



ST BENEDICT'S SCHOOL  
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COVID-19 Policy

Authorised by: SET  
Date: September 2020  
Review Date: March 2021  
Signature:

With Covid-19 case rates falling and the rollout of the vaccine programme progressing well for priority groups, the Government is implementing its 'Covid-19 response for Spring 2021' and the roadmap detailed includes the reopening of schools on 8<sup>th</sup> March 2021.

<https://www.gov.uk/government/publications/covid-19-response-spring-2021>

To assist schools to reopen safely, the Government has produced [comprehensive guidance](#), and whilst it is acknowledged that community transmission of the virus is falling, it is critical that the school implements key measures outlined to mitigate the risks of infection within the school and the wider community, and to this end, as directed; has updated the relevant risk assessments, safe working practices, and protocols to continue to provide a 'COVID secure' site.

In this provision, the school recognises its core obligation is to ensure 'so far as is reasonably practicable the health, safety and welfare of employees and the safety of non-employees'.

Existing policies and guidance continue to apply alongside this policy, including, but not limited to:

- Health and Safety Policy
- Safeguarding Policy

In delivering a Covid secure site, the school will ensure that:

- Staff and pupils are made aware of the requirement to stay at home and isolate if they (or anyone in their household) develops symptoms of COVID-19.
  - They must follow guidance on [household isolation](#), and get [tested](#) as soon as possible and engage with the NHS Test and Trace scheme, and notify the School of the result. Current isolation period timeframes must be adhered to as appropriate (10 days as a minimum).
- Due consideration has been given to staff and pupils identified at a higher risk of illness/classed as clinically extremely vulnerable and consulting with them and allowing them to continue to work from home in line with current shielding advice and reviewing individual assessments as appropriate for safe return to site.
- A combination of measures for prevention and control of Covid-19 will include:
  - The effective implementation of the required asymptomatic testing regime for **all staff and Senior School pupils**, and in doing so following appropriate Government guidance. (*Rapid testing using Lateral Flow Devices will support the return to teaching on site by helping to identify people who are infectious but do not have any coronavirus (Covid-19) symptoms*)
  - On site testing arrangements are in place as required for initial testing prior to return to site.
  - All staff and Senior School pupils are encouraged to participate (*please note testing remains voluntary but is strongly encouraged and appropriate consents will be in place for pupils*)
  - Home testing regimes will be in place for staff and Senior School pupils following the initial 3 on-site tests.
  - Staff and pupils are required to notify school of results of home testing and if a positive test is recorded, to take appropriate action to self-isolate and test further.
  - Thermal screening will be in place for all staff upon entry into the School.

- Face coverings will be worn by **all staff on site and Senior School pupils** when moving around the school indoors (*it should be noted that there may be some staff and pupils who are exempt from wearing a face covering and this will need to be assessed*). Additionally:
  - Senior school pupils will also be required to wear face coverings in classroom where it is not possible to effectively socially distance from other pupils and staff (*there will be some exemptions during PE games, examinations, and as directed by teaching staff during lessons on an individual basis to aid communication*)
  - Senior school teaching staff will also be required to wear face coverings in classroom where it is not possible to effectively socially distance from pupils and staff.
  - Junior school staff whilst NOT required to wear face coverings generally in classrooms, there may be instances where educational support is required to be provided at a closer proximity and face coverings may be required, such instances should be assessed and measured applied accordingly.
  - Junior School pupils whilst NOT required to wear face coverings during normal day to day lessons and when moving around indoors, they will be required to be worn by pupils using the school minibus service to support the 1m+ social distancing rules where there are pupils from other year groups on the bus. They may also be required for other assessed situations and as appropriate for external transport provision to games/events.
  - Authorised visitors to site should wear face coverings when moving around the school indoors.
- General operations of the school are planned in order to promote social distancing wherever possible and to minimise contact between individuals, by:
  - Maintaining consistent pupil groups with formation of appropriate group bubbles.
  - Keeping apart different group bubbles wherever possible and to encourage older children to adopt social distancing within their respective group.
  - Reviewing the timetable and use of classrooms to minimise changes of use between respective group bubbles, and where any changes occur to introduce enhanced cleaning, to include by pupils and staff of their own workstations.
  - Making small adaptations to classrooms to support social distancing; seating pupils' side by side and facing forwards as much as possible.
  - Minimising movement around the school and staggering break and lunch times to reduce congestion and potential for mixing of groups.
  - Minimising the use of staff rooms, and putting in place alternative arrangements to ensure staff have appropriate breaks and refreshments provided.
  - Indoor areas and in particular teaching areas are well ventilated as appropriate.
- Systems are in place for pupils and staff (and authorised visitors such as essential contractors) to wash their hands frequently (for at least 20 seconds) using soap and water, or hand sanitiser where soap and water are not immediately available.
  - Hand sanitation stations will be available at all entry points into the School and in prominent areas around the School, accessible to pupils and staff along with communication materials to promote regular effective hand hygiene.

- Allowing time in the school day for effective hand hygiene and in particular upon entering the school building, before eating, frequently during lesson breaks and after going to the bathroom.
- Respiratory hygiene practices are well communicated and providing supplies of tissues and bins as appropriate to support the [‘catch it, kill it, bin it’](#) campaign.
- Effective cleaning and disinfection regimes are in place in line with [updated Government guidance](#)
  - Enhanced cleaning schedules will be implemented throughout the School site, ensuring that high-touch surfaces are identified for priority cleaning and disinfection; commonly used areas, door and window handles, light switches, kitchen and food preparation areas, bathroom surfaces, toilets and taps, touchscreen personal devices, personal computer keyboards, and work surfaces.
  - Targeted cleaning will take place at key points during the school day, to include staff and pupils cleaning own workstations as appropriate in addition to cleaners carrying out their tasks at the beginning and end of each day.
  - Sufficient time will be available to enable the enhanced cleaning regime to take place.
  - Appropriate cleaning agents will be used.
  - Cleaning staff will receive appropriate instruction and training to protect the safety and health of themselves and others on the School site.
  - Cleaning staff will be provided with appropriate PPE assessed for the role and will be required to wear this to protect themselves and to change PPE frequently to reduce risk of potential transmission of the virus from touch surfaces.
  - Cleaning equipment waste will be disposed of in accordance with guidance and waste bags and containers will be kept closed and stored separately from communal waste.
  - Rigorous checks will be carried out by management to ensure that the necessary procedures are being followed.
- Appropriate systems are in place to deal with a suspected case on site; making staff aware that they should leave work immediately and travel home safely, and for pupils awaiting collection by parent/carer to be looked after in isolation from others. (*refer to specific guidance*)
- Appropriate attendance records are maintained for pupils, staff and others, and that if staff or pupils are identified as a close contact of someone who has tested positive for COVID- 19 via the NHS Test and Trace scheme, that they stay at home and follow guidance for [people of contacts with confirmed coronavirus](#).
- Staff will receive training covering the safe working practices and protocols as part of the Covid Secure arrangements.
- Pupils will be notified of the Covid secure arrangements via communications to home and by introductions and instructions carried out by staff upon return to School.

This policy will be reviewed in light of any further changes in Government guidance, and as part of regular on- going review.

**Policy reviewed 03 March 2021**