

## Being Poly Safe Spring Term 2021

### What controls have been implemented

1. Measures are in place to support the wellbeing of staff and pupils
2. Personalised Risk assessments are available to staff and students
3. The action plans for reopening is based on student year groups bubbles
4. 2 Different entry and exit points
5. Year groups will be assigned entry and exit points
6. As the pupils enter the school gates they will be given sanitising gel
7. There will be staggered entry and exits. Single break and single lunch in zones. Bubbles will be kept separated during the school day.
8. Cleaning staff and cleaning frequency will be increased during the day
9. The classrooms will be cleaned and sanitized before each use
10. Pupils will wipe down their areas before and after every lesson
11. Each classroom will have hygiene packs: antibacterial wipes and sprays, hand sanitizer, tissues, nappy-sacks and a roll of paper towels
12. All seating will be facing forward with 2m distancing from teachers
13. There will be no sharing of equipment
14. There will be signage to remind pupils about distancing, how to wash hands properly, catch-it bin-it kill-it and to avoid touching their faces.
15. Floor markings to remind students of the one-way system
16. Pupils will receive an induction on staying safe onsite.
17. The Behavioural Policy has an addendum regarding cooperation needed to support safety of all due to the Coronavirus
18. There will be staff training on the new procedures
19. Protection screens will be installed on desks in offices and some classrooms
20. A new time-table has been designed to reduce pupil movement
21. LSAs will be assigned to year group bubbles
22. Pupils will sanitise before and after leaving the canteen
23. There will be no mass assemblies. It will be done via live streams.
24. The counselling service support will continue
25. Pupils will be dismissed in year groups
26. Staff will be at the bus stops to remind pupils about distancing

27. There will be a dedicated sickbay for individuals showing Coronavirus symptoms.
28. Any area previously used by an individual with Coronavirus symptoms will be deep cleaned and sanitized which includes fogging.
29. Arrangements will be made with the school bus service to coincide with the dismissal of year groups so that bubbles can be maintained.
30. Plans are in place to replace the exit doors with automatic doors
31. Increase the bins available inside and outside

### What we need from Parents

1. Parents are not allowed to enter the school site
2. If your child is ill, keep him/her at home and inform the school
3. Ensure your son has a clean face mask everyday for school
4. If you are unable to drive your son into school, then encourage him to walk or cycle in if possible
5. Discuss/Plan the walking/cycling route
6. Ensure your child knows his arrival and departure time and the gate assigned for entry
7. Discuss what cooperation is expected of your son for him to stay safe, for example:
  - a. Wear a face mask in lessons and in the corridor
  - b. avoid close congregation with his friends, breaking the social distancing rule,
  - c. washing his hands regularly with soap along with using the antibacterial gels available.
  - d. Continue social distancing after leaving the school site
  - e. Avoid touching his face
  - f. Avoid touching others
  - g. Catch it Bin it Kill it ~ use the sacks available to store and dispose of tissues
8. Remind him to bring in his stationery and any equipment needed
9. Nappy-sacks are available for him to place any used tissues

### What we need from Staff

1. Do not come onto the school site if you, or a member of your household is showing signs of the coronavirus symptoms
2. Let the school know if someone in your household has tested positive. Contact Kim Scott
3. Use your staff ID to register your presence on site
4. Always wear a face mask in communal areas
5. Use the sanitizing gel as soon as you enter the school site
6. Maintain 2 metre social distancing
7. Avoid face to face contact
8. Stay at the front of the class whilst teaching
9. Avoid congregating in departmental areas
10. Open windows and door to increase air circulation in classrooms
11. Implement the new teaching strategies issues by the Learning & Achievement team, maintaining social distancing
12. Follow the curriculum plans and use the rotation method for specialist tools.
13. Use the "Educate and Correct" strategy to challenge pupils who are neglecting the safety precautions
14. Familiarise yourself with the pupil behaviour policy and safeguarding policy addendum
15. If you have supply staff in your area, ensure they have a copy of the risk assessment summary.

10. If your child or someone in your household tests positive for the Coronavirus, inform the school
11. No after school clubs
12. Pupil detentions are suspended

16. Wash your hands regularly with soap, each time for at least 20 seconds
17. Issue the nappy-sack provided to students to dispose of used tissues
18. If your room is missing items from the hygiene packs let premises know
19. Avoid general touching of furniture
20. Avoid touching your face
21. Use MS Teams to conduct virtual meeting
22. Avoid inviting visitors to the site: access virtual meeting where possible.
23. If you suspect an individual onsite (staff or pupil) is showing the coronavirus symptoms, alert first aid immediately, to be placed in the isolation room
24. If you have concerns and/or suggestions on keeping safe, email Kim Scott
25. Staff are reminded that there is external mental health support available.

*Please see our Risk assessment for further details.*