

MAIN SCHOOL SUPPORT SCHOOL ADDENDUM TO RISK ASSESSMENT

<p>Poor management of pupil numbers reduces the ability of pupils and staff to practice social distancing.</p>	<ul style="list-style-type: none"> • Students in support school will be restricted to specific classrooms or The Hive on arrival and remain in their room and allocated seating plan for their timetabled lessons. Students will work individually and will maintain social distancing. • A team of LSM will be allocated to each year group class and remain with their allocated year • If a year group class rises above 15 the group will be divided into a separate room • If staff choose to utilise the opportunity to order complimentary refreshments and lunch from the school kitchens, they will eat in a separate area from the students or collect food and take it to their personal work space area if they wish. • Duties will be staffed by volunteers only and staff will maintain distance from students throughout. • Students will eat in a socially distanced fashion in the school hall, with Perspex screens erected in the centre of each table. • Students will sit in year group rows, as far as possible, and the space will be cleaned following use. 	<p>High</p> <p>LOW</p>	<p>Low</p> <p>LOW</p>	<p>JK</p> <p>AA/NT</p> <p>JK</p>	<p>12.1.2021</p>	<p>Principal</p> <p>Principal</p> <p>SLT</p> <p>Principal</p>
<p>Insufficient staff to run support school for students during lockdown</p>	<ul style="list-style-type: none"> • Line managers to ensure that they have revisited risk assessments for clinically vulnerable adults working at support school • Line managers to meet and compile risk assessments for any staff who have support school duties and indicate that their personal circumstances now require a risk assessment process to be undertaken • Support staff are identified and a rota is in place for cover in the instance that planned staff have to self-isolate. 	<p>High</p> <p>LOW</p>	<p>LOW</p> <p>LOW</p>	<p>Line Managers</p> <p>AA/NT</p>	<p>12.1.2021</p>	<p>Principal</p> <p>SLT</p>

<p>Pupil movement between lesson, at breaktime and lunchtime increases the risk of infection.</p>	<ul style="list-style-type: none"> • Students in year group rooms will not go to the hall at exactly the same time for break and lunch. Leaving a few minutes difference between room dismissals will have limited impact upon lessons but avoid meeting in corridors and allow for effective social distancing to be put in place for any pupil queuing for food. • Students will use the main hall at break and lunchtime and sit in socially distanced spaces. • The picnic area will be supervised by a duty member of staff and year groups will be allocated different outdoor areas, should they wish to go outside: <ul style="list-style-type: none"> • Year 7 picnic tables 10.50/1.15 • Year 8 bench outside DS1 10.53/1.18 • Year 9 bench facing N8 and the car park 10.55/1.20 • Year 10 bench by the kitchen window 10.57/1.22 • Year 11 bench by the pavilion 11.00/1.25 • Any activity arranged by Pastoral Year Lead for lunchtime will be in single year groups only. <p>As a result, the risk of infection during unstructured time is reduced.</p>	<p>High</p>	<p>LOW</p>	<p>Pastoral Year Leads/ JK</p> <p>Duty staff</p>	<p>12.1.20</p>	<p>Principal</p>
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SIXTH FORM SUPPORT SCHOOL ADDENDUM TO RISK ASSESSMENT RUNNING FROM 8TH FEBRUARY UNTIL FURTHER NOTICE

<p>Poor management of pupil numbers reduces the ability of pupils and staff to practice social distancing.</p>	<ul style="list-style-type: none"> • Students in Sixth form support school will be allocated a place on invitation only based upon designation as vulnerable. Parents are required to use the Sixth Form only support school application process. • Sixth Form places being allocated does not mean that younger siblings are automatically granted a place in support school. • Students will work individually and will maintain social distancing. 	<p>HIGH</p>	<p>LOW</p>	<p>Pastoral year Leads/ RE</p>	<p>2.2.2021</p>	<p>Principal</p>
<p>Insufficient staff to run support school for students during lockdown</p>	<ul style="list-style-type: none"> • CC, OB, RE, RST, SY will each supervise Sixth Form students for a day per week. • In the event of staff illness/ isolation, swaps will be arranged within the team, ideally. Should this not be possible, then a cover request will be made to SLT. • If the support school rises above 25 the group will be divided into a separate room a contingency plan for additional cover will be actioned. 	<p>MEDIUM</p>	<p>LOW</p>	<p>CC, OB, RE, RST, SY</p>	<p>2.2.2021</p>	<p>Principal</p>
<p>Pupil/ student movement between lesson, at break time and lunchtime increases the risk of infection and cross infection with students in the main school.</p>	<ul style="list-style-type: none"> • Students will report to the Sixth Form centre on arrival and the duty staff for the day will take their temperature and follow reporting procedure should a student present with a high temperature. • Temperatures will be taken twice a day. • Sixth Form students will be restricted to a specific Sixth Form study room area on arrival and remain in their room and allocated seating plan for their lessons and independent study time. • Sixth Form toilets will be used • If staff choose to utilise the opportunity to collect complimentary refreshments and lunch from the school 	<p>HIGH</p>	<p>LOW</p>	<p>CC, OB, RE, RST, SY</p>	<p>2.2.2021</p>	<p>Principal</p>

	<p>kitchens, they will eat in a separate area from the students whilst undertaking any supervision duties.</p> <ul style="list-style-type: none"> • Students will eat in the Sixth Form centre, bringing their own lunch and will not enter the main school. • Staff will liaise with the member of SLT on duty rota for the day should they need to leave the Sixth Form/ take a break so that students are not left unsupervised outside of lesson times. • The work stations will be wiped down by supervising staff at the end of each day. • Site staff will clean all communal areas and floors at the end of each day. 			<p>SLT</p> <p>CC, OB, RE, RST, SY</p> <p>SITE STAFF</p>		
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