



KCC Risk Assessment Form – Covid 19 September Opening



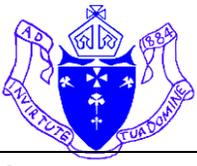
The example measures we list are in line with PHE and government guidance:

- › [Guidance for full opening: schools](#)
- › [Guidance for full opening: special schools](#) (this includes guidance on pupils with EHC plans that should be useful for mainstream schools as well)
- › [Actions for early years and childcare providers during the coronavirus outbreak](#)
- › [Actions for education settings to prepare for wider opening](#)
- › [Implementing preventative measures in education settings](#)
- › [Planning guide for early years and childcare settings](#)
- › [Planning guide for primary schools](#)
- › [Safe working in education settings](#)
- › [ALAMA](#)

Step 1 What are the hazards?	Step 2 Who might be harmed and how?	Step 3 What are you already doing?	Risk rating	Step 4 Is anything further needed?	Step 5 Action & Review
Spot hazards by: <ul style="list-style-type: none"> ▪ walking around your workplace ▪ asking those doing the task what they think ▪ checking manufacturers' instructions ▪ considering health hazards 	Identify groups of people, consider: <ul style="list-style-type: none"> ▪ employees ▪ temporary / agency staff ▪ contractors ▪ volunteers ▪ members of the public ▪ children (including work experience) ▪ lone workers ▪ pupils ▪ service users 	List what is already in place to reduce the likelihood of harm or make any harm less serious, examples include: <ul style="list-style-type: none"> ▪ guarding ▪ training ▪ procedures, safe systems of work ▪ personal protective equipment (PPE) 	Trivial, low, medium, high or stop (please see matrix below)	You need to make sure that you have reduced risks 'so far as is reasonably practicable'. An easy way of doing this is to compare what you are already doing with good practice. If there is a difference, list what needs to be done.	Remember to prioritise. Deal with those hazards that are high-risk and have serious consequences first. List: <ul style="list-style-type: none"> ▪ actions required ▪ who needs to do them ▪ by when ▪ Check actions completed

Risk rating

	Slightly harmful	Harmful	Extremely harmful
Highly unlikely	Trivial risk	Low risk	Medium risk
Unlikely	Low risk	Medium risk	High risk



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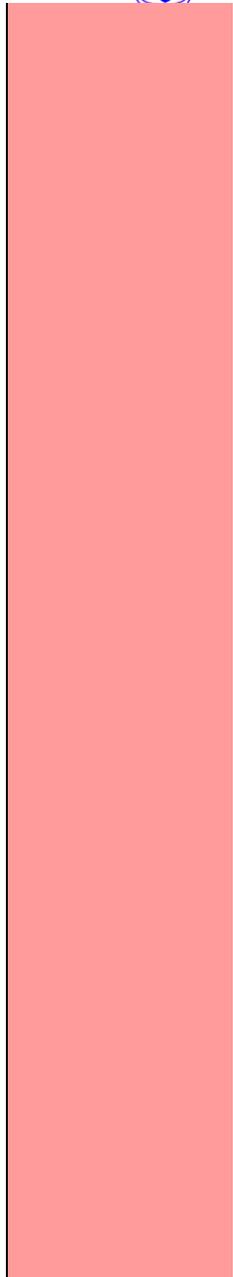
Likely	Medium risk	High risk	STOP
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Risk level	Action and Timescale
Trivial	No action required and no documentary record needs to be kept.
Low	No additional physical control measures are required, however monitoring is necessary to ensure that the controls are maintained.
Medium	Efforts should be made to reduce the risk and the reduction measures should be implemented within a defined period. Where the medium risk is associated with extremely harmful consequences, further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures.
High	Work should not be started until the risk has been reduced to an acceptable level. Considerable resources may be allocated to reduce the risk. Where the risk involves work in progress, urgent action should be taken.
Stop	Work should not be started or continued until the risk has been reduced. If it is not possible to reduce risk even with unlimited resources, work has to remain prohibited.

Activity / Operation/ Event: Full Opening September 2020 COVID-19 affects the lungs and airways of those infected and is primarily spread through respiratory droplets, which means to become infected, people generally must be within six feet of someone who is contagious and come into contact with these droplets. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or their eyes. Latest evidence now suggests it may be an airborne virus. Symptoms of COVID-19 appear usually within two to 14 days after exposure and include fever, cough, and/or reduction in sense of taste or smell. Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.				Assessment Date: Initial assessment 16/7/20 Reviewed after consultation with staff 29.7.20 Reviewed with Governors CV19 working Party 03..8.20 RA to be reviewed in line with any government updates. Next review to take place Tuesday 6 th October		
Establishment: Sissinghurst CEP School				Review Date:		
Step 1	Step 2	Step 3	Step 4	Step 5		
Identify the hazards	Who might be harmed &	What are you already doing?	Is anything further needed?	Action & Review		
				Action required	Responsible person	Date completed



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<ul style="list-style-type: none"> of tissues. All to be encouraged to cover mouth and nose when coughing or sneezing. Put used tissues in the lidded bin straight away All to wash hands with sanitiser at the gate on arrival at school and then at regular intervals hand washing or sanitising to take place and always after coughing or sneezing. 			
<p><u>Enhanced cleaning arrangements</u></p> <ul style="list-style-type: none"> Contact points e.g. Door handles, light switches, desks, chair backs, banister rails to be cleaned at lunchtime in addition to deep cleaning at the end of each day. Cleaning checklist displayed in each classroom and toilets and completed by staff and caretaker Resources cleaned following use or daily if in regular use by individual using alcohol wipes or in the case of toys soaking in Milton or wiping with alcohol wipes. In EYFS, resources cleaned at the end of the day either through detergent spray, alcohol wipes or submerged in sterilising liquid. Anti – bacterial cleaning wipes to be provided in each classroom and sanitiser pump to be kept in each classroom. Cleaning supplies will be topped up regularly and monitored by the caretaker on a daily basis. Caretaker will carry out an audit of resources on a monthly basis to ensure good stock of all cleaning and sanitising products. If a person with coronavirus symptoms comes into school, a deep clean will take place in the areas that the person has been in, following decontamination guidance. 			
<p><u>Active engagement with NHS Test and Trace</u></p> <ul style="list-style-type: none"> If case of Covid-19 identified in school, the school will engage in the Test and Trace process Anyone self-isolating with symptoms will be 	Place a link to the test and trace site on the school website		



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		<p>encouraged to access testing and engage with the NHS Test and Trace process.</p> <ul style="list-style-type: none"> • Test and Trace outcomes to be reported back to the school office by email including the report sent with the outcome of the Test. 				
<p>Transmission of virus through close contact with direct transmission (coughing and talking) <i>Updated in response to DfE guidance 2nd July Full opening to all year groups in September 2020</i></p>	All	<ul style="list-style-type: none"> • Anyone who is unwell with CV-19 symptoms should not attend school setting in line with Government guidelines. • Hands washed regularly (or sanitised in the absence of soap and water) after each learning session for at least 20 seconds with running, hot water and soap <p>Everyone in school will:</p> <ul style="list-style-type: none"> • Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines, or use alcohol-based hand sanitiser to cover all parts of their hands • Staff and children follow the Catch it, Bin it and Kill it routine of good respiratory hygiene. • Pupils will be encouraged to learn and practise these habits in lessons and by posters put up across the school. • Risk assessments will be written for individual children who have need support to maintain good respiratory hygiene. • Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored by caretaker and records kept. • Social distancing rules adhered to wherever possible and appropriate (children will find this difficult the younger they are, especially KS1 but will be reminded regularly) • 1m demarcations identified at the entrance to school to give community a visual reminder of social distancing. • Posters displayed around school to give visual 	<ul style="list-style-type: none"> • Caretaker to check toilets are adequately stocked. • Keep windows and all doors open where safe to do so. • Revisit catch it, kill it, bin it with children at start of the year. • Put up posters • Discuss with SENCO any SEN children who may require individual risk assessments. • On INSET day walk the route for play time and lunch time in and out to check all staff are clear. 		Head Caretaker Teachers	



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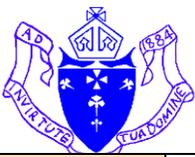
		<p>reminder about social distancing within school.</p> <ul style="list-style-type: none"> • PPE including a face mask and shield worn if there is a risk of spitting, vomiting or coughing when contact with a child is necessary. • Staff to receive training in correct use of PPE on INSET day and advice sheets included in each PPE pack. • Desks arranged so that children do not directly face each other in KS2. EYFS & KS1 children may work in an EYFS style and at times may be sat in groups risk will be mitigated with the use of the indoor and outdoor space for teaching times to reduce the number of children within the classroom. • Staff to sanitise after any physical contact with individual or their resources. • Teachers will wash their hands and surfaces before and after handling pupils' books. • PPE provided for staff providing intimate care or administering First aid or caring for a staff member / pupil who becomes unwell on site with CV-19 symptoms. • Operate an in/ out system on the playground and on entry and exit to school to avoid a bottle neck at drop off and pick up. 				
Transmission of virus through indirect transmission (touch and surface contact)	All	<ul style="list-style-type: none"> • Staff and pupils placed in bubbles with designated staffrooms, classrooms, entrances & play spaces. • Bubbles to stay in the same areas of school to avoid cross-contamination of other areas. • Anti bac gel at each entrance to the school and in each classroom. • iPads and laptops cleaned before returning for charging. • No shared use of cups, crockery, cutlery, musical instruments that are blown, etc. • Packed lunches and grab bags at lunchtime ensure all children eat in the classroom or outside. • Designated MDMS for each bubble. 	Library books to be placed on rota			JL Teachers



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		<ul style="list-style-type: none">• Each child provided with individual resources in clear named wallets.• Contact points in school cleaned at lunch and after school by caretaker.• Any resources shared between groups, such as sports, art and science equipment, will be either:<ul style="list-style-type: none">○ Cleaned frequently and meticulously, and always between groups using them; or○ Rotated so they can be unused and out of reach for 48 hours (72 hours for plastics) between use by different groups• The same rules will be followed for books and other shared resources that pupils or staff take home. However, unnecessary sharing will be avoided, especially where it doesn't contribute to pupil education and development.• Library books will be put on a bubble rota system• Shared rooms, such as halls and dining areas, will be cleaned between different groups using them.• Reading books returned via a box in classroom and not recirculated for 3 days.• Staff to sanitise before and after contact with books.• Pupils and parents will be asked to limit the amount of equipment they bring into school each day to essentials including: school bag, lunchbox, reading book and water bottle.• Adults to use sanitiser after any contact with desk, child or resources.• Each child's belongings to be kept at their desks and in the cloakrooms. Teachers will ensure that access to the cloakroom is not crowded to facilitate social distancing• Cleaning logs in place for each area.• EYFS resources to be cleaned with alcohol				
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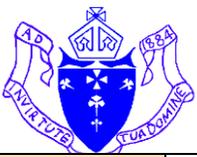
		wipes or Milton wash after daily use between 3 and 3:15 daily.				
Transmission through 1:1 support or small group intervention where staff may need to work with children from different bubbles		<ul style="list-style-type: none"> Staff to wash hands before and after each intervention. Intervention groups to contain children from same bubble only Resources, desks and chairs to be sanitised between interventions Staff to maintain 1m distance wherever possible Staff member to collect child/ren from door of classroom to take to intervention area. Interventions to take place outside wherever possible In most cases, interventions will be undertaken by the support staff attached to that class bubble within the allocated bubble intervention area. 				JL Caretaker Teachers
Increased numbers within Class bubbles		<ul style="list-style-type: none"> For the majority of time children will remain in class bubbles. There will be times when wider key stage bubbles are necessary but these will be kept to a minimum and only outside in well ventilated areas. All bubbles will remain as follows: <ul style="list-style-type: none"> 25 Lion class 46 Giraffe/Elephant class 65 Zebra/Eagle class 30 Leopard Class Staff to remain within bubbles. Staff to have designated staffroom spaces and to take PPA time at home to minimise numbers of adults in school. Collective worship to be delivered within class bubbles and outside if possible. Monday and Friday worship delivered via Google Meet to all classes by SLT Tues/Weds/Thurs class worship led by teachers in class bubbles Where possible collective worship may be held outside within wider KS bubbles. Bubbles may be permitted to visit the church for 				JL Teachers



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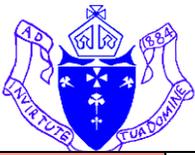
		<p>collective worship in accordance with the church RA.</p> <ul style="list-style-type: none"> • Each bubble will use signposted toilet cubicles • Where possible children will have own individual resources that they will not share • Desks will be arranged in each room (KS2) to be forward facing in rows • Windows and doors to be kept open to increase air circulation. • Taking learning outside encouraged. • Leopard class to be taught in term 1 in the hall to be reviewed at half term. 					
Risk to health for those previously categorised as extremely clinically vulnerable or clinically vulnerable	All those with existing health conditions	<ul style="list-style-type: none"> • Following the relaxation of shielding measures from 1st August and the reduction in the prevalence of virus, it is expected that all staff will attend school including those who were previously categorised as extremely clinically vulnerable or living with those who are in this category. • Where a role may be conducive to home working for example, some administrative roles, school leaders will consider what is feasible and appropriate. • Where a pupil is advised by a doctor that they should not return to school the SENCO will liaise with them and arrange full learning provision from home. 	If a staff member is advised by a medical professional that they are not able to attend work due to an existing condition, a letter to be obtained from the medical professional confirming action to be taken and reasons for this			JL SENCO	
Plan insufficiently communicated or risk assessed.	All	<ul style="list-style-type: none"> • Complete plan in good time • Identify all stakeholders who need to know info • Share plan via email (and website once agreed by Governors) • Governing body and HT complete regular risk assessment reviews • Letter sent to parents to communicate key point in RA 			Email to be sent with RA to all staff to respond by the 27 th July. Governors to approve plan Monday 3 rd August Published to website by end of August.	JL Chair	08/20
Pupil and staff wellbeing significantly harmed by	all	<ul style="list-style-type: none"> • Any concerns regarding children's mental health to be recorded on CPOMs • Staff support line available to all staff 			Display staff support info in staff room Book staff supervisions.	JL Chair SENCO FLO	



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<p>impact of CV-19.</p>		<p>03000411411 or complete the counselling request form on kelsi</p> <ul style="list-style-type: none"> • Regular fresh air breaks for all children and staff. • Praise and encouragement and high levels of compassion displayed at all times by all staff. • EH referrals for pupils / parents displaying signs of emotional stress or mental health concerns. • Increase support staff numbers trained in therapeutic interventions to accommodate any additional need • Staff including the SLT to be able to take PPA from home wherever possible. • Create welfare team including role of FLO 					
<p>Visitors to school potentially passing on the virus</p>	<p>All</p>	<ul style="list-style-type: none"> • Limit numbers of external visitors into the school building and always by prior arrangement with the head teacher. • All visitors to read and sign CV19 RA and guidance located in school entrance. • Appointments for essential work, where possible, will be made outside of the school day • Parents are not allowed into the building unless by prior arrangement with the head teacher; any communication with school has to be via email, phone or at a social distance during drop off and pick up and no further into the school than the reception area. • Parents and staff will need to wear masks for prearranged meetings. Where possible prearranged meetings will take place outside. • No parent or student volunteers in school until further review. • Pre agreed volunteers working in the school will carry out a health and safety briefing and will sign an agreement to show that they understand the risks to themselves. 	<ul style="list-style-type: none"> • Once volunteers are allowed in school Handout for volunteers re: expectations and process 		<p>To display RA on website and in school entrance.</p>	<p>JL</p>	
<p>Risk of transmission through large congregation</p>	<p>Whole community</p>	<ul style="list-style-type: none"> • Staggered times to be in operation for drop offs and pick ups. • Parents to be asked not to congregate before or after school 	<p>Start of term teachers will need to meet classes and bring them into</p>			<p>JL Teachers Parents</p>	



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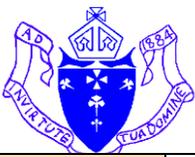
<p>of parents during drop off and pick ups</p>		<ul style="list-style-type: none"> • One way system in operation throughout school site • Parents are permitted to wear a face mask on drop off/pick up times but this is optional. Parents are requested to wear a mask if they need to speak to the SLT on the gate. <p>Arrival and departure procedures:</p> <ul style="list-style-type: none"> • SLT to welcome on the gate and hand sanitise children on arrival. Big gate and small gate open for arrivals - timings • Additional spots spray painted on delivery area at 1m (reflecting changes in guidance) • SLT to hold up boards to denote time and class to enter: • Lions start 9am leave 2:50pm (after staggered September start times) • Giraffes/Elephants start 8:40 – 8:50 leave 3pm • Eagles/Zebra start 8:50 – 9:00 leave 3:10 pm • Leopard start 8:30 – 8:40 leave 3:15pm 	<p>school to show how to safely move around school.</p>				
<p>Break times and lunchtimes for pupils and staff</p>	<p>All</p>	<ul style="list-style-type: none"> • Social distancing to be maintained as much as possible at all times • Each bubble to have own resources that are not shared with other bubbles • Staff to suggest non-contact games that they could be playing whilst still being able to socially distance. • Each group to have their own break time, without having any contact with children from another group. • Staff allocated to cover the supervision of break times, allowing teacher to take a break, TA to take break either before or after. • Staff should not congregate in the staffroom and should observe social distancing from each other as well as children. Staggered times for breaks and bubble staffrooms will help this. • All staff cups, plates cutlery etc should be washed immediately after use 	<p>Limited amounts of play equipment to be provided. Trikes on ball court for KS 1 Football on ball court for KS2 – all to be wiped down iht sanitising products or placed in sanitiser at the end of play sessions.</p>			<p>JL Caretaker Teachers Pupils</p>	



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		<ul style="list-style-type: none"> Pupils to follow rota for play spaces and equipment. Staff on duty should wipe down any plastic surfaces with alcohol cleaning wipes at the end of a play session. Play areas and equipment to be rotated daily and cleaned in between bubble usage. Staff on duty to use the alcohol wipes to clean loose play equipment at the end of lunch play while the children line up. <p>Breaktime Arrangements :</p> <ul style="list-style-type: none"> 10:35 – 10:50 EYFS & KS1 10:15 – 10:30 KS2 <p>Lunchtime Arrangements:</p> <ul style="list-style-type: none"> Lunch in classrooms, grab bags delivered by MDS to reduce movement around the school 12-1230 - KS1 eat KS2 play 1230 – 1pm - KS1 play KS2 eat KS2 mini task/handwriting/booster task 12.45 – 1pm 					
Poor Behaviour	All	<ul style="list-style-type: none"> Bubble Behaviour Rules will be recommunicated to all stakeholders including to children at the start of term. Parents and Pupils will be required to sign a CV19 behaviour contract. Staff will not make any physical contact with children unless they or someone else is at risk of serious harm Where children refuse to conform, SLT will be contacted Parents will be asked to collect those children not obeying rules, to ensure the safety of others Risk assessment to be carried out for any child who may require positive handling and agreed by the governing body. 				JL Chair	
PE lessons		<ul style="list-style-type: none"> Outdoor PE will be prioritised and staff should focusing on maximising distances between children. Non-contact sports may be played 	<ul style="list-style-type: none"> School to liaise with pool regarding 			JL Teachers Premier	



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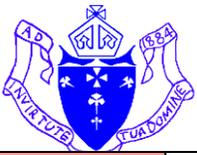
		<p>however all equipment must be cleaned with detergent before returning to PE storage for other classes to use.</p> <ul style="list-style-type: none"> • Contact sports are not permitted as noted in the Government Guidance – liaise with Premier Sport and their risk assessment • Lessons will take place outside unless – weather is inclement • If lesson is indoors, hall and equipment to be cleaned after each bubble has used the space (No indoor PE possible in term 1) • 	swimming lessons and whether these are a possibility.			sport	
Music Lessons		<ul style="list-style-type: none"> • Singing, woodwind and brass are still the subject of debate and therefore the school will not resume teaching these subjects as whole class lessons until further notice. • All other forms of music lessons may be undertaken following the usual guidance regarding resources to be cleaned following use. • Peripatetic music teachers will liaise with school and parents regarding the commencement of individual/ small group lessons 	<ul style="list-style-type: none"> • School to update once clearer guidance received 				
Section 2 : Response							
Staff or pupils become symptomatic whilst in school <i>Updated procedure in response to DfE guidance 2nd July</i>	All	<ul style="list-style-type: none"> • If a child or adult in school becomes unwell with a new continuous cough, change in smell or taste, or temperature over 37.8 staff/child will be sent home. • Adults will be asked to leave school immediately if they are well enough to do so if they are too unwell to leave without collection or if the affected person is a child, they will await collection in isolation, wearing a mask behind a closed door in the Science Room, with the window and door open for ventilation. • The room will have a sign to be turned to ENGAGED when an adult or child is isolated with symptoms within the room and no one is to enter unless wearing PPE. • If the child is well enough or old enough to be left alone in the room, staff member wearing full PPE will wait outside the room to supervise the 	<ul style="list-style-type: none"> • All staff to complete CV19 training • PPE must include gloves, apron, mask and visor. • After dealing with an unwell child PPE must be replenished. 		PPE should be checked fortnightly by the SENCO	JL SENCO	



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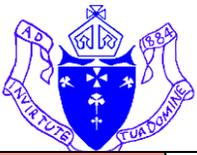
		<p>child.</p> <ul style="list-style-type: none"> • Toilet allocated for this instance is the Front of House Disabled loo which will also have a sign to be turned to indicate a possible COVID-19 child has used the facilities while they are being isolated • The toilet will be cleaned after the child has left and no other person permitted to use the toilet until this as occurred. • PPE should be worn by any adult supervising an unwell child. • If the child is KS1 or younger or is a child with complex needs or not deemed to be safe to be left alone in the room an adult wearing full PPE will supervise in the room with the child. • Home will be telephoned immediately, and parents must collect from the front gate • Staff member to wear PPE when moving a child to an isolation room and when moving a child to parent. • Child to exit the building via the science room doors and side exit. • Non-contact thermometer to be used to monitor temperatures • Call 999 if symptoms are such that life appears at risk. • The school will ask the individual to get a COVID 19 test if any of the following symptoms are displayed: <ul style="list-style-type: none"> • a high temperature • a new, continuous cough • a loss of, or change to, your sense of smell or taste • If test is negative, pupil can return to school. If positive they must self-isolate for 7 days. • Members of the household along with the bubble will be asked to self-isolate for 14 days unless advised differently by PHE. Advice given to the individual to be shared with the school. • The school will follow PHE guidance given with 			
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		<p>regards to who should self-isolate and any further testing required.</p> <ul style="list-style-type: none"> • The school will comply fully with the Track and Trace system. • School will make a note of any pupil sent home with symptoms and all other parents within the bubble will be informed via parent mail. 				
Pupil or staff have been in contact with a symptomatic person outside of school	All	<ul style="list-style-type: none"> • Staff members or children do not need to isolate if they have been in contact with someone displaying new symptoms such as a cough unless a positive test is returned confirming Covid-19. • HT should be informed if you believe however that you may have had contact with a potential case. Advise from PHE will be sought. 				JL
Contact with a diagnosed case of CV-19	All	<ul style="list-style-type: none"> • Staff and pupils must not attend school if they have been in contact with someone who has been diagnosed with Covid-19. Instead they should isolate for 14 days before returning to school. • If staff are in school and receive the news that someone has been diagnosed, immediately self-isolate from others and contact HT. You will be asked to leave school immediately and the area will be cleaned. • Follow NHS / 111 advice as required. Do not attend GP surgery or public places if confirmed to help reduce spread of the disease. • If symptoms develop, apply for test. Test administered when available and results reported to HT. • SLT to contact Public Health England and advice followed. 				JL
First Aid	First aiders and SLT	<ul style="list-style-type: none"> • First aid should be carried out where possible in the area the child is being educated in and by an adult in that 'bubble'. • First aid bags in the classrooms. • Each Class to have their own First Aid Book, forms should be left in the staffroom at the end of each day for the school Receptionist to file • Where a child needs to go home the HT should 				JL First Aiders



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		be contacted <ul style="list-style-type: none"> • First Aiders should try to socially distance as much as is physically possible • When dealing with first aid, try to do it from the side of the child, rather than in front • Gloves should be worn, as should a mask and apron. Before putting any PPE on you must wash your hands. • All gloves and disposable face masks must be disposed of in lidded bins, face shield and apron wiped down immediately 				
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Assessor Name(s): Joanna Langton	Job Title: Headteacher
Signature:	Review Date: September 1 st



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Bubble 1	Teacher	TA	Start time	Entrance	Break	Lunch	End of day	Bubble staff room space
EYFS	Mrs Lyon	Mrs Saxby & Mrs Ivinson	09:00	Main gate	10:35 - 10:50	In class eating 12:00 - 12:30	14:50 collection from delivery gate	Downstairs group room
Bubble 2	Teacher	TA	Start time	Entrance	Break	Lunch	End of day	
Year 1	Mrs MacFarlane student teacher	Mrs Evans	8:40 - 8:50	Main gate then big PG	10:35 - 10:50	In class eating 12:00 - 12:30	15:00 collection from delivery gate	Science room
Year 2	Mrs Delorie	Mrs Walker	8:40 - 8:50	Main gate then EYFS PG	10:35 - 10:50	In class eating 12:00 - 12:30	15:00 collection from delivery gate	Science room
Bubble 3	Teacher	TA	Start time	Entrance	Break	Lunch	End of day	
Year 3/4	Mrs Clark	Mrs Ridgway & Ms Sands	8:50 - 9:00	Delivery entrance then Front staircase	10:15 - 30	In class eating 12:30 - 13:00	15:10 collection from delivery gate	Staff room
Year 4/5	Mrs Desai	Mrs Lea	8:50 - 9:00	Delivery entrance then round to back staircase	10:15 - 30	In class eating 12:30 - 1:00	15:10 collection from delivery gate	Staff room
Bubble 4	Teacher	TA	Start time	Entrance	Break	Lunch	End of day	
Year 5/6	Mr Boyles	Mrs Hutchings	8:30 - 8:40	Main gate then front staircase	10:15 - 30	In class eating 12:30 - 1:00	15:15 collection from delivery gate	SENCO meeting room



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Playtime Zones	Monday	Tuesday	Wed.	Thursday	Friday	Wet weather plan
Bubble 1	10:35 - 10:50 & 12:30 - 13:00	Bubble 1				
EYFS exit and enter via EYFS doors and black gate	Ball court with trikes	Trim trail half of main play ground	Climbing frame on the field	Main play ground	Field	Play in class
Bubble 2	10:35 - 10:50 & 12:30 - 13:00	Bubble 2				
Year 1 exit and enter via doors by reading tree	Field	Ball court with trikes	Trim trail half of main play ground	Climbing frame on the field	Main play ground	Play in class
Year 2 exit and enter via doors by back staircase	Main play ground	Field	Ball court with trikes	Trim trail half of main play ground	Climbing frame on the field	Play in class
Bubble 3	10:15 - 10:30 & 12:00 - 12:30	Bubble 3				
Year 3/4	Trim trail half of play ground	Climbing frame on field	Reflection area	Ball court with balls	Field & outside Gym	Play in class
Year 4/5	Climbing frame on field	Reflection area	Ball court with balls	outside Gym	Field	Play in class
Bubble 6	10:15 - 10:30 & 12:00 - 12:30	Bubble 4				
Year 5/6	Reflection area	Ball court with balls	Main play ground	Field	Trim trail half of play ground	Play in class

Teachers may choose to take their class out for a movement break on the playground or field at other times during the day as they see appropriate.