

SELSDON PRIMARY SCHOOL

COVID-19 SAFETY PLAN FOR OUR SCHOOL

DECEMBER 2021

Following the advice of Croydon's Director of Public Health, we are introducing a number of measures to help prevent the spread of COVID-19 in our school. Our main objective right now is to protect as many of you as possible, to ensure that you are all fit and Covid-free for the December holiday period. We do not want anyone to be having to isolate over this period, nor do we want any of you to be at risk of passing on the virus to your family members.

The key thing to bear in mind is the more we all mix, the more likely we are to pass on or catch the virus. Therefore, we need to limit interactions in school as much as possible, between now and the end of term.

On the advice of the Director of Public Health, as from Monday we are putting the following measures in place, until the end of term. This is our plan is to ensure that everyone is kept safe and that children receive a high-quality education every day.

KEY ACTIONS

- **Testing all staff on a twice weekly basis**, using rapid flow tests. Results to be reported to school.
- Asking adults and children who are **displaying symptoms of COVID-19** to stay at home and book a **PCR** test immediately.
- **Robust hand and respiratory hygiene** in school for adults and children.
- Ensuring that **all adults wear a face covering** when outside their bubble.
- **Enhanced cleaning** arrangements across the school.
- **Enhanced ventilation** arrangements.
- **Reducing contacts** and **maximising distance** between those in school.
- Forming **year group bubbles**.

KEEPING OUR SITE SAFE

- **Office spaces** have been organised to allow office-based staff to work safely.
 - Children should not enter the school offices.
 - Staff should only enter a school office when it is essential. When doing this, staff should wear a face covering and keep a safe distance.
- **Staff should wear a face covering** at all times when inside the school building, unless they are in a room on their own, or while eating and drinking. Those staff who share an office with other people, should risk assess this and act accordingly.
- When in use, all rooms, including offices should be **regularly ventilated**. *A thorough change of air should be achieved by opening windows and doors for five minutes every 20 or 30 minutes. Children and staff will be encouraged to wear outdoor clothing in colder weather, with warm clothing supplied free to children in need.*
- **Staff and children should enter and exit the building via external doors and avoid walking through the school** whenever possible.
- All **shared resources** should be thoroughly cleaned if sharing them with another bubble. This includes iPads and Chromebooks.
- **All surfaces in offices and classrooms should be kept clear** so that they can be cleaned more easily.

STAYING HEALTHY

- Twice weekly **asymptomatic COVID-19 testing** of staff will continue to take place. Staff should carry out the test every day and report their results to school.
- **LFD test kits** are available in school or free from a local pharmacy <https://maps.test-and-trace.nhs.uk/>
- Anyone who has any coronavirus (COVID-19) symptoms should not attend school.
- Frequent **hand cleaning** and **good respiratory hygiene** practices are in place.
 - Pupils wash their hands when they **arrive at school**, when they **return from breaks**, when they **change rooms** and **before and after eating**.
- Adults **explicitly teach and support** this in classrooms.
- All pupils must bring their own **water bottle** each day. No water fountains are available at school. Water is available in school to refill children's own water bottles.
- Everyone uses the '**catch it, bin it, kill it**' approach.

CLEANING

- **Enhanced, regular cleaning** of the school is in place, in line with government directions.
- **Additional cleaning staff** have been employed to carry out **touch surface cleaning** in the middle day.
- The caretaker checks the level of **soap and hand towels** in all bathrooms twice a day to ensure that these are well stocked.
- The Senior Site Manager has a system in place to **check the quality of cleaning** and rectify any issues immediately.
- There is a **waste disposal process** in place for potentially contaminated waste.

YEAR GROUP 'BUBBLES'

Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group.

- Each year group will form a '**bubble**'.
- The leadership team, premises staff and administration staff have formed one 'bubble'.
- There should be **no physical contact between each 'bubble'** in school.

CHANGES IN THE SCHOOL DAY

- Children need to bring their **own water bottle** to school
- **No reading diaries** are in use this year. SeeSaw should be used for monitoring home reading.
- **Resources that are shared between 'bubbles'** must be thoroughly cleaned before and after use.
- **Assemblies** will take place remotely.
- **School trips and school visitors will be cancelled during this period.**
- **School events** (discos, Christmas fairs, events for parents etc) will be cancelled during this period.

BEHAVIOUR

- All **children must follow the school's Behaviour Policy** at all times. This includes on the way to and from school.

- It is important that children observe **far higher standards of respiratory and tactile behaviour.**

PUPILS WITH ADDITIONAL NEEDS

- Some **pupils with SEND** (whether with education, health and care plans or on SEN support) need specific help and preparation for the changes to routine that this will involve. Staff and the SENCo continue to work with the parents and carers of these children to meet these needs.
- **Specialists, therapists, clinicians** and other support staff for pupils with SEND will continue provide interventions as usual either online or via telephone.
- **Nurture Room work** will be reorganised so that this is delivered remotely.

CROSS SCHOOL CONTACT

- We are reducing contact between staff at Heavers Farm and Selsdon Primary Schools.
- **PPA will take place remotely** until the end of term.
- **Federation staff will continue to visit both sites** but will observe strict social distancing and wear a face covering when at each school.

FACE COVERINGS

- **All adults must wear a face covering** at all times when they are inside the school building. Face coverings are not required outside or if staff are working on their own in an office or classroom.
- **Children will not be asked to wear a face covering** but for those families who would like their child(ren) to wear one, we will respect this.

SOCIAL DISTANCING

- **Only essential visitors will be allowed into the school building.** Visitors will be required to carry out an LFD test on arrival and wear a face covering whilst inside the school building.
- **Parents can come to the front office and speak through the Perspex partition.** No parents will be allowed in the building beyond this point.
- Parents and other adults should observe a **sensible distance when speaking to staff outside.**

CATERING AND SCHOOL MEALS

- Our **school kitchens** are operating as usual.
- Children **will sit at tables within their own year 'bubble'**. Children are not allowed to mix with children from other bubbles in the hall.

CLUB PROVISION

- **Breakfast Club** and **After School Club** will continue. Children will be separated into year group bubbles.
- **Sports Clubs will continue as usual (except gymnastics)**, with all activities taking place outside. Children should change in their classrooms and join the sports coaches outside by hall. They should not gather in the hall to change or do the register.

SPORTS PROVISION

- **PE lessons** will continue to take place and will be held outside. The sports coaches should maintain a sensible distance from the children and staff during the lesson.

RESPONSE TO ANY INFECTION

We aim to minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms do not attend school.

- Pupils, staff and other adults must not come into the school if they have coronavirus (COVID-19) symptoms or have **tested positive in at least the last 10 days**.
- Anyone **developing these symptoms** during the school day will be sent home and asked to book a PCR immediately.
- The results of staff PCR tests should be emailed to Susan Papas immediately.
- The results of children's PCR tests should be emailed to the school office admin@selsdonprimary.org.uk immediately.

RESPONSE TO A CHILD OR ADULT DISPLAYING SYMPTOMS OF COVID-19

- If a child or adult in school displays any symptoms of COVID-19, the **designated First Aider and leadership team** will be alerted.
- The designated First Aider will put on **full PPE and remove the child** from their class as soon as possible.
- If a **child is awaiting collection**, they will be moved to a room where they can be isolated with appropriate adult supervision if required. A window will be opened for ventilation.
- If children need to go to the **bathroom** while waiting to be collected, the bathroom will be cleaned and disinfected before being used by anyone else.
- **In an emergency**, we will call 999, if they are seriously ill or injured or their life is at risk.
- Everyone must wash their hands thoroughly for 20 seconds with soap and running water after any contact with someone who is unwell.
- The **affected area will be cleaned** with disinfectant after someone with symptoms. See the COVID-19: cleaning of non-healthcare settings guidance.

TEACHING AND LEARNING

- If a child has been instructed to self-isolate, they will be given access to a **remote learning programme** each day
- All pupils, particularly disadvantaged, SEND and vulnerable pupils will be given the support they needed to make **substantial progress by the end of the academic year**.

ATTENDANCE

- **School attendance is mandatory.**
- We expect **all children to attend school each day**, unless they are shielding or self-isolating. The school will contact parents of any children not taking part each day.

If you have any questions about the school's safety plans, please email the school office admin@selsdonprimary.org.uk and one of the leadership team will get back to you as soon as possible.

LONDON CORONAVIRUS RESPONSE CELL: USEFUL INFORMATION REGARDING THE COVID-19 VACCINE FOR STAFF AND CHILDREN IN MAINSTREAM SCHOOLS

General information about COVID-19 vaccine

- [COVID-19 vaccine - NHS](#)
- [Vaccine FAQs - London School of Hygiene and Tropical Medicine](#)

Information for families and students

Guides

- [Health conditions and COVID-19 vaccination - NHS](#)

Information for staff

Guides

- [COVID-19 vaccination guide for social care staff - GOV.UK](#)
- [UK COVID-19 vaccine uptake plan - GOV.UK](#)
- [COVID-19 vaccines and pregnancy – Royal College of Obstetricians and Gynaecologists](#)

Videos

- [COVID-19 vaccine: why should everyone be encouraged to have the vaccine? – Dr Anthony Harnden, JCVI - PHE](#)
- [COVID-19 vaccination: guide for Clinically Extremely Vulnerable and pregnant healthcare staff - YouTube](#)

Information for Black, Asian and ethnic minority (BAME) staff

- [COVID-19 vaccine – Dr Vanessa Apea – Barts Health Trust - discusses building trust within BME communities - video](#)
- [How important is it for people from deprived or minority backgrounds to get the vaccine? – Dr Mary Ramsay – PHE - video](#)
- [Learn about the COVID-19 Vaccine with Dr Anna Goodman - Sickle Cell Society](#)
- [NHS England and NHS Improvement London – NHS staff reassure communities that the vaccine is safe – video - available in multiple languages](#)
- [COVID-19 Information – available in multiple languages - Doctors of the World](#)

Some additional resources and support

- [Public Health England: COVID-19 vaccination programme](#)
- [COVID-19 vaccine - NHS](#)
- [COVID-19 vaccination programme - GOV.UK](#)
- [COVID-19 advice and support for parents and carers - NSPCC](#)
- [COVID-19 guidance for children's social care services - GOV.UK](#)
- Skills for Care: <https://www.skillsforcare.org.uk/home.aspx>
- [Advice to SAIS on the provision of immunisation sessions in schools where there are cases or outbreaks of COVID-19 - GOV.UK \(www.gov.uk\)](#)
- [COVID-19 vaccination: resources for children and young people - GOV.UK \(www.gov.uk\)](#)