levels of WG, will ensure minimal site movement. Children to travel in small, supervised groups only. Classroom base will be their main area of contact. • Internal and external doors to be wedged at all times. They are to remain open, to avoid contamination and to allow for ventilation, at all times. • Outside and internal gates protecting walkway, to be closed at 9.10 a.m. and re-opened at 12 p.m. by caretaker. • Registers taken as soon as session times begin (whiteboard then transferred to SIMS) to account of who is collecting and picking up and what time. Hub register to be shared with leaders and updated on school site. Parents/carers not accessing allocated hub space to be phoned by secretary. • Staff signing in to continue in main foyer entrance, with the direction that only one person at a time is to stand in the holding area between our automatic doors. Hub staff to do this in advance of leaving for hub duties. • All staff, including hub staff, to park in our staff car park. No one top park directly outside school. • Wherever possible, a single direction flow established e.g. single flow in corridors. • Different classes and children to wait until flow has gone and area is safe to travel in/through. • Some areas are unable to create a one-way flow especially around access, exit and toilets. Mitigated by supervision and toilet control measures. • Signage to be placed around school to reinforce changes in procedure - allocated by LA • Expectation is that all children are met unless parent/carer directly states otherwise. • Toilets monitored. One pupil of any one gender at a time to use. Signals in place to allocate single usage. We will use centrally placed coloured card system to denote occupancy. Hand wash invigilated upon re-entry to classroom. • Staff & Business meetings will focus on and consider/review the risk assessment – are systems working & how can we improve?
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Medical Considerations	Staff/ Children	<ul style="list-style-type: none"> • Stated children and those we consider to have significant medical needs/ALN with a medical angle, will have an individual risk assessment shared with all appropriate staff. Individual health risk assessments will be carried out by staff and HT on high risk children (e.g. LS from Y4). Parents/carers' & staff views will be sought, and will be factored in to any decisions around safe access of learning offer or hub childcare. • Individual Health and Care Plans reviewed regularly to assess adjustments and mitigation of risks. Negotiated with home. • Children with identified medical conditions will need to attend with their dedicated medication in place where required. This will need to be negotiated with home and packaged in washable, suitable containers. • Parents of hub children to ensure that their personal medical equipment (e.g. asthma pump) is kept with their child at all times. • Children requiring other medication e.g. paracetamol, antibiotics, will have to inform us prior to entry. Permission forms will have to be requested in advance and filled in by parents/carers in advance of entry to site. Morning session medication for learning offer children will not be permissible or necessary, as children should take it home. Hub children will need to liaise with clerk and HT to scrutinise medication need and application details. • Unless a child is fully fit they will not be permitted to attend school. Parents will be asked to be honest on this, especially around even the mildest Covid-19 symptoms. • The school will try to accommodate the opportunity for all ill pupils who miss any originally planned learning time, to visit proportionately more often when they are fit and healthy, balancing their needs with the risk of cross-contamination of learning bubble children. • Staff "First Aider", together with first aid bag, to be on village hall and school site at any one time- rota adjusted accordingly. • Covid-19 Isolation Room established (old PPA room) where any person on site who exhibits symptoms is immediately isolated and then collected to go home ASAP. • Any staff member accessing Covid-19 isolation room or providing intimate care for a child, to do so in full PPE (including full visor). • Any child in our hub facility, to be walked to Covid-19 isolation room as soon as any signs of symptoms are displayed. Accompanied at a safe distance by hub staff member and home phoned. • Children reminded of their obligation to "Catch it, Bin it, Kill it" if they sneeze or cough. • Staff to be offered PPE equipment and allowed personal choice in how widely they use it throughout the day. Hub to also have stock of PPE/cleaning equipment. • Staff working with 1-to-1 children who find awareness of 2 m distancing, to have full PPE available. • Existing staff medical conditions factored into risk assessments and decisions as to whether or not to stand them down or otherwise take up remote duties. • Students and/or staff who have been classed as 'shielding' owing to pre-existing medical conditions and have been advised, in writing, to undertake specific 'shielding' measures. These individuals should not attend school/work; • Students and/or staff who live with someone who is clinically vulnerable (but not shielding), including those who are pregnant, should attend school <i>unless otherwise risk assessed by school not to</i>. • Where a student and/or member of staff lives in a household with someone who is 'shielding' (and have been advised, in writing, to undertake specific 'shielding' measures), they should only attend if
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<p>Site Building Work (Between 29.6.20-10.6.20).</p>	<p>Staff/ Children/ Contractors</p>	<ul style="list-style-type: none"> • Barriers and cones spaced around site of construction. • Landscapes4Learning risk assessment on workmen interrogated beforehand. • Staff informed of times and dates they are on site. • Staff directed to ensure cones and barriers are observed and adhered to by children. Patrolling the barriers to construction site and allocated role amongst our duty staff. • Contractors informed of children’s break times and asked to use those pinch points as times for their own breaks. • Contractors asked to access site for entry and exit at times that are clearly outside the movement of our children on and off site.
<p>Collection and Drop Off Routines</p>	<p>Staff/ Children/Parents & Carers</p>	<ul style="list-style-type: none"> • No cars brought on to School Lane requested from parents & carers. • No cars to use Village Hall car park and area outside requested as no car zone in communication to parents. • Village hall car park coned off during times of GFPS use. • Existing use of cars parking long term in the village hall hub-requested to be parked in designated areas and coned off from our use. • Barriers used to separate village hall hub from entrance and south half of car park. • Staggered entry and exit to minimise drop-off and home time congestion. • Regular information bulletins issued to home, to mention the “No car” rule. • Monmouthshire CC asked to provide a parking officer presence, regularly.
<p>Awareness to procedures and risk</p>	<p>Staff/Children/ Parents & Carers</p>	<p><i>The Below Points are part of the LA forwarded Risk Analysis recommended to be completed by the School. The document is extensive. The school will use the following relevant points as an audit to check our maintenance of safe practise.</i></p> <ul style="list-style-type: none"> • Staff to receive guidance on actions to help minimise the spread of infection; • Staff to be made aware of the school’s infection control procedures in relation to Coronavirus • The school keeps up-to-date with advice issued by local authority and Welsh Government; • Parents informed of the procedures put in place to help keep the children safe in school. • Students made aware of rules for staying safe in school and what to do if they feel unwell; • Any cases of illness, including COVID-19 are to be treated with confidentiality.

<p>Child Protection & Safeguarding</p>	<p>Staff/Children/ Parents & Carers</p>	<ul style="list-style-type: none"> • Staff reminded that the same safeguarding and child protection disclosure processes are in place with regards to potential abuse disclosures. • Village hall hub staff to all have mobile phones with full contact details to ensure immediate contact with Designated Lead and Deputy Safeguarding Officers and Chair of Gov's, if any disclosures or danger arises. • Staff to patrol village hall car park at all outside play times and ensure barrier system is in place. • Staff to position themselves at barriers to entrance of Village Hall hub car park whenever pupils are using the car park space (in rotated, staggered small groups of no more than 8). • Locked external and internal gates during times when children are on site. • Appropriate security arrangements on-site; • Staff rota and levels to take account for security arrangements; • Ensure students are not allowed out of the school during their sessions. • All staff/volunteers/supervisors to have valid DBS clearance.
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Implementing Social Distancing.

Staff/Children/ Parents & Carers

- The latest guidance on implementing protective measures in educational settings is made available to staff so that it is followed at all times;
 - Small class groups, are organised as described in the 'class or group sizes' in line with published Welsh Government guidelines;
 - Classrooms and other learning environments are organised to maintain space between seats and desks where possible;
 - The timetable is revised to implement where possible
- a) Plan for lessons or activities which limit movement between areas e.g. extended lessons and/or staff rotations as opposed to students;
- b) Maximum number of students within a class adhered to (dependent on room capacity but no more than 8)
- c) Maximum number of lessons or classroom activities which could take place outdoors;
- d) Break times staggered so that all students are not moving around the school at the same time (Identified groups at a time, within 15 minute intervals);
- e) Drop-off and collection times are staggered to support limited numbers of students coming into contact with each other;
- f) Parents'/carers' drop-off and pick-up protocols are planned so that they minimise adult to adult contact;
- g) Small groups of students are together throughout the day and avoid social mixing with larger groups of children.
- Unnecessary items are removed from classrooms and other learning environments where there is space to store them elsewhere;
 - Floor markings and barriers to be added to key areas to support 'social distancing' e.g. Entrance/main hall/ communal areas/corridors;
 - Teachers to rationalise equipment and only use equipment that can be appropriately cleaned regularly.
 - Cohorts are kept together where possible and pupils remain in the same small groups at all times each day, and different groups are not mixed during the day, or on subsequent days;
 - The same teacher(s) and other staff are assigned to each group and, as far as possible, these stay the same during the day and on subsequent days;
 - Students use the same classroom or area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day. And are seated at the same desk;
 - Mixing between staff and groups of children in school is minimised by
 - a) accessing rooms directly from outside, where possible;
 - b) where possible, considering one-way circulation, or place a divider down the middle of the corridor to keep groups apart as they move through the setting where spaces are accessed by corridors;
 - c) staggering break times and students clean their hands beforehand and enter in the groups they are already in or students are brought their snack/refreshments in to their classrooms in labelled, suitable containers;
 - d) The number of students using the toilet at any one time is limited to one of each gender, including the hub toilets.
 - e) The use of shared space such as halls is very limited, thoroughfares are demarcated and there is cleaning regime in place between use.

Emergency Procedures.	Staff/ Pupils	<ul style="list-style-type: none"> • Ensuring arrangements are in place at all times for first aid support and availability. • Account for availability of trained first aiders or emergency personnel. • Provisions should be fully stocked and monitored. • Accident forms completed where required and home informed. • If a member of staff is diagnosed with COVID 19 as a result of being exposed during the work place this must be reported in line with RIDDOR guidance – in the same manner as any incident resulting in exposure to biological agents. LA consulted with at every step. Staff to access NHS testing as soon as possible. • All students’ emergency contact details are up-to-date, including alternative emergency contact details, where required. • Students’ parents/carers are contacted as soon as practicable in the event of an emergency; • Students’ alternative contacts are called where their primary emergency contact cannot be contacted.
Property and Building Maintenance.	Staff/ Pupils	<ul style="list-style-type: none"> • Headteacher/ Caretaker undertake a daily site security/health and safety check to ensure compliance with existing and latest guidance. • Any areas presenting increased risk to students and/or staff to be isolated. • Furniture removed from individual classrooms to enable social distancing to be stored in a central space (container) and/or located in unused classrooms (within close proximity to minimise need for lifting); • Floor marking used to define transit routes and no-go spaces within identified classrooms and/or areas; • Lock all required doors including chemical/cleaning storage, electrical distribution cupboards and high risk areas/rooms isolated; • All outdoor building maintenance to be coordinated with the Headteacher, caretaker so that segregation from students and staff can be ensured (eg. grass cutting); • All contractors to report to reception prior to the start of any work, which is separate to student entrance.
Parental Engagement.	Staff/ Pupils.	<ul style="list-style-type: none"> • School to regularly update parents/carers through letters/email and Dojo. • School to communicate that all parent/carers are not allowed on site at any times. Communication with staff and head and office to be undertaken remotely using tech’ solutions. • Where possible only one parent / carer should be present at collection point; • Parents are informed their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact (for example, which gate entrance to use); • Parents are informed that they cannot gather at entrance gates and/or doors, or enter the site.

<p>Site cleanliness-virus transmission</p>	<p>Staff/ Pupils/ People at home.</p>	<ul style="list-style-type: none"> • Stocks of hygiene/PPE equipment constantly monitored by HZ/KEd/MG. Gloves, alcohol sanitiser, masks, visors, wipes, sprays and tissues all maintained in plentiful supply. • All people entering building to sanitise before entry. • Hand washing facilities flagged up to children and staff at start of each session. • Signage bought & laid out, to ensure consistent approach across school, at adult and pupil level. • Contractors and caretaker to have amended hours to incorporate Village Hall hub and then school daily cleanse procedures. • Consistent and ongoing cleaning regime in place, including hub. Reviewed regularly. • Staff asked to clean within class if equipment is shared and stocks of anti-bac' wipes and gloves provided to facilitate. • All surfaces in learning offer and hub areas, to be cleanable with anti-bac' wipes/spray. • All desks and chairs to be hard surfaced. • All soft furnishings and fabric-based contents of classrooms removed. • Designated areas for each class adhered to. Children in learning “bubble” not to leave. • Play times staggered and in different areas of our school grounds. • Outside areas encouraged as much as possible. • Individual equipment pouches provided with suitable stationery and equipment for each child, to avoid transfer on to apparatus or equipment that is regularly used. • Automated hand sanitiser dispensers issued to each area. No touching necessary for discharge of sanitiser. Cross-contamination risk lessened. • The cleaning of non-healthcare settings guidance is understood by relevant staff and followed at all times. For example, all staff wash hands following any cleaning activity; where cleaning products are used, staff to wear appropriate PPE; staff should wear goggles if decanting chemicals where there is a risk to splashing in the eyes; • Where students require first aid, staff members must wear appropriate personal protective equipment (gloves; face mask; goggles and/or face-shield) whilst administering treatment; • Any staff who administer first aid or direct contact with students must immediately wash hands and avoid contact with face until hygiene practices have been observed; • All tissues and wipes used are to be disposed of in the appropriate way, as per normal practice (with all contents of bins disposed regularly throughout the day); • All classroom doors which are in use should be kept open to reduce the need to touch regularly; • Sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitisers in classrooms, other learning environments and fixed wall hand sanitisers in communal areas (which are checked daily for supply); • Surfaces that children and young people are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light-switches are cleaned more regularly than normal; • All adults and students are expected to: <ul style="list-style-type: none"> ○ frequently wash their hands with soap and water for 20 seconds and dry thoroughly; ○ clean their hands on arrival at school, before and after eating, and after sneezing or coughing; ○ avoid touching their mouth, eyes and nose ○ use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it').
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Virus transmission to and between staff	Staff	<ul style="list-style-type: none"> • Red/Amber/Green risk assessment, based on WG template was revisited after an in-house health check on all staff (including shielding letters and record of underlying medical issues). The numbers were factored in to our own Risk Assessment of site suitability and safety of staff members. • Only those staff assessed as not being vulnerable have been allowed on site with children. • Staff room is limited in its use and appropriately signage lets staff know that they should maintain social distancing. Fabric items removed as far as possible. • Photocopier-use will be limited and safe. Office to have key. HTs permission needed. Regularly cleaned after use. • Gender identified toilets signposted for staff. Regularly cleaned as part of new regime. • Hub staff to use boys urinal only as unisex facility. • Where possible, staff kept with same groups of learners. Movement between groups and areas limited as far as possible.
Home circumstances and staff availability.	Staff and pupils	<ul style="list-style-type: none"> • Staff dependants are noted in our own health check documentation. Rotas and staff health risk assessment are built with this in mind, but are also flexible according to staff need and school necessities. • Regular wellbeing checks by SLT to ensure all staff are safe and healthy and that home circumstances are manageable. Negotiated wherever instances of need occur. • HR advice sought where appropriate.
Transmission of virus-classroom contact/distancing-pupil to pupil	Pupils and people at home	<ul style="list-style-type: none"> • Ratios maintained in classrooms. • Children split across site. Maintain their groups as far as is possible. Set days allocated. • Cross-pollination of learning offer children with hub children as limited as possible. • Tables arranged to support social distancing. At least 2 m apart. • Use of outdoor spaces whenever possible directed for learning. • Toilet routines enforced. • Ventilated rooms directed. • Toilets used on a rota and cleaned regularly throughout the day. • Clear communication to all children around their areas and parameters for movement.
Hub provision transferred to individual schools-increased risk of virus transmission.	Pupils, staff and people at home	<ul style="list-style-type: none"> • Vulnerable pupils in hub area of school (main hall area) are to be completely separated. • Areas separated. No cross-contamination with other pupils allowed. • Different toilet areas used. One-at-a-time policy strictly enforced. • Different play times enforced. • Different yard and play areas, to mitigate risk of transmission.
Transmission of virus-classroom contact/distancing-pupil to staff	Pupils, staff and people at home	<ul style="list-style-type: none"> • Staff aspire to maintain distance from pupils at all times. • Allocated/identified 1st Aid staff ONLY to deal with ailments and knocks.

Transmission of virus-classroom environment cleanliness	Pupils, staff and people at home.	<ul style="list-style-type: none"> • Removal of all soft toys and materials that cannot be cleaned effectively daily. • Wall displays removed. • Cleaning regimes considered and contractor asked to provide regular cleaning operatives to constantly cleanse areas, repeatedly. Door handles and other key areas to be wiped regularly throughout the day • Unused classrooms or intervention areas closed and locked to avoid accidental transmission/contamination and to reduce cleaning area. • Computer keyboards wiped with anti-bac prior to children and staff using them & one computer per child/staff member
Cleanliness of children's equipment	Pupils, staff and people at home.	<ul style="list-style-type: none"> • Individual bags of pencils and stationary provided in plastic pocket and kept apart from other child's equipment. • Children's allocated exercise books to be kept in plastic pocket with stationary. • Pupil water bottles to be clearly marked with child's name and kept by the child rather than altogether on a trolley (removed)
Breaktime Distancing & Equipment	Pupils, staff and people at home.	<ul style="list-style-type: none"> • Use of FP and KS2 play areas separated. • Children to bring their own fruit snack and/or packed lunch (hub children) to be kept in their labelled bag until outside times. • Children not allowed to use communal equipment or outdoor fixed exercise equipment and climbing wall. • Each learning bubble group and hub group, to have their own set of washable equipment, which is to be cleaned or left for 72 hours, at the end of the session. • Any equipment used, to be cleansed afterwards. • Thorough hand washing supervised by staff at one sink where taps can be wiped between each child. • Before and after food and entry exit hand routines insisted upon.
Transport	Pupils, staff and people at home.	<ul style="list-style-type: none"> • None yet provided by Mon CC. • Vulnerable learners (IB) – avenues with social services explored to ensure inclusion. • Parents asked not to park outside school/village hall. • No cars request on School Lane and outside village hall. • Parents, children and young people are encouraged to walk or cycle to their education setting where possible. • Where possible parents should be encouraged to transport their own children to and from school.

Collection & drop off virus transmission	Pupils, staff and people at home.	<ul style="list-style-type: none"> • Children released from different areas e.g. front steps, driveway, FP yard to distribute parents and allow for social distancing. • Parents encouraged to remain apart in the style of supermarket queue whilst waiting for our children. • Small groups of learners means limited numbers of pick-ups at any one time.
Staffroom transmission of virus	Staff and people at home.	<ul style="list-style-type: none"> • Staggered use. • Staggered duties to cope with staggered playtimes. • Snack facilities split across site-hub kitchen area and FP craft area used as well as staff room. Kettles and other equipment split across site. • Teaching staff encouraged to bring in their drinks & snacks from home and consume in classrooms or outside with children.
Supported SEN children transmitting virus.	Staff, pupil, people at home.	<ul style="list-style-type: none"> • PPE issued. • Limiting staff involvement. One staff member allocated per 1-to-1 pupil. • Pre-return TEAMS or phone conversation with home and (where appropriate) pupil to assess understanding of distancing and other safety & hygiene measures. • Amended individual timetable to make hours and areas manageable. Risk to other children and staff a key factor in deciding how (or if) site is accessed. Home involved in any decisions on provision.
SEBD pupils in possible need of restraint and/or at risk of flight.	Staff and their families	<ul style="list-style-type: none"> • Individual risk assessment undertaken of high-risk pupils, based on previous Team Teach interventions or knowledge of likelihood of flight (TD Y3/SG Y3/OE Y4/TG Y6/ET-W Y5/MP Y6). Where risk of re-integration considered too high, children not admitted back to site until other frameworks can be put in place. • Home involved in decisions as to whether access and provision is suitable. • Pupil allocation to class groups fully considered to lessen risk of flight or restraint. • Behaviour expectations made explicit to all staff, learners and their families. • Guiding principle is safety and wellbeing of staff and children. If Social Emotional and Behavioural Difficulties endanger people on our site, our offer of hub or learning access is to be withdrawn for a fixed term.

ELSA Provsion	Staff, pupils and their families.	<ul style="list-style-type: none"> • Very careful screening of who accesses it and where. • Current “Cwtch” locked and out of bounds (no ventilation and too small). Meeting Room used as temporary “Cwtch” at safe social distance. ELSA staff establish safe environment. • ELSA conducted outside wherever possible. • All children, in small groups to have access to Forest Schools provision whilst taking up their learning offer. • In inclement weather, ELSA to be conducted in meeting room as temp’ ELSA room, or under canopy outside hall doors
Behaviour Considerations	Staff, pupils and their families.	<p>School to consider the impact of poor behaviour; bullying, or abuse of another child or a member of staff, and are clear with parents/carers on action to take in response to this;</p> <ul style="list-style-type: none"> • Pupils who do not follow procedure and maintain good discipline will be asked to leave school. Parents will be called to collect their child. The LA will be informed of pupils declined opportunity to attend school because of behaviour. • Standard behaviour procedures to be observed; • Adequate supervision levels in place to support staff; • Groups organised so that staff familiar with students where possible to minimise incidents of poor behaviour; • Consideration of appropriate placement of student for their care, or to meet their needs.
<p>Additional notes: To be reviewed through ongoing staff, senior leaders and governors’ input. Additional measures and risk mitigation to be added in red font, after initial governor approval.</p>		

Context of January 2021 Return.

Initially, after discussions with our LA on 17.12.20 we agreed to return to school on 6.1.21, with our INSET day that had previously been proposed for 4.1.21 pushed back to 12.2.21. We agreed to use 4.1.21 and 5.1.21 for preparation for the full return of our children and staff on 6.1.21.

The initial decision was reversed in a meeting with our LA on the afternoon of Monday 4.1.21 where it was agreed that primary schools in Monmouthshire would return on Monday 11.1.21 and secondary schools on 18.1.21.

That evening (4.1.21), WG announced via the press that all schools in Wales would be closed until at least 18.1.21. At midnight on Thursday 7.1.21, WG announced through the press that this was to be extended to January 29th 2021, with a likelihood that we return after half-term (22.2.21).

At this point in time, we have partially returned to school (potentially up to x20 pupils accessing hub provision) without national or LA guidance on risk mitigation of the new variant. We have looked at relevant, nationally available information (below) to compose our additional risk assessment for our hub provision.

During our Christmas break, however, SAGE produced a report (No:74 on 22.12.20) which said:

- The latest estimate of R for the UK is 1.1 - 1.3. For England it is 1.1 - 1.4, for Scotland 0.9 - 1.1, for Wales 1.0 - 1.3, and for Northern Ireland 0.8 - 1.1. Doubling time estimates are currently very heterogeneous, likely reflecting a changing situation, but in some smaller areas are as short as a week.
- There is high confidence that this variant is spreading faster than other SARS-CoV-2 virus variants currently circulating in the UK, based on several different analyses. The cause (or causes) of that faster spread are unclear, but evidence is consistent with an increase in transmissibility being a factor... There is also some evidence that the variant is more likely to transmit within households.
- It is not yet clear whether the faster spread observed with this variant is consistent across age groups, or if there is a greater increase in transmission relative to other variants in some age groups
- **Existing mitigation measures (e.g. social distancing, ventilation, hand hygiene and mask usage) remain important, but given the increase in risk associated with the new variant, a commensurate strengthening in the measures taken (rather than a need for different measures) may be needed (i.e. greater use of all these mitigations). There is no evidence for differences in routes of transmission or different survival on surfaces.**
- **R would be lower with schools closed**, with closure of secondary schools likely to have a greater effect than closure of primary schools. **It remains difficult to distinguish where transmission between children takes place, and it is important to consider contacts made outside of schools.**

- It is not known whether measures with similar stringency and adherence as Spring, with both primary and secondary schools closed, would be sufficient to bring R below 1 in the presence of the new variant.

The SAGE report, "Mitigations to Reduce Transmission of the new variant SARS-CoV-2 virus SAGE-EMG, SPI-B, Transmission Group, 23 Dec 2020" also states:

- **Previously identified personal, procedural, engineering and societal mitigations to reduce transmission of SARS-CoV-2 virus all continue to apply to the new variant, but are likely to require a step change in rigour of application** given that the new variant is likely to represent a significantly increased transmission risk (high confidence).
- It is essential to reinforce the core principles of a hierarchy of control measures to reduce physical transmission through the environment by all routes – close-range, airborne, and via surfaces, given the risks that transmission of the new variant may be higher for all these routes (medium confidence).
- Primary actions to reduce transmission including: reducing social contacts; effective testing and tracing; robust outbreak identification and control; support to ensure effective isolation and quarantine; and population vaccination remain essential. Population level approaches to further reduce contact between people are likely to be necessary, such as extending Tier 4; changing the operation of schools/ universities; travel restrictions between regions and internationally; and/or introducing a national lockdown (high confidence).
- As a consequence of the uncertainty around the mechanisms for increased transmission, enhanced mitigation measures are likely to be necessary including: reconsidering the 2m rule and requiring that where regular interactions less than 2m are necessary this should include **correctly worn face coverings; enhancing ventilation rates to account for possible higher viral loads**; and reinforcing the importance of using face coverings, including in settings where they are not currently mandated, such as education, workplaces, and crowded outdoor spaces (medium confidence).
- **The importance of reducing the risk of transmission through rigorously applying mitigation measures needs to be communicated** to the public in the context of the increased risk of transmission and the season. Communications should focus on alerting the public and organisations that: **(a) previous levels of adherence to preventive measures are unlikely to sufficiently reduce transmission of the new variant, especially in winter**; and **(b) environmental and personal measures can still reduce transmission if applied more rigorously**, including within the home environment (high confidence).
- strategy should focus on positively encouraging and supporting the additional behaviours required to control a more infectious virus strain, particularly: on reducing indoor contacts to the lowest level possible;
 - ✓ high adherence to testing and self-isolation if symptomatic or a contact of a case;
 - ✓ consistent use of high-quality face-coverings whenever indoor close contact mixing is unavoidable;
 - ✓ approaches to enable effective ventilation of enclosed spaces.

- NERVTAG's early review of four analytical approaches **suggests that this new variant could be associated with an R number that is 0.39 higher than other lineages, a growth rate that could be 71% faster per generation than other variants, a potential increase in viral load.** NERVTAG have high confidence that the variant can spread faster than other variants in the UK, but it is not possible at this stage to draw conclusions on any underlying mechanisms for possible increased transmissibility. **Initial analysis suggests the new variant could be becoming the dominant strain circulating in some parts of the UK.**
- Despite the lack of evidence for the mechanisms, higher transmissibility suggests that for a given exposure there is a greater likelihood of infection, and hence there is a need to take further actions to reduce exposure to the virus in order to mitigate risks. Environmental mitigations form part of these actions (high confidence).
- **The SARS-CoV-2 virus is transmitted via direct physical contact, close range aerosols and droplets (greatest risk at less than 2m), longer range fine aerosols (which can pose a risk beyond 2m) and contaminated surfaces.**
- **It is possible that the viral load is higher in those with the new variant, which could increase the amount of virus generated by respiratory activity.**
- **It is likely that close range interactions will remain the highest risk for transmission for the new variant; however it may be the case that all routes of transmission are enhanced, which could change the balance of their importance in some settings.**
- A hierarchy of control measures should continue to be applied to establish the right measures to mitigate transmission of the new virus variant in a particular setting. Actions that limit people's interactions (e.g. online rather than face to face; reducing the size of groups; travel restrictions) which can reduce, or if possible prevent, exposure to the virus are the most effective (high confidence).
- Where interactions between people are unavoidable, then engineering, procedural and personal controls are essential for reducing transmission. It is important that these measures are applied rigorously to ensure they are effective (high confidence). Organisations and individuals should reassess their environments in the light of new evidence about transmissibility of the new variant to consider whether they have maximised all the steps they can take to reduce the probability of transmission.
- Transmission of the virus can occur in most settings. It is important that every effort is made to implement effective mitigation measures in all settings where people interact (high confidence).
- There is good evidence from multiple studies that **the number of interactions and the duration of exposure** are risk factors for SARS-CoV-2 transmission (high confidence). **Reducing the number and duration of any interactions between people is likely to mitigate all transmission routes** (medium confidence). There is no evidence yet to quantify the relationship between risk of transmission and duration of exposure for the new variant, but given the **possibility of increased transmissibility** it may be that even more stringent reductions in duration of transmission are required (medium confidence).

- **Face coverings and face masks** control the source of the virus and provide important mitigation against **all routes of transmission**. They also provide a degree of protection against exposure, as shown on the right hand side of Figure 1. **The effectiveness of face coverings improves with quality of design (multi-layer masks are better than single layer), a snugger fit on the face, and correct usage with both nose and mouth covered (high confidence)**. A better level of mitigation could be achieved through specifying higher performance face coverings and masks, and this should particularly be considered in settings where people are more vulnerable to the consequences of the disease and/or are more likely to be infectious. It may be necessary to extend the use of face coverings to a wider number of settings (e.g. workplaces and education) where they are not currently mandated. **This is important even when people are more than 2m apart, as correctly worn face coverings also reduce the emission rate of small aerosols.**
- **Close-range transmission by aerosols/droplets is primarily mitigated by physical distancing**. Previous EMG papers have highlighted that the risk grows exponentially as distance reduces below 2m, and may be 2-10 times higher at <1m compared to 2m distancing, due to the higher concentration of virus in the immediate plume from an unmasked infected person. While there is no “magic distance”, beyond 1.5-2m larger droplets typically deposit on surfaces...there is little benefit to increasing distancing beyond 2m; **at greater distances exposure to the virus in the air is predominantly determined by ventilation rates and airflow patterns rather than distance.**
- The use of screens may potentially mitigate transmission through droplets and larger aerosols (Figure 1), but their impact on small aerosols is very limited (aerosols can go around a screen) and they are therefore not effective beyond 2m from the infected sources. **Where it is essential for people to be less than 2m apart, it is important that mitigations consider both aerosol and droplet exposure, and it is strongly recommended that face coverings are mandated.** One-way systems and floor markings may provide effective reminders to promote distancing, but are not themselves a mitigation.
- **Transmission via surfaces and fomites is primarily mitigated by good hand and respiratory hygiene and effective surface cleaning, although face coverings may also reduce emission in the context of high viral loads and hence contamination of surfaces and hands. Frequent, focussed, cleaning of high hand-touch surfaces is likely to be more effective than cleaning surfaces where contact with hands is rare.**
- **Transmission via the air** is primarily mitigated **by effective ventilation**. This is most important in workplace and public settings where people interact. Where provision of adequate ventilation is difficult, the use of air cleaning devices may be a suitable alternative. Higher viral load associated with people who have the new variant could have significant implications for transmission via the air, as previous modelling suggests that viral load is a major determinant of airborne transmission risks. Application of ventilation controls is currently very variable between different settings, and **it is essential to ensure that all public and workplace spaces include ventilation as part of their COVID secure risk assessment, and adopt appropriate measures to ensure it is effective (high confidence)**.
- Virus survival may have some influence on transmission. Evidence for several viruses suggests that humidity may influence survival of the virus, with low relative humidity (experienced indoors in winter) leading to longer survival on surfaces and in air.
- **The new variants that have emerged in the UK and South Africa are the first major cases of a mutated form of the SARS-CoV-2 virus that appear to present an increased level of risk, but they are unlikely to be the last.**

- **Improving engagement with Test, Trace and Isolate.** People must self-isolate immediately when experiencing any of the core symptoms of COVID-19. Polling data suggests that many people do not recognise all of the core symptoms of COVID-19. A belief that the symptoms of the new variant must be somehow unusual or severe may also prevent people from self-isolating promptly in response to mild symptoms.

- We need to be clear:
 - ✓ that the core symptoms of COVID-19 remain the same, even for the new variant;
 - ✓ explicitly that the symptoms to watch for are **any (not all)** of:
 - new, continuous cough;
 - high temperature;
 - loss or change to sense of smell;
 - loss or change to sense of taste;
 - ✓ being explicit that people should treat even mild symptoms as COVID-19 until proven otherwise by a test;
 - ✓ that a large proportion of cases are asymptomatic;

.....

Welsh Government’s Technical Advisory Group (TAG) reported the following key messages on 7.1.21 the following:

- The new Variant of Concern is more transmissible than the current “wild-type” SARS-CoV-2, and is likely to become the dominant variant in Wales across the whole population in a matter of weeks (high confidence).
- Reaching and maintaining Rt below 1 as this occurs will require a more widespread adoption and high levels of maintenance of risk-reducing behaviours and regulations in every sector and part of life (high confidence).
- Although the vaccination programme is ongoing, the risk-reducing behaviours and controls already communicated during the pandemic (Non Pharmaceutical Interventions, ‘NPIs’) remain the most effective means of reducing transmission, for everyone (high confidence).
- There is no evidence that the new variant increases the likelihood of worse health outcomes for individual children or adults (medium confidence). It is not yet clear whether the faster spread observed with this variant is consistent across age groups, or if there is a greater increase in transmission relative to other variants in some age groups. Direct Covid-related harm is as a result of higher infection rates across the whole population.
- It is unlikely, with the new variant becoming dominant and the current prevalence and test positivity rates for Covid-19 in Wales, that NPI measures currently in force in Wales, with primary or secondary schools open fully, would be sufficient to maintain R below 1. Rt would be lower with schools closed due to reduced social mixing (Moderate/high confidence).

- Further modelling work is required to understand the direct impacts of the new variant on health outcomes, to inform options to minimise the direct and indirect

Additional GFPS Risk Assessment For Hub Return January 6th 2021 Onwards.
Date: 5th January 2021.

Additional Risk Mitigation Measures for 22.02.21 onwards highlighted.
Updates deemed necessary due to further WG guidance of 05.02.21 and 03.03.21.

Identified Risk	Person at Risk.	Risk Mitigation/Control Measures.
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health harms and wider social and economic harms for children and the wider population, in the operation of childcare, schools and education, vaccine deployment and alert levels.

Comment [GM82]: Recommended by Monmouthshire Risk Assessment Working Party-updates on existing risk assessment rather than co completely new risk assessment.

Comment [GM83]: RA updated for period 15.3.21 – 26.3.21 after which time further reviews for post-Easter arrangements will be made.

Routes Around and Access to School Sites

Staff/Children

- Outside doors used for entry and exit to Reception classroom which houses new contact group for Foundation Phase.
- External class doors only to be used to access play times and outdoor learning.
- Letters of information sent out, clearly indicating positions of access and entry to hub parents/carers.
- FP children to meet their staff member at external gate enter.
- Fire assembly points for FP (FP Yard) and KS2 (KS2 Yard) clearly indicated to all staff & children and marked maps provided of routes to be taken and assembly points.
- Briefing/operational notes (including safety expectations/toileting/fire assembly) issued to hub staff along with updated registers, to counter different combinations of children accessing site daily.
- Internal and external doors to be open at all times that temperatures allow them to be. Ongoing dynamic risk assessment made by head and staff, to balance risk of colds with internal temperature.
- At all temperatures, Foundation Phase classroom contact bubbles should be ventilated using open bottom and top windows:



- When children are not in the classroom, it is the duty of any staff in the classroom to ventilate the class as much as possible by using all doors and windows for the maximum amount of time possible.
- KS2 hub workers and all KS2 teachers need to continue to ventilate their rooms in the following way:



- All staff are to judge the temperature in their room and ask for guidance if unsure. The children should be comfortable to work, but the maximum amount of ventilation should be ensured at all times.
- Staff are directed to look at their seating plans and wherever possible have desks set at 1m distance apart and facing the front. This especially applies to KS2 classrooms. WG Operational Guidance states, "...where children undertake desk based learning, arranging classrooms with forward-facing desks, one metre apart, recognising this may not be possible or appropriate in all schools and settings and particularly for younger learners."
- Doors and windows are to remain open as often as it is assessed to be safe, to avoid contamination and to allow for ventilation. Purge ventilation is the responsibility of all staff members whenever the learning area is vacated by pupils. Let as much air to circulate as possible when children are not in the room.
- Outside and internal gates protecting walkway, to be closed at 9.10 a.m. and re-opened at 3 p.m. by caretaker or school staff.
- Registers & dinner orders to be taken as soon as possible at start of day. Collection of children details added to list as they arise and shared with colleagues at 12.15 p.m. handover.
- Staff signing in for work to continue in our main foyer entrance, with the direction that only one person at a time is to stand in the holding area between our automatic doors and that a 2 m gap is maintained at all times.
- Expectation is that all children are dropped off & met, unless parent/carer directly states otherwise.

Comment [GM84]: Important that all staff have that message. Ventilation is so important in risk mitigation and is a collective responsibility.

Comment [GM85]: Front gates at FP and KS2 entrance to have A3 signage clearly stating this message.

Comment [GM86]: Letters and texts to ask for compliance.

<p>Medical Considerations</p>	<p>Staff/ Children</p>	<ul style="list-style-type: none"> • If KS2 hub children have additional learning needs, this how we will approach it: Statemented children and those we consider to have significant medical needs/ALN with a medical angle, will have an individual risk assessment shared with all appropriate staff. Individual health risk assessments will be carried out by staff and HT on high risk children. Parents/carers' & staff views will be sought, and will be factored in to any decisions around safe access of learning offer or hub childcare. • Individual Health and Care Plans reviewed regularly to assess adjustments and mitigation of risks. Negotiated with home. • Children with identified medical conditions will need to attend with their dedicated medication in place where required. This will need to be negotiated with home and packaged in washable, suitable containers. • Medical & dietary need updated on registration form after e-survey of parents. • Parents of hub children to ensure that their personal medical equipment (e.g. asthma pump) is kept with their child at all times. • Children requiring other medication (e.g. paracetamol, antibiotics), will have to inform us prior to entry. Permission forms will have to be requested in advance and filled in by parents/carers in advance of entry to site. Hub children will need to liaise with clerk and HT to scrutinise medication need and application details. • Unless a child is fully fit they will not be permitted to attend school. Parents will be asked to be honest on this, especially around even the mildest Covid-19 symptoms. • Covid-19 Isolation Room established (old PPA room) where any person on site who exhibits symptoms is immediately isolated and then collected to go home ASAP. • Any staff member accessing Covid-19 isolation room or providing intimate care for a child, to do so in full PPE (including full visor and splash proof face mask). Staff to practice safe hand hygiene before and after wearing PPE in relation to suspected Covid-19 case within school. Equipment to be safely disposed of afterwards. • Any child in our hub facility, to be walked to Covid-19 isolation room as soon as any signs of symptoms are displayed. Accompanied at a safe distance by hub staff member and home phoned. • Covid Isolation Room II, in case Room I is in use, is designated as "The Cwtch." • Any child suspected of Covid-19 symptoms and waiting for collection in either Covid-19 isolation room, to use the adult disabled toilets, should they need them. If used, Norse cleaners to wear full PPE and to deep clean facility at the end of that day. Where possible, that toilet facility should remain out of use for 72 hours. • Covid-19 isolation room to be left for 72 hours after usage. • Children regularly reminded of their obligation to "Catch it, Bin it, Kill it" if they sneeze or cough. • Bins emptied daily by cleaning staff. • Within hub areas (hall and Rec class) staff are to be offered PPE equipment (masks and gloves) and allowed personal choice in how widely they use it throughout the day within class. Hub areas to also have stock of PPE/cleaning equipment. • All staff, however, are to be directed to wear x3 layer face masks at all times outside of their hub areas. This applies to outdoor spaces as well as internal public spaces at Goytre Fawr Primary School. • Any staff working 1-to-1 with children who find awareness of 2 m distancing difficult, are to have full PPE available. • Existing staff medical conditions are to be factored into risk assessments and staffing decisions and rota of hub invigilation amended accordingly. • Students and/or staff who have been classified as 'shielding' owing to pre-existing medical conditions and have been advised, in writing, to undertake specific 'shielding' measures are not to attend school/work until the end date of their shielding letters (7.2.21) at the least;
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Comment [GM87]: Important addition from 5.2.21 guidance.

Comment [GM88]: "Voluntary" in WG guidance. Strongly recommend that staff undertake at home on Monday morning and Wednesday evening.

<p>On-Site Contracted Work.</p>	<p>Staff/ Children/ Contractors</p>	<ul style="list-style-type: none"> • Barriers and cones spaced around the site of any major construction. • Company risk assessment of their workforce interrogated before any work begins. • Staff informed of times and dates contractors are on site. • Mon CC property services asked to circulate that we require 24 hours' notice for any works carried out on site by contractors they broker. • Staff directed to ensure cones and barriers are observed and adhered to by children. • Contractors informed of children's break times and asked to use those pinch points as times for their own breaks. • Contractors asked to access site for entry and exit at times that are clearly outside the movement of our children on and off site. • Contractors encouraged to work in the a.m. and p.m. windows outside the time of children occupying site (7-8.45 a.m. and 3.45-6 p.m.) wherever possible. • Cleaning of their work area is the responsibility of contractors, in line with our procedures. Caretaker to supervise follow-up cleaning, to ensure safety and cleanliness. 																																
<p>Collection and Drop Off Routines</p>	<p>Staff/ Children/ Parents & Carers</p>	<ul style="list-style-type: none"> • Children to wait by gates with parents prior to 9 a.m. Staff to collect them. <table border="1" data-bbox="586 660 1720 944"> <thead> <tr> <th>Class</th> <th>Entry on 15th March 2021.</th> <th>Exit on 15th March 2021</th> <th>Entry and Exit Point</th> </tr> </thead> <tbody> <tr> <td>Reception</td> <td>9.00 a.m.</td> <td>3.20 p.m.</td> <td>Main Infant Gate</td> </tr> <tr> <td>Year 1</td> <td>9.05 a.m.</td> <td>3.25 p.m.</td> <td>Main Infant Gate</td> </tr> <tr> <td>Year 2</td> <td>9.10 a.m.</td> <td>3.30 p.m.</td> <td>Main Infant Gate</td> </tr> <tr> <td>Year 3</td> <td>9.10 a.m.</td> <td>3.30 p.m.</td> <td>Right Gate at Office Steps</td> </tr> <tr> <td>Year 4</td> <td>9.10 a.m.</td> <td>3.30 p.m.</td> <td>Left Gate at Office Steps</td> </tr> <tr> <td>Year 5</td> <td>9.00 a.m.</td> <td>3.20 p.m.</td> <td>Left Gate at Office Steps</td> </tr> <tr> <td>Year 6</td> <td>9.00 a.m.</td> <td>3.20 p.m.</td> <td>Right Gate at Office Steps</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Parents are to come to the agreed collection point at agreed staggered times. Staff will be alert to their arrival and will prepare their child for collection. • Face masks outside, at collection and drop-off points, requested from all members of a child's home involved in collection. • Children will be directly led to parent/carer (including GASC after school provision) and handed over directly in to their care, unless they have had permission to walk home at the end of hub/school. • Parents encouraged not to come past the gates and to only come one at a time. • School Lane blocked at designated times-people from home asked to make adjustments and to be punctual with their slots. 	Class	Entry on 15 th March 2021.	Exit on 15 th March 2021	Entry and Exit Point	Reception	9.00 a.m.	3.20 p.m.	Main Infant Gate	Year 1	9.05 a.m.	3.25 p.m.	Main Infant Gate	Year 2	9.10 a.m.	3.30 p.m.	Main Infant Gate	Year 3	9.10 a.m.	3.30 p.m.	Right Gate at Office Steps	Year 4	9.10 a.m.	3.30 p.m.	Left Gate at Office Steps	Year 5	9.00 a.m.	3.20 p.m.	Left Gate at Office Steps	Year 6	9.00 a.m.	3.20 p.m.	Right Gate at Office Steps
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Year 5	9.00 a.m.	3.20 p.m.	Left Gate at Office Steps																															
Year 6	9.00 a.m.	3.20 p.m.	Right Gate at Office Steps																															

<p>Awareness of Procedures & Risk</p>	<p>Staff/Children/ Parents & Carers</p>	<p><i>The Below Points are part of the LA forwarded Risk Analysis recommended to be completed by the School. The document is extensive. The school will use the following relevant points as an audit to check our maintenance of safe practise.</i></p> <ul style="list-style-type: none"> • Staff to receive guidance on actions to help minimise the spread of infection; • Staff to be made aware of the school’s infection control procedures in relation to coronavirus Covid-19; • The school keeps up-to-date with advice issued by local authority and Welsh Government; • Parents informed of the procedures put in place to help keep the children safe in school. • Students made aware of rules for staying safe in school and what to do if they feel unwell; • Any cases of illness, including COVID-19, are to be treated with confidentiality.
<p>Child Protection & Safeguarding</p>	<p>Staff/ Children</p>	<ul style="list-style-type: none"> • Staff reminded that the same safeguarding and child protection disclosure processes are in place with regards to potential abuse disclosures. • Locked external and internal gates during times when children are on site. • Appropriate security arrangements on-site; • Staff rota and levels to take account for security arrangements; • Ensure students are not allowed out of the school during their sessions. • All staff to have valid DBS clearance.

<p>Implementing Social Distancing.</p>	<p>Staff/Children/ Parents & Carers</p>	<ul style="list-style-type: none"> • The latest guidance on implementing protective measures in educational settings is made available to staff so that it is followed at all times; • Classrooms and other learning environments (hall) are organised to maintain space between seats and desks where possible-KS2 classes to be directed towards desks that face forward only. • Small groups of students are together throughout the day in FP and KS2 bubbles (contact groups) and avoid social mixing with larger groups of children. • Year group contact bubbles maintained as far as possible from 22nd Feb – 26th March (FP) and 15th-26th March (KS2). • Unnecessary items are removed from classrooms and other learning environments where there is space to store them elsewhere; • Teachers to rationalise equipment and only use equipment that can be appropriate cleaned regularly. • Individual equipment packs are put in place for all learners accessing hub care. Nobody else is to access their plastic wallets. Any stationery within them needs to stay as that individual's stationery and is not to be used by another pupil; sharing is not allowed. • Any equipment needed, shall be provided by school, not home. Pencil cases and other stationery from home is not allowed. • Staff rotas for hub contact bubbles are assigned to each group and these stay the same during the ½ day they allocated and on subsequent days; • Staff rotas are negotiated according to child care needs. • Only staff who have been risked assessed as able to work in our hub, will work in our hub. • Pupils to use the same classroom/hub areas throughout the day, (with a thorough cleaning of the rooms at the end of the day) and are seated at the same desks daily; • Mixing between staff and groups of children in school is minimised by <ul style="list-style-type: none"> a) accessing rooms directly from outside, where possible; b) The number of students using the toilet at any one time is limited to one of each gender, including the hub toilets. c) The use of staff room and food prep' area in FP curtailed to limit occupancy.
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<p>Emergency Procedures.</p>	<p>Staff/ Pupils</p>	<ul style="list-style-type: none"> • Arrangements are in place at all times for first aid support and availability. • We have taken full account for availability of trained first aiders or emergency personnel. • Medical and PPE provisions are to be fully stocked and monitored. • Accident forms completed where required and home informed. • If a member of staff is diagnosed with COVID-19 as a result of being exposed during the work place this must be reported in line with RIDDOR guidance – in the same manner as any incident resulting in exposure to biological agents. LA consulted with at every step. Staff to access NHS testing as soon as possible. • All students’ emergency contact details are up-to-date, including alternative emergency contact details, where required. • Students’ parents/carers are contacted as soon as practicable in the event of an emergency; • Students’ alternative contacts are called where their primary emergency contact cannot be contacted. • Critical Incident Policy updated to include procedures for hub use and alternative venues for occupancy in the event of a serious incident. • Environmental Health to be contacted by HT or senior leader in the event of any staff or pupil reports of Covid-19 positive tests or contacts. Support to the relevant authorities in track and trace procedures offered.
<p>Property and Building Maintenance.</p>	<p>Staff/ Pupils</p>	<ul style="list-style-type: none"> • Headteacher/ Caretaker undertake a weekly site security/health and safety check to ensure compliance with existing and latest guidance. • Any areas presenting increased risk to students and/or staff to be isolated and measures implemented to address in as timely a manner as feasible. • Some furniture removed from hub areas to enable social distancing to be maximised. To be stored in a central space (container) and/or located in unused classrooms (within close proximity to minimise need for lifting); • Lock all required doors that are not in use (including chemical/cleaning storage, electrical distribution cupboards) and high risk areas/rooms isolated; • All outdoor building maintenance to be coordinated with the Headteacher, caretaker so that segregation from students and staff can be ensured (e.g. grass cutting); • All contractors to report to reception prior to the start of any work, which is separate to student entrance. • All contractors to fill out form providing details in case any future contact is necessary. • All contractors provided with protocols sheet from office before proceeding.

Parental Engagement.	Staff/ Pupils.	<ul style="list-style-type: none"> • School to regularly update parents/carers through letters/email and Dojo. • School to communicate that all parent/carers are not allowed on site at any times. • Communication with staff and head and office to be undertaken remotely using tech' applications, wherever possible. • Where possible, only one parent/carer should be present at drop off/collection point; • Parents are informed of their allocated drop off/collection points and the process for doing so, including protocols for minimising adult to adult contact (for example, which gate entrance to use); • Parents are informed that they cannot gather at entrance gates and/or doors, or enter the site. • Weekly e-surveys of hub need undertaken as part of a weekly update letter. • School devices (to enable pupils to access learning at home) to be handled with gloves, wiped with anti-bac cleaner and sent home in plastic wallet with advice about leaving 72 hours before opening and accessing.
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<p>Site cleanliness-virus transmission</p>	<p>Staff/ Pupils/ People at home.</p>	<ul style="list-style-type: none"> • Stocks of hygiene/PPE equipment constantly monitored by HZ/MG. Gloves, alcohol sanitiser, masks, visors, wipes, sprays and tissues all maintained in plentiful supply. • All people entering building to sanitise before entry. • Hand washing facilities flagged up to children and staff at start of each session. • Contractors and caretaker to have amended hours to incorporate hub opening. • Consistent and ongoing cleaning regime in place, prioritising hub areas. • Staff asked to clean within class if equipment is shared and stocks of anti-bac' wipes and gloves provided to facilitate. • All surfaces in hub areas, to be cleanable with anti-bac' wipes/spray. • All desks and chairs to be of the hard-surfaced variety where possible. • All soft furnishings and fabric-based contents of classrooms removed where possible. • Designated areas for each class adhered to. Children in contact group "bubble" not to leave their contact groups. • Play times in different areas-FP & KS2 contact groups split onto separate yards. • Outside area to be used as much as possible. • Individual equipment pouches provided with suitable stationery and equipment for each child, to avoid transfer on to apparatus or equipment that is regularly used. • Hand sanitiser dispensers issued to each area. • The cleaning of non-healthcare settings guidance is understood by relevant staff and followed at all times. For example, all staff wash hands following any cleaning activity; where cleaning products are used, staff to wear appropriate PPE; staff should wear goggles if decanting chemicals where there is a risk to splashing in the eyes; • Where students require first aid, staff members must wear appropriate personal protective equipment (gloves; face mask; goggles and/or face-shield) whilst administering treatment; • Any staff who administer first aid or direct contact with students must immediately wash hands and avoid contact with face until hygiene practices have been observed; • All tissues and wipes used are to be disposed of in the appropriate way, as per normal practice (with all contents of especially provided bins disposed regularly at the of day); • All hub area doors which are in use should be kept open to reduce the need to touch regularly, wherever temperatures allow; • Sufficient handwashing facilities are available. Where a sink is not nearby, we provide hand sanitisers in classrooms, other learning environments and fixed wall hand sanitisers in communal areas (which are checked daily for supply); • Surfaces that children and young people are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light-switches are cleaned more regularly than normal, using Milton solution where appropriate; • All adults and students are expected to: <ul style="list-style-type: none"> ○ frequently wash their hands with soap and water for 20 seconds and dry thoroughly; ○ clean their hands on arrival at school, before and after eating, and after sneezing or coughing; ○ avoid touching their mouth, eyes and nose ○ use of a tissue or elbow to cough or sneeze into and use bins for tissue waste ('catch it, bin it, kill it'). • Ensure support is available for children who have trouble cleaning their hands independently e.g. Foundation Phase and ALN children. • Students are encouraged to learn and ⁵³practise these habits through activity and repetition. • Bins for tissues are emptied throughout the day, and at the end of every day. • All spaces are well ventilated using natural ventilation (opening windows) where possible.
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Virus transmission to and between staff	Staff	<ul style="list-style-type: none"> • Red/Amber/Green risk self-assessment, based on WG template was revisited after an in-house health check on all staff (including shielding letters and record of underlying medical issues). The numbers were factored in to our own Risk Assessment of site suitability and safety of staff members. • Only those staff assessed as not being extremely clinical vulnerable have been allowed on site with children. • Shielding staff (or staff who live with a household member who is shielding) asked to remain at home and work remotely. • Staff room is limited in its use and appropriately signage lets staff know that they should maintain social distancing. Fabric items removed as far as possible. • Photocopier-use will be limited and safe. Regularly cleaned after use. • Gender identified toilets signposted for staff. Regularly cleaned as part of new regime. • Where possible, staff kept with same groups of learners. Movement between groups and areas limited as far as possible. • Masks to be worn in all public spaces of site, both inside and outside of building. • X1 Shielding staff member stood down until March 31st at least.
Home circumstances and staff availability.	Staff and pupils	<ul style="list-style-type: none"> • Staff dependants are noted in our own health check documentation. • Rotas and staff health risk assessment are built with staff home circumstances in mind. We try to balance staff need with contracted school obligations and need. • Regular wellbeing checks undertaken by SLT to ensure all staff are safe and healthy and that home circumstances are manageable. Negotiated wherever instances of need occur. • HR advice and union consultation sought where appropriate.
PPA	Staff and pupils	<ul style="list-style-type: none"> • Matt Brown to conduct PPA in FP between 22.2.21 and 12.3.21. One class setting each day. No cross-bubble contact in any given day. Timetable to reflect this. • Matt Brown to cover Y5 class base management time in KS2 between 15th- 26th March 2021. This is his own class base and would prevent supply or other workers being brought in to Y5 contact bubble. • 12.3.21 designated as asynchronous learning day and staff preparation day (fortnight's PPA), to mitigate cross-bubble transmission. • TAs to remain in class bases/contact group bubbles between 22.2.21 and 26.3.21 and 15.3.21 and 26.3.21. • All FP PPA covered by Emma Rust-Andrews between 15.3.21 and 26.3.21. One class contact bubble per day. • LP-S's 0.1 Y6 covered by MB. Only staff member to cross contact bubble groups in KS2. Friday's only. Lateral flow test on Sunday evening will mitigate risk further.

<p>Transmission of virus- hub area contact/distancing- pupil to pupil</p>	<p>Pupils, Staff and People at Home</p>	<ul style="list-style-type: none"> • Safe ratios maintained in hub areas (maximum of x20 people in main hall and x16 people in FP based on 2m² per individual calculation on floor space). • Children split (FP-KS2) across site. Children maintain their contact groups. KS2 to attempt further distancing by use of class tables in main hall and segregated yards. • KS2 hub to be housed in Y5 classroom from 23.2.21 with FP children returning. Weekly assessment of need undertaken before probable phased return of Ks2 from 15.3.21. Staffing rota reviewed weekly. • Tables arranged to support social distancing. At least 2 m apart strived for. 1m and forward-facing recommended for KS2 staff, where appropriate. • Use of outdoor spaces whenever possible directed for learning. FP timetable for outdoor use (including eco/stem classroom) adhered to. Whole staff INSET on using outdoor spaces on 22.2.21. • Toilet routines adhered to by all. Children reminded in FP and KS2 Hub. • Ventilated rooms maintained. (See earlier diagrams for FP and KS2 approaches). Purge ventilation urged as often as possible in all classrooms. • Toilets used on a rota and cleaned regularly. • Clear communication to all children around their areas and parameters for movement. • Staff aspire to maintain distance from pupils at all times. • Allocated/identified 1st Aid staff ONLY to deal with ailments and knocks.
<p>Transmission of virus- classroom environment cleanliness</p>	<p>Pupils, staff and people at home.</p>	<ul style="list-style-type: none"> • Wall displays limited. • Cleaning regimes considered and contractor asked to provide regular cleaning operatives to constantly cleanse areas, repeatedly. Door handles and other key areas to be wiped regularly throughout the day by all staff in vicinity of classrooms. Nurse asked to focus on FP/Hall and Y5 in cleaning regimes. • Unused classrooms or intervention areas closed and locked to avoid accidental transmission/contamination and to reduce cleaning area. • Computer keyboards wiped with anti-bac wipes prior to children and staff using them. • One computer per child/staff member allocated.
<p>Cleanliness of children's equipment</p>	<p>Pupils, staff and people at home.</p>	<ul style="list-style-type: none"> • Individual bags of pencils & stationery provided in plastic pocket & kept apart from other child's equipment. • Children's allocated exercise books to be kept in plastic pockets with stationery. • Pupil water bottles and lunch bags to be clearly marked with child's name and kept by the child throughout their time on site. • Children's outdoor equipment (wellies, waterproofs and PE kits)-home asked to label and support. Bottom half uniform relaxed for FP pupils from 23.2.21.

Breaktime Distancing & Equipment	Pupils, staff and people at home.	<ul style="list-style-type: none"> • Use of FP and KS2 play areas separated. Each year group to have allocated area and time from 15th-26th March. Staff from that contact bubble only to monitor each year group. • Children to bring their own fruit snack and/or packed lunch (hub children) to be kept in their labelled bag until outside times. • Each hub group, to have their own set of equipment, which no other child from another contact group is to have contact with. Equipment to be cleaned at the end of the session. • Any equipment used, to be cleansed afterwards wherever appropriate. • Thorough hand washing supervised by staff at one sink area where taps can be wiped down. • Before and after food and entry-exit, hand routines insisted upon. • Canteen to deliver food to doors of classrooms. Collection also to be undertaken in this way. • Upper and Lower Key Stage lunch plays altered to accommodate safe lunch routines. • Children evacuated from classrooms to allow cleaning routines to be safely undertaken.
Transport	Pupils, staff and people at home.	<ul style="list-style-type: none"> • Provided by Mon CC for all hub and FP users upon request. • Face masks on Mon CC transport encouraged but voluntary in under 11's. • Parents, children and young people are encouraged to walk or cycle to their hub setting where possible. • Where possible parents should be encouraged to transport their own children to and from school. • Parents and carers asked not to share cars wherever feasible.
Collection & drop off virus transmission	Pupils, staff and people at home.	<ul style="list-style-type: none"> • Children released from different areas (e.g. main office entrance for KS2 hub children / Reception class doors and FP gates) to distribute parents and allow for social distancing. • Parents encouraged to remain apart whilst waiting for our children. • Parents/carers asked to wear x3 layer face coverings for drop-off and collection. • Parents/carers asked to only send one person from household to drop-off and collect. • Small groups of learners accessing site at 10 5 minute intervals, means limited risk of large congregations of people at any one time. • Road closed between 8.50-9.20 a.m. and 3.20-3.50 p.m. Volunteers man the blockade. Whistles blown to alert of any vehicles who need access.

Staffroom transmission of virus	Staff and people at home.	<ul style="list-style-type: none"> • Snack facilities split across site-hub kitchen area and FP craft area used as well as staff room. Kettles and other equipment split across site. • Teaching staff encouraged to bring in their drinks & snacks from home and consume in classrooms or outside with children. • Staffroom out of bounds as food and drink consuming area-staff encouraged to use FP craft area (with all adjoining doors open to maximise ventilation) or main hall tables (x3 per table and remaining at 2 m). Outside benches also available to staff in suitable weather.
Supported SEN children transmitting virus.	Staff, pupil, people at home.	<ul style="list-style-type: none"> • PPE issued. • Limiting staff involvement. One staff member allocated per 1-to-1 pupil. • Pre-return TEAMS or phone conversation with home and (where appropriate) pupil to assess understanding of distancing and other safety & hygiene measures. • Amended individual timetable to make hours and areas manageable. Risk to other children and staff a key factor in deciding how (or if) site is accessed. Home involved in any decisions on provision.
SEBD pupils in possible need of restraint and/or at risk of flight.	Staff and their families	<ul style="list-style-type: none"> • Individual dynamic risk assessments continually undertaken of high-risk pupils, based on previous Team Teach interventions or knowledge of likelihood of flight (TD Y4/SG Y4/BR Y4/IW Y4/LP-R Y5/OE Y5/TG Y6/ET-W Y6). • Pupil allocation to friendship groups fully considered to lessen risk of flight or restraint. • Behaviour expectations made explicit to all staff, learners and their families. • Guiding principle is safety and wellbeing of staff and children. If Social Emotional and Behavioural Difficulties endanger people on our site, our offer of hub access is to be withdrawn for a fixed term. • Positive handling only to be undertaken by trained staff. Only to be undertaken as a last resort.
Behaviour Considerations	Staff, pupils and their families.	<ul style="list-style-type: none"> • School to consider the impact of poor behaviour; bullying, or abuse of another child or a member of staff, and are clear with parents/carers on action to take in response to this; • Pupils who do not follow procedure and maintain good discipline will be asked to leave school. Parents will be called to collect their child. The LA will be informed of pupils declined opportunity to attend school because of behaviour. • Standard behaviour procedures to be observed; • Adequate supervision levels in place to support staff; • Groups organised so that staff familiar with students are allocated to them, where possible, to minimise incidents of poor behaviour; • Consideration of appropriate placement of student for their care, or to meet their needs.

Additional notes:

To be reviewed through ongoing staff, senior leaders and governors' input as rolling agenda item on series of weekly business and staff and SLT meetings. Additional measures and risk mitigation to be added in red font, after initial governor approval.

WG review on 12.3.21 has lead to KS2 admissions. Guidance issued on 3.3.21.

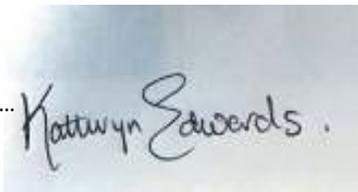
After governor approval, all staff are to be shown RA and asked for comments. Brief summary (operational guidance) to be issued. Regular updates.

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Operational Advice. Issued on First Page of Hub Rota Weekly & on 22.2.21:

THE NEW VARIANT IS MUCH MORE TRANSMISSABLE. WHILST THE SYMPTOMS ARE THE SAME, THE INCREASE IN TRANSMITABILITY MEANS WE HAVE TO BE MORE VIGILANT THAN EVER IN OBSERVING OUR RISK MITIGATION MEASURES AT ALL TIMES.

- ✓ Ventilate the room you are in as much as you can. Purge ventilate any area you possibly can when children are not in that area. Be aware of lower and upper windows and doors in ventilating areas and be aware of curtains and blind possibly masking ventilation procedures.
- ✓ Maintain a distance of 2 metres at all times between yourself and colleagues and children (where possible).
- ✓ Wash your hands regularly with hot water and soap for at least 20 seconds & clean surfaces regularly with anti-bac cleaner.
- ✓ Wear a x3 layer mask whenever you are outside of your contact bubble and in any school public space.

Signed: ... 

Mrs Kathryn Edwards (Chair of Governors).

Date: 22.2.21

Signed: .....Mr Mike Gough (Head).

Date: 21.2.21

Page 9: [1] Comment [GM11] Gough, Michael 21/10/2020 14:08:00

We are constantly vigilant on this and remind staff and children regularly. It is a measure we will maintain after lockdown as the behavioural benefits have been manifest.

Page 9: [2] Comment [GM13] Gough, Michael 21/10/2020 14:10:00

Continues. Very good staff input in to this at Business, SLT and Staff meeting level. A really important way of keeping the RA alive and dynamic.

Page 10: [3] Comment [GM20] Gough, Michael 21/10/2020 14:31:00

Visitors (rare) asked to wear face masks from Oct 2020. For example, SpLD services, KK, wore visor for duration of her visit.

Page 10: [4] Comment [GM21] Gough, Michael 21/10/2020 14:33:00

In place. JW resigned on 30.9.20 due to concerns around her safety. Previously shielding, despite not meeting threshold.

Page 10: [5] Comment [GM22] Gough, Michael 04/01/2021 09:01:00

What do we mean by 'extremely vulnerable'?

Extremely vulnerable refers to people in Wales who have one of a very specific list of pre-existing and long-term serious health conditions.

Based on what we know so far the impact of their pre-existing, long-term health condition on their immune system puts them at high risk of serious illness if they are exposed to coronavirus.

We are currently asking this group of people to take a series of special measures, called "shielding", to protect themselves from getting ill.

People in this group include:

1.Solid organ transplant recipients

2.People with specific cancers:

- People with cancer who are undergoing active chemotherapy or radical radiotherapy for lung cancer
- People with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- People having immunotherapy or other continuing antibody treatments for cancer
- People having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- People who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs

3.People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe Chronic Obstructive Pulmonary Disease (COPD)

4.People with severe single organ disease (e.g. Liver, Cardio, Renal, Neurological).

5.People with rare diseases and inborn errors of metabolism that significantly increase the risk of infections (such as Severe Combined Immunodeficiency (SCID), homozygous sickle cell).

6.People on immunosuppression therapies sufficient to significantly increase risk of infection.

7.Pregnant women with significant heart disease, congenital or acquired.

8.Children up to the age of 18 with significant heart disease, congenital or acquired.

If you believe you fall into one of the categories of extremely vulnerable people listed above and you have not received a letter, you should discuss your concerns with your GP or hospital doctor.

Page 10: [6] Comment [GM23] Gough, Michael 04/01/2021 08:55:00

Until Feb 7th 2021 from 4th January 2021. Includes Lee Jeffries only from GFPS. No other staff eligible for shielding letters due to medical conditions.