



Northumberland
County Council

Headteachers Health & Safety Briefing 15 July 2020

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Introduction

- Government guidance: [Guidance for full Opening: Schools](#), guidance by other bodies (CLEAPSS, [AfPE](#) etc)
- Strategy applied by Corporate H&S Team - interim Head's briefing document to be issued this week followed by version 3 of model schools' risk assessment.
- Email any queries in the meantime to healthandsafety@northumberland.gov.uk
- Please check [Health and Safety FAQ](#) prior to raising a query

Providing Assurance that Autumn Term Arrangements are Safe

- Good communication and consultation with staff/unions/parents.
- Arrangements for Clinically Vulnerable/Extremely Vulnerable staff - risk assessment, reasonable adjustments.
- Arrangements for Clinically Vulnerable/Extremely Vulnerable Pupils - ensure healthcare plans up to date/input from consultants/GP if needed.
- Plans in place for dealing with symptomatic people, localised area lockdowns, partial/full closure of school.
- Update your risk assessment - consider displaying on webpage.
- Keep it under review.

Social Distancing and Cohort Grouping

Social distancing and grouping must be considered as a unified measure, they must not be considered in isolation.

Key measures to include (as much as possible):

- Establish your cohorts - bubble/group sizes (class/year group)
- Agree arrangements to avoid contact between bubbles/groups
- Classroom layout altered to prevent students facing one another in close proximity during lessons (front facing desk/sitting side by side).
- Staff maintain distance from pupils/other staff

Safeguarding Staff

- Staff social distancing measures must be as robust as possible in any given situation. Particularly important where staff teach specialist subjects to different cohorts as children progress through Key Stages.
- In early years settings the main control is working with the same cohort. This principle should be applied wherever possible.
- Staff must also maintain social distancing from other staff - consider use of staff rooms/shared offices/PPA rooms
- Temporary/supply/support staff - minimise visits and establish longer term arrangements.
- Visitors - record for track and trace purposes ([Visitor Audit and Form](#))

Arrangements for Pupil Movements

- Prevent unsupervised time on site, especially before school starts.
- Staggering;
 - Start and finish times (without reducing teaching time).
 - Lesson timings to reduce congestion in corridors and allow safe movement
 - Lunchtimes by bubble group/year group
 - Managing school transport alighting, queuing and boarding
- Breaktime arrangements - designated areas, outside unless the weather prevents this.

Lesson Planning Movements

The curriculum / timetable should be delivered to ensure the vast majority of students have access to a broad range of subjects.

It is expected that children will stay in their class groups and designated rooms within specific areas/floors/corridors (as appropriate) for the majority of classroom time.

There will be a small amount of movement permissible to allow access to:

- ✓ Specialist teaching facilities
- ✓ Option choice lessons
- ✓ Any setted teaching groups

Teachers and others, such as specialist support staff, may move between rooms, groups and locations to facilitate support and the delivery of the timetable.

Arrangements for Cleaning Facilities and Personal Hygiene

- Enhanced cleaning throughout day - prioritise shared spaces, such as practical classrooms, toilets, dining hall and frequently touched areas. Outdoor play equipment to be cleaned frequently.
- Frequent cleaning of shared equipment and classroom based resources used within the bubble group.
- Items shared between different bubble groups always to be kept to a minimum and cleaned frequently and always between use by different bubble groups. Or rotate to allow them to be left unused and out of reach for 48 hours (72 hours for plastics).
- Enhanced routines for students ensuring they wash hands/sanitise throughout the day, including on arrival at school, return from breaks, change of rooms and before/after eating.
- Cleaning of areas where a Covid19 symptomatic person has been.

Revised guidance on cleaning to be issued by the Government prior to the Autumn term

which will be incorporated into v3 of the model schools risk assessment.

Measures elsewhere

- PE: Distancing, cleaning and prioritising outdoor activity remains. External coaches, clubs and organisations permitted subject to COVID arrangements
- Educational Visits
 - ✓ From Sept, permitted to conduct non-overnight domestic educational visits
 - ✓ To follow ethos of [DfE's Guidance for full opening - schools](#), general COVID-19 guidance and NCC Code of practice for offsite Educational Visits
- School Dedicated Transport
 - ✓ Social distancing will not be required, but general principles to applied as far as possible
 - ✓ Consider queueing, boarding, supporting those who choose to use of face coverings

Revised guidance on school transport to be issued by the Government. To be incorporated into the school transport risk assessment and v3 of the model schools risk assessment.



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Thank you, any questions?

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Health and Safety FAQ

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