



Protocols March 2021

Keeping our School Community Safe

The School will do its best to:

- Provide an environment which has been risk-assessed in response to the COVID -19 infection.
- Adhere to social distancing rules set out by the government as far as we can.
- Provide a curriculum that meets the needs of your child
- Contact parents and carers if your child shows any symptoms.
- Inform you if a member of staff or pupils has had a positive test.
- Continue our clear and consistent approach to behaviour as set out in our behaviour policy.
- Communicate between home and school through newsletters, text messages, email and the school website where appropriate.
- Close bubbles if a Pupil or staff member tests positive for COVID -19*
- In exceptional circumstances and when safety is at risk, close classes or Bubbles due to staff shortages.
- Use email communication in place of home-school diaries where possible

To help my child at school, I know and understand that:

- If my child, or anyone in my household, shows symptoms of COVID-19, I **must not** send my child to school. *Please see information on next page about self-isolation rules †*
- I will inform the school as soon as possible if my child shows any COVID-19 symptoms.
- I will inform the school as soon as possible of any COVID -19 test results of my child or people in the household.
- If my child shows symptoms of COVID -19 at school, I will be contacted by school staff and I will collect my child from school as soon as possible.
- When dropping off and picking up my child, I will stick to the 2 metre social distancing guidelines. I will not gather to chat with other parents or staff on school site as this increases the risk of transmission.
- When dropping off and picking up, I will stick to the school timings for my child. I will wear a mask at all times whilst on the school sites.
- I will need to remind my child about social distancing rules but accept they are difficult to follow and that my child may not always do this successfully.
- My child will need to use good respiratory and hand hygiene. The school will help to support this.
- I will not be allowed into the school building.
- I need to support all staff in their efforts to create an 'as safe as possible' environment.
- I will read all letters, messages and emails that are sent home.
- I will inform the school immediately of any changes to parent/carers contact details.
- I will keep my child at home if they are ill, even for non- COVID -19 related illnesses.

Our Pupils Promise

- Stay in my class all day.
- If possible, tell an adult if I feel unwell.
- Only use equipment provided to me by the school.
- Only enter and exit the school building from the designated gate/door and from my classroom door.
- Wash my hands for 20 seconds and use soap throughout the day.
- Keep myself and my friends' safe at school.

Parent/Carer Expectations

- Pupils should wear school uniform. This should be clean. We will be spending time outside, probably in all weathers so outdoor shoes may be needed on the field as well as an outdoor coat.
- School meals will operate as normal – pupils will eat in classrooms. Please send in a snack if your child requires it, as there will be limited supplies on site. Can you please provide a named water bottle.
- School meals will need to be paid for online. Please contact the school if you have difficulty with this.
- Pupils must be dropped off at their allocated doors. They will be collected by school staff. At the end of the day pupils will come out of the same door.
- Pupils will be remaining in their Bubbles for the majority of the day alongside their own allocated play space.
- As we cannot move staff between bubbles, in exceptional circumstances, where we are unable to provide sufficient staff to safely operate we may have to send pupils home and shut individual classes or Bubbles temporarily. We will, of course, do this as a last resort.
- Parents should not have discussions with staff or other parents at the start or end of the school day. This is to ensure that we limit the number of people congregating on site in order to minimise possible transmission of COVID -19. Please use telephone or email to communicate at the present time.

Bubble Closure: If a pupil or staff member receives a positive test for COVID -19, then we will close the Bubble involved and the staff and pupils in that Bubble will be sent home. We will then seek further advice from Public Health England and the local Health Protection Teams to risk assess when it will be safe to re-open the Bubble. This is in line with other special schools in the Thames Valley area and increases safety and reduces risk of further outbreaks happening in school.

† Self-Isolation rules – what to do:

My child is showing at least one of the symptoms shown below

Your child should self-isolate at home for at least **10 days**

Anyone living at your home will need to self-isolate at home for **10 days**

You should get a test for your child as soon as possible

If the test is negative then your child can return to school, as long as they are well enough to do so. The other people in the home can stop self-isolating. If it is positive then everyone should continue the self-isolation as above from when the symptoms started.

Someone else in the home has one of the symptoms shown below

That person should self-isolate for at least **10 days**

Everyone else in the home should self-isolate for **10 days**

That person should get a test as soon as possible.

If the test is negative then everyone in the home can stop self-isolating and your child can return to school. If it is positive then everyone should continue the self-isolation as above from when the symptoms started.

The main symptoms of COVID -19are:

- **a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **a loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

You can check symptoms and organise a test by going to NHS coronavirus website here <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

You can get a test by going to: <https://www.gov.uk/get-coronavirus-test>

Bubbles for 2020-2021

Bubble	Phase and Team Leader	Classes in each Bubble	Location	SLT member overseeing Bubble
Red	Primary 1 – Liz Wiltshire	Cardiff Swansea Richmond Conway Pembroke	Primary House	Kate Mason
Green	Primary 2 – Amy Murray Secondary 1 – Emma Bryant	Balmoral Skipton Tiverton Colchester Dover Pendragon The Hive	Secondary House Green Zone	Caroline Whitlock
Blue	Secondary 2 –Rachel Wragg	Chillingham Windsor Oxford Totnes	Secondary House Blue Zone	Shannon Booth
Orange	Post-16 – Hannah Daniell	Plympton Wallingford Flint Dunnotar WOW+	Post-16	James Whybra