

COVID19: Full Opening Risk Assessment and Action Plan

SCHOOL NAME: Treetops School

OWNER:

DATE:

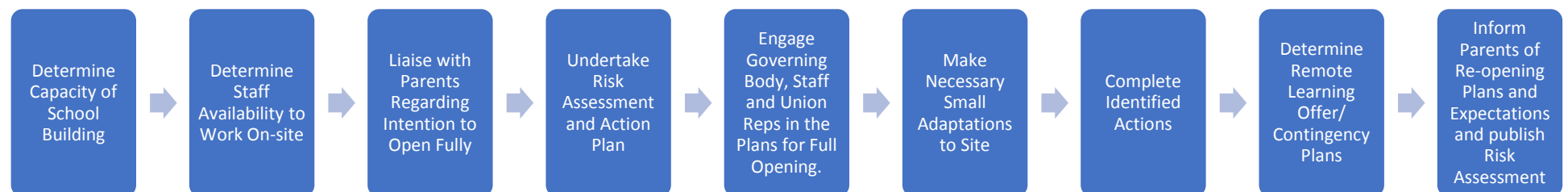
Purpose of this document:

This COVID19: Risk Assessment and Action Plan document sets out the decisions taken and measures put in place to prepare for the full opening of the school and ensure the school continues to operate in a safe way.

Existing policies and guidance continue to apply alongside the actions within this document, including but not limited to:

- Health and Safety Policy
- First Aid Policy
- Child Protection Policy
- CYP Response Plan
- DFE Guidance relating to COVID19
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- The Health Protection (Notification) Regulations 2010
- Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities'

Steps of Full Opening Preparation:



Risk Assessment/ Action Plan Sections:

Engagement.....	3
Preparing Buildings and Facilities.....	3
Emergency Evacuations.....	5
Cleaning and waste disposal.....	5
Classrooms.....	7
Staffing.....	8
Group Sizes.....	12
Social Distancing.....	13
Transport.....	Error! Bookmark not defined.
Catering.....	15
PPE.....	15
Response to suspected/ confirmed case of COVID19 in school.....	16
Pupil Re-orientation.....	17
Remote Education Contingency Plan.....	19
Transition <i>into new year group</i>	20
Safeguarding.....	20
Curriculum / learning environment.....	21
CYP with SEND.....	22
Attendance.....	23
Communication.....	Error! Bookmark not defined.
Governors/ Governance.....	Error! Bookmark not defined.
School events, including trips.....	Error! Bookmark not defined.
Finance.....	Error! Bookmark not defined.

**The below table includes examples in grey, these are not exhaustive.*

Theme	Risks	Action	Action Completed Date	Risk Level Post-Action
Engagement in Risk Assessment and Planning	Risk assessment process fully engages staff, governing body and union representatives.			
Preparing Buildings and Facilities	<p>Premises and utilities have been health and safety checked and building is compliant.</p> <ul style="list-style-type: none"> • Water treatments • Fire alarm testing • Repairs • Grass cutting • PAT testing • Fridges and freezers • Boiler/ heating servicing • Internet services • Any other statutory inspections • Insurance covers reopening arrangements 	<p>Various areas such as toilets, classrooms, kitchens etc, have been unused due to lower occupancy.</p> <p>All routine maintenance of premises has been carried out under the regular schedules as the school has been open. Statutory inspections of school facilities have taken place as normal and being addressed.</p> <p>Enhanced weekly flushing of whole school premises water system has been carried to address potential legionella and water safety issues. All 7 water fountains in school have been rendered unusable.</p> <p>Monthly checking of the Chlorine Dioxide water management system has been carried out to schedule by the contractor.</p>	Ongoing	<p>Example:</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p>

	Office spaces re-designed to allow office-based staff to work safely.	Staff desks repositioned. Staff relocated or work from home if practical. Only essential cover on site.	2/9/20	L
	Entry and exit routes to the school are in place, any physical changes and/or signage required to allow social distancing are in place.	2-meter markings are present on floors. Signage on doors and walls. Different 'bubbles' accessing school via different entrance points. Primary dept leaving at 2:55 to avoid overlap with other bubbles.	23/3/20	L
	Consideration given to premises lettings and approach in place.	Lettings risk assessment completed No lettings for the remainder of school year.	20/05/20	L
	Consideration given to the arrangements for any deliveries.	Signage to instruct delivery persons to ask for assistance from site staff.	2/9/20	L

<p>Emergency Evacuations</p>	<p>Evacuation routes are confirmed, and signage accurately reflects these. NB In the event of emergency the priority is getting out of the building calmly regardless of social distancing.</p> <p>Consideration given to PEEP – buddies are assigned or reassigned according to available persons.</p> <p>Arrangements in place to support individuals with reduced mobility including cover arrangements in the case of reduced numbers of staff.</p> <p>Staff needing to work from home are current PEEP buddies and so reassignment necessary.</p>	<p>Present fire evacuation procedure adhered to with supervising staff observing distancing with pupil groups as far as possible.</p> <p>Buddy system updated</p>	<p>2/9/20</p>	
<p>Cleaning and waste disposal</p>	<p>Enhanced cleaning regime is in place in line with <u>COVID19: Cleaning in non healthcare settings guidance</u>.</p>	<p>Enhanced cleaning schedule implemented throughout the site, ensuring that contact points, worksurfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly.</p> <p>Hand towels and handwash are to be checked and replaced as needed by cleaners and site staff.</p> <p>Enhanced cleaning regime for toilet facilities particularly door handles, locks and toilet flush.</p>	<p>2/9/20</p>	

		Staff to clean in classrooms with provided equipment throughout the school day. Particular high frequency contact items such as door handles.		
	Cleaning staff capacity is adequate to enable enhanced cleaning regime.	Teaching staff to be asked to sanitise required areas and contact points during school hours. Regular cleaning staff to spend extra time cleaning to current Covid 19 requirements.	2/9/20	
	Adequate cleaning supplies and facilities around the school are in place. Arrangements for longer-term continual supplies are also in place.	Hand sanitiser available at the school entrance Lidded bins in classrooms Disposable tissues in each classroom to implement the 'catch it, bin it, kill it' approach. Stock check and ordering schedule reviewed and orders made regularly. Potential alternative suppliers have been identified in the event of low stock.	1/9/20	L
	Sufficient time is available for the enhanced cleaning regime to take place.	Cleaning staff have adequate time allotted to complete their cleaning obligations.	Sept 2020	L
	Waste disposal process in place for potentially contaminated waste.	Potentially contaminated waste to be stored in lockable waste bin for at least 72 hours.	23/3/20	M

	Process in place for safe removal and/or disposal of face masks.	Persons that have such mask to contact a member of site staff in order to put it in correct storage bin.	23/3/20	L
Classrooms	Classrooms have been re/arranged to allow as much space between individuals as practical.	Explain to students the reasons for changes and how they are making them safer. Staff instructed to arrange classrooms to allow for social distancing wherever possible.	Sept 2020	L
	Classroom entry and exit routes have been determined and appropriate signage in place.			
	Appropriate resources are available within all classrooms e.g. IT, age specific resources. NB: sharing of equipment should be limited to the bubble. Shared materials and surfaces should be cleaned and disinfected more frequently [source: protective measures guidance].	Staff to ensure their tutor groups' 'home rooms' are resourced with all necessary equipment to avoid necessity for sharing between bubbles. Classrooms' reading corners to have all soft furnishings kept in one classroom and not shared.	Sept 2020	L
	Non-essential equipment or resources which are not easily washable or wipeable have been removed.	Suitable posters relating to hand-washing, etc to be displayed in all classrooms. Posters are displayed at all necessary points around school.	Sept 2020	L

	<ul style="list-style-type: none"> • SENCO • Caretaker/site member • Office staff member 			
	Approach to staff absence reporting and recording in place. All staff aware.	See Staff Sickness and Absence Policy	Sept 2020	L
	Risk assessments in place for those staff who were previously working from home due to shielding, (clinically vulnerable and/or living with someone in these groups), and appropriate arrangements for mitigating risk are identified.	Individual risk assessments completed by HR staff where necessary.	01/08/20	L
	Plans to respond to increased sickness levels are in place. Cover arrangements determined (including leaders and safeguarding designated leads) – on a weekly rather than daily basis to minimise contacts.	<p>Use of Cover Supervisors</p> <p>Year group classes to buddy up as they are working within a bubble already when necessary.</p> <p>Management structures in place to manage workload.</p> <p>If insufficient staffing is available, classes to be closed until sufficient staffing is possible to maintain pupil safety.</p>	<p>Sept 2020</p> <p>Sept 2020</p>	<p>L</p> <p>L</p>
	Consideration given to staff clothing expectations and information shared with staff.	See staff dress code expectations.	Sept 2020	L
	Approaches for meetings and staff training in place.	Staff meetings to take place in 'Bubble teams' with social distancing and avoiding meetings for over 10minutes. Any meeting over 10 minutes to take place via Teams	Sept 2020	L

	<p>Staffing roles and responsibilities with regards to the contingency of remote provision alongside in-school provision agreed and communicated.</p>	<p>Staff to provide work for pupils who they would currently teach. Middle Leaders to ensure this is maintained.</p> <p>Work to be sent home via InTouch and information provided via the 'app'.</p> <p>Staff to be kept informed of what is expected of them in the event of remote provision being necessitated. Staff to be supported by their managers within SLT.</p>	<p>Sept 2020</p>	<p>L</p>
	<p>Consideration given to the options for redeployment of staff to support the effective working of the school.</p> <p>If redeployment is taking place staff are aware of controls and processes in respect of tasks they are unfamiliar with.</p>	<p>Where possible, staff are working solely within a bubble to minimise the risk of transmission across the school.</p> <p>Where staff work in multiple bubbles, a record is kept of who has worked where.</p>		
	<p>Approach to support wellbeing, mental health and resilience in place, including bereavement support</p> <p>How staff are supported to follow this within their own situations and that of pupils and colleagues is clear.</p>	<p>Staff are aware of available support and advice for schools and pupils available from ECC, including the Educational Psychology service https://schools.essex.gov.uk/admin/COVID-19/Pages/default.aspx</p> <p>The Bereavement Policy has been reviewed to ensure it reflects current circumstances and arrangements</p>	<p>Sept 2020</p>	
	<p>Arrangements for accessing testing, if and when necessary, are in place. Staff are clear on returning to work guidance.</p>	<p>Information regarding accessing testing circulated to staff via email.</p> <p>Test kits are available within school for students who would not be able to access testing in the community.</p>	<p>Sept 2020.</p>	<p>L</p>

	Process in place for use of the limited number of self-testing kits.			
	The approach for inducting new starters has been reviewed and updated in line with current situation.	Separate inductions to take place for staff working within different bubbles.	Sept 2020	L
	Return to school procedures are clear for all staff.	See absence policy	Sept 2020	L
	Arrangements to return any furloughed staff in place.			
	Any staff contracts that need to be issued, extended or amended considering the current situation have been.			
	Any HR processes that were in-train prior to or put on hold due to the COVID19 emergency, have been appropriately resolved.			
	Arrangements in place for any visitors/ contractors on site, protocols and expectations shared. NB: Their employer may require them to wear PPE. This should be documented as part of the risk assessment carried out by the Contractor.	Check with the contractor any requirements their employer has specified before visit. Share school protocols. Wherever possible visitors and contractors arranged for outside of 9am-3pm	Standard Practice Ongoing	L
	Arrangements in place for any externally employed adults	Music tutors and other external providers to be delayed until risk of infection is reduced.	Sept 2020	L

	delivering learning in school e.g. sports coaches, music tutors, forest school leaders. Protocols and expectations shared.	Where their presence is necessary, e.g. OT they are provided a room to work in which is cleaned after use and social distance is maintained wherever possible. Externally employed adults to be asked to wear appropriate PPE while working with our students. Externally employed adults to maintain social distance from staff/students wherever possible. Externally employed adults to remain with a member of Treetops staff when travelling around the school.		
	Staff working in multiple bubbles increasing risk of transmission.	Staff who work across more than one bubble or staff who are having to go into a different bubble to avoid close contact support. Any close proximity working to limited to 10 minutes and provided by a member of that bubble.	Sept 2020	L
	Staff/students have more than 15 minutes of close/direct contact with a confirmed case.	Self-isolate for 14 days, if they develop symptoms must arrange a test within 5 days.	Sept 2020	L
Group Sizes	All children are included in distinct groups/ 'bubbles' that do not mix and the number of children in each bubble is as small as possible.	Pupils to be shown document prepared by SALT team which explains key changes to school life. Pupils and staff to be aware of their 'bubble'	Sept 2020	L
	Staffing allocations to groups determined, minimising contact with multiple groups as much as possible.	Where possible, staff to only work in one bubble. Staff working in multiple bubbles to be conscious of maintaining social distance when	Sept 2020	L

		working in a different bubble. Records kept of where staff have been working.		
Social Distancing	<p>Arrangements for social distancing in place to consider:</p> <ul style="list-style-type: none"> • Staggered school drop off/pick up times and locations (if possible) without reducing teaching time • Staggered or limited amounts of moving around the school/ corridors • Classroom design • Break and lunch times are staggered. Plans for social distancing during these times in place, such as when queuing for lunches • Toilet arrangements 	<p>Each bubble to have a designated entrance point manned by members of SLT</p> <p>Each bubble has their own assigned toilets</p> <p>Majority of lessons are based in one 'home room' to avoid traffic in corridors. Specialist rooms to only be used by KS4.</p> <p>Staggered break times to avoid multiple bubbles on same playground.</p> <p>Senior playground split between KS3 and KS4.</p> <p>Pupils to have staggered access to lunch hall and eat lunches in their own classrooms to avoid overlap of bubbles.</p> <p>Staff working in a shared office space to wear masks/visors whilst maintaining social distancing.</p> <p>Staff in communal spaces, e.g. the corridor, to wear masks unless supporting students at the time.</p>	Sept 2020	<p>L</p> <p>L</p> <p>L</p>

		Number of staff using shared office spaces to be limited to ensure maintenance of social distancing.		
	Approach to avoiding children and young people entering school congregating and breaching social distancing is in place.	<p>Each bubble to have a designated entrance point manned by members of SLT</p> <p>On arrival, students move straight to "Home Room" and sit at named table and wait for rest of class to arrive/class to begin.</p> <p>On arrival, students to have temperature taken and hands sanitised.</p> <p>Where necessary, staff to support pupils in getting to their classrooms.</p>	Sept 2020	L
	Approach to potential breaches of social distancing in place, including in the case of repeat or deliberate breaches.	<p>Handwashing and cleaning (if needed)</p> <p>Conversations with students and their parents in the event of persistent and deliberate breaches.</p> <p>Risks assessments and individualised approach in place for students who might struggle to follow expectations or need additional support.</p>	Sept 2020	L
	Approach to assemblies – if still occurring, plan in place to manage social distancing.	Assemblies and whole school gatherings take place via Teams.	Sept 2020	L

	Social distancing plans communicated with parents, including approach to breaches.	Information circulated with staff and parents via email.	Sept 2020	L
	Arrangements in place for the use of the playground, including equipment.	Playground equipment to be out of use. Designated areas of the playground for separate bubbles.	Sept 2020	L
	Social distancing in the corridor. Pupils/staff from different bubbles interacting in the corridors.	Pupils/staff informed to 'keep left' in the corridors to support maintenance of social distance. Appropriate signage in place to remind staff and students.	Sept 2020	L
Catering PPE	Arrangements in place to provide food to CYP on site, including the requirement of universal free school meals.	Kitchen to provide hot or cold meals for children. Catering team to maintain high standards of hygiene and cleaning throughout.	01/09/20	L
	Arrangements for when and where each group will take lunch (and snack time if necessary) are in place so that children do not mix with children from other groups.	Staggered lunch times to canteen. Pupils to eat their lunches within their classrooms.	Sept 2020	L
	PPE requirements understood and appropriate supplies in place.	PPE equipment available on request from site staff.	23/3/20	L

	<p>Long term approach to obtaining adequate PPE supplies in place.</p>	<p>Order reserve stocks of PPE and cleaning materials. Monitor Government bulletins on required PPE for S.E.N provision.</p>		
<p>Catering Response to suspected/ confirmed case of COVID19 in school</p>	<p>Approach to suspected COVID19 cases in place: during school day</p> <ul style="list-style-type: none"> • Which staff member/s should be informed/ take action • Area established to be used if an individual is displaying symptoms during the school day and needs to be isolated • Cleaning procedure in place • Arrangements for informing parent community in place 	<ul style="list-style-type: none"> • The pupil needs to be taken to the medical room and supported by a member of staff in PPE, which is available at the front office: <ul style="list-style-type: none"> • Pupil's parent called to arrange collection, ask for permission to do the test or for them to arrange a test and inform us when they have results. • In the event of positive test pupils who have had close contact (transport, bubble) with the suspected case to have their parents called to arrange collection. • Staff who have had close contact to be sent home once all necessary pupils have left. <ul style="list-style-type: none"> • Staff/pupils to use PPE with in that class until they have left the premise. • These pupils and staff can return to school when we receive confirmation of a 'negative' result. • If the test has come back positive staff and students have to quarantine for 14 days and get tested. 		

		<ul style="list-style-type: none"> Site staff to arrange enhanced cleaning (using PPE) any areas which may have been contaminated. 		
	<p>Approach to confirmed COVID19 cases in place: outside of school hours</p> <ul style="list-style-type: none"> Approach to relocating CYP away from certain parts of the school to clean, if possible Cleaning procedure in place Arrangements for informing parent community in place 	<p>Staff and students who have had close contact with confirmed case to be informed ASAP.</p> <p>Staff/pupils to quarantine for 14 days, and arrange a test if displaying symptoms.</p>		
	<p>Process in place to engage with the Test and Trace and contact tracing process.</p> <p>Refer to ECC and public health guidance for more information.</p>	Refer to ECC and public health guidance		
PPE	Approach and expectations around school uniform determined and communicated with parents.	<p>Pupils are welcome to wear PPE if it helps them to feel more comfortable, but it is not a requirement.</p> <p>Staff working in multiple bubbles to use visors when working outside of their bubble.</p>	Aug 2020	L
Pupil Re-orientation	Changes to the school day/timetables shared with parents.	School to communicate with parents/carers regarding school structures during COVID.	Aug 2020	L

back into school after a period of closure/ being at home	All students instructed to bring a water bottle each day. Water fountain cleaning arrangements in place.	<p>Water fountains closed.</p> <p>School to communicate with parents/carers regarding expectations prior to return.</p> <p>School to provide bottled water in the event that a student does not bring a water bottle.</p>	Aug 2020	L
	<p>Approach to preparing pupils for a return to academic work and new social situations is developed and shared by all teaching staff.</p> <p>This includes bringing together pupils who have remained in school during closure and those at home and celebrating non-academic achievements of pupils whilst at home/ during school closure.</p>	<p>Students not beginning schemes of work for first two weeks of term to allow time to settle back into education.</p> <p>Opportunities for PSHE sessions to discuss their experiences of lockdown etc.</p> <p>Rewards and recognition for students who maintained engagement and hard work throughout lockdown.</p>	Sept 2020	L
	<p>Approach to supporting wellbeing, mental health and resilience, including bereavement support is in place.</p>	<p>Counsellor booked in to be available to students on a weekly basis at beginning of term.</p> <p>Staff to closely monitor and check in on students' wellbeing.</p> <p>Students not beginning schemes of work for first two weeks of term to allow time to settle back into education.</p> <p>Opportunities for PSHE sessions to discuss their experiences of lockdown etc.</p>	Sept 2020	L

Pupil Re-orientation	Consideration of the impact of COVID19 on families and whether any additional support may be required: <ul style="list-style-type: none"> • Financial • Increased FSM eligibility • Referrals to social care and other support PPG/ vulnerable groups	Form tutors were in fortnightly contact with members of their tutor group to monitor, provide support as necessary and direct to necessary services. Form tutors to check in with these families end of week 2.	March 2020	
back into school after a period of closure/ being at home	All students have access to technology and remote learning offer is available to be switched on as a contingency when needed.	Remote learning contingency available and ready to be 'switched-on' when needed. Work packs available at short notice if pupils do not have access to IT facilities.	Sept 2020	
Remote Education Contingency Plan				
	•			
	Online/ website support for families and young people around transition.	Conversations have taken place with old and new form tutors. Pupils have had access to a transition day with their new tutor groups in July.	July 2020	L
Plan for transitions between school years taking into account	Transition days took place in July 2020	July 2020	L	

	<p>what needs to be different due to partial opening, remote and face to face:</p> <ul style="list-style-type: none"> • EY to Primary • Primary to Secondary • Vulnerable children • Children with SEND • Physical and sensory needs, including adaptations, equipment etc (lead in times) • Post 16 School Leavers 	Phone calls with tutors to answer questions.		
Transition into new year group	Consideration given to any CYP who may need support with their return to school and consultation has been undertaken with the family and other agencies involved.	Review the CYP's risk assessment to identify any support or arrangements needed for their return to school.	L	
What will need to be different this year because of COVID19?	Staff are prepared for supporting wellbeing of pupils and receiving any potential disclosures.	Staff refresher training session on processes and procedures and the revised wellbeing material.		
Safeguarding	Updated Child Protection Policy in place.	Adopted most recent Child Protection Policy		
	Where appropriate, work with other agencies, such as social care, has been undertaken to support vulnerable CYP to return to school.	Ongoing work with other agencies.		
	Where physical contact is required in the context of managing behaviour, ensure appropriate	Review individual consistent management plans to ensure they include protective measures.		

Transition into new year group What will need to be different this year because of COVID19?	hygiene measures are in place to mitigate any risk of transmission.	Lead on physical restraint to bring a change of clothes, PPE and have an opportunity to shower after incidents of physical restraint.		
	<ul style="list-style-type: none"> • 			
Safeguarding Curriculum / learning environment	Current learning plans, revised expectations and required adjustments have been considered.	Students return to school but do not follow SoW for first 2 weeks (at least) and are given time to re-integrate into school. Teachers will use their discretion to decide when students are ready to access SoW again.	Sept 2020.	L
	Consideration has been given to what activity is more difficult/ not possible to be undertaken with social distancing in place? Each activity should be risk assessed and should not be run unless the risks can be mitigated <ul style="list-style-type: none"> • PE – including no contact sport • Practical science lessons • DT/ FT 	PE staff have reviewed the curriculum to ensure resources are not shared where possible, social distance can be maintained and risk is minimised. Timetables have been reviewed to ensure pupils from different bubbles do not access same rooms.	Sept 2020	L
	Whole school approach to adapting curriculum (S/M/L term), including:	Staff to closely monitor and check in on students' wellbeing.		

	<ul style="list-style-type: none"> Wellbeing curriculum recognising 'non-curriculum' learning that has been done capturing pupil achievements/ outcomes utilising the DFE 'catch-up' funding and programmes 	<p>Students not beginning schemes of work for first two weeks of term to allow time to settle back into education.</p> <p>Opportunities for PSHE sessions to discuss their experiences of lockdown etc.</p>		
	Student behaviour policy reviewed and reflects the current circumstances.			
Curriculum / learning environment CYP with SEND	Approach to provision of the elements of the EHCP including health/therapies in place.	Form tutors to check EHCPs and liaise with external agencies about how needs can be met in the interim.		
	Annual reviews.	Have been scheduled for outside of school hours. Rooms will be cleaned after meeting.		
	Requests for assessment considered.	Where possible, assessments to be delayed until we are no longer working in bubbles. If necessary, assessments to take place with social distancing.		
	Consider any CYP who may need support with their return to school and consult with the family and other agencies involved. Including any support required for CYP to understand new rules i.e. social distancing.	SALT Department to put together a return to school guide for young people to support transition back into school.		

	Approach to promoting and supporting attendance for all pupils determined, including those who may be anxious.			
	Approach to support for parents where rates of persistent absence were high before closure.	Attendance Team to liaise with families who are struggling to maintain good attendance.		
Attendance				
		<p>It is mandatory for all pupils of compulsory school age to attend school unless:</p> <ul style="list-style-type: none"> • They have been granted an authorised absence by the school in line with our normal attendance policy • They cannot attend school due to specific circumstances related to coronavirus (see below) <p>We will only accept 'non-attendance in relation to coronavirus' in circumstances where a pupil's travel to, or attendance at, school would be:</p> <ul style="list-style-type: none"> • Against guidance from Public Health England and/or the Department of Health and Social Care relating to the incidence of coronavirus or its transmission • Prohibited by any legislation or statutory directions relating to the incidence of transmission of coronavirus <p>Pupil develops symptoms or lives with someone who does</p>		

		<p>The pupil's parent/carer must notify the school on the first day that their child needs to self-isolate. The pupil will stay at home until they or the symptomatic person they live with receives their coronavirus test results.</p> <p>If the pupil's test result is negative: the pupil will return to school when they feel well and no longer have symptoms similar to coronavirus. They should continue to stay at home if they remain unwell (i.e. with a different illness).</p> <p>If the person the pupil lives with tests negative: the pupil will stop self-isolating and return to school</p> <p>Pupil or a 'close contact' of theirs receives a positive test result</p> <p>The pupil's parent/carer must notify the school about the positive test result as soon as possible by telephoning the school office.</p> <p>Pupils who test positive must self-isolate for at least 14 days from the onset of symptoms, and must only return to school when they no longer have symptoms (other than a cough or a loss of sense of smell or taste).</p> <p>If a member of the pupil's household or a 'close contact' tests positive, the pupil must self-isolate for 14 days. The pupil must do this from when the member of their household first had symptoms, or the day the pupil last met with the 'close contact' who received the positive result.</p> <p>See the definition for 'close contact' above.</p> <p>Pupil has to quarantine after travel abroad</p> <p>The parent/carer must notify the school if their child has to quarantine after travel to a country that is not on the government's exemptions list.</p>		
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		<p>The pupil must quarantine for 14 days on their arrival to the UK and return to school thereafter.</p> <p>Pupil is required to shield during a local lockdown</p> <p>The parent/carer will notify the school if they are advised by the government to stay at home and will provide proof of their shielding letter by sending a scan to admin@treetops.thurrock.sch.uk or a photocopy to the school address.</p> <p>The pupil will stay at home until the shielding measures in the local area are paused. Once the shielding measures are lifted, we will contact the pupil's parent/carer to set the expectation that they can return to school.</p>		
	Information shared with staff around the full opening plan, returning to site, amendments to usual working patterns/practices and groups.	Information shared with staff and families.	Sept 2020	L
	Governors consulted on full opening plans.	Consultation completed	Aug 2020	L