



ESPRIT MULTI ACADEMY TRUST - GROVE ACADEMY

SCHOOLS COVID-19 OPERATION GUIDANCE FEBRUARY, 2022 **(updated Government Guidance 21.02.2022)**

Supporting Documents

Recovery Curriculum Policy
Health & Safety Policy
Remote Education Policy
Management Outbreak Plan

Risk assessment

Our Trust seeks to protect people from harm. This includes taking reasonable steps to protect staff, pupils and others from coronavirus (COVID-19) within our education settings. Schools will ensure that they implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level, in line with Government Guidance.

Schools will continue to review their plans regularly and monitor that the controls are:

- effectively working as planned
- updated appropriately considering any issues identified and changes in Public Health England advice

FEBRUARY, 2022	
Location / Site	GROVE ACADEMY
Activity / Procedure	Schools COVID-19 Operational Guidance (February, 2022) COVID-19 Contingency Framework: Education and Childcare (January, 2022)
Employees	YES – via Leadership
Children	YES – via Teachers
Visitors	YES – via Office Staff
Contractors	YES – via Estates & Procurement Manager
Parents/Carers	YES – via Website

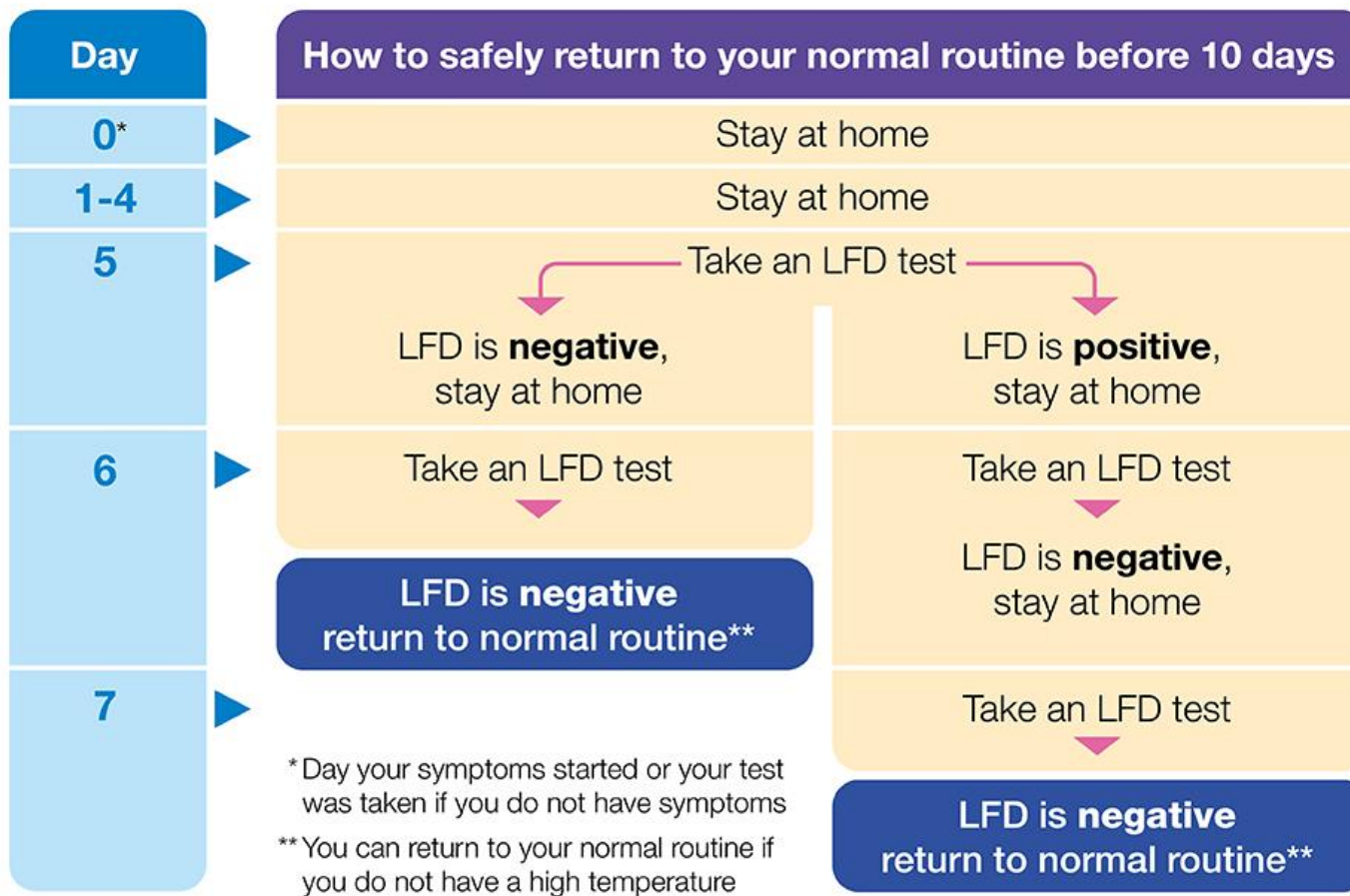
AREA	SECTION 1 To reduce the risk of transmission of Coronavirus in school			
Existing level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
	Ensure good hygiene for everyone Maintain appropriate cleaning regimes Keep occupied spaces well ventilated Follow Public Health England advise on testing, self-isolation & managing confirmed cases of COVID-19			
Ensure good hygiene for everyone <ol style="list-style-type: none"> 1. Frequent and thorough hand cleaning to take place regularly to ensure that children's hands are cleaned regularly. This will be done with soap and water or hand sanitiser 2. The Catch It / Bin It / Kill It approach will be taught, modelled and encouraged throughout the school. The e-Bug COVID-19 website contains free resources which can be to support the teaching of good hand and respiratory hygiene <li style="background-color: yellow;">3. Staff will continue to follow the usual PPE requirements only which include wearing gloves an apron when cleaning body fluids. However, if a child displays COVID-19 symptoms, they are to be kept outside of their class and a phonecall home to parents/carers to come and collect from our Academy and follow national guidance. 				
Maintain appropriate cleaning regimes <ol style="list-style-type: none"> 4. Janitorial duties with involve the replenishment and disposal of the C-19 Spray and hand sanitising stations 5. External cleaners on site will follow their own workplace risk assessment 6. The school will be cleaned by external professional staff daily and external professional deep cleans take place as required 7. Staff will complete daily cleaning of shared areas / touch points used by different groups and frequently touched surfaces as they vacate the area 8. Particular attention to the toilet areas after both breaks and lunchtime 9. C-19 spray will continue to be used in the cleaning regime by staff and visitors using toilet facilities 10. C-19 spray/Milton will continue to be used in communal areas and at the end of lunchtime (last person to leave staff/communal areas) and also at the end of each day 				
Keep occupied spaces well ventilated <ol style="list-style-type: none"> 11. When school is in operation, staff will ensure that school is well ventilated and a comfortable teaching environment is maintained. 12. Co2 monitors are to be in situ in each classroom and monitored by classroom staff to ensure adequate ventilation. If the reading is over 800 parts per million then windows and doors should be opened until the reading falls below this number 				
Follow Public Health England advise on testing, self-isolation & managing confirmed cases of COVID-19 Symptoms				

Recent onset of any of the following: -

- New continuous cough
- High temperature
- Loss of or change in normal sense of taste and/or smell

If you have any of these symptoms, you should order a PCR test. You are advised to stay at home and avoid contact with other people whilst you are waiting for the test result.

What to do if you have COVID-19



Staff

Staff who have a confirmed case of COVID-19, should stay at home and avoid contact with other people and be familiar the Government Guidance found <https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts> If well enough, staff of are expected to work from home. **ESPRIT MAT Staff who test positive are requested to complete daily LFT testing from day 1 of their isolation period and then, should they be well enough, they can return to work following 2 consecutive day's negative tests (no less than 24 hours apart). This, potentially, is before the recommended days 5/6. In any event, you can return to school 10 days after a positive test or onset of symptoms.**

Children

Children and young people with COVID-19 should not attend their education setting while they are infectious. They should take an LFD test from 5 days after their symptoms started (or the day their test was taken if they did not have symptoms) followed by another one the next day. If both these tests results are negative, they should return to their educational setting if they normally attend one, as long as they feel well enough to do so and do not have a temperature. **If a child has a confirmed or suspected case of COVID-19, they will not be permitted entry to school.** They MUST ensure that they follow the government advice and stay at home to protect other children and staff from infection of COVID-19. If their day 5 LFD test result is positive, they can continue taking LFD tests until they receive 2 consecutive negative test results 24 hours apart and they can then return to school. In any event, they can return to school 10 days after a positive test or onset of symptoms.

Close Contacts

Children and young people who usually attend an education or childcare setting and who live with someone who has COVID-19 should continue to attend the setting as normal.

REVIEW

Remaining level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE

AREA	2. Attendance and Travel			
Existing level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	Admitting children into school Attendance Travel & Quarantine			
Admitting children into school <ol style="list-style-type: none"> Pupils, parents, visitors and staff should not attend school / enter the school grounds if they are displaying symptoms or have tested positive within a 5 day period https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/ Schools have the right to refuse entry to protect other pupils and staff from possible infection Attendance <ol style="list-style-type: none"> In the event of a pupil being absent due to COVID-19 symptoms, self-isolation or quarantine code X will be recorded on the school register (not attending in circumstances related to coronavirus) additional information is captured via a sub code on the register for any COVID related absences Children who are unable to attend because they have a confirmed case of COVID-19 will be recorded as code I (illness) Code Y (unable to attend due to exceptional circumstances) must be used for pupils abroad who are unable to return https://www.gov.uk/government/publications/school-attendance In the event of pupil absence due to COVID-19, pupils eligible for benefit regulated Free School Meals who are learning at home during term time will be provided with a food hamper https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools Vulnerable Children <p>When a vulnerable pupil is self-isolating you should notify their social worker and for Looked After Children the Local Authority Virtual School Head. Agree with the social worker the best way to agree contact and support. Ensure that they are engaging in remote education and check on their well-being.</p>				
REVIEW				
Remaining level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE

AREA	3. Maintaining High Quality Education			
Existing level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	Remote Education Education Recovery Pupil Wellbeing Support Educational Visits Wrap Around Provision and Extra Curricular Activities			
Remote Education <ol style="list-style-type: none"> All pupils and staff will follow the Remote Education Policy in line with remote education temporary continuity direction https://www.gov.uk/government/publications/remote-education-temporary-continuity-direction-explanatory-note and provide remote learning for any pupil whose attendance is impacted due to a positive test result for themselves/household member A high quality remote education will be in place for the academic year 2021/2022 including any pupils facing challenges to return due to COVID-19 travel restrictions. This remote education will be equivalent in length to the core teaching taking place in school Staff will work collaboratively with families of SEND pupils ensuring that reasonable adjustments are in place 				
Education Recovery UPDATED JAN 21 - Remote Education Action Plan.pdf (schudio.com)				
Pupil Wellbeing Support Staff and the Pastoral Team will offer support https://www.gov.uk/guidance/mental-health-and-wellbeing-support-in-schools-and-colleges#contents				
Educational Visits We will undertake full and thorough Risk Assessments in relation to all Educational Visits and ensure that any Public Health advice, such as hygiene and ventilation requirements, are included as part of that Risk Assessment. General guidance about educational visits is available https://www.gov.uk/government/publications/health-and-safety-on-educational-visits				
Wrap Around Provision and Extra Curricular Activities Extra-curricular activities will be reinstated and we will follow the guidance. School will follow the guidance https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-holiday-and-after-school-clubs-and-other-out-of-school-settings-during-the-coronavirus-covid-19-outbreak				
REVIEW				
Remaining level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE

AREA	4. Maintaining an Adequate School Workforce			
Existing level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	School Workforce			
	<ol style="list-style-type: none"> 1. Clinically extremely vulnerable (CEV) are no longer advised to shield 2. CEV / CV individual risk assessments will be updated in line with guidance from DHSC 3. In the event of staff absence due to COVID-19, staff/pupil ratios will be maintained and we will ensure that we adhere to normal safeguarding / leadership practices 			
REVIEW				
Remaining level of risk	HIGH	MEDIUM	LOW	NEGLIGIBLE

AREA	5. COVID-19 Contingency Framework: Education and Childcare Outbreak Management Plan			
Existing level of risk		MEDIUM	LOW	NEGLIGIBLE
Control measures	Outbreak Management Plan			
	<p><u>Outbreak Management Plans</u></p> <ul style="list-style-type: none"> • Our Outbreak Management Plan (OMP) outlines how we will operate if there were to be an outbreak. It covers the possible reintroduction of bubbles. The OMP outlines the management of a local outbreak of COVID-19 in our academy. • We will keep records of confirmed cases in children and staff attending the setting and contact/close mixing with other cases to monitor for thresholds suggesting a possible outbreak or in-school transmission. • We will seek advice and support from our local Public Health team Tracecovid19@stoke.gov.uk • Thresholds for seeking further advice and support: <ul style="list-style-type: none"> ○ For most education and childcare settings, whichever of these thresholds is reached first: <ul style="list-style-type: none"> ▪ 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or ▪ 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period ▪ We will seek public health advice if a staff member, child, pupil or student is admitted to hospital with Covid-19. <p><u>Examples of close mixing:</u></p>			

- For early years, this could include:
 - a childminder minding children, including their own
 - childminders working together on the same site
 - a nursery class
 - a friendship group who often play together
 - staff and children taking part in the same activity session together
- For schools, this could include:
 - a form group or subject class
 - a friendship group mixing at break times
 - a sports team
 - a group in an after-school activity (including BASC)

[GA outbreak Management Plan – see supporting document](#)

Remaining level of risk		MEDIUM	LOW	NEGLIGIBLE
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