

Thomas Bullock RA Weekly review from September 2020

MONITORING GRID			
Week/date	Update (outline of change/s made)	Page	Update:
17 July 2020 template	1. Confirm e safety module on HR Infospace included in INSET day is the training mentioned	1.SMT responsibilities	5 August 2020
21.08.2020	Contractors who provide services on school premises have confirmed they are COVID-19 secure	4	We have implemented a visitor email which is sent and signed ahead of coming onto the site which requests they inform us they are covid-secure We have added a new sign-in machine which shares our RA for Covid
21.08.2020	<p>Specialist Music Provision: Carried out in outside space used wherever possible</p> <ul style="list-style-type: none"> <li>• Where carried out inside, activities are in a well-ventilated space</li> <li>• Social distancing of 2 metres is maintained (and consideration given to using screens or barriers in addition to social distancing).</li> <li>• Taught in groups of no more than 15 (or less where the space is not available to achieve 2 metre distance between all participants)</li> <li>• Limited in duration</li> <li>• Not require anyone to face each other, giving preference to back to back or side to side positioning</li> <li>• Use microphones where possible to reduce the need to shout or sing loudly. Encourage children to sing quietly.</li> <li>• Avoiding extending main groups outside of curriculum requirements where possible.</li> </ul>	10 and 11	We have a specific RA with the Music Hub and this has been posted to our website. We have limited duration and will be using percussion instruments. These are to be quarantined and cleaned between groups.

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	<ul style="list-style-type: none"> <li>Plan appropriate hand hygiene and disinfection arrangements.</li> </ul> <p>Musical instruments are not be shared unless thoroughly disinfected between each user</p>		
	<p>In addition to the above where applicable, Drama arrangements consider:</p> <ul style="list-style-type: none"> <li>Identifying where items would be passed directly to each other and removing direct contact by using drop-off points or transfer zones.</li> <li>One-way systems and mapping movements are carried out in order to ensure social distancing</li> <li>Prop handling is limited</li> </ul> <p>Costume use is avoided.</p>	11	We will not be running any dramatics outside of class bubble this term.
21.08.2020	<p>Science: CLEAPSS COVID-19 resources and advice are used as part of lesson planning and for room use, this includes:</p> <p><a href="#">Guide to doing practical work in Science</a>  <a href="#">Guide for science departments returning to school after an extended period of closure</a>  <a href="#">Guide for managing practical work in non-lab environments</a>  <a href="#">Guidance for schools where pupils spend all day in a lab</a>  <a href="#">Guidance for schools where pupils spend all day in a D&amp;T, food or art room</a>  <a href="#">Relevant primary schools guidance for example, Practical activities in a bubble</a></p>	13	Practical Activities in a bubble has been shared with the team.
	<p>Ventilation Rooms and zones which do not have a direct supply of outside air are not used where they are needed for considerable lengths of time (longer than 30 minutes</p>	20	The only room without direct ventilation outdoors is our KS1 pupil group room which will not be used for more than 30 min.

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	and use of these areas is limited to one person at a time where possible.		All classrooms are propped open and windows open.
27.09.2020	Contactors are aware of schools expectations in advance of making a site visit	4	SBM sends out a visitor agreement in advance of all visitors coming onto site. The visitor agreement is keep for 21 days. If visitors are regular, they must complete the form every two weeks.
	COVID-19 Autumn Exam s Checklist is complete	4	NA for Secondary
	Peripatetic teachers and invigilators added to staffing arrangements	7	Yes. As above they have been informed of our RA and this has been shared in advance of them joining our school.
	Additional information for where resources are taken home.	10	We do not require pupils to share or swap resources, including no marking each other's books. The resources brought in from home by children is kept to a minimum only lunch boxes, hats, coats, books, stationery and these are not shared with the group. The bag size is limited.
	Reference to updated COVID-19 Cleaning and Disinfection supplementary checklist The cleaning and disinfection requirements outlined in the supplementary cleaning information for Educational settings is applied for all equipment and touch points associated with specialist curriculum activities.	11 12	Yes. Cleaning team is familiar with adaptations to RA and is cleaning touch-points throughout the day.

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	<ul style="list-style-type: none"> <li>• Care is taken to observe 2m social distancing, reducing the number of contacts and mixing as much as possible and activities are organised to support this</li> <li>• The available space is considered, and group activity has been limited where necessary due to space available</li> <li>• Staff will not carry out physical correction and avoid situations where distancing requirements cannot be followed</li> </ul> <p>Drama activities are planned to map movements to ensure social distancing, including one way systems</p>	12	<p>Drama lessons are linked to English lessons and are taking place in the classrooms so that the space is safe for the pupils. Staff are not involved in physically moving pupils.</p>
	<p>Background and accompanying music sound levels discourage raised voices</p>	12	<p>Background music is used during lunch, handwriting and calming after break periods.</p>
	<p>Equipment sharing is avoided wherever it is possible including limiting handling music scores, parts and scripts by issuing them for individual use.</p>	12	<p>Equipment is not shared the Music Hub use one instrument per child during lessons.</p>
	<p>Drop off points and transfer zones are provided where required.</p>	12	<p>Quarantine boxes are used in classrooms and office.</p>
	<p>Where equipment is assigned to an individual for sole use, it is labelled to identify the user.</p>	12	<p>Yes.</p>
	<p>The use of costumes are avoided in drama</p>	12	<p>Yes. We are not using costumes in EYFS or drama</p>
	<p>Hired equipment is cleaned before use and return and hire agreements agree responsibility for cleaning instruments and equipment</p>	13	<p>The Music Hub clean instruments between use and replace.</p>
	<p>Consideration has been given to limiting the number of suppliers when hiring equipment.</p>	13	<p>The Music Hub is the only equipment we receive. It was received in June ahead of this term, The equipment is drums and ukuleles.</p>

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	Where items are sharing, cleaning, handling and passing arrangements for shared resources are followed (as detailed in this risk assessments).	13	Yes. The music Hub and Thomas Bullock have an agreed risk assessment which is published.
	Hand hygiene is always followed before and after handling shared items	13	Yes. Pupils wash hands and clean equipment after use.
	Items and equipment are stored in a clean location when not in use	13	Yes. The cleaned items are stored in our Music storage room.
	Playing instruments and singing in small groups takes place outdoors where possible. Whether indoors or outdoors the measures below are also applied	13	Yes. The RA establishes that singing is to take place outside. We encourage use of our outside classroom.
	<p>Updates to Music and Drama:</p> <ul style="list-style-type: none"> <li>• Face to face positioning is avoided, giving preference to back to back or side to side positioning.</li> <li>• The numbers take account of ventilation requirements outlined in this risk assessment.</li> <li>• Where taking place indoors a room is used with as much space as possible, for example rooms with high ceilings to enable dilution of aerosol transmission.</li> <li>• Use microphones where possible to reduce the need to shout or sing loudly. Encourage children to sing quietly.</li> <li>• Microphones are not shared where possible.</li> </ul> <p>Where they are, the cleaning and hygiene requirements for shared equipment are in place</p>	13	Side to side lessons take place, classroom doors and windows are left open. Singing takes place outside.
	Wind and brass players are positioned so that air from their instrument does not blow into another player.	13	Wind instruments are not being used.

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	<ul style="list-style-type: none"> <li>Extending main groups outside of curriculum requirements is avoided where possible.</li> </ul> <p>Where singing, wind and brass playing does take place in larger groups, significant space, natural airflow (at least 10l/s/person for all present, including audiences) and strict social distancing is maintained.</p>	14	Bubbles do not mix.
	<p>Specific arrangements for cohorting, distancing, hygiene and cleaning arrangements have been reviewed and are stringently applied as much as is possible for sports.</p>	17	<p>Yes. Sports take place outside. If indoors, pupils are spaced in assembly hall, in one bubbles. No more than one bubble is in the assembly hall during any one day. The hall is aerosol cleaned and physically cleaned after use.</p>
	<p>Team sports are only provided in line with the <a href="#">return to recreational team sport framework</a>.</p>	17	<p>The PE lead is using the framework.</p>
	<p>The means to collect, pass on and return shared resources and equipment to prevent close contact is arranged</p>		<p>The PE lead is taking all PE lessons and uses only one set of equipment per bubble. Each bubble has their own equipment. Resources are not shared.</p>
	<p>Autumn Exams Checklist completed</p>	17	<p>NA- Secondary Only</p>
	<p>Updated Extra-curricular provision to include wraparound care</p>	20	<p>Wraparound care is provided by Fit For Sport.</p>
	<p>We have worked closely with external providers to ensure that children can be kept in a group from the same school bubble as much as is possible.</p>		<p>Fit for Sport run our wraparound and this includes RAs. They will adhere to the bubbles and ensure that pupils do not mix unnecessarily.</p>
	<p>Pupils will keep within their main bubble where possible for the schools provision.</p>		

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<ul style="list-style-type: none"> <li>Where groupings cannot be consistent or static only outside provision is offered and the group limited to up to 6 people including staff members.</li> </ul> <p>Records are maintained of all bubbles or groups for 21 days</p>		Yes. Fit For Sport run this provision and records are kept.
<p>Where multiple groups of 15 use the same shared space, distancing is applied between groups and all measures in this risk assessment that are applicable are stringently applied.</p>		Yes. Fit for Sport RAs include this expectation. This has been shared with fit for sport.
<p>Updated Public and School transport. Pupils, parents and staff have been advised of the government advice to wear face coverings when travelling on public and school transport, unless it is not safe to do so</p>	20	Yes. Pupils and the staff wear face coverings on public transport.
<p>School groups/bubbles are maintained as far as is possible in school vehicles</p>		Yes, Pupils sit on individual rows. Our transport is only for our school. Pupils sit in rows with their bubble only.
<p>Cleaning arrangements follow the COVID-19 cleaning and disinfection supplement – Educational Settings.</p>		Yes. Our coach company clean the coaches following
<p>Visitor section updated to including familiarisation and parents evenings</p>		All visits take place outside of school hours, Parents are not to enter the site and parents evening will take place on line. We have a new EYFS welcome event online booked.
<p>How you will maintain social distancing during the visit</p>		Visitors are sent a form before coming onto site and regular visitors are required to re-sign every 14 days.
<p>Records of visitors are maintained for contact tracing requirements (as described in management of cases guidance)</p>		Yes. We have an online system which tracks every visitor and staff member that comes onto site.
<ul style="list-style-type: none"> <li>All meetings are carried out remotely where possible.</li> </ul>		Yes. All visits are carried out remotely or take place after hours or before school.

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	<ul style="list-style-type: none"> <li>• Parents and carers should only attend the setting where they have a pre-arranged appointment</li> <li>• Where possible, only one parent/carer attend.</li> <li>• Visits are planned and organised to ensure distancing and hygiene measures can be maintained</li> </ul> <p>Information is provided in advance to ensure arrangements are communicated</p>		Visitors are required to wear a mask in school.
	Pupil Familiarisation Visits: Visits are provided virtually where possible.	22	Yes. Familiarisation visits take place online or outside only.
	The visitor arrangements in this section are applied where in person visits are planned.		Yes as above and in the full RA.
	Visits will take place outside the school day where it is not detrimental to the purpose of the visit.		Yes. As above and in the full RA.
	Visitor numbers are limited and appointments are staggered		Yes. As above and in the full RA.
	<p>Existing groups are extended to accommodate pupil lessons attendance and plans are in place that include:</p> <ul style="list-style-type: none"> <li>• Limiting visiting pupils mixing between additional groups</li> <li>• Limiting the number of different visiting pupils joining at the same time (with at least a 48-hour period between different pupils joining)</li> <li>• Avoiding compromising the existing social distancing arrangements within the class</li> <li>• The wider implications for increased general use of premises, for example, toilets and movement around premises) have been considered and controls implemented</li> <li>• Involvement of the pupil and their parents to understand the arrangements that are in place to reduce the risk.</li> </ul>		We are not doing visits when pupils are in their bubbles.



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	Hand hygiene update to confirm that where hand washing is carried out, running water must be used.  Hand washing is carried out using running water (static bowls are not used)	28	Yes. Every classroom has a running water sink for handwashing.
	Parent communications updated regarding external wraparound care and extracurricular providers where necessary.	32	Yes. Fit For Sport has informed parents of updated provision requirements.
	Parents have been communicated with regarding external wraparound care and extra-curricular providers, outlining the measures to look out for and the <a href="#">guidance for parents and carers has been shared to support their decision making</a>		
	Fire drills have resumed as normal		Yes. Fire Drills have taken place weekly at all times of day.
	First aid section updated. Where staff hold a first aid certificate (paediatric, general or emergency first aid) that expired on or after 16 March 2020, and requalification cannot be accessed because of coronavirus, the setting has reviewed arrangements and is able to:	37	
	<ul style="list-style-type: none"> <li>Explain why requalification hasn't been possible</li> </ul> onstrate the steps taken to access training.		All staff are currently up to date this year.
	Pupils have been advised that it is mandatory to wear face coverings on public and school transport and where the exemptions to this apply		Yes. All pupils have always work face coverings on transport.

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	Where face coverings are worn to or in a setting, arrangements are in place to ensure they are used and stored in a hygienic way that does not increase the risk of transmission.		Yes. The SBM helps the children to take and store these.
	Where face coverings are required within the premises either due to local restrictions or by educational setting decision these requirements and information relation to hygiene measures have been clearly communicated to all concerned		Staff wear face coverings in common areas, including staff rooms, corridors and classrooms that are not their bubble. The HT office has a screen.
	Plans are in place to ensure requalification and normal cover can be resumed in line with the requirements outlined in the compliance code		All staff, except new staff are qualified first aiders.