

High View Primary Learning Centre

Whole School September Opening 2021

Updated Version 8 -1.9.21

The document below has been written by the Headteacher (Theresa Smith) in conjunction with the School Business Manager (Richard Wilkinson). All details of this plan have also been sent to the relevant bodies of ECMAT to ensure that they are aware of the application of DfE guidance and Trust policies whilst paying attention to the school's own individual needs, circumstances and situation.

In completing this plan the following documents have been followed, and best endeavours to apply have been made:

- Guidance for full opening: schools – September 2021
- Our Plan to Rebuild : The UK Government's COVID-19 Recovery Strategy
- Coronavirus (COVID-19) : implementing protective measures in education and childcare settings
- What Parents and Carers need to know about early years providers, schools and colleges during the coronavirus (COVID-19) outbreak

Further documents (including ECMAT and school policies) may be added to this plan as more guidance and information is received.

GENERAL HEADLINE			
Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
How many children will we have returning to school on 1 st September	<ul style="list-style-type: none"> Publish reopening plan and related risk assessments on school website so parents are able to make an informed decision Gather numbers before reopening so that necessary plans / adjustments to plans and staffing can be made 		

KEY CONCERN

FS1 = 52 children (these will be staged 2 groups am, 2 groups pm)

FS2 = 60 children (Split into classes mixed for RWINC and support for learning)

Y1 = 60 children (Split into classes mixed for RWINC and support for learning)

Y2 = 60 children (Split into classes mixed for RWINC and support for learning)

Y3 = 60 children (Split into classes mixed for interventions and support)

Y4 = 60 children (Split into classes mixed for interventions and support)

Y5 = 60 children (Split into classes mixed for interventions and support)

Y6 = 60 children (Split into classes mixed for interventions and support)

WHOLE SCHOOL PROCEDURES

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
 - 2) Clean hands thoroughly more often than usual
 - 3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
 - 4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
 - 5) Minimise contact between individuals and maintain social distancing wherever possible
 - 6) Where necessary, wear appropriate personal protective equipment (PPE)
 - 7) All staff to have access to Lateral Flow Testing – twice weekly
- Numbers 1 to 4 must be in place in all schools, all the time.
Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.
Number 6 applies in specific circumstances.
Number 7 is optional

Response to any infection:

- 8) Engage with the NHS Test and Trace process
 - 9) Manage confirmed cases of coronavirus (COVID-19) amongst the school community
 - 10) Contain any outbreak by following local health protection team and DfE advice
- Numbers 8 to 10 must be followed in every case where they are relevant

*September 2021 – prevention and response in line with latest DfE and Public Health Guidance

Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
1. All risk assessments, health and safety policies and compliance checks will need to be completed before reopening	These will be completed initially at Trust level (PPE, H&S etc.) and then applied to individual HVPLC circumstances. It is vital that all of these changes and new ways of working are communicated to staff and that these are then made available to parents / carers through	- Information sharing with staff, Parents/Carers as advice is updated and risk assessments, policies completed. -Fire safety changes, including fire drills, procedures to be back to normal and communicated with new posts and signs.	September 2021

	website. Amend policies where fit for the COVID 19 Pandemic.	<ul style="list-style-type: none"> - First aid policy shared with training on how to use PPE correctly. (See website and document) -Hand washing recap of safety measures. -Legionella checks weekly by Engie. -Use of lift for safety is addressed with 1:1 spray and wipes. Communicated to staff. -70% alcohol wipes made available in all areas to ensure keyboards are wiped, phones are wiped. 	
2. Organisation of class sizes and groups in accordance with all relevant guidance	*Organisation pre-C-19 and Bubbles will be reinstated should this be required in line with DfE and Public Health Advice	- Follow Government guidance as update regarding full opening	September 2021
3. Organisation of workspaces to maintain space between desks and seats wherever possible.	<p>It will be impossible to maintain 1m+ spacing between desks given that classes are at a maximum class size of 30.</p> <p>Classrooms will have to be organised to maximise the space available and create maximum space between children, through the tables facing the front.</p> <p>Always keep occupied spaces well ventilated – this may impact on uniform as during colder weather children may require additional items of indoor clothing</p> <p>*Spacing between desks not required</p> <p>*Occupied spaces will continue to be well ventilated across school</p>	<ul style="list-style-type: none"> -Excess furniture has been removed where possible from each learning area to be used. Furniture in Corridors has also been reduced in some areas to ensure adequate space for movement and storage. -Seats and tables have been split to provide space between the children but positioning of these is at the discretion of the class teacher. –Children will remain at the same desks where applicable and necessary. If movement within class based on age the desks will be regularly wiped down. 	September 2021
4. Refresh the timetable	<p>Daily timetable will be lessons and activities be delivered as close to the school curriculum as possible.</p> <p>Outdoor learning will be considered wherever possible but the reality is that this will not be option all of the time.</p>	<ul style="list-style-type: none"> -Day organisation is in place with breaks, lunch, areas to be used. One member of staff to be on the door supervising entry and exit and one in class. 	September 2021

	<p>Cloakrooms – staff to support pupils in the area as could be a hot spot. One at a time in the area to avoid contact.</p> <p>Outdoor learning will be considered wherever possible but the reality is that this will not be an option all of the time due to the staggered breaks and lunches.</p> <p>Timetables for the day will be carefully designed to ensure that there will be minimum contact / crossover between groups and their movement between spaces. Limited numbers for hall assemblies will be completed during this time. These will be staggered, these will be conducted with the adults in the hall and in own room and through zoom assemblies.</p> <p>Break times and lunch times will be staggered. These timetables will be designed and shared with staff and parents /carers, to ensure transparency in all aspects of the return to school.</p> <p>PARENTS AND CARERS WILL NOT BE PERMITTED ACCESS unless by appointment or emergency. They will be expected to follow the same hand hygiene routine.</p>	<p>-limited numbers of children in the cloakroom at one time. Staff to communicate with other year groups through phone to reduce transitory contact.</p> <p>Timetables are in place, designated areas are also assigned to each phase. Phase toilets in Key stage 2, Year group toilets in KS1 and FS2, own toilets FS1</p> <p>FS/KS1 and KS2 will have different playtimes and lunchtimes to re-familiarise the children with the playgrounds safely</p> <p>- The car park is now open to all Pupil/parents with blue badges. Parents may enter reception to speak to office staff in limited numbers.</p> <p>Parents may enter school for meetings with staff on prior arrangement.</p>	
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5. Arrival and exit procedures	<p>Parents will have a system when they come down the path to drop children off at the designated doors (see the group plan). They will then walk up the cordoned off exit across the car park to reduce numbers on the path. Parents told not to gather at bottom of school path/outside the classroom doors to allow everyone to access school grounds safely and not having to pass crowds.</p> <p>Limited adults on site, children to be encouraged to walk to top and met at gates The school car park will not be accessible to vehicles from 8:15am – 9:30am and again from 2:45pm – 3:45pm as the car park will be a path out of school.</p>	<p>Entry and exit to school is as normal and will be changed as below if required - See organisation of entry and exits for each year group.</p> <p>-Parents will have letters sent out to inform.</p> <p>- School to use video tours to add additional support before school reopens.</p> <p>-School is supporting parents if they feel the need to wear face masks.</p> <p>-Parents are allowed in school with prior appointment or to speak to reception if necessary.</p>	September 2021
6. Attendance for all children is Mandatory	<p>Attendance Policy reinstated from September 2020 All children encouraged to attend school Reopening plans shared with Parents/Carers In line with Guidance update – August 2021 – Attendance is mandatory for all children</p>	<p>-Parents will have letters sent out to inform. EWO to follow normal policy. Support through attendance officer and PSA as well as further support if necessary through EWO and leaders.</p>	September 2021
7. Staff or children showing signs of COVID 19 / Confirmed case of COVID 19 and testing	<p>*Strict Guidelines for those displaying symptoms of COVID-19 and those who test positive. *We must all follow strict guidelines to protect the whole school community. *Anybody who feels unwell must contact the school via phone to discuss their symptoms. If anyone has a temperature, new persistent cough or a loss of taste or smell, must not enter the school grounds. If a member of staff or pupil in a group begins to display symptoms of COVID-19, they will be immediately removed from the classroom/bubble and taken to an</p>	<p>Simple guide power point, guidance and emails to staff and parents to understand actions to follow. See information letter and guidance to staff.</p>	September 2021

	<p>isolation room. The classroom/learning area will be deep cleaned immediately.</p> <p>The staff member or pupil displaying the symptoms will have a test as soon as possible.</p> <p>If they test positive, the school will follow the guidance of Public Health England and DfE, contact Parents/Carers to inform them of any further action that is required and whether children and staff from this group will have to self-isolate at home for the next 10 days.</p> <p>School will keep in contact with you should this event take place.</p> <p>*See Outbreak Management Plan – September 2021</p>		
8. In the Event of an Outbreak	<p>*If the school experiences an outbreak, either because we have two or more confirmed cases of coronavirus (COVID-19) among pupils or staff within 14 days, or we see an increase in pupil or staff absence due to suspected or confirmed cases of coronavirus (COVID-19), we will contact the local health protection team and DfE. These teams will advise us if additional action is required.</p> <p>*Where an outbreak in school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive.</p> <p>*Testing will first focus on the person's class, followed by their year group, then the whole school if necessary.</p> <p>*If our local area sees a spike in infection rates that results in localised community spread, decisions will be made on what measures to implement to help contain the spread.</p> <p>*The Government will be involved in decisions and will support school to follow the Public Health advice.</p>	<p>Simple guide power point, guidance and emails to staff and parents to understand actions to follow.</p> <p>See information letter and guidance to staff.</p> <p>Leaders to contact PHE and LA for additional guidance if necessary.</p>	September 2021

	*In all cases, where groups of pupils need to self-isolate or where a larger restriction of attendance at school is needed, we will seek to ensure your child/ren's education can continue remotely. *Remote Learning Policy is in place and will be followed *See Outbreak Management Plan – September 2021		
9. Staff showing signs of COVID 19	Lateral Flow Testing for all staff made available - optional *Staff taking part are tested twice on a weekly basis *Results reported to SLT and DfE – action taken as required Face coverings continue to be worn in all communal areas and when staff are moving around the school building. *Update at the end of September 2021 in line with Government Guidance	Simple guide power point, guidance and emails to staff and parents to understand actions to follow. See information letter and guidance to staff.	September 2021

FOUNDATION STAGE

“For pre-school children in early years settings, the staff to child ratios within Early Years Foundation Stage (EYFS) continue to apply as set out here, and we recommend using these to group children.”

“In addition, childcare settings or early years groups in school should:

- consider how to keep small groups of children together throughout the day and to avoid larger groups of children mixing*
- consider how play equipment is used ensuring it is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously”*

Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
All FS1 provision will be offered a morning or afternoon session. FS1 children to be split into 2 groups to allow safe opening in line with current guidelines	They will be using their Foundation classroom in the morning and in the afternoon. It will be cleaned throughout the sessions as normal. Handwashing to be actioned throughout sessions Toilet: *Continue to ensure ‘Good Hygiene for everyone’	See class organisation. Spray and wipes to be available at all times.	September 2021

Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
	The children will be using the three toilets in the unit. These will be wiped down, children supported to wash hands for 20 seconds and handles wiped down.	Adults to have images of how to wash hands and resources to support.	
Equipment and resources	Foundation unit will resume normal practice with the addition of Continue to ensure 'Good Hygiene for everyone'	share agreed actions with staff and revisit routines regularly.	
With regards to outdoor equipment	*Soft furnishings and wooden resources will be sprayed with anti-bacterial spray at the end of each day and left overnight. *Continue to ensure 'Good Hygiene for everyone'	share agreed actions with staff and revisit routines weekly.	September 2021
Ensure that drop off and pickups are completed safely and in a way that minimises contact between adults.	NO PARENTS OR CARERS ARE TO BE ALLOWED ENTRY TO THE FOUNDATION STAGE 1 CLASSROOM <ul style="list-style-type: none"> This will be communicated to parents beforehand with clear explanation as to why. One member of staff on door and one with children to ensure safe entry / exit. 	Use playground as normal.	September 2021
Decision to be made whether sessional times will be maintained or changes needed to ensure safety of all.	It may be that finish time of morning session and start time of afternoon session are altered slightly to ensure that necessary cleaning can take place over lunch time.(see timetable plans)	Normal times will resume.	September 2021
Ensure clear guidance around use of PPE particularly for intimate care and first aid	Some Adults in school will wear a face mask. Staff who engage in Intimate Care to support a child's need will have the appropriate PPE available and a stock of this will be placed in the classrooms. PPE supplies in school will continue to be monitored by office and SLT. PPE supplies have been purchased and directions for use will be provided by the Trust. Pre C-19 PPE worn and at staff's discretion. *Continue to ensure 'Good Hygiene for everyone'	Any staff providing intimate care will wear masks, face shield, gloves and aprons. These will be disposed of immediately after use. Face masks to be strongly recommended	September 2021

Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
		when in communal areas. Staff choice to wear face masks at any other time.	
Will sand, water and dough still be permitted within EYFS settings?	Return to normal procedure, regular changes where necessary and Continue to ensure 'Good Hygiene for everyone'	Staff informed of expectations and if outbreak reduce resources to limit spread.	September 2021
Ensuring that all rooms, resources and surfaces are cleaned between groups of children using	Discussions with teaching and cleaning team to ensure <ul style="list-style-type: none"> • End of each session all surfaces and high use areas are cleaned to correct standards • Teaching staff will not be expected to clean routinely but there should be an element where if needed during session it can be done safely and within realistic expectations. • Phones to be wiped down and keyboard to be wiped when other staff are using them. • Continue to ensure 'Good Hygiene for everyone' 	Staff will have cleaning products to wipe surfaces and resources frequently throughout the day. ENGIE will clean at the start of each day and a cleaner to come at end of morning session for afternoon bubble.	September 2021
Staffing levels need to be legal under the supervision ratios detailed in EYFS guidance	There will be at least two staff in each morning and afternoon session for FS1. Any SEN needs will be met by additional staff where required.	Appropriate level of staff in each session to support the pupils.	September 2021
Educational Visits	Full and thorough risk assessments to take place in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment.	Evolve system, updated to take account of changes.	

YEAR 1 – YEAR 6 Classrooms

Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
Setting up the classroom(s) to ensure that all DfE and government guidance is adhered to.	*Always keep occupied spaces well ventilated – this may impact on uniform as during colder weather children may require additional items of indoor clothing. *Spacing between desks not required. *Occupied spaces will continue to be well ventilated across school. *Continue to ensure 'Good Hygiene for everyone'	Windows to be open when possible whilst ensuring a comfortable working area for children and staff. In cold weather windows to be opened when children go out and closed on return.	September 2021
Year groups are now in class bubbles to avoid cross contamination.	The classes will need to be in their own classrooms to accommodate the class following guidance In Key Stage 2 year groups will now use the normal toilets for boys and girls for that year group. Within each toilet block there will be a designated toilet for each class. In Key Stage 1 each class will have their own toilet and within the block there will be a designated well signed male and female toilet. Staff will need to monitor the children toileting to reduce the risk of mixing and no more than 1 at a time using them. All 'classrooms' have a sink in them and washing facilities. The wet rooms will also be split into two for the two teams using them. There will be no 'free flow' to toilets and staff in each of the classrooms will have to establish rules with the children about accessing toilets and hand washing. Wet rooms to have dividers up to reduce mixing of pupils.	Please see letter to parents for organisation of individual groups. Toilets will be sprayed by a staff member at regular intervals. KS1 year groups to use their toilets as normal. KS2 will have allocated phase toilets. Reduced number to use the toilet at 1 time.	September 2021
Curriculum	A timetable for each year group has been devised to ensure minimum crossover of bubbles.	SLT and staff discussions	Staff Training on INSET 01.09.21 Ongoing from 02.09.201

Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
	<p>The majority of P.E lessons will take place outdoors and planned carefully so that there is minimal crossover with equipment needs.</p> <p>RWI will take place pre covid.</p> <p>Remote Learning in Place for all Pupils accessing Learning from home.</p> <p>*Pre C-19 Curriculum to resume</p>	<p>Lessons to be taught across the year group as normal.</p> <p>RWI to be taught across KS1</p>	Daily review and discussions
Staffing	Staffing for 2021 – 2022 as pre C-19	Staffing shared	July 2021
Playground and equipment	<p>Staggered times for mixed year groups to re-integrate into the full opening of school.</p> <p>Equipment to be used for year groups.</p> <p>*Continue to ensure 'Good Hygiene for everyone'</p>	Staffing shared	July 2021
Lunchtime	<p>The year groups of children will remain staggered to reduce number in the hall to re-integrate the pupils for full opening of school.</p> <p>Times are staggered for hall, set tables to reduce contact across year groups wherever possible.</p> <p>Ventilation and limited time in hall.</p>	<p>See lunch time and playtime organisation.</p> <p>FS and KS1 will leave the dining hall prior to KS2 entering.</p> <p>Staff in each phase to supervise playtime.</p> <p>Lunchtime staff to supervise lunch.</p>	September 2021
Entry and exit points	Entry and Exit points as pre C-19 for each class/Year Group	Each year group has an entrance and exit route which has been describe and explained in communications (see letters). This is as pre Covid.	September 2021

Issue	Additional information and proposed actions	Actions applied / confirmed	Action completed by / Date agreed /
Ensure clear guidance around use of PPE particularly for intimate care and first aid	There is guidance provided in the document ' <i>Implementing protective measures in education and childcare settings</i> ' which will be shared. *Pre C-19 PPE worn and at staff's discretion. *Continue to ensure 'Good Hygiene for everyone'	Any staff providing intimate care will wear masks, face shield, gloves and aprons. These will be disposed of immediately after use.	September 2021
Educational Visits	Educational day visits - schools have been able to resume educational day visits since 12 April. *Domestic residential educational visits - schools can resume domestic residential educational visits from 17 May. *International visits – DfE recommend that schools do not go on any international visits this academic year up to and including 5 September 2021. *Full and thorough risk assessments to take place in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment.	Evolve system, updated to take account of changes	September 2021

Additional Considerations

Issue	Additional Information	What success will look like
Restabilising Routines		

<p>*Attendance at school is mandatory from September 2020 and September 2021</p> <p>*Recognition that it may be more difficult than anticipated to re-establish routines - This goes beyond school routines:</p> <p>*Daily life routines for staff and children</p> <p>*Sleep patterns may have been disrupted</p> <p>*The issues often associated with beginning of a new school year may be magnified including a substantial chance we will have attachment issues where children have spent the whole time with their family</p> <p>*Getting back into routines, structures and delivery of the curriculum will be a priority.</p>	<p>*We will continue to support families and encourage good attendance for every child</p> <p>*We will aim to get back into routines, structures and delivery of the curriculum as quickly and effectively as possible.</p> <p>*The vast majority of children feel more secure when routines are set, and they know what is expected of them, similarly, so do the vast majority of staff</p> <p>*We will recognise that some families may struggle with getting back into the swing of things</p> <p>*We will support these families where it is needed (CP/PH to take the lead)</p> <p>*We will ensure that SEMH needs are met both on a school and individual child level</p>	<p>*Attendance rates are high across all year groups</p> <p>*The school is back to working routines in a short time</p> <p>*Children respond well to the routines that have been set for them</p> <p>*There are few, if any, issues that can be associated with a return to school</p> <p>*Staff are very much into the routines also and this is helping children to settle</p> <p>*Staff have dealt well with children from families that are finding it difficult to get back into the swing of things</p>
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Issue	Additional Information	What success will look like
Re-establishing expectations		
<p>*Recognition to be given that different children, families, and people will have had very different experiences during the lockdown period.</p> <p>*Some children will have been in school throughout Lockdown</p> <p>*The majority of children will have been at home – all having had different experiences</p> <p>*For some, it will take time for them to re-establish and re-learn the expectations of the school, particularly learning and behaviour</p>	<p>*We will ensure that behaviour expectations are re-established as quickly as possible and re-introduce the golden rules.</p> <p>*We will remind children about how they speak to each other; how they treat each other and the expectations with regards to positive attitudes.</p> <p>*However, we will place much emphasis on the school being a safe environment and that they are loved and cared for</p> <p>*Leaders will find time to visit each class daily (distanced) to remind them of these expectations and offer support and reassurance</p>	<p>*Positive behaviour has been re-established and the school's expectations with regard to behaviour have been adhered to</p> <p>*Children continue to be polite and caring and deal appropriately with their emotions</p> <p>*Staff are careful about the way they approach potentially difficult situations and take extra care with the words they use</p> <p>*Children are reminded regularly of the school's Expectation Ladder</p> <p>*Children know what is expected of them and feel cared for and safe</p>

*Learning involves much practise and children will be out of practise in this respect.	*We will work hard to re-establish the culture and ethos that existed before regarding behaviour and behaviours for learning.	
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Issue	Additional Information	What success will look like
Anxieties about returning to school		
<p>*Children will have been absent from school for approximately 6 months and be coming back to a new classroom, new Teacher and new Teaching Assistant.</p> <p>*Many children will be looking forward to returning to school, but many will find being around people difficult, frightening and even overwhelming.</p> <p>*Some children may have developed a fear of people in general.</p> <p>*Many children will be overwhelmed by the implicit message that other people could be dangerous to their health. Again, many will not have experienced other people apart from their immediate family being in their personal space.</p> <p>*Some children may have sensory issues and anxiety about the proximity of others physically.</p>	<p>*SEMH needs will be addressed as whole class and also on an individual basis through use of Incredible Me and Circle time activities.</p> <p>*PSHE will have a high profile in all classes</p> <p>*All staff will be aware of the sensory issues, especially when moving around the school</p> <p>*We will ensure we have quiet and calm spaces dedicated in the classroom and when outdoors (also following Social Distancing requirements)</p> <p>*We will help children to understand that if they crave space it is not unusual and talk to them about it</p> <p>*As most children have not been in busy rooms for some time, they may find the classroom overwhelming. We will keep noise levels as low as possible</p> <p>*Staff will continually remind children of the quiet spaces that have been created</p> <p>*Staff will support children who are exhibiting anxieties and discuss and support as appropriate.</p>	<p>*Children are settled and adapt back into school life</p> <p>*Children enjoy coming to school</p> <p>*Attendance rates are high</p> <p>*Quiet places have been established both indoors and outdoors</p> <p>*Children know that it is not unusual for them to want to go to a quiet area</p> <p>*Very few, if any, children mention that they are unsettled because of noise levels around the school</p> <p>*Staff continually remind children of the quiet spaces that have been established *Child feel safe, secure and calm whilst in school.</p>

Issue	Additional Information	What success will look like
Separation Anxiety		
<ul style="list-style-type: none"> *The vast majority of children will have become used to being with their Parents/Carers for extended periods. Even for the children who are excited to come back to school to see their friends, this could be a source of potential anxiety. *There will be some children who will struggle with this separation and experience anxiety. *Children may well worry about their Parents/Carers going to work, either as Key Workers or those returning after the lockdown/furlough. *Most children separate from their families quite easily but there may be a few who did not, even before the lockdown period. *Staff are likely to know the most vulnerable in this respect, however these numbers may grow. 	<ul style="list-style-type: none"> *Incredible Me Time and Circle time on a daily basis will support the children with anxieties *Allow children to bring in photographs of their family if they wish and share these with their class *Elder siblings will be provided with time to 'check-up' (safe distance through classroom window) on their younger siblings if this would support the children *Talk to children to reassure: *It is perfectly ok to miss them *It is perfectly ok not to want to be surrounded by lots of people 	<ul style="list-style-type: none"> *Children have a daily dedicated time to discuss their feelings and well-being *Children do not feel anxious about being separated from their families *Safe arrangements for older siblings to see their younger siblings have been established, if this is appropriate *Children know they can talk to a member of staff when they feel insecure

Issue	Additional Information	What success will look like
SEND children		
<ul style="list-style-type: none"> *The impact of all the pandemic may be even greater for children with special needs. Not only might their learning have been impacted upon, but also perhaps their anxiety about not carrying out the routines of being at school. *Some will have had issues about dealing with the changes when the lockdown came in the first place. 	<ul style="list-style-type: none"> *Establish routines once more and reassure the children that everything is ok *Visual timetables will be used as needed daily to reassure them what the day will look like *Arrangements and adjustments will be made for those children that will struggle *Accept that it may take a few weeks to re-establish routines and appropriate behaviour 	<ul style="list-style-type: none"> *Children with special needs have returned to school and settled down into familiar routines. *Children with special needs feel safe and are happy to be back at school. *Excellent behaviour management re-established. *Where children have struggled, they have been identified quickly and helped by individuals so that they settle back quickly.

<p>*There could be issues with managing transition into school.</p> <p>*On returning to school the environment will have changed as their teachers and Teaching Assistants and some of the routines due to Social Distancing Measures.</p> <p>*Positive Handling Plans may be required.</p>	<p>*Support will be put into place and adults supported so they know how to support the children in their class.</p> <p>*RM will be available to support with any SEND issues as will SLT and PSAs.</p> <p>*Video and photos to be taken of the new classrooms and staff and will be shared with Parents/Carers to prepare children for the re-opening.</p> <p>*Transition booklets will have been provided to children who will require this as part of the transition.</p> <p>*Discussion with parent/carers of children who have positive handling plans.</p> <p>*All staff made aware of the sensory issues, attachment issues that children may return to school with.</p> <p>*Ensure we have quiet and calm spaces dedicated in the classroom and when outdoors (also following Social Distancing requirements)</p> <p>*As most children have not been in busy rooms for some time, they may find the classroom overwhelming. We will keep noise levels as low as possible and complete Thrive, SEMH activities to support children's feelings.</p>	<p>*Children are well supported with SEMH needs and feel settled in school.</p>
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Issue	Additional Information	What success will look like
Transition		
*Children will not have experienced the usual Transition activities and spent time with their	*New Classes were shared with Parents/Carers and children on the 07.07.20	<p>*Children settle well into school</p> <p>*Attendance Rates are high</p>

<p>new Classteacher and Teaching Assistant – this applies to all children from Nursery to Year 6</p> <p>*Children will not have been in their new classroom</p> <p>*Children have been allocated a place at High View during Lockdown and have not been able to visit the school.</p>	<p>*We have carried out virtual meetings with our new Parent/carers to school (Nursery – F2 and Reception – F2) Virtual Meeting for January Starters have taken place Virtual Meeting for Starters.</p> <p>*Leaflets have been created by Class teachers and Teaching Assistants so that children can familiarise themselves with the adults and environment they will be working with in September</p> <p>*Starting points for F1 and F2 have been planned carefully so that children have the chance to experience their new environment in smaller groups</p>	<p>*Feedback from Parents/Carers about transition is positive</p> <p>*New starters to Nursery and Reception will have had a positive and well organised virtual transition period.</p>
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Issue	Additional Information	What success will look like
Keeping Safe/Safeguarding		
<p>*Consistent messages around contact, social distancing will be given and adhered to by both staff and children. *Posters and taped areas remind children of how to minimise contact and maintain Social Distancing *Children may need comfort and help especially during a first aid situation *Children will need to be clear on fire safety procedures in light of this current situation. *Staff are allowed to comfort children and this may include getting close to them if children need this for reassurance or in a first aid situation.</p>	<p>*Poster in classrooms will share with children and staff the prevention measures</p> <p>*All adults in school model and share the message at all times</p> <p>*Appropriately trained First Aiders are in school and PPE is available for these staff</p> <p>*Fire Drill carried out on return to school</p> <p>*Continue with dialogue with outside agencies to support families and children.</p>	<p>*Classes are successful in meeting Social Distancing requirements and minimising contact where necessary</p> <p>*Adults will move around school, only when absolutely necessary, in the safest way possible</p> <p>*Children feel safe, secure and happy whilst in school and their needs are met</p> <p>*Fire Drills are carried out successfully and within appropriate evacuation time</p> <p>*Children are safe and secure at home and at school</p> <p>*School work alongside outside agencies to support families and provide the best outcomes for children</p>

*Safeguarding Team will meet weekly to discuss families and support required. Home Visits will be carried out as required.		
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