

Being Poly Safe in the Autumn Term

What controls have been implemented

1. The action plans for reopening is based on student year groups bubbles
2. 3 Different entry and exit points
3. Year groups will be assigned entry and exit points
4. There will be staggered entry and exits, breaks and lunches.
5. Pupils will be given antibacterial gel to sanitize before entering and exiting the school
6. Cleaning staff and cleaning frequency will be increased during the day
7. The classrooms will be cleaned and sanitized before each use
8. Pupils will wipe down their areas before and after every lesson
9. Each classroom will have hygiene packs: antibacterial wipes and sprays, hand sanitizer and nappy-sacks and a roll of paper towels
10. All seating will be facing forward with 2m distancing from teachers
11. There will be no sharing of equipment
12. There will be signage to remind pupils about distancing, how to wash hands properly, catch-it bin-it kill-it and to avoid touching their faces.
13. Floor markings to remind students of the one-way system
14. Pupils will receive an induction on staying safe onsite.
15. The Behavioural Policy has an addendum regarding cooperation needed to support safety of all due to the Coronavirus
16. There will be staff training on the new procedures
17. Extra handwashing stations with soap have been installed outside.
18. Protection screens will be installed on desks in offices and some classrooms
19. A new time-table has been designed to reduce pupil movement
20. LSAs will be assigned to year group bubbles
21. The canteen will be cleaned after use by each year group
22. Pupils will sanitise before and after leaving the canteen
23. There will be no mass assemblies. It will be done via live streams.
24. The counselling service support will continue
25. Pupils will be dismissed in year groups
26. Staff will be at the bus stops to remind pupils about distancing

27. There will be a dedicated sickbay for individuals showing Coronavirus symptoms.
28. Any area previously used by an individual with Coronavirus symptoms will be deep cleaned and sanitized. The room will also be closed for 72 hours.
29. Arrangements will be made with the school bus service to coincide with the dismissal of year groups so that bubbles can be maintained.
30. Plans are in place to replace the exit doors with automatic doors
31. Pedal bins will be available at entrance and exits for the disposal of masks and gloves
32. Increase the bin available around the school

What we need from Parents

1. Parents are not allowed to enter the school site
2. If your child is ill, keep him/her at home and inform the school
3. Contact the school by phone and/or email
4. If you are unable to drive your son into school, then encourage him to walk or cycle in if possible
5. Discuss/Plan the walking/cycling route
6. Drop your son off at the town centre and allow him to finish the journey in by walking
7. Ensure your child knows his arrival and departure time and the gate assigned for entry
8. Discuss what cooperation is expected of your son for him to stay safe, for example:
 - a. avoid congregating with his friends, breaking the distancing rule,
 - b. washing his hands regularly with soap along with using the antibacterial gels available.
 - c. Continue the distancing after leaving the school site
 - d. Avoid touching his face
 - e. Avoid touching others
 - f. Catch it Bin it Kill it ~ use the sacks available to store and dispose of tissues
9. Remind him to bring in his stationery and any equipment needed

What we need from Staff

1. Do not come onto the school site if you, or a member of your household is showing signs of the coronavirus symptoms
2. Let the school know if someone in your household has tested positive. Contact Kim Scott
3. Use your staff ID to register your presence on site
4. Use the sanitizing gel as soon as you enter the school site
5. Maintain 2 metre distancing
6. Avoid face to face contact
7. Stay at the front of the class whilst teaching
8. Avoid congregating in departmental areas
9. Open windows and door to increase air circulation in classrooms
10. Implement the new teaching strategies issues by the Learning & Achievement team, maintaining social distancing
11. Follow the curriculum plans and use the rotation method for specialist tools.
12. Use the "Educate and Correct" strategy to challenge pupils who are neglecting the safety precautions
13. Familiarise yourself with the pupil behaviour policy and safeguarding policy addendum
14. If you have supply staff in your area, ensure they have a copy of the risk assessment summary.

10. Nappy-sacks are available for him to place any used tissues
11. If your child or someone in your household tests positive for the Coronavirus, inform the school
12. Independent study for 6th formers will be offsite periods 1+2 and 5+6
13. No after school clubs
14. Pupil detentions are suspended

15. Wash your hands regularly with soap, each time for at least 20 seconds
16. Issue the nappy-sack provided to students to dispose of used tissues
17. If your room is missing items from the hygiene packs let premises know
18. Avoid general touching of furniture
19. Avoid touching your face
20. Use MS Teams to conduct virtual meeting
21. Avoid inviting visitors to the site: access virtual meeting where possible.
22. If you suspect an individual onsite (staff or pupil) is showing the coronavirus symptoms, alert first aid immediately, to be placed in the isolation room
23. If you have concerns and/or suggestions on keeping safe, email Kim Scott
24. Staff are reminded that there is external mental health support available.
25. Staff are reminded that they should arrange their overseas travel to allow for possible quarantine based on government guidance in order to return to work September 1st 2020

Please see our Risk assessment for further details.