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School COVID closure and lockdown plan

The priority in all cases of school closure will be the safety and security of the staff and pupils.

There are several reasons that may lead to some form of closure or reduction in the number of pupils attending school during the Covid Pandemic:

- Effects of a local outbreak and lockdown
- Shortage of staff due to non Covid illness
- Shortage of staff due to Covid illness
- Impact of track and trace

In a partial closure or lockdown:

- Work will be provided for pupils that can be completed at home.
- Staff who are able will report for work as normal unless directed otherwise.
- **No pupil or adult who is showing Covid symptoms should attend** school unless they have a confirmed negative test result.
- There are 4 tiers of local intervention / lockdown:

Tier	Summary of Impact
1	School will continue to allow all pupils who are well enough to attend.
2	
3	
4	All pupils except those of critical workers or vulnerable pupils will work from home

Tier 1

Tier 1 involves remaining fully open, as the government has been clear that ensuring schools and educational settings remain open should be prioritised over other areas when restrictions are considered.

Implementation at St Edmund's Catholic Primary School - School is fully open

- Risk assessment and procedures are in place - Risk assessment is reviewed regularly and shared with governors if there are organisational changes
- Handwashing continued and reinforced

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- Increased daily cleaning regime
- Regular communications inform parents of the procedures and any changes
- Website reflects the changes and is updated accordingly
- Headteacher attends weekly Abingdon Headteachers meeting which shares county and national thinking.
- Headteacher reads daily government updates and the weekly county School News

Tier 2

The St Edmund's plan is based on the guidance as set out in August 2020:

<https://www.gov.uk/government/publications/how-schools-can-plan-for-tier-2-local-restrictions/how-schools-can-plan-for-tier-2-local-restrictions>

This is linked to:

<https://www.gov.uk/government/publications/containing-and-managing-local-coronavirus-covid-19-outbreaks/covid-19-contain-framework-a-guide-for-local-decision-makers>

Implementation at St Edmund's:

- Follow the planning for tier one – understanding the local picture and keeping all parties fully informed
- Risk assessment reviewed in the light of new controls
- Additional letters to parents informing them of any procedural changes as necessary
- Additional governor communications to inform and update – share planning and thinking

Tier 3

In the event of tier 3, as a primary school, we are likely to remain fully open; or we will receive, and therefore follow, specific local or government directed restrictions, which may include prioritising certain year groups.

Implementation at St Edmund's:

- Follow tier one and two, unless directed otherwise.

Pupils who are self-isolating/awaiting test outcomes

Pupils will be guided towards age appropriate work on the [Oak Academy website](#) to do when they are isolating. Paper packs of suitable activities will be provided if needed within 24 hours and will contain work to cover 10 school days. Those pupils who are well enough to complete the work will be asked to do so. General guidance regarding home learning links to the Oak Academy, Purple Mash and My Maths, plus other suitable resources and websites

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will be added to the Home learning class pages on the school website and parents will also be directed to this information when the child first begins the period of self-isolation.

Tier 4

Tier 4 limits the attendance at school to just vulnerable children and the children of critical workers. Remote education will be provided for all other pupils.

Implementation at St Edmund's:

*Vulnerable children

- *are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child –*
- *have an education, health and care (EHC) plan –*
- *have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance. This might include children on the edge of receiving support from children's social care services, adopted children, those living in temporary accommodation, those who are young carers, those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study) and others at the school's and local authority's discretion – **At St Edmund's we may also include pupils in TAFs and EHA and pupils who have just left the social care system***

**Critical workers

Parents whose work is critical to the coronavirus (COVID-19) response include those who work in health and social care and in other key sectors outlined below.

Key principles:

1. If a child needs specialist support, is vulnerable, or has a parent who is a critical worker, then educational provision will be available for them.
2. Parents should not rely for childcare upon those who are advised to be in the stringent social distancing category such as grandparents, friends, or family members with underlying health conditions.
3. **Parents must do everything they can to ensure children are not mixing socially outside of school. As far as possible they must observe the same social distancing principles as adults; *this would be a condition of accepting critical worker children in school.***
4. We would expect families to do their best to care for their children: if only one parent in a two-parent household is a key worker we would anticipate children would not be attending school.

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5. Depending on numbers of key worker children we may not be able to offer fulltime spaces; in this event we would offer places on a rota system e.g. part-time on the same day(s) each week.

Critical worker groups are:

- Those in health care professions
- Those in education and childcare professions
- Key public services including:
 - ✓ those essential to the running of the justice system
 - ✓ religious staff
 - ✓ charities and workers delivering key frontline services
 - ✓ those responsible for the management of the deceased
 - ✓ journalists and broadcasters who are providing public service broadcasting
- Those in national and local government
- Those working in food production/ distribution
- Those working in public safety – police, fire etc.
- Those working in utilities, communication and financial services

Where there are no local restrictions in place, education provision will continue to remain fully open to all, and these tiers do not apply.

Staffing

If staff show any symptoms of Covid they must stay at home and book a test as soon as possible.

There will always be a DSL (Designated Safeguarding Lead) on site and a pediatric trained first aider.

One member of staff will be available to run the office (CL, DD or VP)

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As far as possible, children will work in one of two mixed age bubbles (Early Years-Year 2 children; Year 3-6 children) using a mixture of planned work prepared by the class teachers and work for the whole bubble relevant to that week's objectives. Teaching assistants will work in school supporting specific bubbles on a rota basis, unless they are shielding.

During a lockdown, teachers will mainly work at home: they will spend one day per week in school with a bubble on a rota basis, unless they are shielding. Children who are not in school will receive weekly face-to-face teacher catch-up/nurture session from their class teacher via Microsoft teams.

Lessons

- Lessons for pupils on site will continue following the class teachers' plans
- Lessons for pupils who are off-site will be delivered through:
 - Purple Mash - <https://www.purplemash.com/sch/stedmundsox14>
 - Oak academy - <https://www.thenational.academy>
 - BBC Bitesize - <https://www.bbc.co.uk/bitesize>
 - BBC Bitesize Daily Lessons - <https://www.bbc.co.uk/bitesize/articles/zvqgsk7>
 - Third Space Learning - <https://mathshub.thirdspacelearning.com>
 - My Maths - <https://www.mymaths.co.uk>
 - White Rose - <https://whiterosemaths.com/homelearning>
- Work packs will be provided for those families who have requested them.
- Teachers will:
 - set work so that pupils have meaningful and ambitious work each day in a number of different subjects, including new material
 - teach a planned and well-sequenced curriculum so that knowledge is built incrementally, with a good level of clarity about what is intended to be taught and practised in each subject
 - gauge how well pupils are progressing through the curriculum using questions and other suitable tasks, and set a clear expectation on how regularly work will be checked. All completed or submitted work will be acknowledged by the teacher and detailed feedback will be given at least three times per week.
 - adjust the pace or difficulty of what is being taught in response to marking or assessments; including, where necessary, revising material or simplifying explanations to ensure pupils' understanding
 - meet with their classes using Microsoft Teams once a week in a PSHE/nurturing capacity; this will be in groups of up to 6 pupils assigned by the class teacher.

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- hold learning clinics on three days per week where they will be available on-line to provide one-to-one support either to the parent or the child. Parents will be able to email the teacher in advance to book a 10-minute slot for younger children or a 15-20 minute slot for older children.
- Communicate with parents, set work and give feedback to pupils via the class email addresses or class blog during school hours (9am-4pm, Monday -Friday).

NB If the teacher is unwell parents and children will be signposted to suitable activities via the class Home Learning page on the school website. Follow up of messages will not be undertaken until the teacher is well enough to work again.

- There will also be a daily worship provided by the diocese, weekly Gospel Worship via the Mark 10 Mission, and weekly live streamed Mass for Key Stage 2 children via St Edmund's church.
- All remote learning will be emailed to parents on a weekly basis and will also be accessed via the class Home Learning page on the school website

Shortage of staff due to illness

Where the number of staff who are off through illness falls to a level where we are unable to maintain safe staffing levels the following measures will be considered and the best course of action implemented.

The exact choice of solution will depend if staff are sent home during the day or if staff are phoning in ill in the morning.

Possible solutions:

- Offering additional days of working to part-time staff
- Asking teachers to work more often in school (when the rota system is in operation)
- Merging bubbles

Pupils working from home who do not have ICT facilities

Key families will be surveyed to ascertain:

1. Who has computer access at home
2. Who has tablet access
3. Who has an internet enabled phone
4. Who has broadband
5. Who needs to rely on 4G
6. Who has no access at all.

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This information will then be used to source additional equipment from the government scheme if available. Should the demand for ICT outstrip the supply access may need to be provided with textbooks or other printed materials.

Cleaning

The enhanced cleaning arrangements currently in place in the school will continue.

Free School Meals

Pupils who are unable to access free school meals will be provided with vouchers to be used at a local supermarket (which is part of the voucher scheme) of their choice.