**Factors to consider in the recovery plan for Schools.**

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| **Aspect** | **Questions - General** | **Questions – School Specific** |
| **General** | **What is the purpose of the initial opening of schools – education / economic recovery?****What are the long term plans for returning all children to education in school?** |  |
| **Organising the site prior to opening** | **How many students in a class?** **What is the DFE guidance?** | **Do you need to remove extra furniture to aid cleaning?****Is social distancing signage prepared?****Is a one way routing system viable / signposted?****Which toileting / first aid facilities will be open?** |
| **Core opening times** | **What are the expected school opening hours?*** **Full days**
* **Full weeks**

**How will you schedule cleaning between different groups?****Will you open during the summer break in any capacity?****What guidance is there on cleaning / frequency** | **How will you stagger*** **Start / end of day**
* **Break times**
* **Lunchtime**

**What cleaning will be required during the day?** **How will this be resourced?** |
| **Transport to and from school** | **How do your children get to school?****What are the timetables of your bus / rail service?****How will/ can bus supervision be monitored?****How can transport be supported by other agencies?*** **Which agencies?**
 | **How will staggered start be impacted by maximum numbers permitted on buses?****What are your car park arrangements on site?****Is there potential to set up a safe drop off point for use by parents transporting their children?** |
| **Attendance** | **Is attendance mandatory for identified groups?*** **What are the implications for pupils with parents in the shielding category?**
* **What is the role of the EWO service?**

**Is there any flexibility on who attends?** | **How do you ensure that students who should be attending are attending?** |
| **Staffing** | **What are the expected staff: pupil ratios?****Where staff have specialist roles, can these be covered off by others, to enable the school to operate?****What are the implications of high numbers of staff not attending due Covid anxiety?** | **What is the expectation of working practice for staff who remain at home due to shielding?****How are you managing staff who are repeatedly self isolating?****How many staff do you currently have in the shielded category?****How may staff do you currently have in the vulnerable category?** **How many first aid trained staff are required and how many are available?****How many DSLs Deputy DSLs are available?****What is the capacity for increased demand of cleaning staff?****Staffing capacity may change – what are the implications of a reduction in staffing capacity?****What staff CPD will be needed to ensure buy in of new protocol and how will this be monitored ?** |
| **Teaching and Learning**  |  | **What learning opportunities will be in place for children not attending?** **Who is responsible for preparing and monitoring this work?****What variations have been made to timetables to support outdoor learning?****What will be the expectation of staff to provide work for children in school and out of school and what will the impact be on staff workload and wellbeing?** |
| **Site** | **What are the arrangements for safe entry to and exit from school?** **(Supporting parents to manage safe distancing; staggered starts?)** | **What provision does the site enable you to safely offer?****Will you consider yellow boxes/ arrows?****How will you organise parents at entry and leaving?****Will you have a zoned site so that you can rehouse if there is a break out rather than close?****What social distancing / signage do you have in place?****What arrangements are you putting in place for transitions within the school day?****How accessible are toilets for pupils and for staff?****What rest areas are available to staff / what is the capacity of these areas?****How can the cleaning of facilities be maintained and staffed throughout the day?****How are these additional costs going to be met?****What are your pinch points on the site where safe distancing may be difficult to manage?****What arrangements or mitigation are you putting in place to ensure appropriate separation of different groups of pupils and staff, e.g. at lunchtimes?** |
| **Health and Safety** | **Do you require start up tests eg Legionella check for your water supply?** | **Do fire assembly points / lockdown procedures / evacuation procedures need to be reviewed?****How will you organise entry into school to ensure all are safe and well to attend?****What PPE will the entry team have?*** **Thermometers available?**

**What are the minimum PPE requirements you require to operate?****How will you manage those who are deemed not well enough to attend? – isolation room/ deep clean/PPE distribution to managing staff?****If you have a case do you have a flow chart / process for ‘what if?’****What log mechanism will staff have to record temperatures with a flow chart / process for ‘what if?’****Has the school been zoned to support deep cleaning if required?****Do you have your deep cleaning team and adequate cleaning supplies on standby?** |
| **Risk assessments** | **Will travelling arrangements of pupils add the risk of the virus being brought into school?****Could the school be held liable for not ensuring the safety of staff pupils?** | **What arrangements are in place for staff returning to work after absence?** |
| **Sustainability and managing C-19 if it is confirmed in the community** | **Is PHE providing updated guidance?****What is the long term capacity of staffing?** | **With a 2nd peak of the virus how may this limit staffing capacity?****Are members of the school community practicing self-isolation protocols correctly when a member of household displays symptoms?****Are members of staff aware of testing procedures for all members of their household?****Do you have a system of rotas including several rota teams – (three recommended). Team A and B operational with Team C on standby if there is a breakout?****What will you do if you have a case or a family related case?** |
| **Safeguarding** | **Are vulnerable groups accessing school?****Are vulnerable groups attending being reported?** | **What additional resources are required if the school is to safely re open?****What additional procedures are in place for First aid for symptoms of Covid 19?****Do emergency contact details held in school need to be updated (due to some contacts shielding / being in a vulnerable group)?** |
| **Parental expectations** | **What is the school expected to provide – education or childcare?****FSM provision – how will the current system be adapted under new arrangements?****What are the implications for families with children in different year groups where parents are still unable to access work (potentially 1 child in school / 2 children not in school)?** | **What is the responsibility of the school in relation to the provision of equipment / resources so that cross contamination is limited?****Should breakfast / after school provision be resumed?****How will arrangements be communicated with parents?****What systems will you have in place to deal with increased FOI’s and SAR’s ?** |
| **Future Planning** |  | **Have you been able to secure staffing for September 20 following any resignations?****Have you anticipated any resignations moving forward that could impact on key roles across the school moving into the Autumn term?** |