

EASTWOOD HIGH SCHOOL

Health & Safety



*Essential Practice and
Procedures for Pupils
August 2020*



Health & Safety

School is Not Normal – We Are In Extraordinary Times !

- We welcome all pupils and staff back to Eastwood High – Especially our new S1
- In order to facilitate a safe return to school it is essential that everyone follows the procedures outlined in this presentation
- These Health & Safety procedures must be adhered to at all times to ensure the safety of all staff and pupils in the school. THE COVID 19 VIRUS HAS NOT GONE AWAY!
- Signs and posters are displayed around the school to remind us about social distancing and hand hygiene



Hand Hygiene



- All pupils must wash their hands for at least 20 seconds with soap and hot water before leaving home in the morning
- Everyone must wash their hands as soon as they return home
- This should be the last thing you do on leaving the house in the morning and the first thing you do on returning home
- As you enter and leave the school building use the hand sanitizer at the entrances (Both main and rear entrances will be in operation)
- When entering the building pupils must go direct to their timetabled classroom (no social mixing in the building)
- You must wipe down your work station with an anti-viral wipe and bin it, then hand sanitise using the hand sanitizer provided
- You must also wipe down your work station on leaving the class at the end of lessons
- Do not use your own hand sanitizer or wipes in the school building as they could compromise the effectiveness of the material being used by the school

Hand Hygiene 2

- We are reminded to catch/sneezes coughs with tissues or an elbow. Tissues should immediately be binned
- We should avoid touching our faces including eyes, nose and mouth
- Carry tissues with you to school to catch any coughs or sneezes. Bin any used tissues immediately and then wash your hands or use hand sanitizer
- Catch it, Bin it, Kill it



Social Distancing

- While it is not required for pupils to 2m social distance from one another, you must as far as possible maintain a 2 metre distance from staff
- Pupils should maintain as much social distance as possible between themselves
- Therefore do not crowd together in large groups
- Avoid all social/physical contact eg. Hugs, hand to hand greetings etc.
- Try to keep to the same group of friends at intervals and lunchtimes
- Maintaining social distance in classrooms and when approaching staff is highly important
- Where possible walk or cycle to school. This is healthy exercise and Covid 19 secure.



Public Transport

- Travelling on the train, public buses or in taxis to school you are required by law to wear a face mask. On the train you must do your best to 1m social distance
- You should hand sanitize before boarding any public transport and on your arrival at school



Classroom

- Your classrooms have been organised to maximise social distance. Follow the teachers' instructions and remain seated for the duration of your class
- Do not share resources
- You will be asked to use anti-bacterial wipes at the start and end of your lesson to wipe your work station. These will be provided in class
- Maintain your 2m social distance from your Teacher or Pupil Support Assistant



Toilet Facilities

- Toilet facilities are available at the Canteen and Drama but there may have to be restrictions on numbers entering at one time eg at intervals and lunch
- The entrance to the operating toilets will be monitored by PSAs to ensure that hands are washed thoroughly on entry and also on exit
- Toilet cubicles touch points (flushers and door locks) will be regularly cleaned
- Do not remain in the toilet for an extended time
- You should not request to go to the toilet during class time unless permission has been granted by your Pastoral Teacher and you have been given a pass.



School Uniform

- Our high expectation of school uniform has not changed (see uniform leaflet)
- All pupils must wear full school uniform including blazer everyday
- PE kit and a change of shoes must be brought for PE lessons
- Do not share or borrow resources in school. Bring your own resources and water in your school bag
- On any one day don't bring items to school in your school bag that you don't need
- Lockers should not be used until further notice



School Uniform 2



Lunchtime

- It is advised that you bring a packed lunch to school to avoid unnecessary crowding at the 3 lunch serveries
- If possible eat your lunch outside (weather permitting)
- Lunch break will be staggered with S1 lunch lasting from 12.00 until 1.05 to spread out queues
- Any queues should social distance based on the floor markings
- Until further notice all pupils must not leave the school campus unless going home for lunch



Appointments

- Your parent should email the school office through school mail to inform the school of any appointment you need to attend
SchoolMail@eastwood.e-renfrew.sch.uk
- Your parent should ensure they give your name and class
- Please remind parents to send email 2 days before your appointment unless an emergency appointment
- We will no longer be able to accept a written note
- Go to the school office to wait to be collected
- See your Pastoral Teacher if you require any assistance/have an enquiry
- All appointments should be arranged for out with the school day where possible
- All parents must only visit the school by prior arrangement for a meeting etc.



Face Coverings

- At this time, NHS and Government guidance is that PPE resources, including face-masks, are not required to be used in the school environment
- Pupils and Staff will not be required to wear a face mask but can do so in certain activities if they choose to do so.
- Face coverings must be worn on the trains and other public transport to and from school. Pupils with train passes will be issued with re-useable masks along with their train pass on 12th August
- Some staff may choose to wear a face covering
- Some staff may use a face covering if they are required to work closely with a pupil for a long (greater than 15 minutes) period of time
- The Cafeteria staff will wear PPE when serving food

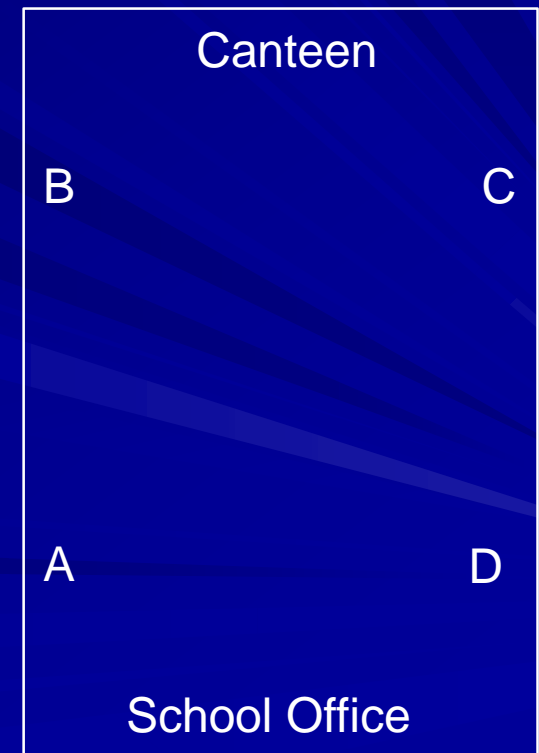


Corridors and Movement around the School

- On entering the school pupils should go direct to class and not loiter/mingle in social areas
- Pupils must follow the new one way system. Always turn left on leaving classrooms except in PE and on the 3rd Floor
- Walk on the left side of the corridor and on stairs
- Stairs A and C are up stairs and Stairs B and D are down stairs ie Library and Home Economics stairs are up, and Atrium and Music stairs are down.
- Staff will supervise the one way system
- It is everyone's responsibility to avoid grouping and any possible crowding



School Stair Map



Cleaning

- The Cleaning staff have an enhanced programme in place for thorough cleaning including regular wiping of door handles and the teaching areas we are using on a daily basis
- There are increased numbers of cleaners
- Some internal doors will be permanently open to minimise the need to touch doors and handles
- We should support the high standard of hygiene by avoiding touching stair banisters/ walls
- It is advised that you walk with your arms folded or with your hands in your pockets
- Pupils should continue to ensure they use the bins for litter to allow cleaning staff to prioritise their cleaning tasks



Symptoms of Covid 19



If you experience any of the following symptoms you should **remain at home** and inform your parent and follow NHS advice



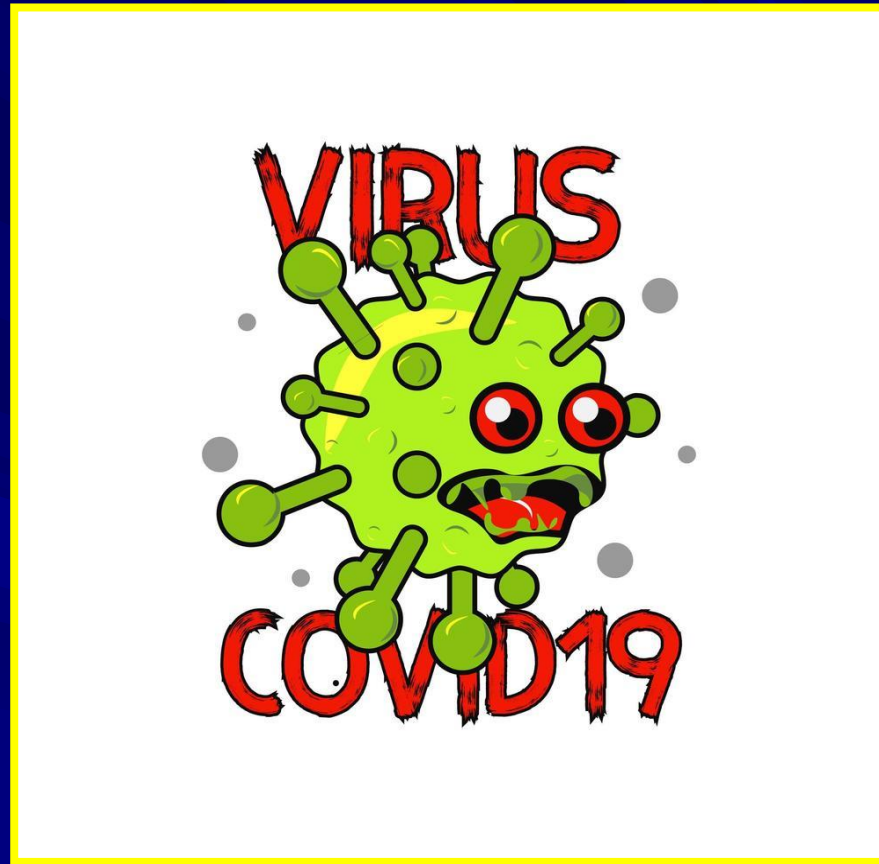
- **A high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **A new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **A loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Symptoms of Covid 19

- If you experience any of the main symptoms while in school you should immediately alert a member of staff
- We will follow the appropriate measures to allow you to go home
- The school must have strict compliance with the Government's Test and Protect system
- We are very hopeful that if we all follow these procedures we will maintain excellent infection control and will keep Eastwood a safe learning environment



GIVE ME A CHANCE AND



I'LL TAKE IT !!

Remember to Socially Distance