

APPENDIX – Stoke Fleming

Section no. from main risk assessment	Additional control measures in place
<p>2.0 Social distancing and separation</p> <p>5.0 Moving around site</p>	<ul style="list-style-type: none"> • Plan is applicable for the whole academic year. • The school is classified as a whole school bubble with preventative measures in place within the school setting to minimise social contact. • There are 3 phases in place within the whole school bubble. There is no mixing of phases as far as practicably possible. • The phases are as follows: - <ul style="list-style-type: none"> ○ Phase 1 – EYFS – based in FSU and reception classroom ○ Phase 2 – years 1, 2 & 3 – based in main building ○ Phase 3 – years 4, 5 & 6 – based in huts • Staggered start and finish times are in place: - <ul style="list-style-type: none"> ○ Phase 1 – EYFS – Start school 09:00 and finish at 15:00 ○ Phase 2 – years 1, 2 & 3 – Start school 08:45 and finish at 15:10 ○ Phase 3 – years 4, 5 & 6 – Start school 08:40 and finish at 15:05 • Years 4, 5 & 6 pupils come straight in to their classroom without their parents. • The parent waiting area on the field will be reviewed as the weather gets worse in to winter. • Staff are predominantly based in phases with minimal crossing over. • A one-way system is in place around the site.
<p>3.0 Educational delivery</p>	<ul style="list-style-type: none"> • All soft furnishings are removed from the library. All books are returned on a Friday only and then put back on to shelves on a Monday to comply with quarantine guidelines. • All pupils are allocated their own resource trays including pens, pencils and coloured pencils. • Musical instruments are used by one class or individual pupils only. Instruments are disinfected between phases. Each phase has the use of instruments for a block of time. • PE lessons take place. Changing for PE is in classrooms.
<p>4.0 Primary setting specific delivery</p>	<ul style="list-style-type: none"> • Breakfast and after school club takes place and is limited to 20 pupils. It takes place in the middle hut in a standard sized classroom. There is controlled access for drop off and pick up of pupils. • There is no food on offer at breakfast club. After school snacks are provided such as toast and crumpets. When preparing food, staff wear masks and practice good hand hygiene.
<p>6.0 Breaks and lunchtimes</p>	<ul style="list-style-type: none"> • Break and lunch times are staggered for each phase. • There are dedicated play spaces for each phase: - <ul style="list-style-type: none"> ○ Phase 1 – EYFS – small playground / EYFS area ○ Phase 2 – years 1, 2 & 3 – Middle playground and large playground ○ Phase 3 – years 4, 5 & 6 – Lower large playground

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7.0 Catering	<ul style="list-style-type: none"> • Lunch times are staggered: - <ul style="list-style-type: none"> ○ Phase 1 – EYFS – 11:45 – 12:30 ○ Phase 2 – years 1, 2 & 3 – 12:00 – 13:10 ○ Phase 3 – years 4, 5 & 6 – 12:30 – 13:15 • Pre school children have lunch within the pre school building. • Pupils in reception, years 1, 2 and 3 eat in the hall with specific places for reception children to eat who tend to take longer. • The hall acts as a servery only for pupils in years 4, 5 and 6 who collect their food from the hall and then return to their classrooms to eat. • Food is served in the hall at specific times: - <ul style="list-style-type: none"> ○ Reception - 11:45 – 12:30 ○ Years 1, 2, 3 - 12.00 – 12.30 ○ Y4, 5, 6 12.30 – 12.45 • New tables and benching is in place to ease the pressure on timings setting up the hall. • Teaching assistants within the phases escort pupils and stay with children at lunchtimes in hall
9.0 Hygiene management during the day	<ul style="list-style-type: none"> • Toilets have been allocated to each phase as follows: - <ul style="list-style-type: none"> ○ Phase 1 – EYFS – Foundation toilet ○ Phase 2 – Years 1, 2 & 3 – main building toilets ○ Phase 3 – Years 4, 5 & 6 – main building toilets • The dedicated medical room is the lighthouse room for pupils who may display COVID-19 symptoms.
15.0 Workforce	<ul style="list-style-type: none"> • Peripatetic music teachers use the garden room for lessons. Adequate social distancing takes place. • Hand sanitiser and cleaning solution / cloths are provided in the garden room. The peripatetic teacher must clean down in between each pupil. • The staff room is used as it is a big space. The staggered break and lunch times ensure staff numbers are minimised. • There are no volunteers during the Autumn Term. Where possible volunteers can use MS Teams and other virtual platforms.
16.0 Trips	<ul style="list-style-type: none"> • Trips will be evaluated on a trip-by-trip basis. • There will be no coach travel during the Autumn Term. • Local trips can take place. Mini buses are used with adequate driver protocols in place.