



February 2021: Risk Assessment Information for Parents / Carers

This is subject to ongoing change / review as and when guidance changes

Please reinforce the following points regularly with your son / daughter

- The importance of respecting their own and others' safety at all times, especially given the increased transmission risk of the new Covid-19 variant
- The need to wash hands properly and regularly throughout the day with hand sanitiser or soap and water, including on entry to the school and every classroom, and before and after using classroom equipment
- The 2 metre distance rule – 2 metre distancing must be maintained from adults and other pupils at all times. This includes in the school grounds, waiting to enter the building, moving around the school, waiting outside classrooms, and in classrooms
- The need to avoid crowding and any physical contact (hugging / touching / pushing) with other pupils
- The need to wear a face covering at all times* in the school building, within the school grounds, and also when entering and leaving the building, and advice on the safe and hygienic use of face coverings
- The need to avoid touching their face
- The need to sneeze or cough into a tissue (or their sleeve if they do not have a tissue) and then immediately bin the tissue and sanitise hands
- The need to sanitise hands on entry to the toilet area and to wash hands thoroughly with soap and water for 20 seconds after using the toilet
- That they must not share food or take food from anyone
- The need to inform a member of staff immediately if they feel unwell and start to display covid-19 symptoms (a new persistent cough / temperature / loss of taste or smell)
- The need to cooperate fully with staff and follow instructions at all times
- The need to observe physical distancing and wear a face covering when in local shops and on public transport

Arriving / departing school

- Pupils should arrive between 8.45am-8.55am (morning session) or 12.15pm-12.25pm (afternoon session); they should not arrive early
- Pupils should ensure 2 metre distancing (there will be markers on the ground) at their house entry point prior to entering the building; they will be directed to enter one at a time by a member of staff
- Pupils should report straight to their designated classroom
- Pupils will be asked to sanitise their hands on entry to the school
- Pupils should leave the school building and grounds by the nearest house exit point at the end of each learning session. They should not congregate in the school grounds
- If a pupil has a morning and afternoon session within the same day, they should leave the building and grounds between sessions
- Parents / carers should not drive into the school car park if dropping off / picking up

Moving around the school

- Face coverings should be worn at all times*
- Pupils must maintain a distance of 2 metres from members of staff and other pupils at all times
- Pupils should make their way to and from their classroom by the quickest route
- Pupils must avoid crowding and direct contact with others
- Pupils must take care when entering / exiting classrooms / corridors / toilets to ensure that distancing is maintained from others who may be passing

In class

- Face coverings should be worn at all times*
- Pupils must use hand sanitiser on entry to the classroom and before and after using any equipment
- Pupils must remain seated at their allocated desk and must refrain from moving desks / chairs. Furniture will be arranged to ensure physical distancing
- Pupils must use only their own belongings / resources, must not share items, and must refrain from touching any other items unless they have permission from the teacher
- Pupils must take responsibility for clearing away the items they have used at the end of the lesson and cleaning their desk / work space and any equipment used
- Pupils must follow any additional subject-specific safety guidelines set out by each subject
- Pupils should remain seated at the end of the learning session until dismissed by their teacher – this is to ensure distancing as they move out of the classroom

Other important information

- Pupils must not attend school if anyone in the household has tested positive for Covid-19 or if they have been advised to self-isolate as a result of the Government's Test & Protect system
- Pupils must not attend school if anyone in the household has Covid-19 symptoms (a new persistent cough / temperature / loss of taste or smell)
- Pupils should bring a bottle of water to school with them. Please note that pupils will not be able to refill water bottles in school
- Pupils cannot bring food into school or eat in school until further notice
- Pupils do not require to wear uniform in the immediate short term. Warm clothing should be worn as classroom windows will be open
- All pupils attending school have the option of participating in the Covid-19 Asymptomatic Testing Programme; information has been emailed to all pupils and included in the HT's Parent / Carer newsletter
- Repeated or deliberate failure to adhere to safety rules will result in pupils being removed from class and sent home
- If you have any concerns or queries, please contact your son / daughter's Pastoral Care teacher by phone or email in the first instance.
- Parents / carers should not arrive at the school without prior appointment. Communication will take place via phone as far as possible

** Unless the young person has exemption evidence from their GP*