



Shrewsbury School

COVID-19 POLICY

The following document was devised with the most up to date Government documentation and sector advice. It contains policy and procedures to mitigate and manage the risks associated with COVID-19 at Shrewsbury School. The School will adapt this policy in line with guidance and updates in Government policy, Public Health England and sector advice.

The following axioms have been applied:

- We wish to provide the best possible on-site experience for pupils.
- We will operate in a way which is safe and manageable for pupils and staff.

In addition to Government advice, we will also seek support from sector experts and forums e.g. BSA, HMC, ISC and other schools around the world with whom we can share best practice.

In addition to this policy a Contingency Framework has been developed outlining how school would operate if we were advised to take extra measures to help break chains of transmission are in place.

The policy is organised into the following sections:

- 1. Returning to school for staff and pupils**
- 2. Expectations of staff**
- 3. Expectations of pupils**
- 4. Provision of self-isolation facilities**
- 5. Maximum capacity of facilities**
- 6. Implementation of social distancing**
- 7. Use of transport**
- 8. Visitors – parents and the wider community**
- 9. Cleaning provision**
- 10. Testing and health screening**

This policy and the associated detailed COVID-19 risk assessments have been endorsed by the Governors' Education and Safeguarding Committee, 2nd September 2020 and subsequent amendments have been ratified by the Education and Safeguarding Committee, Safeguarding Governor and Leadership Team.

1. Returning to School for Staff and Pupils

- Prior to arrival at the start of term, or after a period of lockdown, the school will communicate its expectations regarding the health of returning pupils – in line with current Government guidance.
- This will include quarantine declaration and travel information from UK based lockdown areas and the requirement to inform the school of any vulnerabilities.
- Online Supported Learning will be available to those pupils who are critically vulnerable and advised by their specialist not to attend school and others as appropriate.
- Pupils travelling internationally from the list of restricted countries are required to isolate in line with UK Government requirements.
- Parents should follow the UK Government advice about isolation following possible contact with COVID-19 and alert the school immediately should a case become known to them. This pupil should not return to school.
- If pupils show signs of COVID-19 whilst attending school, parents should plan for them to be collected. In the case of international pupils, the school will provide arrangements for self-isolation, if guardians are unable to provide this service.
- Upon receipt of a negative PCR test for COVID-19 a pupil may return to school.
- If whilst in school a pupil displays symptoms of COVID-19, they will be appropriately cared for and isolated, and isolation procedures for others will be followed in line with current Government guidelines.
- Staff should follow current Government advice concerning their fitness to work.
- Face coverings will be worn in line with current Government guidelines.

2. Expectations of staff

- Staff are expected to have undertaken the training and follow briefing advice to manage themselves and the pupils in response to COVID-19.
- Staff should be familiar with the medical protocol to follow for a suspected case in staff or pupil.
- Staff should be familiar with their classroom cleaning expectations.
- Medical Centre staff are expected to attend any training provided by the Medical Centre Manager, in conjunction with Mytton Oak Surgery.
- Staff are expected to communicate with their line manager and HR in relation to their own vulnerability levels, and any personal circumstances which may inhibit their ability to carry out their role.
- Staff are expected to maintain excellent levels of personal hand and respiratory hygiene.
- Staff are encouraged to make use of the twice weekly testing regime.

3. Expectations of the pupils

- Pupils are expected to know the main symptoms of COVID-19 and report any concerns over their health or that of any other pupil to their HSM immediately.
- Training to recognise signs and symptoms will be given to all pupils.
- Pupils are always expected to display responsible attitudes regarding the spread of infection – this includes following the Government guidance regarding regular hand washing, correct respiratory hygiene, face touching and safe disposal of tissue waste.
- Pupils are expected to pay close attention to the consideration of other people's vulnerabilities and concerns around COVID-19.
- Pupils should be mindful that they should always treat others with kindness and respect. Inappropriate behaviour, including disrespect around mask wearing, will be considered as bullying and will be dealt with under the school's Anti Bullying Policy.
- Pupils are encouraged to participate in the twice weekly testing regime.

4. Provision of Isolation

- The school will follow current Government advice to educational settings concerning the isolation and care of a pupil displaying symptoms or testing positive for COVID-19.
- The school will ensure that it has the appropriate facilities outlined in current Government advice to manage a suspected case of COVID-19.
- In the case of a pupil developing COVID-19 and not being able to return home, the school would seek to make alternative arrangements whilst continuing to provide care in isolation.
- Staff working closely with a suspected or confirmed case of COVID-19 will be provided with and trained in the use of suitable PPE.

5. Maximum Capacity of Facilities

- The school has informed itself of current Government guidelines and identified the maximum capacity of its facilities when social distancing measures are enforced through government policy.
- The maximum capacity number is used to plan all school business.
- When capacities for rooms result in an issue in delivery, school structures will be adapted to ensure provision is maintained.
- It may be necessary to live and work in smaller social bubbles – either by year group or house – thus restricting social circles and access to staff.
- Areas used by different cohorts of children will be cleaned regularly and appropriately between sessions.
- We reserve the right to vary the maximum capacity as social distancing measures change in line with Government guidelines.

6. Implementation of social distancing

At times when government policy insists on social distancing the school will observe the following

- All staff and pupils are required to follow current Government guidelines in respect to social distancing wherever practically possible. It is anticipated that this will not always be possible, and staff should 'be alert' and sensible in their approach if distancing needs to be breached temporarily.
- If a pupil breaks social distancing guidelines in a wilful and purposeful manner, endangering others, it will be dealt with as a disciplinary matter, at all other times staff should intervene and provide corrective instructions.
- Clear signs are displayed around the school to help pupils and staff manage social distancing. There will also be frequent verbal communication.
- Staff should consider social distancing rules and plan their lesson and activities with these in mind.
- Classrooms and facilities are clearly set out to follow social distancing rules. Staff should not rearrange furniture or remove signage.
- Staff should be mindful of social distancing in meeting rooms and the Common Room.
- Rooms should be accessed straight from outdoors if possible – holding pupils outside a building, rather than in corridors, is advisable.
- One-way circulation of buildings with narrow circulation spaces are clearly signed.
- Staggered timetabling of lesson ends, break and lunch times will be employed to assist with social distancing.
- Toilets are marked with the maximum capacity – pupils should not gather in the toilets over this capacity.
- Break times will be taken outdoors in groups appropriate to social distancing rules and social bubbles, as far as possible.
- All school meals will be served within year group social bubbles.
- Pupils and staff will wear face coverings when entering buildings and moving between lessons within buildings. We may wear masks in the queue for mealtimes, in the school shop.
- Pupils are asked to respect an individual's choice to wear a face covering at times other than those stipulated by the school.

7. Use of transport

- Staff and pupils should follow the Coronavirus (COVID-19) safer travel guidance for passengers when planning travel.

8. Visitors

- Those displaying symptoms of COVID-19 will be asked not to visit the school site.
- If someone in a household has tested positive for COVID-19- or is identified as a close contact of someone who has tested positive, a PCR test should be taken and returned a negative result before travelling to Shrewsbury School.
- There is no requirement that face coverings are worn during visits. This is at an individual discretion.
- Control measures are in place to ensure the safety of pupils, staff and visitors which include- but are not limited to- well ventilated spaces and access to hand sanitiser.
- Visitors will be reminded to make use of the hand sanitisers available at reception on arrival.

9. Cleaning Provision

- Regular cleaning of all areas of the school will be provided throughout the day following the Government advice 'COVID-19 Cleaning in Non-Healthcare Settings'.
- Shared resources, including surfaces, keypads, door handles, handrails, light switches and other high frequency resources will be cleaned frequently.
- Classrooms will be cleaned thoroughly between classes.
- Guidance as to how the Library facility can be safely used will be communicated to pupils and staff.
- Bins will be regularly emptied throughout the day.
- Where possible areas will be well ventilated.
- Doors will be propped open (bearing in mind fire safety and safeguarding), to limit the use of door handles and aid ventilation.
- Practical lessons will take place. Equipment will be cleaned thoroughly before the next cohort uses it.
- Line Managers will make sure that their staff understand this protocol and any other specific guidance and regulation relevant to their setting, e.g. Art, DT, Science.
- In the event of a confirmed case of COVID-19 in school, a full, targeted deep clean will be carried out.

10. Testing, Health Screening, Track and Trace

- Pupils will be taught to recognise the signs and symptoms of COVID-19 and clear procedures of how to report concerns about their own health and the health of others will be made known.
- Shrewsbury School will follow national guidelines regarding the mass testing, tracking and tracing of pupils and staff for COVID-19.
- The school continues to assist with testing required around international travel.

References

- Guidance Schools COVID-19 operational guidance updated 27 August 2021
- Contingency framework: education and childcare settings August 2021
- Safeguarding and remote education during coronavirus (COVID-19) 19th April 2020, updated 10th March 2021
- Stay at home guidance for households with possible coronavirus (COVID-19) infection, 28th April 2020, updated 18th Dec 2020, 31st August 2021
- Safe working in education, childcare and children's social care - Preventing and controlling infection, including the use of PPE, in education, childcare and children's social care settings during the coronavirus outbreak, 14th May 2020, updated 14th Dec 2020, 20th July 2021
- COVID-19: cleaning in non-healthcare settings, Updated 15 May 2020, 16th Oct 2020, 19th July 2021

Shrewsbury School is not a medical, statutory or legal authority and any advice is provided on that basis. For the latest advice and guidance from the UK Government regarding COVID-19 please visit www.gov.uk/coronavirus