

Covid-19 Risk Assessment

YEARS 1-6 : START DATE 3.9.20

RECEPTION/PINK CLASS – START DATE 14.9.20



For FULL re-opening of Wateringbury CE Primary School from 3rd September, 2020

Date of risk assessment	<p>Written: 5th August, 2020</p> <p>Version: 6 : 8th September 2020 (added: hand gel spray, eye risk, section 7 & 20; two children in toilets, section 14)</p> <p>NB. This is a working document and is subject to regular review and revision.</p>
Assessment carried out by:	Chasey Crawford (Headteacher); Gail Isted and Mark Warren (Co-chairs, Governing Body)

	Hazard	Who may be harmed?	Risk Rating Before Controls	Control Measures/Actions	Risk Rating After Controls	Person (s) Responsible	Considerations
1A	Parents are anxious about full return, attendance affected.	Children	4	DfE guidance and school expectations to be communicated regularly to parents with regards to compulsory attendance aligned with safety measures in place to allay fears and anxiety. Parents who are particularly anxious will be invited to observe their child's class from the external door to see handwashing routines, desk spacing and seating, lesson expectation.	3		
1	Parents are uninformed and do not follow guidelines.	Children Staff Anyone in contact with the above	4	Guidance and information regarding staggered start and finish times to be emailed to parents ahead of school opening. Allow parents time to respond and query. Should parents not follow guidelines for pick-up, drop-off and social distancing, they will be politely reminded by CCU. If transgressions continue, parents will be asked to attend a meeting with CCU and a Governor to set out the importance of compliance.	2	CCU Class teachers	

2	Children and/or staff will transmit or become infected with COVID-19	Children Staff Anyone in contact with the above	5	<p>Rapid Action in Suspected Cases: School will always contact the local Public Health England health protection team with any question relating to school and community health and infection: https://www.gov.uk/guidance/contacts-phe-health-protection-teams Staff and children who are in school should stay at home if they are experiencing any symptoms or signs of illness as outlined on the NHS website: https://www.nhs.uk/conditions/coronavirus-covid-19/</p> <p>Front door sign will state No Entry and office staff will meet any suppliers or parents at the front steps. ONLY SCHOOL STAFF ARE PERMITTED TO ENTER SCHOOL.</p> <p>Ensure all staff and parents know the symptoms. Reminders on the signs and symptoms and links to the government and NHS websites will be sent out regularly and when changes have occurred in their guidance.</p> <p>Children in school must be isolated in a room away from others (Rainbow Room) and sent home if they are experiencing the signs and symptoms of Covid 19. Any member of staff supervising the child should maintain a 2m distance where possible. Where this is not possible, a disposable mask, gloves and apron should be worn. If there is deemed to be a risk of splashing to the eyes, from coughing, spitting or vomiting, then eye protection should also be worn. Each teaching group will have its own first aid kit readily available. Rainbow Room to be wiped down immediately by office staff using PPE and then deep cleaned at the end of day by cleaning staff wearing PPE.</p> <p>Should a suspected case of Covid-19 arise in school, the following will take place:</p> <ol style="list-style-type: none"> 1. Child or staff removed from school immediately. 	5	CCU/Governors Office staff HT/DHT Office Staff Class teachers	Due to the impossibility of removing or mitigating this risk, daily review essential with CCU/teachers/H&S Governor.
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				<ol style="list-style-type: none"> 2. Child or staff must be tested and any family members displaying symptoms. The government guidance must be followed: https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested 3. Child or staff must report the results of the test back to school as soon as possible. 4. All parents, staff and governors to be notified of a suspected contamination and signposted to government advice. The result, when known, must also be communicated to parents, with further advice. 5. If the test is positive, the child or staff must comply with the government's Test and Trace programme by following this guidance: https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works 6. If the test is positive, the entire bubble must self-isolate for 14 days. If a child or staff develops symptoms during this time, they must follow the steps above. 			
3	Children, staff or visitors will transmit or become infected with COVID-19	Children Staff Visitors Anyone in contact with the above	4	<p>Visitors to School : Minimising Contact</p> <p>Visits will be arranged outside school hours wherever possible. However, contractors may require access to the school building during the school day. All visits will be arranged through site manager, Goff Pain. If he is unable to be on site when the visit is arranged, Goff will ensure the office staff know whom to expect, what job they are doing and what access they will require. A record will be kept of all visitors and visitors will be provided with guidance on physical distancing and hygiene on or before their arrival on site. Visitors may not access any of the bubble areas or have any contact with staff or children in</p>	3	GP Office staff CCU	

				<p>those bubbles. Entry to the school must be considered and one door selected which is deemed safest:</p> <ol style="list-style-type: none"> 1. There must be direct access to the school area of work 2. Entry into school must not go through bubble areas with staff and children working 3. The exit must be the same as the entry 4. The site manager or office staff must remain physically distanced at all times 5. If the contractor is left unsupervised within the school to carry out the work, they must have the school office number to ring when they are ready to exit or for any issue or requirement. <p>Any visitor to school, including contractors, must wear their own mask; handwashing must take place upon arrival and just prior to departure. Any surfaces touched by visitors to be sprayed down and wiped.</p>			
4	Children and/or staff will transmit or become infected with COVID-19	Children Staff Anyone in contact with the above	5	<p>School staff, parents and children: Minimising contact with staggered school day</p> <p>Pupil and staff numbers and bubbles: Children and staff will be organised into class bubbles with no sharing of common areas in school or mixing outside on playgrounds. The library will be used only by Reading Manager and phonics groups. Reading Manager will wipe table, chairs and any shared resources in between groups.</p> <p>Staggered start and finish times Each class has an individual start and finish time with parents expected to promptly arrive at only those times. For families with more than one child in school, parents will be asked to drop a child and move off-site (to the station car park, for example) until the next drop-off time. <i>See Covid Logistics Appendix 1 for details of timings and entry/exit doors.</i></p>	3-4	Class teachers	

5	Children and/or staff will transmit or become infected with COVID-19	Children Staff Anyone in contact with the above	5	<p>Arrival and Departure and checking in with parents Lines will be painted on the driveway and pavement to show acceptable physical distancing between children and parents as they wait for their teacher. Parents MUST stand socially distanced on the paint markings.</p> <p>Checking with parents and children about personal 'wellness' and hygiene is an important aspect of openness and clear communication and expectation and should not be shied away from.</p> <p>Signs encouraging correct hygiene methods and good physical distancing will be displayed on the driveway gate, playground double gates and at the main entrance.</p>	3	GP HT/DHT/Office staff Class teachers GP	
6	Children and/or staff will transmit or become infected with COVID-19	Staff Anyone in contact with the above	5	<p>Classroom layout to promote physical distancing and learning resources</p> <p>Year R and Year 1 classroom space will have few tables and children will have free movement within the classroom and outside for large parts of the day.</p> <p>Years 2-6 classrooms will have desks set up facing forwards with two children at each desk. Desk will be spaced accordingly. Maximum classroom area will be used by reducing tables, bookshelves etc around the perimeters.</p> <p>Where possible, teachers will maintain a 2-metre distance from each other and children. When this is not possible, they should avoid close face-to-face contact and minimise time spent within 1 metre of anyone.</p> <p>All children will be supported to maintain distance and not touch staff and their peers, where possible. This is not possible for our youngest children and for children with complex needs.</p>	3	Class teachers	

				<p>Timetable variations including break-times and lunch-times will ensure playgrounds are zoned and timed. <i>See Break and Assembly Logistics Appendix 2 for details of timings, cover and entry/exit doors.</i> <i>See Lunchtime Logistics Appendix 3 for details of timings, playground zones and cover.</i></p>			
7	Children and/or staff will transmit or become infected with COVID-19	Staff Anyone in contact with the above	5	<p>Promoting Good Hygiene: When staff and children come into school, they will be required to wash their hands immediately upon entering. They will be asked to do this before and after break and lunchtime and at home-time. Children will also be reminded to wash their hands whenever they look dirty (after an activity) and whenever they come back inside after being outside.</p> <p>Due to time constraints, alcohol-based hand gel may be used by teachers, especially at playtime and before home time. Children will be taught how to use hand gel properly to ensure none is sprayed or flicked and only the required amount is used.</p> <p>If a parent wishes their child to wear a face mask during school hours, staff will support the child to ensure it's kept in place and no teasing occurs. If a child arrives with a face mask at entry but it is to be removed for the school day, staff will support the child to ensure it's put in the child's book or school bag. Parents will be responsible to put the mask back on their child.</p> <p>Children will be taught how to wash their hands thoroughly for 20 seconds, using government guidelines, video links and posters. Posters will be kept around the school to remind them of hand-washing. Good hygiene will also make up part of the children's daily PSHE lessons.</p>	3	Class teachers	<p>GP:</p> <p>A covered, pedal bin in each class –for tissues and paper towels.</p> <p>Clean paper in green recycling bin. All other rubbish in black bin.</p>

			<p>The 'Catch it, bin it, kill it!' routine will be taught and used tissues to be placed by the child in a designated lined and covered bin. Covered bins will be provided in each classroom.</p> <p>Children will be taught to cough and sneeze into their elbow and away from the direction of other children and adults. If children cough or sneeze on resources or tables, they will be taught to spray it, wipe it and throw the cloth away. Children will regularly be reminded not to touch their faces.</p> <p>Staff to keep face up high and avoid going down to child's level at all times.</p> <p>Uniform: All children must wear full and proper school uniform (including school shoes except on PE days when trainers are acceptable, see below).</p> <p>PE Kit: Children will come to school in their PE kit and trainers on their PE days. Teachers will remind children and parents at dismissal the day before they are required to come in PE kit.</p>			
8A	Children and/or staff will transmit or become infected with COVID-19	Staff Pupils Caterlink staff	<p>School dinners: CATERLINK</p> <p>The school's catering company, Caterlink, has reviewed its arrangement for food preparation, handling and serving and has implemented a safe system to ensure that adequate hygiene standards are maintained as well as social distancing in the kitchen area.</p> <p>See Caterlink Risk Assessment for kitchen and Caterlink staff procedures and risk management.</p> <p>Children will not be permitted in the hall during the lunch hour. All dinners for children will be collected by each class teacher/TA and brought to the children to eat in</p>		CCU Esther Honeyman	Class teachers/TAs

				<p>their classroom. The children will scrape and stack their plate, cutlery and cup. When the children have finished eating, each child will carry their tray to central point in the bubble, stack their plates and cups and place cutlery in a bucket.</p> <p>Packed lunches from home are not allowed for Year R Pink Class, Year 1 Indigo Class and Year 2 Blue Class. The only exception will be for children with severe food issues. Each child will be expected to have a free school meal. If a parent insists that their child has a packed lunch, the child will need to go home for lunch.</p> <p>Caterlink updated RA to be added when available or requested if it's not forthcoming.</p>			
8B	Children and/or staff will transmit or become infected with COVID-19	Staff Anyone in contact with the above	5	<p>Lunch arrangements : staggered times for each class</p> <p>Years 3-5 have a choice of school dinners or packed lunch. All lunch boxes are placed under each child's desk.</p> <p>Year 6 has a choice of school dinners or packed lunch. Year 6 school bags and lunches are placed in socially distanced lockers in the Atrium.</p> <p><i>See Lunchtime Logistics Appendix 3 for details of timings, playground zones and cover.</i></p>	3	Class teachers	
9	Children and/or staff will transmit or become infected with COVID-19	Staff Anyone in contact with the above	5	<p>Reduce contact between year groups</p> <p>Year groups will not mix with with other year groups, inside or outside.</p> <p>Corridors are only used for toilet access with one child permitted at a time during lessons. Handwashing before</p>	3	Class teachers	

				and after breaks and lunch will be supervised by the teacher/TA.			
10	Children and/or staff will transmit or become infected with COVID-19	Staff Anyone in contact with the above	5	<p>Amendments to Classroom Practice</p> <p><u>Ventilation</u> External doors will remain open throughout the day to ensure good ventilation throughout the classroom. Windows should be open, weather permitting. Be mindful of the playground – gates must be locked throughout the school day.</p> <p><u>Year R and Year 1 : Child Initiated</u> Child initiated activities (with resources which can be cleaned appropriately) will be provided in the indoor and outdoor environment throughout the morning. Children will be encouraged to avoid unnecessary contact with each other and to practice physical distancing as much as possible. Resources will be cleaned daily. Outdoor resources will be cleaned appropriately at the end of each day and again will remain solely for the use of a set bubble.</p> <p>After child initiated session, all used resources will be placed in buckets ready for cleaning.</p> <p><u>Independent Spaces (Year R, Year 1)</u> For lunch and independent literacy, RE and art activities in the afternoon, each child will have their own allocated table space. These will be wiped clean by staff before and after lunch using spray, wipes and gloves. These individual spaces will remain the same every day. Children to have their own equipment provided and remain with this equipment during independent tasks (pencil, glue, crayons, ruler, rubber, sharpener.) If resources are kept in a zipped bag, children will be asked to put all</p>	3	GP Class teachers	

			<p>equipment back and then wipe down their zipped bag using a wipe before the end of the day. Any shared resources will be wiped and cleaned by staff at the end of the day.</p> <p><u>Carpet time (Year R, Year 1, Year 2)</u> Children will have allocated spaces on the carpet that are carefully distanced from each other. These will remain the same every day.</p> <p><u>Outside Learning (all classes)</u> Children should learn/play outside as often as possible, always mindful of other classes. Pink Class will be primarily making use of their dedicated outdoor area which is not accessed by any other members of the school.</p> <p><u>Bikes and Scooters</u> Older children (Yrs 5, 6) who arrive at school independently can bring their own scooter or bicycle to school, to be parked in designated spots as directed by the teacher. If younger children (Yrs R – 4) bike or scooter to school with parents, the parents must take the bike or scooter off site with them.</p> <p><u>Marking</u> Teacher marking to be done from behind the pupil, where possible. Verbal feedback is best practice and short annotation can be made in books. Any books that require annotation or transcription to be done alongside the pupil. Books are permitted to go home for marking.</p> <p><u>Toilets</u> One child at a time, only with permission.</p> <p><u>Tables and Resources</u> Children will use the same table every day and all equipment will be left in school. Children in Year 5 and 6</p>		
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				<p>are permitted to take pencil cases home at the end of each day should they need them.</p> <p>All resources will be wiped and put away.</p> <p>Older children will have access to dictionaries and thesaurus as needed, and these will be wiped down prior to children receiving these and will remain on the desks or in trays if there is one per child. Any additional resources which are required will be wiped down.</p>			
11	Children will transmit infection to the home environment from school and vice versa	Family members including those who are vulnerable Pupils Staff	5	<p>Assemblies</p> <p>Whole school assemblies are not permitted.</p> <p>Phase group assemblies (Years 1/2, Years 3/4, Years 5/6) will not take place until floor is marked out and governors and HT discuss and risk assess, taking into consideration pupils' wellbeing, any unusual behaviour, any Covid-like illness or local spikes and space between classes at front and rear of hall which must be maximised and no less than 4 metres. Hall must be fully ventilated with all windows and doors open.</p> <p>During any class or phase assemblies, HT will maintain at least 2 metres of distance and height.</p> <p>If/when assemblies recommence, Year 1 and 2 Year 3 and 4 Year 5 and 6 will all enter via different doors to ensure no cross-over in corridors.</p> <p>HT and staff will walk through assembly plans prior to any assemblies commencing.</p>	3		
12	Children will transmit infection to	Family members including	5	<p>Daily Good Practice:</p> <p>Children will wash their hands on arrival and before leaving school at the end of the day.</p>	3	Class teachers	

	the home environment from school and vice versa	those who are vulnerable Pupils Staff		<p>Children should bring their own named water bottle which needs to be sent home and cleaned each night. Only the child whose name is on the bottle should handle the bottle, including collecting and filling it in school.</p> <p>Children will not bring book bags, stationery, toys or books to school. Year 5 and 6 may bring their own pencil cases which will be kept on individual desks.</p>		Parents Class teachers	
13	Infection may be transmitted via the physical school environment	Pupils Staff Family members others	5	<p>Cleaning Protocol: The used parts of the school to be kept clean by the cleaners daily: Evening clean PINK (PG, supervised by GP) Evening clean INDIGO (BN, supervised by GP) Day-time clean (GP, PG) – bin emptying and children’s toilets checked, wiped and stocked Evening clean ZONE/ORANGE (BN, GP) Evening clean (PG, BN, GP) – tables, equipment, floors, staff and children’s toilets, frequently used points e.g. switches, handles (at least 30 minutes after staff leave)</p> <p>Surfaces, taps and frequently used points to be regularly wiped using school detergent sprays and disposable tissue by staff member with disposable gloves. All classrooms, library, hall, atrium and front entrance have red trays with cleaning supplies. These are checked daily by site manager.</p> <p>Tables will be cleaned using school detergent sprays and disposable tissue by staff members with disposable gloves. Tables will be re-wiped ahead of lunch.</p>	3	GP Class teachers	<p>Cleaning timetable and expectations</p> <p>Cleaning kits for each teaching group</p> <p>Equipment organisation</p>

				Outdoor play structures (trim trail, monkey bars, slide etc) will be wiped down by site manager each morning upon arrival.			
14	Infection may be transmitted via the physical school environment	Pupils Staff Family members others	5	<p>Toilets Children should only use the designated toilets. Maximum of two children in the toilet at a time. Toilets labelled. Sign on toilet doors to remind children that only one in at a time and to wash hands. Younger children in Year R and 1 to wash hands again in classroom under supervision. <i>See Covid Logistics Appendix 1 for details of designated toilets.</i></p>	3	Class teachers	Assign and label toilets
15	Fire causes classes to mix	Pupils Staff Family members others	5	<p>Fire Safety and Evacuation Children will need to be reminded of the fire safety processes and practice during first week back.</p> <p>Year R, 1, 2, 3, 4, 6 exit through class external doors and line up in well-distanced lines, facing tyre park.</p> <p>Year 5 exits through the atrium door.</p> <p>The IT Suite is not being used in Term 1 due to constraints around social distancing, hygiene and over-use of screens during lockdown. If children are in the IT Suite (supervised) when the fire alarm is triggered, they return immediately to their class and exit accordingly.</p>	2	Class teachers	
16	Injury is not able to be dealt with safely and with correct resources	Pupils Staff	5	<p>MEDICAL, First Aiders First aid kits for classes, labelled and kept within class. PPE available for use if required due to severe medical needs. Staff, pupils or families with medical needs will be assessed by 11th September and HCPs and relevant consents in place.</p>	2	Class teachers AH/LS	Eye wear and disposable PPE including fluid-resistance face masks to be made available to each bubble.

17	Security is breached due to fewer staff on site	Staff Pupils	4	<p>Site security</p> <p>Consideration has been given to the security of high value items and personal belongings, ensuring that the school remains secure whilst in operation. Each class has access to a lockable cupboard.</p> <p>Consideration is given to the main entry and exit points to the school. Phoenix Drive, Bow Road and Railway gates will remain locked throughout. The only access for parents is up the main drive with parking available in the railway car park.</p>	2	GP GP AH/LS	
18	Staff health suffers due to workload	All staff	4	<p>SLT to check in regularly with their staff members. Concerns to be raised at SLT meetings.</p> <p>Governing Body appointed a Wellbeing Governor who can offer initial wellbeing session (voluntary) for staff and signpost staff to further support, advice or help. The school has set up a Wellbeing Team (led by Rachel Bryant alongside Katherine Phillips, Sarah McGrath and Catherina Henry) who can be called upon to offer individual advice/support and signposting to professional services. Chasey, Katherine and Catherina will be undertaking training as Mental Health First Aiders.</p> <p>Staff room cannot be used as an after school gathering place due to social distancing. Hot drinks to be taken back to classrooms. TAs to leave school as soon as classrooms are tidied and by 4:00pm latest. Teachers to mark books and prepare lessons in classrooms and depart school no later than 5:45pm.</p> <p>Chasey and the Wellbeing Team will meet regularly to discuss issues arising and any further action which may need to be taken. The headteacher (CCU) is responsible for staff wellbeing and any mental health issues arising.</p>	2		

19	Staff in risk category become infected with COVID-19	Vulnerable staff, vulnerable family members	4	<p>HEADTEACHER'S office to be an area of social distancing with use of barrier gate. Any informal meetings with HT which arise during the day will be held between HT office and Rainbow Room with doors open. Confidential meetings to be held by telephone or socially distanced outside. HT will drop in to classrooms and will remain socially distanced at all times.</p> <p>VULNERABLE STAFF MEMBERS INCL HEADTEACHER: All contact with children should minimise risk by maintaining a reasonable distance (where 2 metres is not possible, 1 metre), adult height above child and not engaging in close 1:1 face-face contact. Reading and interventions with certain pupils or small groups can take place at work stations in the hall, library and atrium with distance at tables maintained. During outdoor duties, staff should circulate freely, ensuring they are distanced and reminding children as necessary. If there is a First Aid incident, vulnerable staff will not approach the child but ensure another outdoor member of staff is in place. In the event of an emergency (including personal illness), three short whistle blasts will alert other staff to attend the field to find out what is required.</p> <p>Parent meetings will only take place by phone or socially distanced outside.</p>	2	CCU/Governors Vulnerable staff	
20	Extreme behaviour causes increased risk of becoming infected with COVID-19. Staff anxiety increases.	All staff	4	High-risk pupils with SEND and 1:1 support are carefully supervised and managed by their TA. School work is carried out in identified safe space for use by that child and TA but within sight of other staff. Playtime and lunchtimes are supervised by the child's TA. Separate outdoor timings will be available should the TA deem it necessary. Any unsafe behaviour (approaching others too closely, threatening words or actions) will result in the child being diverted to another area or activity with their TA. Any dangerous behaviour (wilful running away,	2	HT 1:1 TAs Class teachers Governors	

				<p>physical aggression, deliberate spitting and/or coughing, deliberately flicking hand gel at another person) will result in the child being removed to the Rainbow Room and parents rung immediately to collect. A follow-up discussion between TA, HT and parents will take place by telephone and an action plan devised for a safe return to school which may involve reduced hours and/or reduced days, curriculum adaptation, changes to work space location.</p> <p>Chairs of Governors will be informed of any unsafe or dangerous behaviour and will be informed of the action plan for return.</p> <p>Any staff involved in an 'unsafe' incident will be offered immediate support via the school's Wellbeing Team.</p>			
21	Children will transmit infection to the home environment from school and vice versa	Children Staff Parents Anyone in contact with the above	5	<p>Extra Curricular: Clubs, Evening Classes, Music Tuition</p> <p>Football Clubs run by staff (lunchtime girls and after-school mixed) will commence from mid-September with limited numbers of children and one member of staff. Training will take place on the field, socially distanced exercises and drills as much as possible. Children will wash hands (or use hand sanitiser) prior to training and immediately following.</p> <p>No other school clubs will commence until further notice.</p> <p>Pilates and SwingTrain may commence from September, socially distanced and outside. In the event of inclement weather, the instructor is responsible for cancelling the class. HT and governors will assess these classes at end September to determine future sessions and risk.</p> <p>Music teachers (peripatetic) may commence lessons 1:1 with pupils. Lessons must be held socially distanced outside in fine weather and in the hall in inclement weather. Music teachers will not be able to touch pupils</p>	3		

				to adjust instruments or hand/arms positions and must maintain 2-metre distance at all times. Music teachers also have the option of conducting lessons remotely which will be a private arrangement between the music teacher and the parents.			
22	Children will transmit infection to the home environment from school and vice versa	Children Staff Parents Anyone in contact with the above	5	<p>Breakfast and After-School Club, Nettlestead Pre-School</p> <p>Children attending Breakfast and After-School Club will wash hands prior to leaving the Pre-School. They will be walked to school with two members of staff from the Pre-School. Bow Road gate will only be used by Pre-School staff and children and will be locked immediately after entering or leaving the gate. Staff will bring children directly onto the KS1 playground and to the Gazebo. The Gazebo will be roped off and only used by the Pre-School. Arrival at school at 08:40; Year R, 1 and 2 teachers will collect any children in their classes from the Gazebo as they go to collect their class from driveway double gates. A Pre-School member of staff will walk Year 3, 4, 5 to their external doors. Year 6 will walk independently to their external door (for 08:40 or just after).</p> <p>Children attending the After-School club will wait in their classroom until 3:15pm. Year R, 1, 2, 3, 4 children will be walked to the Gazebo by classroom teachers. Year 5 and 6 children will walk independently from their classroom external doors to the Gazebo.</p> <p>All children will wash hands prior to leaving school.</p> <p>Due to the set-up at the Pre-School, year groups will be mixing. Pre-School staff will remind children to socially distance where possible. All parents will be informed that some mixing of year groups will occur at the Pre-School, and, therefore, Wateringbury classroom 'bubbles' will have some mixing with other year groups, including siblings.</p>			

23	Children will transmit infection to the home environment from school and vice versa	Children Staff Parents Anyone in contact with the above	5	<p>School Trips: School trips beyond the local 'walking' area will not occur until further notice. Teachers are encouraged to use the local area as an extended classroom.</p>	3		
24	Children and/or staff will transmit or become infected with COVID-19	Staff Anyone in contact with the above	5	<p>Where social distancing is not possible, staff and visitors will wear face coverings. Please note, this does not apply to primary pupils.</p> <p>Masks will be worn at all times when using collective space e.g. the hall, the toilets, in corridors, in the staffroom. When teachers and TAs are working in classrooms together, social distancing must be maintained and masks may be removed. If you need to work in close proximity (e.g. moving furniture), please replace your masks.</p> <p>All visitors to school must wear masks. The school holds spare masks available should visitors not be carrying a mask.</p>	3		
25	Accident/injury in railway car park due to congestion issues	Parent or child	4	<p>Parents to be alerted to congestion issues and reminded to walk wherever possible, including parking further away and walking down to school. The railway car park is not within the school's premises and, therefore, not supervised by school staff. Parking in the railway car park is at the parents' risk. A member of staff, usually the caretaker or site manager, will be positioned at the bottom gates of the school drive to see children</p>	3		

				safely into the school drive. Parents with children in Years 4, 5 and 6 will be encouraged to park up in the railway car park, walk their child to the bottom of the school drive and return to their car quickly to vacate.			
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