



Health & Safety Addendum - June 2020

We have put in place a number of additional health and safety measures to support social distancing and to limit the spread of infection during these challenging times.

- Planning guide for secondary schools - NEU/GMB/Unison/Unite Commentary and checklist completed <https://neu.org.uk/media/10756/view>
- Completed Trust risk assessments for each room and area of the school which are checked again on a daily basis.

- Arrangements for entry / exit
 - Different entrances to avoid crowding
 - Staggered exit and entry times
 - No unsolicited visits in school without first seeking appointment.
- Moving around the school
 - Clear signage including social distancing procedures, hygiene and handwashing
 - Staggered classroom exits to avoid congestion
 - Staggered break and lunchtimes and designated areas for inclement weather.
- Hygiene
 - Antibacterial / handwashing on entry, sanitation in all classrooms and offices
 - Regular cleaning of touch points
 - Tissues, lidded waste bins and posters present in all rooms
 - Each group will have their own allocated bank of washrooms
 - Equipment will be sanitized each day
 - Pupils will retain any equipment lent to them, they are not to share equipment or lend to each other.
 - Classrooms will be cleaned at the end of each day and all high usage areas
 - Our water fountains will not be in use in order to minimise the risk of infection.
- Pupils and Class Sizes
 - Classes of a maximum 15 students to ensure 2 metre social distancing
 - Students will use the same desk
 - Students will not have contact with other students outside their class group during the school day.
 - Allocate staff to each group to avoid transmissions between groups.
- Staff Training and Policies
 - Wellbeing training completed
 - Behaviour addendum issued and training completed.
- Pupil training
 - Pupils will receive a welcoming briefing and reminders regarding social distancing and hygiene
 - Pupils will receive wellbeing lessons.

Site checks - as the site has remained open the following have been maintained:

hot and cold water systems

gas safety

fire safety

kitchen equipment

Specialist equipment used by students

security including access control and intruder alarm systems

ventilation