

Risk management - updates for January Lock down 2021 to discuss with all staff.

1. Bubble sizes reduced to pairs of classes and all pupil transitions / movements reviewed for January 2021 Lockdown.

AHT to add any additional advice as an annex to school risk assessment.
After consultation with staff that Includes:

Bubble guidance to reduce mixing review:: entry and exits, lunchtime and consider if lunches need to be eaten in classrooms supervised by class staff, reduce transitions to classroom.

2. Optional for staff to use face covering in corridors and other spaces that are not tasks direct face-to-face work with pupils.(mentioned 4 Jan by Head of School)
3. Teachers to review classroom activities with AHT and amend planning to reduce risks.
4. Check supply staff employed offered LFD tests to fit in with staff team.
5. Teachers review seating plans and use of equipment and cleaning of curriculum equipment used in teaching delivery from January 2021. Cleaning to be monitored by teacher and reported to AHT for bubble.
6. Refresher training for office staff of protective measures by 6 January 2021.
7. AHT to review plan for lunchtime bubbles for Jan Lockdown and reduced numbers of pupils expected to be 50% approx. but may fluctuate and expectations for staff.
8. Reduce movements of staff in bubbles for January Lockdown.
9. Refresher training for cleaners and caretakers. Follow guidance – COVID-19: Cleaning guidance.
10. AHT Lockdown review to reduce mixing on arrival and exit. More stringent adherence and supervision of bubble paired classes.
11. First aid 3rd audit - Updated list for additional training for first aid near to expiry date. First Aid meeting with HOS on TEAMS.
12. Review risk assessments for staff again for Jan 2021 Lock down and contact staff if any changes in circumstances since December 2020.

13. NEW shielded guidance 28.08.2020/ for 2nd lockdown. Reviewed Dec 2020 prior to Jan lockdown this list was reviewed by the Head of School with Paediatricians and these children will now stay at home. Staff who are CEV known and we ask staff to contact if they receive letters.
14. Individual Risk Assessments for staff Clinically Vulnerable: over 60 and BMI over 40 and BAME. Monitor with Re- engagement strategy.
15. Review risk assessments for staff again for Jan 2021 Lock down and contact staff if any changes in circumstances since December 2020.
16. Meet staff individually to discuss any issues or concerns and update operational guidance.
17. Review which outdoor play equipment should be used for January Lockdown.
18. Follow Jan 2021 safeguarding updates and inform staff (Safeguarding Lead to advise)

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