

	The Key	Stockwood	Rush Hill	KS2 Outreach	School Transport s/ Trips
Staff Arrival on site	Hand Sanitise at reception. Face Covering whilst in building and shared areas.	Hand Sanitise at reception. Face Covering whilst in building and shared areas.	Hand Sanitise at reception. Face Covering whilst in building and shared areas.	Hand Sanitise before entering car / at reception of school / venue. Face mask work at school / venue.	Hand sanitise before entering vehicle. Spray vehicle disinfectant on key high-risk touchable surfaces. Open windows for ventilation.
Pupil arrival on site	Hand Sanitise. Face coverings in communal areas.	Hand Sanitise. Face coverings in communal areas.	Hand Sanitise. Face coverings in communal areas.	Maintain social distance of 2 m or 1m with additional precautions (face covering)	Hand Sanitise before entering vehicle. Face coverings must be worn. Windows open to provide ventilation. Pupils remain in tutor group. NO mixing of tutor groups on transport.
Transitions from lesson to lesson	Staff and Pupils sanitise hands, surfaces, keyboard, books, handles, pens. Face covering in corridor / communal spaces. (government guidance primary pupils are not permitted to wear face coverings. Staff are expected to wear face coverings)	Staff and Pupils sanitise hands, surfaces, keyboard, books, handles, pens. Face covering in corridor / communal spaces.	Staff and Pupils sanitise hands, surfaces, keyboard, books, handles, pens. Face covering in corridor / communal spaces.	Staff and Pupils sanitise hands, surfaces, keyboard, books, handles, pens. Face covering in corridor / communal spaces.	All staff and pupils wear face coverings. Sit in tutor group on vehicle Keep to seating plan Hand sanitise often and getting on and off the bus.

Break times	Pupils remain in tutor group and use extended outside area and indoor eating area.	Pupils remain in tutor groups. Playgrounds opened up to allow more circulation space.	Pupils remain in tutor group. Playgrounds opened up to allow more circulation space.	N/A	Pupils remain in their tutor group
Lunch times	This site is it's own bubble of 14 Pupils remain in their own class	This is a bubble group of 37 pupils. Lunches are generally separated between KS2 and KS3	This is a bubbles group of 32 pupils at KS3 and KS4	This is a bubble group of staff working with specific schools. Staff work from home and communicate via Zoom.	
What is a pupil gets ill with Covid symptoms?	Follow Guidance and set out in Risk Assessment of parental contact and reporting. Pupils taken into the Thrive space. All windows open for ventilation. Staff member to be in full PPE - Medical face mask, visor, gloves, apron, hand sanitise. Pupil to use disabled toilet. Toilet remain out of bounds after use until deep cleaned. Thrive Room to remain out of bounds until a deep clean has been performed. Staff and contract cleaner to perform an immediate	Follow guidance set out in risk assessment of parental contact and reporting. Pupils taken into meeting room at front reception. Staff supervise from distance but wear full PPE. Mask, visor, gloves, apron. Pupil to use visitor toilet. Toilet remain out of bounds after use until deep cleaned. Meeting room to remain out of bounds until a deep clean has been performed. Staff and contract cleaner to perform an immediate clean of all areas of	Follow guidance set out in risk assessment of parental contact and reporting. Pupils taken into meeting room on the old wing. Staff supervise from distance but wear full PPE. Mask, visor, gloves, apron. Pupil to use pupil toilet on old wing. Toilet remain out of bounds after use until deep cleaned. Room to remain out of bounds until a deep clean has been performed. Staff and contract cleaner to perform an immediate clean of all areas of	Outreach staff to contact each school via telephone before arrival: Has there been any reported cases of COVID on site? Are there any bubble groups isolating? IF YES – Discuss with LPA Headteacher or Deputy in absence to consider track and trace / contact protocols.	Follow guidance set out in risk assessment for parental contact and reporting. If a pupil on offsite transport develops symptoms of coronavirus the offsite activity must end and pupils should be taken home. All staff and pupils must maintain ventilation in the vehicle and PPE must be worn by staff and face coverings by all pupils. Headteacher to be informed who will discuss with CEO,

	<p>clean of all areas of contact (classrooms / communal spaces).</p> <p>Headteacher to be informed who will discuss with CEO, Public Health England and BaNES</p>	<p>contact (classrooms / communal spaces). Headteacher to be informed who will discuss with CEO, Public Health England and Bristol CC</p>	<p>contact (classrooms / communal spaces). Headteacher to be informed who will discuss with CEO, Public Health England and BaNES</p>		<p>Public Health England and Bristol</p>
Face Masks	<p>There are no requirements for Primary pupils to wear masks. Voluntary if they do. Expect to maintain social distancing. Staff to wear masks or visors and maintain social distancing as best as they can.</p>	<p>Staff to wear masks or visors at all times. Staff to maintain social distancing. Staff to encourage young people to wear masks or visors in corridors or communal spaces.</p> <p>Where language communication is a barrier in classrooms – teachers / support staff to wear visors.</p>	<p>Staff to wear masks or visors at all times. Staff to maintain social distancing. Staff to encourage young people to wear masks or visors in corridors or communal spaces.</p> <p>Where language communication is a barrier in classrooms – teachers / support staff to wear visors.</p>	<p>There are no requirements for primary pupils to wear masks. Staff are requested to wear masks at all times and maintain social distancing of 2 m classrooms to be ventilated. If unable to maintain 2 m then 1 m for minimal time with extra precautions (masks).</p>	<p>Staff and pupils must wear masks at all times (unless medically exempt).</p>

<p>Social Distancing</p>	<p>Apply 2 m distance where possible. Desks apart and forward facing. Hand sanitise systems in place and increased ventilation in all rooms / spaces.</p> <p>Limit number of pupils on corridor spaces. Staff use face coverings / visors.</p>	<p>Apply 2 m distance where possible. Desks apart and forward facing. Hand sanitise systems in place and increased ventilation in all rooms / spaces.</p> <p>Limit number of pupils on corridor spaces. Staff use face coverings / visors. Pupils use face covers or visors Pupils wear face coverings or maintain 2 m social distance</p>	<p>Apply 2 m distance where possible. Desks apart and forward facing. Hand sanitise systems in place and increased ventilation in all rooms / spaces.</p> <p>Limit number of pupils on corridor spaces. Staff use face coverings / visors. Pupils wear face coverings of maintain 2 m social distance</p>	<p>Apply 2 m distance where possible. Face mask work at all times. Additional PPE – Wipes, Sprays to clean equipment between transitioning schools.</p>	<p>Pupils stay on transport according to seating plan. Pupils in Tutor group bubble. Pupils and staff wear face coverings plus extra ventilation on school bus. Seat at social distance where possible.</p> <p>Hand sanitise.</p>
<p>Cleaning between transitions</p>	<p>Extra cleaning contract on site from 10am to 2:00pm</p> <p>Staff have access to sanitise wipes to clean down surfaces highlighted in this document between uses / transitions</p>	<p>Extra cleaning contract on site from 10am to 2:00pm</p> <p>Staff have access to sanitise wipes to clean down surfaces highlighted in this document between uses / transitions</p>	<p>Extra cleaning contract on site from 10am to 2:00pm</p> <p>Staff have access to sanitise wipes to clean down surfaces highlighted in this document between uses / transitions</p>	<p>Staff to clean down vehicles / equipment between visits / transitions between schools</p>	<p>Staff to spray down / wipe down vehicle between transitions and uses.</p>