# **S.N. Muire Protective Measures & Arrangements**

## *Expectations of Parents and Staff*

* Pupils should not attend school if they are feeling unwell with symptoms of coronavirus (loss of taste/smell, new persistent dry cough or high temperature of 37.8). They should seek a test straight away while self-isolating for 7 days and only stop self-isolating if the test comes back negative.
* Pupils should not attend school if a member of their household has symptoms of coronavirus. They should self-isolate for 14 days.
* Parents expected to collect any pupil who is unwell when notified by the school.
* Parents will be reminded to update their emergency contacts.
* Parents should continue to monitor the health of their child, such as checking their temperature, although recognise that this is a limited measure.
* Staff similarly, should not attend work if they or a member of their household are feeling unwell with symptoms of Coronavirus. Staff should follow the usual absence procedures.
* Staff are able to be tested for Coronavirus and must do so if they develop symptoms.

## *General Hygiene*

* Hand hygiene is very important and should be carried out regularly including the start of the day, after any outdoor play, before and after lunch.
* Children should also wash their hands or use sanitiser if they cough or sneeze in class or have used shared equipment and of course after using the toilet.
* Children and staff will sanitise their hands as they enter school. There will be a member of staff / dispenser station on the entrance into school for children to sanitise as they come onto the premises. Certain children may use the sinks and soap where skin conditions exist.
* Children and staff will be permitted to bring their own hand sanitiser into school as long as it is at least 70% Ethanol.
* Staff should revisit hand hygiene regularly with pupils including a demonstration or by using age appropriate materials.
* Bins will be positioned away from children and staff in each room
* Classrooms will have hand sanitiser but ideally soap and water should be used for class-based hand washing. Hand sanitiser could be used for occasional use after coughing and sneezing etc.
* Classrooms will also have a supply of tissues and paper towels.
* Posters will be displayed to remind children about how to wash their hands.
* Bins will be emptied as part of the cleaning schedule during the day and at the end of the day.
* Sanitiser stations will be in all communal areas mainly for adults and occasional pupil use where permitted.
* Before eating in the classroom; children should wash their hands with soap and water from the classroom sinks.
* The teacher will spray the tables with anti-viral spray and the children will wipe down the tables before eating and before leaving school at the end of the day.
* Gloves are **not recommended** to be worn all the time, as they provide a false sense of safety and are difficult to take off without contamination. However, where a member of staff is treating a pupil or dealing with intimate care, it is recommended gloves and usual PPE is worn and then disposed of safely afterwards
* Ensure children flush and properly clean hands afterwards. Staff should avoid being in the toilet areas.

## *Staff Hand washing – specific guidance.*

* Staff hand washing / sanitising should take place at the following points as a minimum:
  + Before leaving for work
  + On arrival at work
  + At regular intervals
  + Before and after eating, touching face
  + After sneezing,
* Hand washing prior to and after close contact with child, use soap and warm water ideally.

## *Cleaning*

* Cleaning routines will follow the [Government guidance](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings)
* All classrooms will be cleaned daily to a higher specification.
* Cleaning will take place at the usual times plus additional cleaning of key touch points and toilets during the day
* Classrooms will have a ‘kit’ which will include: anti-bacterial spray, hand sanitiser and tissues
* Doors should be left open unless kept closed for safety or security.
* Lights should be left on and pupils told not to use the switches.
* Toilets will be cleaned once throughout the day, paying attention to taps, handles and toilet seats.
* Classrooms will be equipped with cleaning fluid and cloths to wipe surfaces when needed. Staff should wash their hands thoroughly after doing any cleaning.
* Staff are advised not to remain in the room when they are being cleaned at the end of the day.
* Any resources and play equipment used by children should be washed periodically with soap and warm water or Milton or put into quarantine for at least 72 hours.

## *Classrooms*

* Desks should be spaced out as much as possible within the room
* Children should have a set position/table to sit at and children should not move between tables or groups, wherever possible.
* Each child should have a box/container on their desk for their equipment (pens, pencils, glue stick, ruler, rubber etc)
* Coats should be hung on a cloakroom peg as they enter.
* Lunch should not be shared
* Children must be able to open and close all items in their lunchboxes as teachers will be unable to assist. Children should place all wrappers, skins etc when finished lunch in lunchbox for disposal at home.
* A returns box for reading books should be set up so that box can be left for 48 hours before being touched and returned to the shelves.
* Teaching will take place in the classroom space or outdoor spaces. **Before moving to a new space hands must be washed by everyone.**
* Netbooks or iPads – if being used should stay within the classroom bubble and should not be shared between children or between bubbles unless they have been wiped down properly.
* Windows should be open for ventilation as much as possible.
* External doors should remain closed for security and should be held open by an adult or wedged open when being used. Doors should not be held open by each child to pass to the next person.
* Children should not use the interactive board.
* Consider sitting children who have additional vulnerabilities in places where there is less movement of children and better ventilation

## *Distancing and adult to child contact*

* It will be difficult to fully distance staff from pupils especially the younger they are.
* Staff should be mindful of other staff in class and around the school, maintaining distancing, where possible.
* There will be reduced and coordinated movement within school, achieved through staggered playtimes and careful timetabling of central areas. Therefore, there is no need for a one-way system as enforcing it could increase the times children and staff are in the corridors. .
* Children should be limited in using the main corridors or other shared spaces as much as possible; shortest exit routes should be used.
* The number of pupils inside the toilets must be limited. Staff should be mindful not to send more than one child to the toilet at the same time. The only exception to this is for handwashing times and if supervised, the number allowed in is equal to the number of sinks but avoid crowding.
* Staff should avoid ‘walking around the room’ unless necessary.
* Staff should encourage children to self-mark / feedback learning

## *Specific Class Group guidance*

* Classrooms:
  + ALL BUBBLES:
    - Classroom zones set up as bubbles.
  + Infants - 2nd class:
    - Children have free flow access to equipment while teacher remains at least 2 metres away, whenever possible; access to outdoors for large proportion of the session; clearly marked carpet spaces for children.
    - Cleaning or rotation arrangements for equipment where possible
  + 3rd class upwards:
    - Children to have individual desk areas with all equipment needed on there. They should remain in their spaces as much possible.
    - Movement should be limited

## *Outdoor Spaces*

* Using the outdoors is encouraged although staff should be mindful of sun exposure.
* Playgrounds will be split into sections to ensure bubbles are not mixing

Infants: Yard closest to the pond

1st-3rd: Courts

4th-6th: Football field

* Equipment such as basket balls / footballs can be used by the individual bubbles with access to this.
* Staff should ensure they are keeping a good supervisory distance away and maintaining the child to adult social distancing.
* Equipment MUST NOT be shared between bubbles unless it has either been quarantined for at least 48 hours or cleaned.

## *Staff shared equipment and spaces*

### *Staff room*

* + GP room identified (library/ empty classrooms) for eating to support social distancing (common sense approach)
  + Staff can eat in their bubble room space
  + All staff to wash hands before entering staff room, before eating, after eating, and on leaving the room

### *Photocopy and other shared resources (phone etc.)*

* + Wash hands before and after use; sanitiser or anti-bac wipes will be available by key shared devices

### *Movement around site*

* + Keep 2m distance from all others
  + Avoid touching rails and handles if you can
  + Wash hands / sanitise before and after movement around the building

## *Reducing touch points and transmission*

* Be aware of what you are touching, especially in shared spaces; wash your hands regularly
* Key doors will be propped open to avoid the need to touch handles
* Security doors should be kept closed, including all external doors and office doors

## *Children’s toilets*

* Where possible avoid lots of children going to the toilet at the same time.
* Staff should avoid going into toilet and if staff need to go in, they should put on a disposable face covering

### *Toilet at break and lunch*

* Children should be encouraged to use the toilet before break and lunch – in a staggered way
* If they need to use the toilet during outside time, break or lunch they should only use their own toilet in classroom

*Arrival procedures*

* Parents will be encouraged to drop off promptly.
* There will be a one-way system of markings in operation entrance through the pedestrian gate and exit the main gates.
* See attached guidelines.

*Pick up procedures*

Parents will wait in the playground at a distance at 2m social distance from other families. Children will be taken out to parents in class bubbles and all families should leave using the one way system. (See attached guidelines)

* All children should wash their hands before leaving.