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| **A picture containing drawing  Description automatically generated** | **September 2020 Safe Reopening Plan – Guidance for Parents** |

**This plan has been created to comply with the Government guidance below;**

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

The following principles have underpinned the formation of this proposal:

1. The safety and wellbeing of students, their families and staff are our primary aims.
2. The continuation of a full and broad curriculum to ensure continued academic progress is our secondary aim.

If you have any questions about reopening, please use our dedicated email address – september@hollylodge.liverpool.sch.uk

**System of Controls – this is the set of actions every school must take and are grouped into ‘prevention’ and ‘response to any infection’.**

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| **Control Measures - Prevention** | **Our Actions and Response** |
| Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school | You must not send your daughter to school if they have a high temperature, continuous cough or has a loss or change in their sense of taste and/or smell. Anyone displaying these symptoms will be sent home.  Students who become symptomatic during the school day will be isolated from the rest of the pupil group and their parents (pupils) will be called to come and collect them.  Parents must not enter the site and risk further contamination.  Parents will be advised to seek medical help/ advice.  Parents and carers will be provided with the appropriate letter/communication regarding NHS test and trace, stay at home advice and isolation protocols.  The classroom the student came from will be surface cleaned and all those who have been in contact with the student will sanitise their hands |
| Clean hands thoroughly more often than usual | Hand sanitiser facilities have been installed in every classroom and public area and students and staff will be expected to sanitise hands on entry, before and after eating and after using the toilet. |
| Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach | Posters and school briefings will actively promote the catch it, bin it, kill it approach to hygiene.  Tissues are provided in every classroom. |
| Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach | All classrooms, learning areas and staff rooms will be cleaned thoroughly every day.  School has invested in an environmentally safe disinfectant system which uses a fog [mist] to ensure all surfaces are appropriately sanitised. Subject specific areas [e.g. ICT rooms, science labs, technology rooms] that may need to be used by different year groups during the day, will be wiped and “fogged” in-between use.  Surfaces [including seating] will be cleaned down in-between sittings in the food courts. The food courts will also be entirely “fogged” at the end of every day.  Sanitising wipes will be available in every classroom to wipe desks, surfaces and keyboards and classroom doors will be kept open to minimise touching. |
| Minimise contact between individuals and maintain social distancing wherever possible | Every Year group will have a designated entrance for the start and end of the day.  Years 8 and 9 will finish at 2.50 every day to stagger the exit of students.  Each year group will be in a bubble which will not mix with other year groups. Bubbles will be housed in a specific zone in school and will not move around the site. Each zone will have designated classrooms, pastoral office, toilets and an outside area.  Lunch will be staggered to allow year groups to maintain their bubbles.  Please see the enclosed Day plan for your daughter’s timetable information. |
| Where necessary, wear appropriate personal protective equipment (PPE) | See statement 3) below.  Some staff may opt to wear PPE but the majority of staff will not require PPE. If a child becomes ill with Covid symptoms staff looking after them will wear PPE. |
| **Control Measures – Response to Any Infection** | |
| Engage with the NHS Test and Trace process | All staff and families must fully engage with the NHS track and trace process. Staff and families will be provided with the relevant information regarding this process and asked to inform school immediately regarding the outcome of any test. |
| Manage confirmed cases of coronavirus (COVID-19) amongst the school community | A confirmed case will result in swift action by the school to immediately contact our local health protection team at the details below:  **Cheshire and Merseyside HPT**  Public Health England North West Suite 3B 3rd Floor Cunard Building Water Street  Liverpool L3 1DS  Email[Candmhpu@phe.gov.uk; PHE.candmhpu@nhs.net](mailto:Candmhpu@phe.gov.uk%3B%20PHE.candmhpu@nhs.net)  Telephone0344 225 0562 (option 1)  Out of hours advice0151 434 4819 |
| Contain any outbreak by following local health protection team advice | We will work with our local Director of Public Health and follow their instructions should an outbreak be suspected in our school. |

1. **Attendance**

Our expectation is that all students will return to school in September unless they are self-isolating due to symptoms or a positive test. Students who are currently shielding have been instructed to return to school by the DfE in line with the expectation that shielding will be paused on August 1st 2020.

We will continue to follow our attendance policies and procedures and will use the full range of support and, carefully and with some reluctance, sanctions available.

If a child is not able to attend school due to shielding or isolation then immediate remote learning will be provided.

1. **Uniform**

All students should wear their full uniform including their blazer.

1. **Masks**

**Students who use public transport must wear a mask whilst on the transport and either keep it on them in a plastic bag for the return journey or dispose of it on arrival to school in the bins we will provide.**

The Government guidance is very clear that students will not need to wear masks in school. However, we understand that this may reduce anxiety for some students so will leave wearing masks in school to personal preference. Students who wish to wear a mask in school must wear it properly (i.e. over the nose and mouth) and dispose of it in bins in school once they have finished with it. Any masks worn in school must be plain without slogans or images. We regret that we are unable to provide masks for students.

1. **Behaviour expectations**

Our expectations around behaviour remain the same as always, but in these exceptional circumstances students need to understand that any breach of bubbles or the new routines will be viewed as a disciplinary issue with sanctions applied accordingly and appropriately. Our updated behaviour policy to reflect this will be available on our website before we return to school.

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