

<Academy Name>

Part of the Bradgate Education Partnership

<School Logo>

Re-Opening Plan – 24th Aug 2020



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Introduction

This document aims to set out <academy name> plans to ensure all year groups *return to school from Aug24th 2020*:

Links to refer to:

The guidance for the full opening of schools, early years and colleges can be found here (CTRL & Click link below):

- [Full opening of schools from the start of the autumn term](#)
- [Actions for early years and childcare providers during the coronavirus \(COVID-19\) outbreak](#)
- [Full opening of special schools and other specialist settings from the start of the autumn term](#)
- [What further education colleges and providers will need to do from the start of the 2020 autumn term](#)
- [What parents and carers need to know about early years providers, schools and colleges in the autumn term](#)
- [Re-opening buildings and campuses for higher education \(HE\)](#)

Set Up -

As per DfE guidance.

As per Trust guidance and documents.

Letters –

As per Trust – Mitigations COVID Re-Opening Checklist (24th Aug 2020)

Letter to parents – w/c 29th June 2020

Trust letter to staff – w/c 29th June and w/c 6th July 2020

Planning for returning – All year groups

Return Wk1 (w/c 24.08.20)

	Nursery	EYFS	Yr 1	Yr 2	Notes:
Monday 24th					
Tuesday 25th					
Wednesday 26th					
Thursday 27th					
Friday 28th					

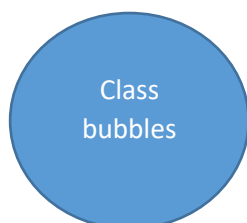
Return Wk1 (w/c 24.08.20)

	Yr 3	Yr 4	Yr 5	Yr 6	Notes:
Monday 24th					
Tuesday 25th					
Wednesday 26th					
Thursday 27th					
Friday 28th					

Return Wk1 (w/c 24.08.20)

	Yr 7	Yr 8	Yr 9	Yr 10	<u>Yr11</u>	<u>Yr 12</u>	<u>Yr 13</u>
Monday 24th							
Tuesday 25th							
Wednesday 26th							
Thursday 27th							
Friday 28th							

Groups for Re-Opening (e.g. per class in infant / primary and per year group in secondary)



Drop off and collection at the academy: Maintain normal length of school day

	Start Time	Notes:	Finish Time	Notes:
Nursery				
Reception				
Yr 1				
Yr 2				
Yr 3				
Yr 4				
Yr 5				
Yr 6				
Yr 7				
Yr 8				
Yr 9				
Yr 10				
Yr 11				
Yr 12				
Yr 13				

Site plan – <Outline the drop and collection points>

School video – <A walk through to show the way in and out of the building/drop off / collection arrangements>

Class Arrangements (based on class bubbles)

Please keep teacher and teaching assistant per class bubble where possible.

Please keep secondary aged students in year group models.

Follow DfE / Trust guidance.

Key Worker / Vulnerable Children who are not attending

Daily contact will be needed.

Log with appropriate person (HT / DSL).

Log on CPOMs

Work with social care to resolve and / or support from home with online offer if needed.

Classrooms

- Class bubbles must be maintained in infant / primary settings
- Yr group bubbles must be maintained in secondary settings
- Maintain 2m distances where possible
- If a pupil requires close medical or intimate care, PPE should be worn.
- Classrooms will be well ventilated with doors and windows left open.
- Classroom furniture will be laid out so that children face forwards.
- Children will sit in the same seat throughout the day.
- Children will have access to the same stationary.
- All unnecessary furniture will be moved from the classrooms.

Toilets

- Increased cleaning / monitoring.
- There will be a system so that toilets can be cleaned frequently
- Cleaning log sheet display outside toilets and all other areas which need to regularly cleaned (template in – COVID Toolkit Premises & Facilities v3)

Movement Around School

- All non-essential movement around the school will be avoided.
- All areas of the school will be marked with the appropriate signage.
- Where possible, children will be supervised in corridors and the main areas of the school to manage the number of children in these spaces.
- To the best of our ability, class groups / year groups of children will not mix.
- Where possible (in accordance with fire regulations), doors will be propped open to reduce contact with door handles, but closed at the end of each day.
- A fire drill will be conducted when all children are back in school and it will be logged.
-

Staff Room

- Furniture will be positioned 2m apart where possible, facing forwards.
- Staff should only use the staff room if they are able to socially distance.
- Staff are encouraged to bring a flask / thermal mug for hot drinks.
- Staff will only use computers within their own classroom and their own school laptop only.
- Staff will not share food
- Wash hands on entry / exit to staffroom

Break-time and Lunch-time arrangements

Timings: Infant / Primary / Secondary

	Start Time	Finish Time	Notes:
Nursery			
Reception			
Yr 1			
Yr 2			
Yr 3			
Yr 4			
Yr 5			
Yr 6			

Yr 7			
Yr 8			
Yr 9			
Yr 10			
Yr 11			
Yr 12			
Yr 13			

Lunchtime Rota:

- Children will all wash their hands before and after lunch.
- Children will line up at their designated time following the <e.g.floor markers> to collect a 'Packed Lunch' and when the weather is nice enough to eat outdoors, children will have a picnic style lunch adhering to social distancing (1m+) on the school field.
- If the weather does not permit children to eat outdoors, they will eat in their class groups in the school hall / classrooms.
- All tables will be cleaned with disinfectant before and after lunch.
- Ensure class bubbles remain socially distanced, where possible.

PLEASE TALK TO STAFF:

- Ensure any cross bubble support for lunchtime arrangements (if needed) is kept to a minimum and is on the basis of:

Less than 1min face to face and maintain 2m distance where possible

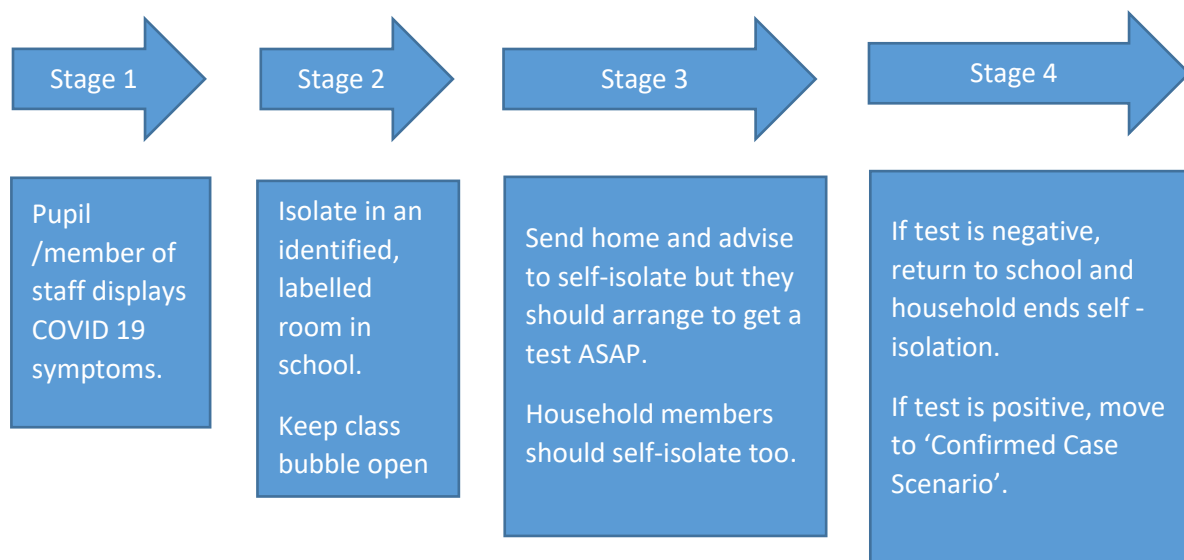
Less than 15min in discussion with another adult/child and maintain 2m distance where possible

Playtime and Lunchtime Zones

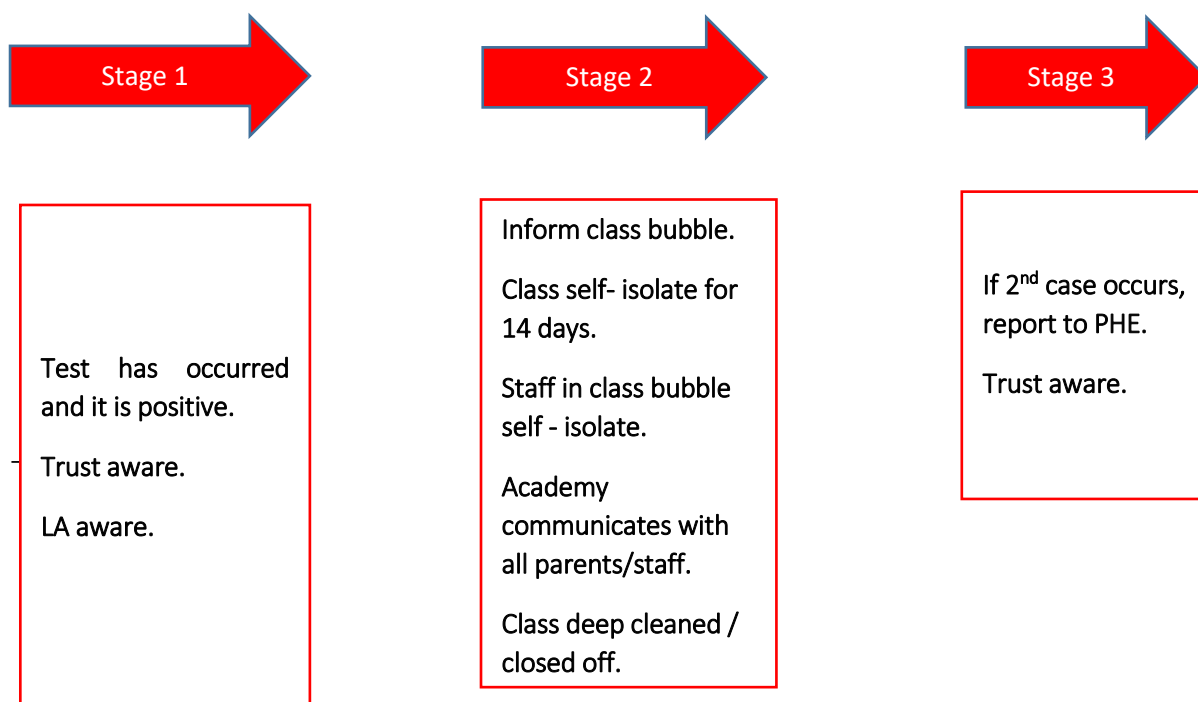
Attached a site plan outlining the different zones for the different groups, if needed.

<plan>

Action to take if a pupil or member of staff has suspected COVID 19.



Actions if there is a confirmed case of COVID-19 in a school



Remote Learning:

Provide for those children / students not in attendance.

Regular feedback will be needed.

Regular safeguarding checks / logs in place.

Access to online lessons, teacher interaction.

Discuss with HT and plan for virtual lessons (pre-recorded if possible).