

Guidance for parents / carers during COVID-19

This guidance is a document for parents and carers to provide clarity and information as to how your child will experience the academy during this pandemic. It will be different because it has to be. In order to keep our children and staff safe, your child's movement around the academy and the groups in which they are able to socialise will be restricted in line with social distancing and safety measures put in place as part of the academy's risk assessment. Our risk assessment is a working document and so will change in line with government guidance and the scientific and medical information that we receive.

The following information sets out to give you an understanding of what your child will experience during the day and how we will keep them safe to ensure that children, young people and staff are adequately protected.

The adults in the academy, take their responsibilities during this pandemic very seriously. We recognise that it is vital that we role model the necessary social distancing behaviours for our children and young people.

You can help us by taking the safety of the academy community seriously. You can do this by reinforcing with your child the importance of good hand hygiene and social distancing measures. It is vital that you know where your child is, with whom they have come into contact. Their ability to actively put their awareness of social distancing measures in place will protect others (children, young people and staff alike) in the academy community. For older children, this is especially important. We know that most primary age children will be strictly monitored by their parents. However, for young people who can be asymptomatic, it is essential that they understand that they can be carriers of the virus without being sick themselves and therefore, they have a very important role to play.

In observing social distancing measures, your child will help keep the academy community safe. It is important to remember that the adults who work in the academy are leaving their own families to support their education.

As a parent / carer, if you or your experience any symptoms of the coronavirus you must self-isolate in line with the guidance from the government and Public Health England. The same advice applies if someone in your household develops symptoms. It is vital that you observe the self-isolation timescales involved. If you are a key worker or a child in your household develops symptoms, you are now eligible to book a test. It is essential that parents / carers alert us immediately if they are their child exhibits symptoms. This will enable the academy to act as swiftly as possible in order to protect the rest of the academy community. Your child should not return to academy until the outcome of the test has been communicated to their SAFE Worker, class teacher or Head of Year.

NB: A reminder that PPE is not recommended for use in schools by the government. However, in order to support confidence in at risk groups (BAME, clinically vulnerable), children and young people who feel that they would like to have access to face coverings / gloves must take these off when they reach the academy and put on fresh ones again when they leave. Gloves are not permitted in the academy for students as hand washing is the most effective hygiene practice as gloves can often be forgotten about and can lead to cross contamination.

Before entering the academy your child should:

- Before leaving home wash their hands and avoid touching their face, mouth and eyes
- Should walk or cycle to the academy where possible. Should your child be using public transport, they should avoid peak times (before 8.15am and after 4pm)

- If your child chooses to wear a face covering / gloves when they are about to enter the academy, they must dispose of it in the lidded bins outside and wash their hands when they enter the academy.

On entering the academy

- Your child will be met at the gate and have their temperature taken. **If it is above 37.5 degrees, they will not be able to enter the academy.**
- You will need to say goodbye to your child at the gate – you will not be able to enter through the gates unless you have a pre-booked appointment.
- As soon as your child enters the academy they will be registered, and then they will be directed to wash their hands for 20 seconds in line with the Public Health England (PHE) advice

During the academy day

We will minimise numbers of children and young people on site at any one time, we will also limit movement around the academy.

Your child, whether in a meeting with their teacher or in a small group of children, will be reminded of the social distancing measures that they will need to follow and why they are important. This will help to put the children and young people at ease as well as to ensure that they follow the measures required to keep both themselves and others protected.

NB: The behaviour policy has been updated to respond to COVID-19. Please see Appendix F of the behaviour policy. This appendix is attached to this guidance and is also on the academy's website.

The following measures will be in place:

After handwashing children and young people will be directed to either line up or go to their seat in the classroom.

There will be hand sanitiser in every classroom.

Children and young people will be placed in 'family' groups in the academy so that as far as possible, staff will be assigned specific children and young people with whom they will continue to work with for the rest of this academic year.

Children will be allocated a seat.

Where there is a stationery pack laid out for them, it will be for their personal use only.

Children and young people will be directed to wash their hands at regular intervals: on arrival, before and after break and before and after lunch when applicable and again before they leave the academy.

Children and young people will be reminded to observe the social distancing rules and will be helped to find strategies to remember

Should a student begin to display symptoms of COVID-19 (a continuous cough, loss of smell and taste, fever) they will be escorted (whilst maintaining at least a 2m distance) to the medical room where the escort should knock and wait outside and explain why they have attended the medical room. The medical team will take them through what will happen next.

Fortunately to date, the academy has had no confirmed cases of COVID-19. Were there to be a confirmed case in future, parents / carers would be notified and advised in line with the guidelines from Public Health England.

Before leaving the academy

- Before leaving the academy wash your hands and avoid touching your face, mouth and eyes.

- Should you need to wear a face mask or gloves for your journey from the academy, please put this once you have left the academy.

Raising concerns

If you have any concerns about the safety of your child or any other child, please speak to your child's SAFE Worker or class teacher as soon as possible. However, if it is a concern that you feel could put others at risk if not dealt with immediately, please contact the Associate Principals and Principal / CEO either directly in person or indeed via email.

Please note that this guidance may be updated in accordance with any government, medical or scientific advice received.