

# Chuter Ede Primary School



## Coronavirus (COVID-19): Contingency Plan

Signed by:

\_\_\_\_\_ Headteacher

\_\_\_\_\_ Chair of governors

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Updated December 2021

## **Aims**

If a local area sees a spike in coronavirus (COVID-19) infection rates that is resulting in localised community spread, appropriate authorities will decide which measures to implement to help contain the spread. These measures could include the partial closure of schools in the area.

This document outlines how the school will operate if a local lockdown is implemented. If a local lockdown is implemented in our area, the school will work closely with the local health protection team (HPT) \*Public Health\* and implement provisions as advised by the team.

This is a live document that will be reviewed by Bernadette Hunter and Rachel Revill, in conjunction with other key stakeholders, as and when the situation develops.

The document will also outline our approach for pupils that will not be attending school as a result of government guidance or the closure of a class bubble

## **Who is the policy applicable to?**

Every child is expected to attend school. In line with government guidance, pupils, staff and families should self-isolate if they display any of the following symptoms:

- A new continuous cough
- A high temperature
- A loss of, or change to, their sense of smell or taste
- Have had access to a test and this has returned a positive result for COVID-19

NHS guidance relating to coronavirus symptoms is available at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

Symptomatic individuals must self-isolate for at least 10 days from when symptoms started and should arrange a test to determine if they have COVID-19.. The government stay at home guidance is available at:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

The COVID-19 school risk assessment outlines further details, in addition to the procedures to be taken should a case of COVID-19 arise in school.

Staff, parents and pupils must inform Chuter Ede Primary School as to any changes in circumstance.

## **On-site provision**

It would be the intention that the school would continue to offer on-site provision for eligible pupils in the event of a local lockdown. Eligible pupils are likely to be vulnerable pupils and children of key workers. This would be based on LA advice at the time and would be communicated to parents accordingly.

The number of pupils, who will be attending school from these groups, will be identified by contacting parents via email and text. This number will be used to agree what staffing resource is required.

Vulnerable pupils and children of key workers are permitted to travel into and out of the area for education. This includes parents taking their children to school.

In circumstances where a parent or carer of a child with a social worker does not want their child to attend the school, the school and the child's social worker will explore the reasons for this directly with the parent or carer, and work together with them to support the child to attend.

Bernadette Hunter and Rachel Revill will work with all relevant staff to decide appropriate pupil bubbles for which a teacher and appropriate support staff will be assigned. Pupils will be kept in the same bubbles at all times each day, and different groups will not mix during the day, or on subsequent days. Guidance for how each bubble will operate will be issued as appropriate.

## **Remote Learning**

### **Individual cases**

Individual pupils who are isolating due to health issues (based on government advice) will be supported on a case by case basis. Individual children, who develop symptoms of COVID-19 during the school year and are required to self-isolate based on the government advice mentioned above, will be supported primarily through the use of email contact with parents and will be sent work by the class teacher which will mirror the work being taught to the rest of the class in school. Google Classroom and Tapestry will be the main method of supporting Remote Learning.

### **Bubble or local lockdown**

If a local lockdown is implemented, the school will offer immediate access to remote education for pupils who are required to remain at home. If there is not a local lockdown, but a single class or bubble needs to self-isolate, the school will immediately implement remote learning for that group.

Teachers will plan lessons that are relevant to the curriculum focus for that year group and endeavour to supply resources to support tasks for home learners. Work will be shared via Google Classroom (Y1-6) / Tapestry (F), or will be emailed to parents and / or pupils, as appropriate, using the class email system. Online

learning platforms such as the Oak National Academy and BBC Bitesize may be used to assist home learning; however teachers will provide specific details as to what the children are required to do, in line with what would have been covered at school. Where government guidance states that in-school provision for key worker children is required and school are able to offer this, the same tasks will be provided to the key worker children who are receiving on-site provision as mentioned above.

Teachers will ensure lessons are inclusive for all pupils and can be adapted to account for the needs of disadvantaged pupils and pupils with SEND.

When teaching pupils who are working remotely, teachers will:

- Set assignments so that pupils have meaningful and ambitious work each day/week.
- Deliver a planned, coherent and well-sequenced curriculum which allows skills to be built incrementally.
- Provide frequent, clear explanations of new content through high-quality curriculum resources, including through educational videos (for example, Oak National Academy video links).
- Provide specific and appropriate links to English and Maths from the Oak National Academy. Separate worksheets may be provided as additional resources.
- Encourage children in KS2 to continue to use Times Tables Rock Stars and Read Theory.
- Encourage children to continue to read daily at home.
- Provide work to cover all areas of the curriculum. Details for other areas of the curriculum may include links to the Oak National Academy or may be provided in the form of separate activities or worksheets.
- Assess progress by inviting the children to email their work to the teacher

### **Planning for remote learning**

In the event that remote learning is required, teaching staff will need a short amount of notice in order to upload work and communicate expectations with their pupils. Approximately half a working day may be required, for teachers to make the transition from face to face teaching, to remote provision. In the unlikely event that more time is required, home school communication about this will be prompt and will outline time frames and general reasons.

### **Returning to school**

Bernadette Hunter and Rachel Revill will work with the LA to ensure pupils only return to school when it is safe for them to do so. Prior to the return of more pupils and staff, all relevant risk assessments will be reviewed.

After a period of self-isolation, or the lessening of local lockdown rules, the school will liaise with parents regarding when their child will return to school.

The Headteacher or Head of School will listen to all concerns that parents may have about their child returning to school and will advise them of the measures in place to ensure the safety of their child.

### **Family (pupil/parent/guardian) role**

- Where possible, it is beneficial for young people to maintain a regular and familiar routine. Chuter Ede Primary School would recommend that each 'school day' maintains structured and children are encouraged to complete tasks set by their teachers.
- Should anything be unclear in the work that is set, parents can communicate with class teachers via the class email address.
- We would encourage parents to support their children's work, by viewing the work set together, and then making appropriate plans to complete the work. This can include finding an appropriate place to work and, to the best of their ability, supporting pupils with work encouraging them to work with good levels of concentration.
- During online class meetings behaviour expectations will mirror those of the real life classroom. For example: Pupils should be dressed and have finished their breakfast.
- Every effort will be made by staff to ensure that work is set promptly on appropriate platforms but school cannot guarantee that the chosen platforms will work on all devices. Should accessing work be an issue, parents should contact school promptly and alternative solutions will be made available (e.g. paper copies of work etc). These will be discussed on case-by-case basis.

### **Safeguarding**

Ensuring safeguarding arrangements remain effective while the school is partially closed is a key priority.

Keeping Children Safe in Education contains changes that reflect implications following the national lockdown to include provisions for keeping pupils safe during the coronavirus pandemic. We will continue to follow these procedures for pupils who remain at home, where appropriate, until all pupils are able to return to school.

We will continue to ensure that:

- The best interests of pupils always come first.
- If anyone in the school has a safeguarding concern about a pupil, they act immediately.
- A DSL is always available.
- Unsuitable individuals are not permitted to work with pupils or come into contact with pupils whilst on-site.
- Pupils who remain at home are protected when they are online.

### **Food provision**

- We will follow government guidance relating to provision of food for those children on-site.
- The school catering team will work with our food providers to ensure we can continue offering FSM to pupils and families who are eligible.
- All government guidance relating to FSM vouchers, will be followed.

### **Communication**

The school will communicate its plan for a local lockdown with parents, including whether it will remain open to vulnerable pupils and children of critical workers, or if remote working will be applicable for all.

All relevant stakeholders will be kept up-to-date with the circumstances of the local lockdown and how it affects the school as they develop.

If any member of the school community wishes to discuss any concerns relating to the school's provision during this period, they should contact the following as appropriate:

- Staff – their line manager
- Pupils – their class teacher
- Parents – the class teacher, Head of School or Headteacher

### **Monitoring and review**

This plan will be reviewed continually in line with guidance from the government and Public Health England (PHE).

Any changes to the plan will be communicated to all relevant stakeholders.