

KEY TESTS FOR REOPENING OUR SCHOOLS SAFELY

TRINITY ACADEMIES – EPPLEBY FORCETT & MIDDLETON TYAS

As part of the sign off process by the Trust Board, for Dales' schools to reopen, the Board is seeking assurances that the following five tests can be passed. Please complete the template by populating the boxes beneath each Key Test question with your evidence; bullet points are acceptable or you might wish to 'cut and paste' from your own planning document, alternatively cross reference this document with your own plan. You will be asked to submit this document and any other plan you reference, together with your Risk Assessment, to representatives of the Trust Board ahead of a meeting with them to discuss the reopening of your school. The date and time of this meeting will be confirmed shortly.

1. In light of the Government announcement on 28th May, do you feel that the plan you developed before half term is still fit for purpose or do you need additional time to adjust it?

It is fit for purpose, having been revised 01.06.2020 following a surge in the requirements for places for the children of key workers and vulnerable children. It will need regular revision if this continues to be the case.

2. What plans have you put in place to allow for the safe return of additional pupils? Please include details on:

- Minimising numbers
- Bubbles
- Social distancing
- Hand washing and cleaning

Minimising numbers & Bubbles

Middleton Tyas

- On Friday 5th June, 1 group of 15 Year 1 pupils will be admitted. They will work in the hall with one teacher and one TA from 9.30-3.15pm.
- On Monday 8th June, a provision for up to 15 children of key workers and vulnerable children will open in the Y4/5 classrooms with one teacher and one TA from 9-3pm.
- Both groups are allocated their own toilets and own outdoor areas.
- No Y6 children will be admitted at this time – to be reviewed 19th June.

Eppleby Forcett

- On Monday 8th June, 2 small groups of pupils will be admitted – 8 in preschool (Not 2 Year olds) and 8 in Reception. They will use their existing classrooms, own toilets and own outdoor areas.
- Each group will work in a bubble with two adults (Preschool 9.15-2.45pm – 2 TAs; Reception 9-3pm - one teacher and one TA).

Full wrap around provision for vulnerable children and those of critical workers will continue at Richmond only – 2 Bubbles open from 7.50am to 5.30pm, plus 1 from 9-3pm.

Social distancing

Staff guidelines ensure staff promote social distancing, plus spots on the playground and tape crosses/boundary markings indoors.

Staggered drop offs, break times and lunchtimes also ensure bubbles do not mix.

The Eppleby site is completely closed to parents.

There is a one-way system in place at Middleton Tyas.

Bubbles use separate doors to enter/exit the building and separate outdoor areas. They will either eat in their base room or their allocated outdoor area.

Staff will try to allow only 1 child to use the toilet at a time. (Staff will wear gloves for intimate care, as usual).

Resources – Staff will:

- 1) Ensure children have their own named set of resources or shared bubble resources.
- 2) Ensure children keep their coat and lunch box in the base room to avoid the use of cloakrooms.
- 3) Ensure children do not bring in resources from home or take resources home from school. They will leave a box outside for any returned items e.g. Books.
- 4) Ensure water bottles are rinsed out with Milton, at least once a week, and stay in school.

Handwashing

Regular handwashing will take place throughout the day - at least on arrival, before and after lunch and before children and staff go home.

Cleaning

In addition to the County cleaning, cleaning will take place throughout the day at both sites.

Staff will:

- 1) Wipe surfaces and door handles – Gloves, cloths and spray are provided.
- 2) Wipe phones and photocopiers after use.
- 3) Ensure iPads and computers are wiped down every day by themselves or the cleaner. Each group has their own allocation.
- 4) Tie off the bin bag every day after lunch and start the fresh one.
- 5) Wipe down the staff room if they use it.

Draft information has been shared with parents including a Home School Agreement and Bubble Rules.

At the moment, there is no financial impact in terms of staffing. We have bought a few additional cleaning supplies.

3. What plans have you put in place to allow for the safe return of additional staff? Please include details on:

- Bubbles and rotations
- Social distancing
- Shielding
- Induction

See details above - Small groups of pupils will be admitted in Pre-school (Not 2 Year olds), Reception and Y1.

Each group to be taught in a bubble with two adults. Staff will: Stay in their group, in their working base. There are 2 adults in each group in order to facilitate breaks, lunchtimes and time for PPA/Home learning. Heads of School have sent out a detailed daily timetable. Staff may wish to eat outside. If they use the staffroom, they will wipe equipment down.

Most staff have been working in the emergency provision at Richmond, so are all familiar with our new rules and routines.

Clear staff guidelines have been shared with all staff: Document 3 Trinity Academies - Plans to reopen page 2.

4. What have you done to ensure your buildings are safe on day one of reopening and during the interim period? Please include details on:

- Risk assessment
- Re-opening checks
- Additional procurement
- PPE
- Cleaning

- Risk assessment from Trust for both sites shared with all staff.
- Additional risk assessment for Milton completed for both sites.
- Insurance checklists completed for both sites.
- Security risk assessments updated for both sites.
- All H&S checks have been carried out at both sites, including a visit from HSL to both sites 01.06.2020.
- Opening checks will be completed by caretakers and MT Head of School/EY Leader at Eppleby.
- PPE in place – gloves, aprons, goggles and face masks.
- All materials in place for cleaning and top ups ordered.
- Awaiting resources from the Trust in terms of 'spots' for the playground at MT and pavement at Eppleby (permission from Parish Council grated) and more antibacterial hand gel.

5. Are you confident your plan is sustainable for the next six weeks until the summer holidays?

Yes – but may need regular revision if the application for Key Worker places continues to increase and would also need revising were staff to be ill.