

## **Primary and Early Years Settings**

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### **COVID-19 Secure - Our school health and safety arrangements**

We recognise that our health and safety responsibilities apply to the management of COVID-19. We are committed to operating our school in a way that protects the safety of everyone

We have undertaken a risk assessment and put new measures in place for the COVID-19 Recovery Phase in our school and we have introduced a range of new measures to reduce the risk of virus transmission. In order to achieve this, our school will be operating in a very different way following all required government guidelines on infection control.

Our new measures include:

- Ensuring we have the facilities available to encourage excellent personal and respiratory hygiene (bins, tissues, wash hand basins, liquid soap and hand sanitiser)
- Ensuring we maintain excellent environmental cleaning across our buildings and sites
- Grouping pupils and staff to limit the contact with others
- Making changes to the way we carry out activities to avoid close contact where it is possible to
- Making changes in classrooms and other spaces to reduce close contact where it is possible to
- Ensuring our school is well ventilated
- Arrangements to welcome essential visitors safely
- Increasing the way that we communicate our new arrangements including through parent surveys, increased signage and marking areas of our site.
- Making changes to how we travel to the school and school times
- Educating and supporting pupils in personal and respiratory hygiene
- Providing our staff with information, instruction and training so that they can work safely
- Asking our pupils about their health and making sure that they can let us know about how they feel
- Ensuring that our staff are fit to work and go home immediately if they develop symptoms.
- Looking after pupils if they develop symptoms while they are waiting to be collected
- Working with parents and carers to support our new arrangements by following the new arrangements and encouraging pupils to follow hand and respiratory hygiene at all times.

We will:

- Follow Government guidelines on infection control though following Norfolk County Council's Compliance Code and guidance
- Consult with our recognised unions and engage with our employees when planning to reopen or extend our provision
- Consider the individual health needs and personal circumstances of our staff and pupils in our risk assessment processes
- Provide our staff with the information, instruction and training they need to carry out their roles for everyone's good and safety

**M Taylor    Chair of Governors**  
**A Mason     Headteacher**

**Date: 4/9/2020**