



Keeping Pield Heath School Safe

How Pield Heath Community is working hard to keep it a COVID safe environment

We all have a vital role to play in preventing the spread of Covid.

We are all 'In this together'

Staff traveling to and from work

- If using public transport, staff are wearing PPE masks and or face coverings
- If car sharing, staff are wearing PPE masks/face coverings and keeping the vehicle ventilated with natural ventilation. Car sharing only happens in cases where it absolutely essential and by staff that are in the same teaching or support groups
- If walking to work with a friend or in a group, staff are advised to keep a safe distance from others, wear a mask/face covering and to take note of their surroundings, and to take extra precautions when transiting through groups or heavily populated areas

Staff arrival onsite

- Any PPE worn on the journey to work is disposed of and changed safely upon arrival, hands cleaned using the antibacterial hand dispensers located on all inner entrance gates. At the earliest opportunity staff wash their hands for a minim of 20 seconds
- Staff keep a safe distance from their colleagues at all times, including classrooms and common areas
- PPE masks and face coverings are required when transitioning around the school site and between classrooms. Staff carry additional supplies in their PPE bum-bag, this includes antibacterial gel and wipes, and new face masks/coverings
- Some staff have medical exemptions due to under lying health conditions and are unable to wear a face mask. These members of staff can be identified by an exemption badge or green lanyard
- Staff are undertaking twice weekly Lateral Flow COVID tests

Student Transport: Arrival and Departure

- Staff are keeping a safe distancing from colleagues outside of their class teams when waiting for students to arrive or depart, masks/face coverings are also worn
- Students have allocated transport points Point A: Main Gate, Point B: Play Ground Gate and Point C: Sports Hall
- Students have staggered arrival and departure times to their school day, this minimises the risk of potential cross contamination in times of transition to their class bases and around the school site
- Students arriving onsite have their temperature taken, and recorded, and are required to use antibacterial hand sanitiser at point of entry, and at the earliest opportunity they are supported in washing their hands
- Any PPE masks/face coverings worn by students are either disposed of upon arrival or stored amongst the students personal belongs (we are guided by parents on what they would prefer)

Tutor Groups, Classrooms and Educational Areas

- Classrooms are well ventilated using natural ventilation, windows and doors open where possible, all equipment and resources are wiped/cleaned after every session
- Common areas, class rooms and other identified areas are fogged by trained members of the cleaning and facilities team, this is tightly scheduled, and recorded, to allow our students to continue to have access to preferred areas e.g. Sensory Room, Soft Play area and OT Room

Student Breaks, Lunchtime and moving around the school site

- Student Lunch and break times, students are supported by known members of staff and kept in their class groups
- Staff safely distance from each other and positively engage with students at all times
- When entering or exiting the play areas, this includes the soft play and sensory room, antibacterial gel is used, at the earliest opportunity both student and staff wash their hands
- If a student or member of staff leaves the class room it is recorded on the out of class register, records are kept of where they have been and for how long



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Staff Breaks, Lunchtimes and Transitioning

- A one-way system is in place for entering and transitioning around the school site, this is clearly marked and staff support students in following the system as a precautionary measure to avoid cross contamination between staff/students
- Staff follow the one-way system when walking through the school to allocated rooms and common areas, PPE mask/face coverings and face shields are worn at all times
- Staff and students regularly and thoroughly wash hands when entering school, after breaks, before and after eating, when moving rooms, after coughing and sneezing (**Catch it, Bin it, Kill it**)
- Staff have staggered break and lunch times to minimise contact with others and have clear direct guidance on safe use of all common areas around the school site and the requirements for keeping themselves and others safe at all times

Additional support

- Key members of Pield Heath Staff are timetabled to the onsite Support System, when a class team or member of staff makes a request for additional support the allocated member of staff will change into new PPE before supporting the class team and student, and then change into new PPE when they leave the student, classroom or environment

Medical/First Aid

- Routine medication will be administered to the students in their class bases
- If a student becomes unwell staff are to contact Sarah Whelan and make arrangements for the student to receive medical support

Observations, Visiting external professionals

- Professionals (external agencies and providers) who support students and families will continue to visit and carry out observations, this will only happen when booked in advance. This enables the necessary EHCP provision, interventions and support to be implemented for our students and their families
- Staff will practice safe distancing when internal or external observations are taking place on the school site
- School will engage supply staff if and when necessary, this will enable provision for the students to continue, any supply staff will be asked to undertake twice weekly Lateral Flow COVID testing
- To minimise risk, all visitors to site will be asked to complete a 'Declaration of Health' upon arrival and their temperatures will be taken
- All visitors will be provided with PHHS COVID 19 Safety Guidelines they must adhere to these when on site. The numbers of visitors will be minimised when and where possible
- **ALL VISITORS WILL WEAR PPE MASKS/FACE COVERINGS AND OR FACE SHIELD**

Meetings with families and Professionals

- All meetings will be held through virtual/online portals unless stipulated otherwise.

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