



# EMMBROOK JUNIOR SCHOOL

Emmbrook Junior School

## Covid-19 Risk Assessment from 01/09/2021

Working Document – Risk assessment

EJS  
8-27-2021



Emmbrook Junior School from 01/09/2021

This risk assessment is being put in place to try and reduce the risk of students or staff passing on and catching the Covid-19 virus.

<b>Assessment carried out by:</b>	Head Teacher
<b>Workplace:</b>	Emmbrook Junior School
<b>Employer:</b>	Wokingham BC
<b>Date assessment was carried out:</b>	27/08/21
<b>Date of next review:</b>	The r/a will be reviewed on an on-going basis

	1	2	3	4	5
Risk/Likelihood	Improbable	Unlikely	Moderate risk	Likely	Almost certain

What are the hazards?	Who might be harmed and how?	What is already in place?	Current Risk	What further actions need to take place?	Net Risk	Who needs to carry out the action?	By when
<b>General Risks/Issues</b>							
Transmission of virus person to person  Transmission of virus from surfaces to people	All members of the community using or closely linked to the school	<ul style="list-style-type: none"> <li>Visitors to school premises to follow guidelines issued by the school.</li> <li>Hand sanitizing stations in very classroom</li> <li>Signage around school</li> <li>Fire Evacuation Plan – in case of a fire all adults and children will follow the fire evacuation plan currently in place. Anyone with a PEEP will follow this plan as it currently stands.</li> <li>Twice weekly lateral flow tests for all staff. Admin team to organise Covid testing for staff in line with guidance</li> <li><i>All staff to wear visors/face shields/masks when interacting with parents &amp; carers at the start and end of the day. Staff who are clinically vulnerable will be encouraged to wear some form of PPE (face mask or visor unless working alone).</i></li> <li>Continue the daily in class cleaning.</li> <li>Identify high usage area/points</li> <li>All staff to follow requirements of track and trace</li> <li>Clinically Vulnerable – staff that are in the clinically vulnerable category have been offered an individual risk assessment.</li> <li>Continue to offer remote learning to identified pupils who are unable to come into school following guidance from track &amp; trace.</li> </ul>	2	<ul style="list-style-type: none"> <li>Updates to <a href="#">operational guidance</a> state that bubbles are no longer required or recommended and that alternative arrangements to avoid mixing are no longer required.</li> <li>In the case of a positive test the class rooms in the year group impacted will have an additional deep clean – organised by site manager and cleaning contractors.</li> <li><b>Contingency planning: consider additional action if thresholds outlined in the <a href="#">contingency framework</a> are reached:</b> <ul style="list-style-type: none"> <li>Five children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or</li> <li>10% of children, pupils, students or staff who are likely to have mixed closely test</li> </ul> </li> </ul>	3	All staff  Children  Parents	Processes in place from start of term.



		<p>Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none"> <li>- they are fully vaccinated</li> <li>- they are below the age of 18 years and 6 months</li> <li>- they have taken part in or are currently part of an approved COVID-19 vaccine trial</li> <li>- they are not able to get vaccinated for medical reasons</li> </ul> <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p> <p>Close contact is defined as:</p> <ul style="list-style-type: none"> <li>• a form group or subject class</li> <li>• a friendship group mixing at breaktimes</li> <li>• a sports team</li> <li>• a group in an after-school activity</li> </ul>		positive for COVID-19 within a 10-day period			
<b>Arrival at School</b>							
<p><b>Covid-19 Contamination</b></p> <p>Surface to person</p> <p>Person to Person</p>	<p>All adults and children arriving at school by touching contaminated surfaces e.g. doors and handles.</p>	<ul style="list-style-type: none"> <li>• School staff wash or sanitize hands on arrival at school. Sanitizer is deployed around the school.</li> <li>• Adults/parents do not enter the school building unless they need to speak to school staff about an urgent matter (email or phone for non- urgent messages). If the matter is urgent, parents may enter only if the reception area is empty.</li> <li>• Daily cleaning at the end of the school day to consider heavy use areas.</li> <li>• Children enter class without parents and will then wash or sanitize hands</li> <li>• Bike Sheds – one-way system to continue reminders about social distancing given.</li> <li>• Staff to lock bikes to fence in staff car park.</li> <li>• Additional signage re hand washing/sanitizing to be placed around the school)</li> <li>• Door handles/light switches steam cleaned daily</li> <li>• Additional signage re hand washing/sanitizing to be placed around the school)</li> </ul>	2	<ul style="list-style-type: none"> <li>• <b>New soft start to school day: Gates and classrooms open from 8:35am – 8:45am</b></li> <li>• <b>Entry and exit will now be via the pedestrian walk way. A one-way system will no longer be in operation for pick up and drop off.</b></li> <li>• Given the removal of the one-way system to come on and off site – ask parent/carers to continue with only one adult to drop off. <b>Ask admin to send out email reminder.</b></li> <li>• Ask Parents/carers to continue to remain at least 2m apart <b>where possible when on school site</b> (this may not be possible when queues are long – hence the request to wear face coverings). – <b>Send reminders via weekly newsletter and website</b></li> <li>• Children continue enter and exit classrooms via outer fire exit doors (except Y6 who will use</li> </ul>	2	<p>SLT</p> <p>Parents</p> <p>children</p>	<p>Processes in place from start of term.</p>



	<ul style="list-style-type: none"> <li>Prop open all doors (except toilets) so that handles/push plates do not need to be touched.</li> <li>Any additional bikes/scooters beyond capacity to be locked to fence next to the outdoor toilets.</li> </ul> <p><a href="#">See linked Visitor agreement</a> – This to be shared with all parents and on school website</p>		<ul style="list-style-type: none"> <li>communal door &amp; Y4 who will use entrance between main building and y4 classrooms).</li> <li>Holding pen and 8.30 gate opening junior children may be dropped at the school gate reducing the numbers of parents that need to come onto the site.</li> </ul>			
Parents and children are contaminated by an infected person whilst arriving at school.	<ul style="list-style-type: none"> <li>Parents do not go beyond the junior school playground gates at drop off.</li> <li>Parents have been asked not to bring children to school if they or anyone in their family shows symptoms of the virus.</li> <li>Adults/parents do not enter the school building unless they need to speak to school staff about an urgent matter (email or phone for non- urgent messages). If the matter is urgent, parents may enter <b>only</b> if the reception area is empty.</li> <li><a href="#">Remind parents not to bring children to school if they or anyone in their family shows symptoms of the virus.</a></li> <li>No parents in school without prior appointment – parents are able to drop off items via the office (if they're essential i.e. water bottles/packed lunches etc.) - <a href="#">see visitor agreement link</a></li> <li><b>2m</b> distancing on playground for adults and children - parents reminded via letter.</li> <li><b>Visitors/parents wearing of face coverings compulsory when on site.</b></li> <li><b>All staff to wear visor/face covering when in public areas in school and school grounds – exceptions for lone working. However, when in their own year group bubbles wearing of face masks will no longer be compulsory.</b></li> <li><a href="#">COVID-19 (Coronavirus) Absence A quick guide for parents/carers</a> – Shared with parents and carers</li> </ul>	2	<ul style="list-style-type: none"> <li><b>All parents &amp; children (nursery, infant and junior) will now enter via the pedestrian walkway.</b></li> <li><b>See above regarding entry/exit at start &amp; end of day – ask parent/carers (and staff when out at the start and end of day) to continue wearing face coverings at pick &amp; drop off particularly when in close proximity to others.</b></li> <li>Children continue to enter classrooms via fire doors (Y6 to enter through courtyard doors, Y4 via Y4 through corridor.)</li> <li>Y3 children to enter their classrooms via fire doors – directly from playground</li> <li>Y5 children to enter their classrooms via fire doors – directly from playground/field</li> <li>Y4 children to enter through shared corridor going directly to classrooms through fire doors.</li> <li>Y6 children to enter through shared corridor between HRB and hall going directly to classrooms through fire doors.</li> <li>Ask parents and children continue to stand at least 2m (where possible) apart whilst waiting to come into the school.</li> </ul>	2	Parents SLT Office staff teachers pupils	Processes in place from start of term.



<p>School staff and children contaminated by a child arriving at school with the virus</p>	<ul style="list-style-type: none"> <li>• Children wash or sanitize hands on arrival at school.</li> <li>• Parents reminded not to bring children to school if they or anyone in their family shows symptoms of the virus.</li> <li>• Any child displaying symptoms will be asked to go directly to the medical room where staff will check symptoms while wearing PPE.</li> <li>• All children dropped at the gate to school playground.</li> <li>• Pupils can only bring school book bag, water bottle, packed lunch and PE kit – reminder sent via newsletter</li> <li>• Pupils showing signs of the virus sent to the medical room and parents contacted immediately.</li> <li>• See procedure for if a child has symptoms at school – emailed to staff 13/10/2020</li> <li>• Class thermometers issued by admin team Spring term</li> </ul> <p><a href="#">The Department of Health and Social Care, NHS Test and Trace, and Public Health England issued a letter to school and college leaders today providing clarity on when students and staff should be tested for coronavirus (COVID-19).</a></p>	<p>3</p>	<ul style="list-style-type: none"> <li>• Staff continue to monitor children (visually) on arrival – if there is a concern temperature can be taken as a first step within the class</li> </ul>	<p>3</p>	<p>Parents Staff Pupils</p>	<p>Processes in place from start of term.</p>
<p>School staff, pupils and parents are contaminated by a staff member with the virus whilst at school</p>	<ul style="list-style-type: none"> <li>• Staff directed to wash or sanitize hands on arrival at school and at regular intervals in the day.</li> <li>• Staff reminded not to touch face.</li> <li>• Handwashing and following good respiratory hygiene practices.</li> <li>• <a href="#">Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</a> <ul style="list-style-type: none"> <li>- they are fully vaccinated</li> <li>- they are below the age of 18 years and 6 months</li> <li>- they have taken part in or are currently part of an approved COVID-19 vaccine trial</li> <li>- they are not able to get vaccinated for medical reasons</li> </ul> </li> <li>• Staff to keep a distance of a minimum of 2m apart from other staff and parents and children <b>where possible</b>.</li> <li>• Full adherence to Public Health and government guidance.</li> <li>• School to report the case to RIDDOR as a matter of urgency.</li> <li>• Break times will continue to be staggered so only half of the staff need to access the staff room at a time.</li> </ul>	<p>2</p>	<ul style="list-style-type: none"> <li>• <b>Staff to be able to use the staffroom social distance is maintained, staff may also continue to wear face coverings when using communal areas (should this help manage any concerns they have).</b></li> </ul>	<p>3</p>	<p>Parents Staff Pupils</p>	<p>Processes in place from start of term.</p>



		<ul style="list-style-type: none"> <li>• Only packed lunches, water bottles and PE kits to come in from home.</li> <li>• Reading books maybe issued if they have been cleaned with anti-bac wipes.</li> <li>• <b>All staff to wear visors/face shields when outside at the start/end of day interacting with parents/carers otherwise face coverings are no longer required in school. Staff may continue to wear them if they wish provided this does not impact provision for HI children.</b></li> </ul>				
<b>During the School Day</b>						
<p>Close contact and not following 2m social distancing rules - risk of Covid-19 infection</p> <p>Air born transmission</p>	<p>Staff forgetting to social distance from each other.</p> <p>Staff unable to social distance from each other.</p> <p>Staff unable to social distance from pupils due to need for close contact work</p>	<ul style="list-style-type: none"> <li>• Protocol in place for staff and pupils.</li> <li>• Regular staff update briefings.</li> <li>• All staff who cross bubbles will have individual hygiene packs.</li> <li>• Staff to alert head teacher as soon as possible if they show signs and symptoms.</li> <li>• Rotas for playgrounds and any essential communal e.g. library areas in place.</li> <li>• Masks and visors required for staff when doing close contact work with pupils who spit, produce saliva, etc.</li> <li>• Masks and PPE issued to staff for close contact support (in particular when giving first aid).</li> <li>• Doors and windows will be kept open to aid ventilation throughout the school day – temperature allowing – if it becomes too cold then internal doors will remain open and external ones closed.             <ul style="list-style-type: none"> <li>- <a href="#">HSE updates ventilation guidance</a></li> <li>- <a href="#">CIBSE Covid-19 advice</a> (use guidance as appropriate to school setting).</li> </ul> </li> <li>• Children will to continue to walk in single file if they are in the corridors.</li> <li>• One-way system when moving around the school where possible and sensible.</li> <li>• <a href="#">Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</a></li> <li>• Pupils, staff and other adults should follow <a href="#">public health advice on when to self-isolate and what to do.</a></li> <li>• Music lesson to take place at a social distance with no sharing of instruments – see <a href="#">updated government guidance re singing &amp; music</a></li> </ul>	3	<ul style="list-style-type: none"> <li>• See PE risk assessment below <a href="#">&amp; updated government guidance</a></li> <li>• Doors and windows continue to be kept open in hall for ventilation.</li> <li>• Nurture Support – this will be delivered by TAs within a year group with the support of the nurture assistant or the Inclusion Leader except where specific &amp; planned 1:1 support is required by an EHCP or urgent circumstance in which case support will be delivered safely with social distancing and face coverings.</li> <li>• <b>PPA cover will be provided by Sports Coach and HLTA (allocated to either upper KS2 or lower KS2).</b></li> <li>• <b>Staff to be able to use the staffroom providing social distance is maintained, staff may continue to wear face coverings when using communal areas if they wish.</b></li> </ul>	3	<p>SLT for protocol &amp; ordering of PPE</p> <p>Processes in place from start of term.</p>



		<ul style="list-style-type: none"> <li>Each class to be issued with a single toilet for their class to use. Teachers/staff to monitor 1 in 1 out system to avoid queuing and reduce chances of transmission in corridors.</li> </ul>					
Disposal of PPE - risk of Covid - 19 infection	All staff undertaking procedures listed above	<ul style="list-style-type: none"> <li>Bins available in class and emptied regularly.</li> <li>Specialist disposal if necessary – site manager</li> <li>Bins emptied daily and again throughout the school day as appropriate. – site manager to facilitate</li> </ul>	2	<ul style="list-style-type: none"> <li>No further controls possible or necessary to reduce risk to improbable.</li> </ul>	1	All Staff	Processes in place from start of term.
Behavioural Management and support - risk of Covid-19 infection	Pupils that require close support to manage their behaviour when unsafe Staff involved in Behavioural Management & support	<ul style="list-style-type: none"> <li>Masks to be worn during Physical Intervention (PI). PI last resort.</li> <li>Proactive strategies used to de-escalate. Pupil demand lowered.</li> <li>In line with existing behaviour policies children will not be allowed to talk in corridors.</li> <li>Parents are called to collect child if behaviour places the child/peers or member of staff at risk.</li> <li>Remind parents of expectations</li> <li><a href="#">See updated behaviour Policy</a></li> <li>See appendix of 'Rules for keeping Safe at School' – these to be shared with all pupils and displayed in the classroom</li> <li>Children to use appropriate voice in classrooms and around the school to reduce risk of transmission</li> <li>Pupils may wear face coverings to school but this will not be mandatory or managed by staff. (if the wearing of face coverings impacts the learning of pupils this will be reviewed)</li> <li>Remind parents that children may wear face coverings if they wish.</li> </ul>	3	<ul style="list-style-type: none"> <li><b>Amend 'Rules for keeping Safe at School' appendix to remove requirement for staying in bubbles. Change to 'Maintain social distance where possible.'</b></li> </ul>	3	All Staff	Processes in place from start of term.
<b>Lunchtime &amp; Breaktime</b>							
Coronavirus contamination	Children and staff are contaminated with the virus at lunchtime	<ul style="list-style-type: none"> <li>One-way system for entering and leaving dinner hall.</li> <li>School meals to be served and only one-year group at a time in the hall.</li> <li><b>However, multiple year groups will be able to use the hall at the same time.</b></li> <li>Children wash or sanitize hands before eating.</li> </ul>	3	<ul style="list-style-type: none"> <li>Children to eat lunch within their own year group in the hall where possible.</li> <li>When weather allows packed lunches to be eaten outdoors.</li> <li><b>However, at lunchtime year groups will no longer be allocated to specific areas of the playground or field.</b></li> </ul>	3	Staff Children	Processes in place from start of term.



	Children are contaminated with the virus whilst using play equipment	<ul style="list-style-type: none"> <li>Children wash or sanitize their hands after break time.</li> <li>Additional signage around school re handwashing and one -way system.</li> </ul>	2	<ul style="list-style-type: none"> <li>Play equipment to be rota to each year group on a specific day – to be agreed with staff</li> </ul>	2	Staff Pupils	Processes in place from start of term.
<b>End of the School Day</b>							
Coronavirus contamination	Staff, pupils and parents are contaminated by an infected person whilst waiting to collect from playground	<ul style="list-style-type: none"> <li>Parents will be asked to socially distance (at least <b>2m</b>) and wait on main playground when collecting children from Years 3-5.</li> <li>Each Year group will continue to use a specific waiting/collection zone</li> <li>Parents to wait on main playground and children will be sent out to them (parents must be in sight). Parents will not enter the building.</li> <li>Y6 children will be allowed to walk home alone with permission and Y5 children will also be given the opportunity with parental permission.</li> <li>Only one adult to collect pupil.</li> <li>Parents to stand at least <b>2m</b> apart in designated collection zones where possible.</li> <li>Children exit via classroom fire exit door or courtyard for Y6 and through corridor for Y4.</li> <li>All pupils to be released at 3:15pm to their specific zones on the playground. Y6 pupils (and Y5) with parental permission will leave immediately. Year 3 children from classrooms. Year 4 children from the bottom field or middle of playground Year 5 children from the covered area at the near end of the playground (or walk home alone) Year 6 children from the quiet area next to the infant school to the left of the playground gates as you enter (or walk home alone)</li> <li>Remind parents &amp; carers of expectations at start and end of day (done via newsletters at the end of previous term)</li> </ul>	2	<ul style="list-style-type: none"> <li>Members of staff continue to be on playground at the end of the day to marshal and ensure social distancing</li> <li>Continue to use informal staggering system with Y3 and Y4 children released to parents just before 3:15pm and Y5 &amp; Y6 released gradually (3-4 at a time; not in large groups) after 3:15pm.</li> </ul>	2	Parents Teachers SLT Children	Processes in place from start of term.
	Cleaners and staff are infected by touching contaminated surfaces	<ul style="list-style-type: none"> <li>Daily cleaning includes areas which are frequently touched e.g. door handles, light switches, tables.</li> <li>Cleaners wash hands on arrival and wear clean uniform each day.</li> <li>All teaching staff to vacate the school building by 5 p.m.</li> <li>Daily cleaning to take place across the school.</li> <li>Waste disposed of as per DfE guidelines</li> </ul>	2	<ul style="list-style-type: none"> <li>Staff/Children continue to sanitise equipment which has been used in the classroom</li> </ul>	1	All School Staff Cleaners	Processes in place from start of term.





		<p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a></p> <ul style="list-style-type: none"> <li>• Cleaning schedule includes cleaning tables and chairs and all surfaces in the classroom with disinfectant as per government guidelines</li> </ul> <p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a></p> <ul style="list-style-type: none"> <li>• Soft furnishings and equipment which is hard to clean is removed from the classroom</li> <li>• Bins emptied at regular times during the day</li> </ul> <p>If an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19), cleaning staff will use protection for the eyes, mouth and nose, as well as wearing gloves and an apron. – Admin team to share this information with cleaning contractors where appropriate.</p>				
Contingency Planning						
Outbreaks	Public Health England defines an outbreak as <b>2 or more linked cases.</b> This would result in the closure of the entire class bubble.	<p><a href="#">Follow guidelines for Early Outbreak management where a case is identified in school.</a> <a href="#">See Contingency Framework</a> for details of when additional actions should be taken.</p> <ul style="list-style-type: none"> <li>• Those children being asked to self-isolate in the case of an outbreak will take home their writing and Power Maths books so that learning provision could continue from home.</li> <li>• Children in the vulnerable category or key worker category would have in school provision led by one of the year groups teachers and supported by a TA unless their bubble is required to isolate in which case we revert to the tiered remote learning plan.</li> </ul>	3	<ul style="list-style-type: none"> <li>• Should an outbreak be identified then we will return to Year group bubbles with the consent of the FGB and only if advised to do so by PHE and WBC.</li> <li>• In the case of an outbreak the school would consider: <ul style="list-style-type: none"> <li>- Increased testing for staff</li> <li>- Reintroduction of face coverings in communal areas</li> <li>- Limitations on educational visits; visitors to the school site; open days; parental attendance in school; live performances</li> <li>- Any other measures as suggested by PHE or the local authority</li> </ul> </li> </ul>	2	Processes in place from start of term.
Individual self-isolation	If a child or family have been asked to self-isolate because they	<ul style="list-style-type: none"> <li>• Resourcing – access to learning via Teams</li> <li>• Those children being asked to self-isolate due to track and trace will take home their writing and Power Maths books so that learning provision could continue from home.</li> </ul>	3	<ul style="list-style-type: none"> <li>• In the case individuals having to self-isolate due to shielding or track and trace classroom learning can continue via Teams online or via learning links shared by the year group team.</li> </ul>	2	Processes in place from start of term.



	are displaying symptoms or have been deemed as highly vulnerable					
Lockdown		<ul style="list-style-type: none"> <li>• If directed by Public Health England in conjunction with WBC the school will close to all children except the children of key workers and those deemed vulnerable.</li> <li>• See tiered remote learning plan</li> </ul>	3	<ul style="list-style-type: none"> <li>• In the case of another lockdown we will return to the remote learning provision embedded over the course Spring term 2021.</li> <li>• Ensure all children have appropriate access to equipment and internet.</li> </ul>	2	Processes in place from start of term.



Appendix 1

Risk Assessment for Physical Education & Physical Activity in response to Covid-19

[This risk assessment has been prepared based on advice given by the Association for Physical Education \(AfPE\).](#)

Ongoing, specific Government advice and guidelines will need to be considered as the current situation changes and this risk assessment reviewed and updated as needed.

The intention is that children can participate in purposeful physical education and physical activity during this time. Whilst the teaching of PE will not be as it was before, with some adaptations meaningful work can still be undertaken with the proper planning, protective measures and social distancing. This risk assessment is also intended to help staff feel safe and protected delivering both physical education and physical activity opportunities for children.

The key principles for supporting safe PE and physical activity are:

- Clean frequently touched surfaces
- Wash hands frequently as part of a clear hygiene regime
- Minimise contact
- Ensure good respiratory hygiene

<b><i>Areas to consider</i></b>	<b><i>Suggested practice</i></b>	<b><i>Implications / ideas for the school</i></b>	<b><i>Action to be taken</i></b>
Learning	<ul style="list-style-type: none"> <li>• Activities taking place in PE lessons and Physical activity sessions should be strictly non-contact and these conditions shared with the pupils.</li> <li>• Agree what learning is appropriate (including the relationship between face-to-face and remote education), for example, identify curriculum priorities, agree revised expectations and required adjustments in practical lessons, and any approaches to 'catch up' support.</li> <li>• Ensure you have considered the impact on staff and pupils with protected characteristics, including race and disability, in developing your approach.</li> </ul>	<ul style="list-style-type: none"> <li>• Use of other resources to complement existing scheme of work</li> <li>• The priority as children return to school will be mental wellbeing and physical activity. Year groups are free to deviate from curriculum map in response to children's needs.</li> <li>• Individual teachers are best placed and encouraged to adapt activities as needed.</li> </ul>	<ul style="list-style-type: none"> <li>• JF to compile and share resources that can be used</li> <li>• JF / SLT to share this message with staff</li> </ul>



Protective Measures and Hygiene	<ul style="list-style-type: none"> <li>Decide the physical and organisational structures needed to limit risks and limit movement around the building(s) (for example, classroom layouts, entry and exit points, staggered starts and break times, class sizes, use of communal staff areas).</li> <li>Agree how safety measures and messages will be implemented and displayed around school.</li> <li>Ensure there is sufficient tissues available for ensuring good respiratory hygiene – i.e. ‘catch it, bag it, bin it’ approach.</li> </ul>	<ul style="list-style-type: none"> <li>This has been reviewed as part of phased re-opening planning and will be reviewed as wider reopening begins.</li> <li>Teachers could take a supply box of tissues / hand sanitiser to lesson with them as they would asthma inhalers?</li> </ul>	<ul style="list-style-type: none"> <li>Review plans as Government / LA advice changes</li> <li>Box of supplies for each bubble.</li> </ul>
Changing areas	<ul style="list-style-type: none"> <li>If used, these should be cleaned after every lesson – Wiping of surfaces is a reasonable approach.</li> <li>Ensure sufficient standard cleaning equipment is available in all changing areas/classrooms.</li> <li>Social distancing measures still apply and marking out areas which cannot be used will help you to manage the area effectively.</li> </ul>	<ul style="list-style-type: none"> <li>Children are in year group bubbles so will not need to move to another year groups classroom/section to cross contaminate</li> </ul>	<ul style="list-style-type: none"> <li>SLT to confirm and share with staff</li> </ul>
Teaching areas	<ul style="list-style-type: none"> <li>Encourage outdoor PE and PA to support social distancing.</li> <li>Students should work in their own zone which may be marked out, depending on allocated teaching space.</li> <li>Indoor PE (yoga/dance) will be taking place in the hall. Ensure social distancing is in place and minimal equipment is used</li> </ul>	<ul style="list-style-type: none"> <li>Use of outdoor areas wherever possible. Could potentially use hall depending on group size and other practical arrangements.</li> <li>Use of cones, hoops, other resources to mark areas for children to work in (equipment for this to be selected based on safety considerations of the activity).</li> </ul>	<ul style="list-style-type: none"> <li>Share with staff</li> <li>JF (PE Subject Leader) to check we have enough resources that could be used for marking out areas.</li> </ul>
Social distancing within lessons	<ul style="list-style-type: none"> <li>You should ensure that all lesson activity adheres to the social distancing rules in place at the time of delivery. This means team games involving contact are currently not possible.</li> <li>One solution is for each student to have their own area which they can work in.</li> </ul>	<ul style="list-style-type: none"> <li>No contact games to be played until distancing advice changes. However individual skills e.g. dribbling/passing a football or hockey ball, can still be taught.</li> <li>Participation in intraschool competitions will need to be considered carefully (all are currently on hold).</li> </ul>	<ul style="list-style-type: none"> <li>Share with staff.</li> <li>JF (PE Subject Leader) from September to keep in contact with colleagues from other schools and event organisers.</li> </ul>
Group sizes	<ul style="list-style-type: none"> <li>Class sizes should adhere to Government guidance and be reduced to a level where social distancing rules can be applied.</li> </ul>	<ul style="list-style-type: none"> <li>This has been reviewed as part of phased re-opening planning and will be reviewed as wider reopening begins.</li> </ul>	
PE clothing	<ul style="list-style-type: none"> <li>The school will need to agree on modifications/adaptions on clothing expectations. It may be that you would like your students to attend in their PE kit for the whole day on the day when they have a timetabled physical education lesson in order</li> </ul>	<ul style="list-style-type: none"> <li>Weather appropriate PE kit to be worn on days when PE lessons are delivered. This will eliminate the need to get changed in smaller spaces (breaking social distancing guidance)</li> </ul>	<ul style="list-style-type: none"> <li>If agreed, share with parents.</li> </ul>



	to limit or avoid the use of the changing areas. This is a whole school decision. You may want to consider back up clothing for when the weather is poor.	and also the amount of resources entering school from children's homes.	
PE equipment	<ul style="list-style-type: none"> <li>• Equipment will need to be cleaned after each use. It should be noted that this is a whole school issue and all departments/subjects will be facing the same issues.</li> <li>• You will need to decide on which equipment is easier to build into lessons and consider the cleaning regime at the end of the sessions.</li> <li>• Hand washing routines will mean more equipment is available to pupils, however it is often easier to plan for and discourage the sharing of equipment to mitigate against virus transmission.</li> </ul>	<ul style="list-style-type: none"> <li>• Use of equipment should be limited in the short term whilst staff &amp; children adjust to new way of working.</li> <li>• Use equipment that can be cleaned relatively easily. For example, hula hoops, hockey stick handles can be wiped after use. Fabrics such as beanbags and tennis balls are more problematic.</li> </ul>	<ul style="list-style-type: none"> <li>• JF (PE Subject Leader) from September to review which equipment is more practical and can be re-introduced to lessons first.</li> </ul>
Washing hands/ hand sanitiser	<ul style="list-style-type: none"> <li>• Opportunities for handwashing before and after the lesson must be available.</li> <li>• Hand sanitiser should be readily available for students to use throughout the day. This is in addition to regular handwashing.</li> </ul>	<ul style="list-style-type: none"> <li>• Children to wash hands before and after PE lesson / physical activity as part of routine.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff to remind children of this expectation.</li> </ul>

## Emmbrook Junior School Rules to keep us safe at School

**We will wash our hands thoroughly and regularly:**

WHEN we arrive in school  
BEFORE having a snack at break time  
AFTER break  
AFTER PE lessons  
BEFORE eating at lunch  
AFTER lunch break  
AFTER we have coughed or sneezed  
AFTER the toilet  
BEFORE we go home

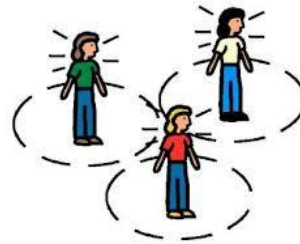
**We maintain good social distancing, as much as possible, particularly from those not in our year group.**

**We will cover our mouths and noses when we cough or sneeze.**

Use a tissue or the inside of our elbow if a tissue is not available.



**We will keep our hands to ourselves.**



**We will only use our equipment.**



**We will tell a grown-up in school if we feel unwell.**



**We will wipe down our work-stations at the end of the morning and afternoon session.**



**We will help to keep each other safe by following instructions straight away.**



**We will walk around the school site using the one-way system where required and appropriate.**



**We will remember that it is helpful to share our worries with an adult at school.**

