

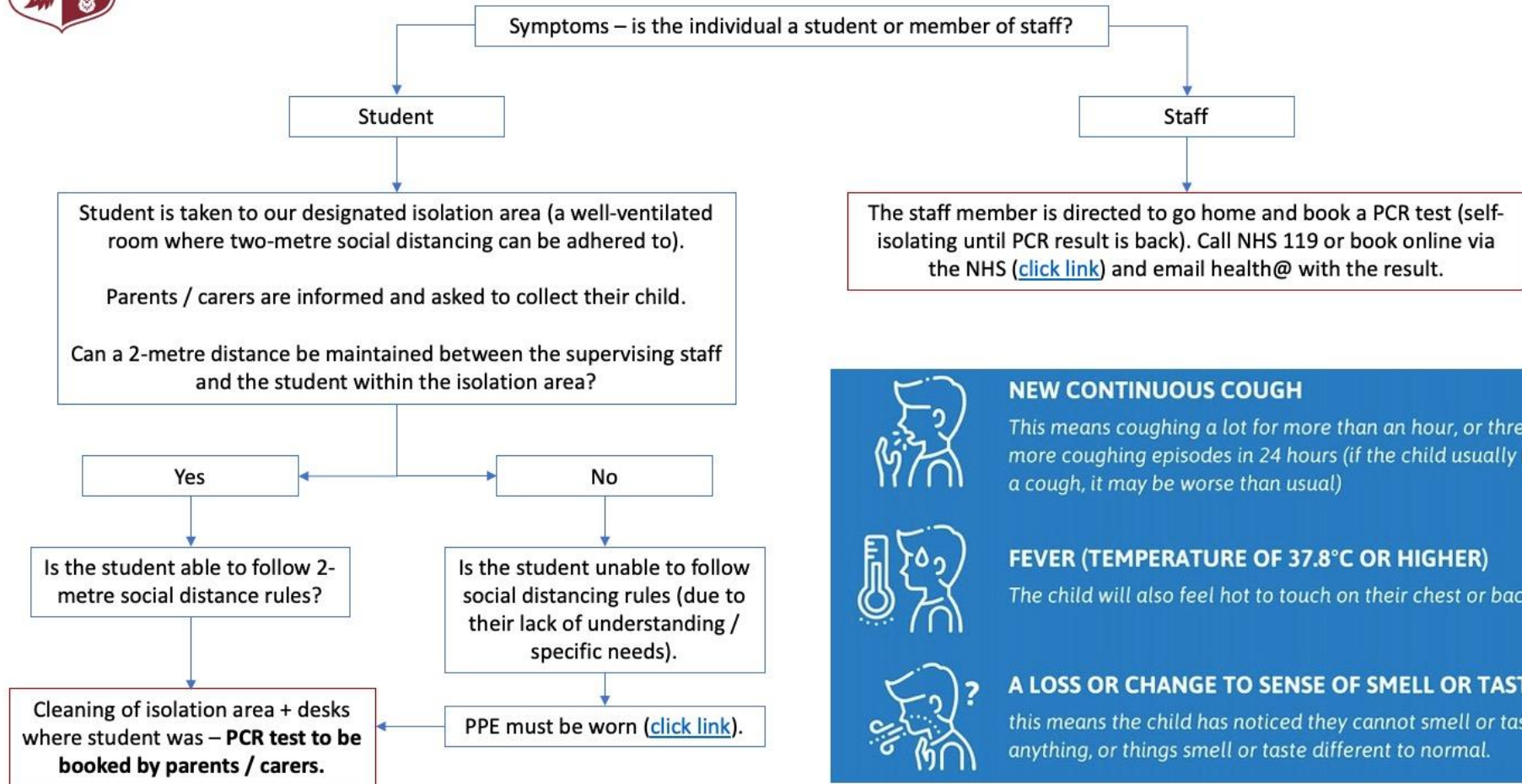
RISK ASSESSMENT – Post Step 4: September 2021 UPDATE

Key Guidance has changed post Step 4 – the documentation below is the Noadswood unified risk assessment, including the key flow chart diagrams to be followed.

Symptoms



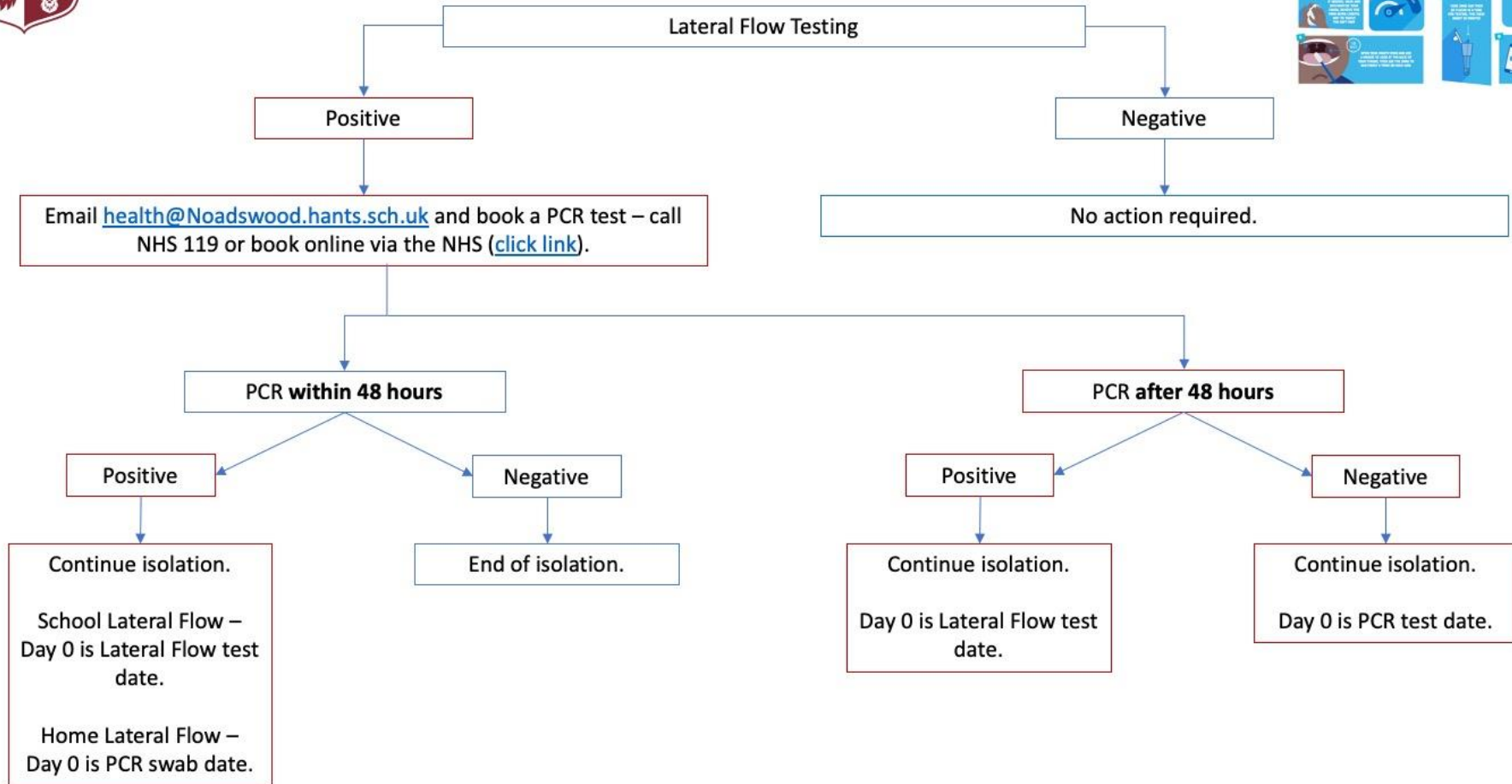
Noadswood



Lateral Flow Testing



Noadswood



Close Contacts



Noadswood

Close Contacts

NHS Test and Trace will identify close contacts (and Noadswood will assist with this using our seating plans / identifying with the student who they believe they were with, as well as being informed by students / parents and guardians if they believe they themselves were a close contact (via health@noadswood.hants.sch.uk)).

Students identified as close contacts, who remain symptomless, will **not** need to self-isolate or book a PCR test.

Instead, these students will be supplied with extra lateral flow test kits, and these should be used each evening for **10 days from the first day of being identified as a close contact**. We will also inform our Noadswood community of the positive case and would ask all members of our community to be vigilant, being aware of the key symptoms of Covid-19.

*If students begin to show symptoms, self-isolation must occur, and a PCR test booked.

*This applies to staff too, who are fully vaccinated.



**NEW CONTINUOUS COUGH**
This means coughing a lot for more than an hour, or three or more coughing episodes in 24 hours (if the child usually has a cough, it may be worse than usual)

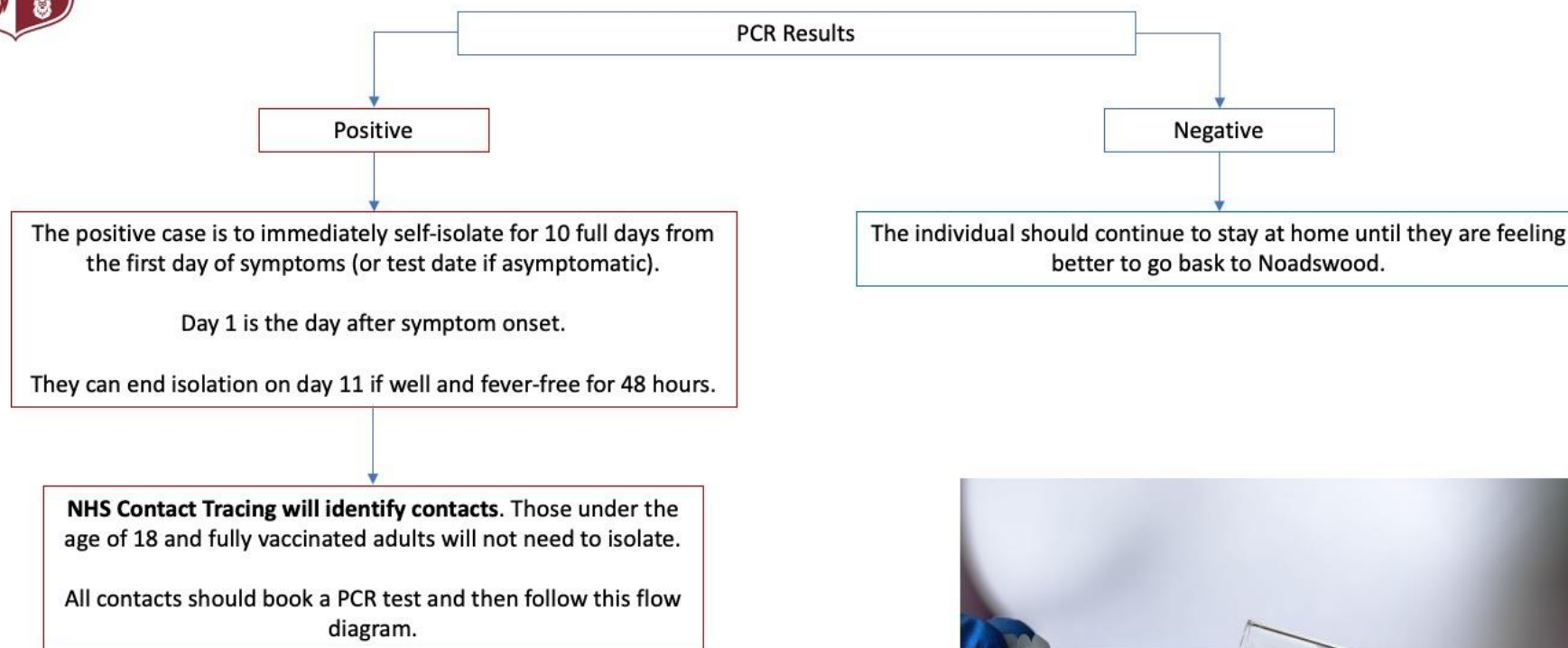
**FEVER (TEMPERATURE OF 37.8°C OR HIGHER)**
The child will also feel hot to touch on their chest or back

**A LOSS OR CHANGE TO SENSE OF SMELL OR TASTE**
this means the child has noticed they cannot smell or taste anything, or things smell or taste different to normal.

PCR



Noadswood



Adults: Self Isolation

When do I need to self-isolate?

You need to self-isolate for 10 days if you:

- test positive for Covid-19 or start showing symptoms
- are an adult who has not been fully vaccinated, and you are identified by contact tracers as a close contact of someone who has tested positive
- are an adult who lives with someone who tests positive (or has Covid symptoms) and you are not fully vaccinated
- arrive in the UK from a red list country
- are an adult who has not been fully vaccinated and you arrive in the UK from an amber list country

RAG rated control measures below:

Students and staff will be offered weekly lateral flow tests and will be expected to carry these out. If the result is positive the individual will be requested not to attend Noadswood and book a PCR test, returning only if this is negative.



HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
Contact with someone suffering from coronavirus	Colleagues Students Contractors Visitors	All students and adults who have been fully vaccinated can come to Noadswood as normal, but will be required to lateral flow test daily, for 10 days. Adults who are not fully vaccinated will be required to self-isolate for 10 days. Anyone self-isolating with symptoms will be	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>encouraged to access testing and engage with the NHS Test and Trace process.</p> <p>If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be picked up.</p> <p>They will be isolated in the former medical room provision (the current medical room provision is to be found in the conference room)</p> <p>This space for isolation is in line with this guidance. 999 will be called if they are seriously ill or injured or their life is at risk.</p> <p>In the case of a symptomatic pupil who needs to be supervised before being picked up:</p> <p style="padding-left: 40px;">If a distance of 2m can't be maintained, supervising staff will be provided with PPE including a fluid-resistant mask</p> <p style="padding-left: 40px;">Contact will be minimised but if contact is necessary, supervising staff will wear disposable gloves and a disposable apron as PPE</p> <p style="padding-left: 40px;">If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection</p> <p>Supervising staff will wash their hands thoroughly for at least 20 seconds after the pupil has been picked up.</p> <p>We are to be provided home testing kits in school, these will be given to parents/carers collecting symptomatic children, and to staff who've developed symptoms at school, if providing one will increase the likelihood of them getting tested. Only in exceptional circumstances will staff take</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>symptomatic children home themselves, and no one will be expected to do this by their LM/pressured to do so. In this case one of the following steps will be taken:</p> <p>The driver and passenger will maintain a distance of 2m from each other; and</p> <p>The driver will use PPE (the same PPE as when supervising a symptomatic pupil, as explained above) and the passenger will wear a face mask if they are old enough and able to do so</p> <p>A clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance.</p> <p>If the school becomes aware that a pupil or a staff member has tested positive for coronavirus, the school will contact the local health protection team. The team will carry out a rapid risk assessment to confirm who's been in close contact with the person, and these people will be asked to lateral flow.</p> <p>To help with this, records will be kept of:</p> <p>The students and staff in each group</p> <p>Any close contact that takes place between children and staff in different groups</p> <p>Close contact means:</p> <p>Direct close contact – face-to-face contact with an infected person for any length of time, within 1 metre, including:</p> <ul style="list-style-type: none"> ○ Being coughed on, ○ A face-to-face conversation, or ○ Unprotected physical contact (skin-to-skin) 	

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		<p>Proximity contacts – extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected person</p> <p>Travelling in a small car with an infected person</p> <p>If there are 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, the school will work with the local health protection team to decide if additional action is needed. Any advice given by the team will be followed.</p>	
Contact with coronavirus when getting to and from school		<p>Everyone will be encouraged to walk or cycle into school through letters/social media.</p> <p>Reminders will be regularly conveyed to students about the importance of personal responsibility about avoiding large social gatherings.</p> <p>Anyone who needs to take public transport will be referred to government guidance.</p> <p>Minibus travel using our own or providers' buses is paused until further notice, but when reintroduced, discussions will be held to ensure we:</p> <p style="padding-left: 40px;">Follow all hygiene and health guidance at that time</p> <p>Parents/carers who need to drop off and pick up students will be told through messages/letters/reminders:</p>	

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		<p>Parents/carers will only visit when completely necessary; we offer them a range of contact email addresses monitored throughout the day in addition to the conventional phone contact numbers/ePraise when they need to discuss issues. The use of virtual meetings will be encouraged as often as possible.</p> <p>When they do need to visit the site to drop off any equipment/food/money, they will be asked to maintain social distancing and encouraged to wear face coverings.</p> <p>Anyone wearing reusable face coverings will be expected to bring a plastic bag to keep these in. If they're using disposable face coverings, these will be put in a covered, marked bin.</p> <p>They'll also be asked to wash their hands after removing the covering. Everyone will be made aware</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>that they mustn't touch the front of the covering during use or removal.</p> <p>This information will be conveyed to parents/carers/students by letter and through tutor time/regular reminders around the site and over the social media platform.</p> <p>A supply of spare face coverings and visors will be kept for anyone who requires one or has a covering that's unsafe to wear.</p>	
<p>Spreading infection due to touch, sneezes and coughs</p>		<p>Alcohol based sanitiser stations are in place outside every building, and 6 additional washing stations are in place to supplement usual washing facilities.</p> <p>Sanitisers going in outside Astro and playcourts</p> <p>Everyone in school will be actively and regularly reminded to:</p> <p style="padding-left: 20px;">Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands</p> <p style="padding-left: 20px;">Clean their hands on arrival, after breaks, if they change rooms, before and after eating, before using the biometric pad in the canteen, and after sneezing or coughing</p> <p style="padding-left: 20px;">Use a tissue or elbow to cough or sneeze, and use bins for tissue waste according to the Catch it, Bin it, Kill it principle.</p> <p>Students will be encouraged to learn and practise these habits in lessons and by posters put up across</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>the school.</p> <p>Skin friendly cleaning wipes can be used as an alternative, and will be available in all learning spaces and offices, as well as by photocopiers.</p> <p>Regular cleaning will occur daily, focusing on touch points and to support any specific issues required around the school site.</p> <p>Help will be available for any students who have trouble cleaning their hands independently.</p> <p>Separate risk assessments are in place for students with more complex needs and colleagues who work with them that will be reviewed regularly to ensure they are supported to manage the necessary hygiene practices.</p> <p>Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and our large supply will be used up as a continued precautionary measure, though wipes for desks will not be re-ordered.</p> <p>Bins for tissues will be emptied throughout the day.</p>	
Spreading infection through contact with coronavirus on surfaces		<p>Cleaning staff will regularly clean frequently touched surfaces using standard cleaning products (e.g. bleach, detergent), including:</p> <ul style="list-style-type: none"> Banisters Classroom desks and tables Bathroom facilities (including taps and flush buttons) Door and window handles Furniture Light switches 	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>Reception desks</p> <p>Teaching and learning aids</p> <p>Books and games and other classroom-based resources</p> <p>Computer equipment (including keyboards and mouse)</p> <p>Sports equipment</p> <p>Telephones</p> <p>Fingerprint scanners</p> <p>Outdoor equipment</p> <p>Items that need laundering will be washed regularly in accordance with the manufacturer's instructions, on the warmest water setting. These items will not be shared between students or adults between washes.</p> <p>Students and parents/carers will be asked ensure that students bring all the correct essentials each day to bags, lunch boxes, water bottles, hats, coats, books, stationery and mobile phones, and reminded that items should ideally be individual and not shared.</p> <p>All areas of the school that are used by students and colleagues will be cleaned thoroughly at the end of the day.</p> <p>Any resources shared between groups, such as</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>sports, art and science equipment, will be cleaned frequently.</p> <p>The same rules will be followed for books and other shared resources that students or staff take home. However, unnecessary sharing will be avoided.</p> <p>Therapy equipment, such as physiotherapy or sensory equipment, will be cleaned between each use. If this is not possible or practical, it will be:</p> <ul style="list-style-type: none"> Restricted to one user; or Rotated so it can be unused for 48 hours (72 hours for plastics) between use by different individuals <p>If a person with coronavirus symptoms comes into school, a specific clean will take place in the areas that the person has been in, following decontamination guidance.</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
<p>Spreading infection due to excessive contact and mixing between students and colleagues in lessons</p>		<p>Movement from and between lessons will be managed so that everyone in the school isn't moving at the identical time. This will also support supervision at lesson ends and beginnings.</p> <p>The students will be encouraged to have social time in Year Groups, outside wherever possible.</p> <p>Breaks and lunchtimes will be staggered so that Year Groups have designated outdoor space that will not be used by another group at the same time.</p> <p>A one-way internal system is employed to ease the movement of everyone through the school.</p> <p>The students will be reminded to maintain their distance verbally and take seriously personal responsibility to look after one another.</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		Any students with complex needs or who need close contact care will have the same support as normal as distancing isn't possible here. Colleagues will be provided with PPE, will be rigorous about hand washing and respiratory hygiene, and risk assessments will be dynamically reviewed.	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		Specialists, therapists, clinicians and other support staff for students with SEND should provide interventions as usual. These staff will be advised to be rigorous about hand washing and respiratory hygiene.	
Spreading infection due to excessive contact and mixing between students and staff around and outside of the school		Face coverings are a personal choice – they will be recommended but not expected nor challenged if one is not being worn.	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>The canteen will be used to reduced capacity to allow groups to keep apart when using them. It will be cleaned between each use. Students will collect food from the canteen and eat it either in their outdoor zone or in the hall, at the staggered times.</p> <p>Toilet use will be managed to mitigate against overcrowding/transmission by:</p> <ul style="list-style-type: none"> - Staggered breaks and lunches - Different toilets for different years 	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>Use of staff room and shared office/dept spaces will revert to normal, however social distancing will be encouraged where practical to do so.</p> <p>Visitors to the site, such as contractors, will have guidance on physical distancing and hygiene explained to them on or before arrival. A record will be kept of all visitors using our digital signing in/out system.</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
Spreading infection due to the school environment		<p>Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with changes to how the school space is being used.</p> <p>Areas in use will be well ventilated by opening windows. Doors will be held open by the battery operated door stops .</p> <p>The use of the lift will be carried out only under the supervision of a member of staff with particular identified students.</p> <p>Additional bins will be provided in classrooms and other key locations to dispose of tissues and any other waste, and additional cleaners will ensure that they are emptied regularly .</p> <p>Outdoor spaces will be used for exercise and breaks, and opportunities to use the spaces safely will be planned for and conveyed to the students.</p> <p>Where possible, all meetings will be social distanced or virtual, in line with our Safeguarding Policy. This includes meetings with groups of colleagues, parents/carers, visitors and governors.</p>	
Spreading infection due to excessive contact and mixing in meetings			
Individuals vulnerable to serious infection coming into school		<p>The school will follow any and all shielding guidance which might come back into place to decide who should come into school and on what basis. Whilst the guidance is paused, colleagues and</p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
		<p>students are expected to come into school.</p> <p>Staff who are clinically vulnerable or clinically extremely vulnerable and coming into school will work in the safest possible on-site way where it's possible to maintain social distancing. Line Managers will discuss with them how best to carry out their work safely and complete individual risk assessments to support them.</p>	
Individuals put under strain from changes / requirements	Colleagues Parents/carers Visitors	<p>Fortnightly committee to discuss the arrangements, their effectiveness and amendments to help (in line with the guidance) with the HT comprising a range of colleagues, including prof association reps, H and S experts, colleagues working with the most vulnerable students.</p> <p>Encouraged feedback about site procedures and safety, Post step 4.</p> <p>Open Door from all SLT for colleague views and concerns</p> <p>Wellbeing forum to be formed to support all colleagues</p> <p>KS3 and 4 Parent Forum incl parent governors to be held at regular intervals with HT and other S Ldrs.</p>	
Vulnerable students struggling with restrictions / anxiety about the changes	Students with additional needs Students with anticipated or emerging anxieties	<p>Individual plans made with vulnerable students before term start, supported by Year Leaders/SLT</p> <p>Risk assessments for students on the SEND Register to support specific difficulties students may have.</p> <p></p>	

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	ADDITIONAL NOTES UPON REVIEW
Curriculum/learning experience restricted by the changes	Colleagues Students	CPD time devoted to curriculum planning time Constant messaging to parents/carers/students involving them in the efforts we are making to sustain a rich curriculum.	

First Aid and Coronavirus management

When administering first aid or supporting a child with a medical condition, please follow the guidance below:

Treating pupils and staff

1. Please continue to keep a 2M distance from pupils and staff where possible
2. If a child is injured or unwell while in school and needs direct personal care please keep contact to a minimum and wash your hands prior and after to contact with the child
3. If staff or pupils develop coronavirus [symptoms](#) while at school they must be sent home. Symptoms:
 - a new continuous cough
 - a high temperature
 - a loss of, or change in, your normal sense of taste or smell
4. If a pupil becomes unwell with symptoms of coronavirus while in school and needs direct personal care until they can return home a fluid-resistant face mask should be worn by the supervising adult and the pupil if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.
5. Supervise the pupil in a space ventilated and isolated from others e.g. medical room
6. Notify SLT member on call asap
7. Notify site team

Instructions for donning full PPE:

1. Wash your hands
2. Put on PPE (in any order)
3. Do not touch your face whilst wearing PPE
4. Remove all PPE and place in a bin, remove gloves last
5. Wash your hands again

CPR:

1. Call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms
2. Ask for help. If a portable defibrillator is available, ask for it
3. Before starting CPR, to minimise transmission risk, use a cloth or towel to cover the patient's mouth and nose, while still permitting breathing to restart following successful resuscitation
4. Use the full PPE:
 - Disposable gloves
 - Disposable apron
 - Fluid-resistant surgical face mask
 - Eye protection (visor or goggles)

DFE Guidance

DfE guidance is that the wearing of a face covering or face mask in schools is not necessary.

Noadswood provision of face coverings

We are making face shields available to staff and pupils who would nonetheless wish to wear a face covering. Each person will be offered a face shield and they have the choice to accept it and wear it. They should be cleaned daily by the wearer or parent with a normal household cleaner and cloth.

The face shields issued are re-usable by each individual wearer and are the face coverings we would like to encourage for pupils in school for those who wish to wear it at this time and pending any revised medical or health and safety guidance. *

Replacement face shields for pupils are available to purchase directly from New Forest Signs for £6.80.

Face covering should cover your mouth and nose while allowing you to breathe comfortably. It is important to wash your hands before putting them on and after taking it off.

PPE for personal care and first aid

The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including:

- pupils whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way
- if a pupil becomes unwell with symptoms of coronavirus (COVID-19) while in school and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the pupil is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn

Instructions for donning full PPE:

- 1. Wash your hands
- 2. Put on PPE (in any order)
- 3. Do not touch your face whilst wearing PPE
- 4. Remove all PPE and place in a bin, remove gloves last
- 5. Wash your hands again

Public transport and contracted home to school transport

Passengers travelling on public transport should wear a face covering

Contracted home to school transport:

1. Both drivers and escorts should wear face coverings.
2. Secondary age children and their parents may wish to use a face covering, there is published advice that applies to using public transport that they can use if they wish to, <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

*Face coverings (or any form of medical mask unless instructed to be used for specific clinical reasons) should not be worn by those who may not be able to handle them as directed (for example, those with special educational needs) as it may inadvertently increase the risk of transmission.

This guidance will be regularly reviewed in line with guidance from Public Health England and the DfE.

PPE and Enhanced Cleaning Plan

PPE

Face coverings

- **Disposable face masks** - available for staff carrying out personal care for students or providing medical assistance.

For replenishment: Ticket to facility team

- **Washable face masks for staff** – available for all staff who require one. Please limit to one per person. Includes masks with transparent mouth area.

To request a mask – Ticket to facility team

- **Visors (plastic face shields) for staff** - available for all staff who require one. Please limit to one per person

To request a mask – Ticket to facility team

- **Washable face masks for students** - available for all students who require one. Please limit to one per person. Includes masks with transparent mouth area.

To request a mask – Request via House Leaders

- **Visors (plastic face shields) for students** - available for all students who require one. Please limit to one per person

To request a mask – Request via House Leaders

Gloves

- **Disposable Gloves** - available to all staff. They will be provided and replenished in key areas e.g. classrooms.

To request gloves – Ticket to facility team or ask a janitor

Aprons

- **Disposable aprons** - available for staff carrying out personal care for students or providing medical assistance.

For replenishment: Ticket to facility team

CLEANING

Touch-point cleaning

Touch-points around school will be cleaned more regularly than before. They will be cleaned using an anti-viral solution with the cloths rinsed very frequently, also in anti-viral solution. Cloths will be cleaned daily.

General classroom cleaning

Desks will be cleaned with an everyday cleaning product and then wiped over with anti-viral solution. Cloths will be rinsed very frequently and washed daily.

Anti-viral wipes – staff

Wipes, whilst our current stock remains, will be made available in all spaces around school. Please use them as you require. Please avoid contact with eyes. The wipes are gentle but can be drying. Those with sensitive skin are advised to moisturise their hands regularly. You do not need to wear gloves unless using the wipes often or for a prolonged period of time. Gloves are available via facility team. For replenishment: Ticket to facility team. Please avoid moving wipes between rooms.

Anti-viral solution – staff

PE and Technology have been provided with Selgiene for cleaning equipment after use. Please keep out of the reach of children. Please use the cloths provided and these will be cleaned for you. You need to wear gloves when using this product and these will be provided. The 5L refill bottle is highly concentrated. Please dilute per the instructions on the bottle. Please keep out of reach of children. Selgiene should only be used by staff using gloves and not used by students. Other departments may continue to use the cleaning products they would normally use. Green cloths have been provided and will be washed daily by the facilities team.

IT equipment cleaning

Keyboards and mice can be cleaned using the wipes which are gentle but should be kept away from eyes. Please supervise the use of wipes if students request. The wipes are gentle but can be drying. Those with sensitive skin are advised to moisturise their hands regularly. Parents of pupils with very sensitive skin e.g. severe eczema should notify the school if they are not comfortable with their child using wipes. We do have small disposable gloves available.

Office cleaning

Offices will be cleaned every Friday or Saturday. Desks will be cleaned with an everyday cleaning product and then wiped over with anti-viral solution. Cloths will be rinsed very frequently and washed daily.

Staff chairs

In shared spaces, staff have the option of using a fabric or plastic chair. Either option should be wiped down with an anti-viral wipe prior to use.

Litter Picking

Litter-picking will continue to be provided by our cleaning company this academic year. It is more important than ever to encourage students to clear up after themselves to avoid staff and students having to handle litter.

HAND HYGIENE

Hand wash stations

We have installed 6 hand wash stations. One in the medical room, two in the upper science lobby and three in the small dining hall. These are foot-activated and supply hot water in short bursts. These are for staff and students to use as they require. If you notice any problems with a unit please notify facility team.

Hand sanitiser

- **Entry points** - Hand sanitiser is available in wall-mounted pumps at every entry point to the school. These contain an alcohol-based sanitiser. Units are also positioned around the school in key locations.
- **Classrooms** Hand sanitiser will be available in all classrooms. In Science and Technology hand sanitiser dispensers will contain an alcohol-free sanitiser that is still a confirmed viricide.

As with alcohol wipes, this product is gentle on the skin. However, anyone with particularly sensitive skin is encouraged to bring in their own sanitiser that they are comfortable with. Those with sensitive skin may benefit from additional use of moisturiser.

Behaviour

Risk:

We know that this is going to be a challenging time for students as they return to school and it is important that all students fully understand the expectations of their conduct and behaviour as listed in this document. There is, of course, a potential that some of our students may not conduct themselves in a way that is either safe or appropriate for themselves, other students and our staff and thereby risk the safety of themselves and others, as well as disrupt such important learning time.

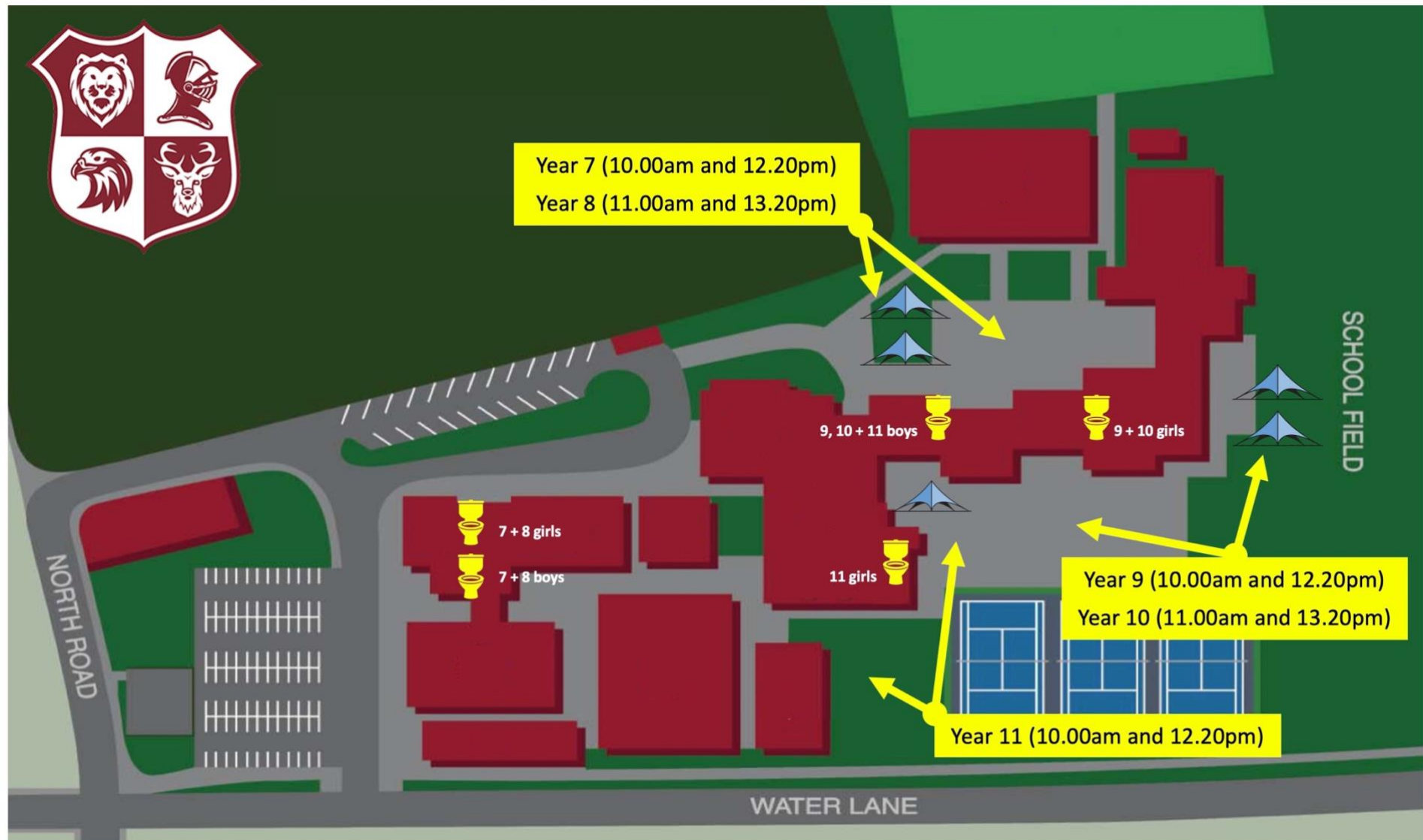
We would ask that staff recognise that these are extraordinary circumstances for students and they may first need gentle reminders giving absolute clarity of behavioural expectations particularly surrounding social distancing. We ask that staff continue to use the usual 'Pivotal' language and approach with our students, giving them every chance to be successful with their learning, safety and behaviour. However, we absolutely will not tolerate continued unsafe or poor behaviour from any student in school.

Control Measures:

If a student behaves in a way that is neither appropriate or safe and they have been reminded of the expectations but continue to display said behaviours, we ask that colleagues email startrekking and ask for assistance. Our normal behavioural expectations and procedures are in place.

Use of toilets in school - students

The toilets will be cleaned thoroughly after school – students have designated toilets to reduce mixing of bubbles, shown below



One Way System

The one way system is operating to ease the flow of people around the site and minimise bottlenecks which will increase the amount of time people are in close contact with one another. This, along with the staggered timetable for different years should reduce the quantity of people in any one area.

