



**ST. JOHN'S WALHAM GREEN**  
CE PRIMARY SCHOOL

*"Love one another"*

# Covid-19: STEP 4 School Operational Plan

SEPTEMBER 2021



# OVERVIEW

- Step 4 marks a new phase in the government's response to the pandemic, moving away from stringent restrictions on everyone's day-to-day lives, towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk.
- This operational plan and associated risk assessments have been created in response to the Government Step 4 [Guidance](#) produced in July 2021 and sets out practical measures to be implemented as part of the risk management process.
- Whilst every effort has been made to mitigate the risk to staff, pupils and visitors, it should be noted that total mitigation of the risk of infection with COVID – 19 is not possible.
- For further guidance on how to stay safe, please click [HERE](#)

Government guidance is frequently updated. School will continue to check [gov.uk](https://www.gov.uk) regularly for guidance updates.



# CONTROL MEASURES FOR SCHOOLS

## STEP 4: Prevention

- **Minimise contact with individuals:** Ensure those who have COVID-19 symptoms, do not attend school.
- **Hand Hygiene:** All staff and pupils to continue cleaning their hands regularly with soap and water or hand sanitiser.
- **Respiratory Hygiene:** School to continue to promoting the 'catch it, bin it, kill it' approach.
- **PPE:** Where appropriate, staff to use personal protective equipment (PPE).
- **Cleaning:** Continue to maintain an appropriate cleaning schedule, particularly focused on frequently touched surfaces.
- **Ventilation:** Ensure rooms are sufficiently ventilated at all times.

## STEP 4: Changes

- **Face covering:** No longer advised for staff and visitors in the classroom or communal areas.
- **Pupil Bubbles:** No Longer necessary to keep children in consistent bubbles.
- **Close Contacts:** Close contacts will be identified by via NHS Test and Trace.
- **Staff LFT Testing:** Staff should undertake twice weekly home tests whenever they are on site, until the end of September.



# COVID-19 SYMPTOMS

- **A high temperature:** 37.8 Celsius and above.
- **A new, continuous cough:** This means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours.
- **A loss or change to your sense of smell or taste:** This means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.

## DELTA VARIANT SYMPTOMS:

- Headache
- Sore Throat
- Runny Nose
- Fever

Pupils awaiting collection should be moved to the small meeting room on the ground floor, with adult supervision depending on child's age. They should use a separate bathroom if possible which should be cleaned and disinfected before being re-used by others.

## PUPILS, STAFF & OTHER ADULTS SHOULD NOT COME INTO SCHOOL IF:

- They have one or more COVID-19 symptoms.\*
- They have had a positive test result.
- They are legally required to quarantine following over seas travel.
- Have been contacted by NHS Test and Trace and told to self-isolate.

**Anybody falling within the above categories must follow public health advice on [when to self-isolate and what to do.](#)**

\*Staff and parents must call the school office and inform them which symptoms they are displaying.



# TESTING

## POSITIVE TEST RESULT:

Staff, pupils and their household with a positive Lateral Flow Test should self-isolate with their households, in line with [stay at home guidance](#).

They will also need to [get a free PCR test to check if they \(and their household\) have COVID-19](#). Whilst awaiting the PCR result, the individual should continue to self-isolate.

If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFT test and the individual can stop isolating, as long as:

- They are well.
- No-one else in the household has symptoms or has tested positive for COVID-19.
- They have not been advised to self-isolate by NHS Test and Trace.

Anyone in their household who is isolating because of their symptoms can also stop isolating.

## CLOSE CONTACTS OF A POSITIVE TEST RESULT:

Other pupils and staff do not need to be sent home if:

- They are fully vaccinated.
- Under 18 years old.
- Have **not** been specifically instructed to do so by NHS Test and Trace.

**Those not fully vaccinated will still need to isolate if they are identified as a close contact.**

**STEP 4 – Contact Tracing:** [Frequently Asked Questions](#)



## TRAVELLING OVERSEAS

- Anyone traveling overseas, must adhere to the travel guidance in operation at the time of their return to England.
- Parents must inform the school by 1<sup>st</sup> September if they have returned to the UK and their child is not able to attend school on 3<sup>rd</sup> September due to travel isolation.
- LINK - [Red, amber and green list rules for entering England](#)
- LINK - [Travel abroad from England during coronavirus \(COVID-19\)](#)



# CONTINGENCY PLANNING FOR OUTBREAKS

If a local area sees a spike in infection rates that is resulting in localised community spread, appropriate authorities will decide which measures to implement to help contain the spread.

Schools will be required to develop an outbreak management plan in case public health advise of an outbreak and a reinstatement of measures may be required. An outbreak management plan might include:

- Re-introduction of 'bubbles' for a temporary period, to reduce mixing between year groups.
- Re-introduction of face coverings, for a temporary period, to be worn in communal areas and classrooms, by staff and visitors (unless exempt).

Several confirmed cases within 14 days, may constitute as an outbreak. Any decision to step measures up or down will be taken under the guidance of the local health protection team.

# FACE COVERINGS



The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet.

If there is an outbreak in school, or we are in an enhanced response area, we may be advised that face coverings should temporarily be worn in communal areas or classrooms, (by staff and visitors, unless exempt).



# SCHOOL OPERATIONS

## WHAT IS CHANGING

- Pupils will no longer be confined to bubbles.
- Pupils able to mix during lunch and break times and no longer operate under a zoned playground.
- Pupil arrival and dismissal will no longer be staggered
- Whole school and Key stage assemblies can resume.
- Staff operating across different year groups.
- Resources can be used and shared across the whole school.
- After school clubs and wraparound care can operate to full capacity.
- School trips can resume ensuring all risk assessments include Covid-19 safety considerations and have been authorised by the Head Teacher.
- Close contact tracing by schools will be taken over by NHS Test and Trace.
- There will be no requirement to wear a face covering in school.

## WHAT REMAINS IN PLACE

- Good hand hygiene, appropriate cleaning regimes and well-ventilated spaces.
- Pupils will continue to wear their PE kits to school on the day they have a PE lesson.
- After school clubs and wraparound care can operate to full capacity.
- Remote learning provision will be kept in place for pupils who have tested positive for COVID-19, but are well enough to continue learning from home.



## PUPIL ARRIVAL

- **Reception, KS1 and KS2:** Gates from Munster Road open at 8.30am for these year groups pupils.
- If pupils arrive between 8.30am – 8.45am, parents must stay and supervise their children.
- Pupils can enter the building and make their way to their class from 8.45am.
  
- **Nursery:** Gates on Filmer Road open at 8.45am.

## PUPIL DISMISSAL

MAIN PLAYGROUND	
KS1	3.15pm
RECEPTION	3.20pm
KS2	3.30pm
FILMER ROAD	
NURSERY	3.20pm

**Reception:** Collection from the lower hall / left entrance.

**Nursery:** Collection from Filmer Road entrance.

**Y1 – Y4:** Collection from the lower hall.

**Y5 – Y6:** Collection from the pitch.

**Parents must leave the school premises once they have collected their child/ren.**

# MENTAL HEALTH AND WELLBEING



**Online resources to help you support your child with mental health and wellbeing, include:**

[MindEd](#) - a free educational resource on children and young people's mental health.

[Every Mind Matters](#) - an online tool and email journey to support everyone in taking action to look after their mental health and wellbeing.

[Childhood Bereavement Network](#) - information and resources to support bereaved pupils, schools and staff.

[Dfe](#) - mental health resources for children, parents, carers and school staff.

NHS mental health services remain open and have digital tools to connect with people and provide ongoing support. Please use your local children and young people's mental health service when needed.