**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?** |