

Kings' School

COVID PROTOCOL

This Protocol should be read in conjunction with the DFE published guidance for schools at:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak>

The specific, temporary measures required by this Protocol take precedence over any conflicting instructions issued through the Kings' School Handbook. This Protocol must be read in conjunction with other school policies particularly those relating to Safeguarding, Health & Safety and actions to be taken in emergencies.

Aim

This Protocol will detail the changes to normal practices and routines that will be required by pupils, staff and visitors. It is based upon the findings of the COVID Risk Assessment which has identified the control measures necessary to mitigate the COVID risk.

Principles

The risk of COVID transmission results from contamination being spread from touch or by exposure to airborne infection. It is vital that anyone who suspects they may have the Coronavirus immediately isolates at home and is tested. We must not allow a suspected case to come into school and we will employ Saliva Tests to try and identify any asymptomatic cases and encourage vaccine uptake. It remains true that the singular most important measure to be taken is that of good personal hygiene, regularly washing hands with soap and water or using sanitising gel. Good hygiene includes the need to protect others from coughs and sneezes, "catch it – kill it – bin it". The next level of protection comes from regular and thorough cleaning of shared and public surfaces, e.g. toilets, door handles and work surfaces. Finally, where at all possible, individuals should maintain as much separation as they are able, ideally more than one metre.

Attendance and suspected cases

School attendance became mandatory again for all pupils from 8 March 2021.

However, a pupil or staff member must stay at home if they are unwell for any reason, or if they have any of the following symptoms:

- High temperature
- New, continuous cough
- Loss or changes to your sense of smell or taste

If you think you have any of these symptoms, then you should isolate at home and arrange for a test using the NHS test and trace service here: <https://www.gov.uk/get-coronavirus-test>

Please make sure that you keep the school informed of any absence due to suspected Coronavirus symptoms and with the results of any tests.

Unwell at school – pupils who feel unwell at school should report to Matron’s room as usual. If Matron believes that this may be Coronavirus-related then the pupil will be kept in isolation until they can be collected. Matron’s room will then be disinfected. Staff feeling unwell with suspected Coronavirus symptoms should immediately leave the school site for isolation notifying their line manager they have done so.

Hygiene

Hand sanitiser - The school has significantly increased the provision for hand cleaning with numerous sanitising stations provided around the school. Pupils and staff are encouraged to sanitise their hands on first arrival, between every classroom change, before and after lunch and after using the toilet. Pupils are encouraged to bring in their own small bottle of sanitiser for their own personal use and protection which can be kept in a blazer pocket.

Coughs and sneezes – pupils will be regularly reminded of the need for good practice when coughing and sneezing. Tissues and handkerchiefs should be used to protect others following the well published mantra of “catch it – kill it – bin it”.

Face Coverings

Face coverings help protect the wearer and others against the spread of infection because they cover the mouth and nose, which are the main confirmed sources of transmission of COVID-19. The government expects and recommends that face coverings are worn in enclosed and crowded spaces. This includes public transport and dedicated transport to school. Face coverings will be mandatory in school during movement time between lessons, during lunchtime indoors and when queueing for food. **In addition, face coverings should be worn by pupils in classrooms as a temporary measure from 4 January 2022 until further notice (although note that teachers are not ordinarily expected to wear a face covering in the classroom if they are at the front of class, however they may of course choose to do so). This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example PE lessons.**

Asymptomatic Testing

All staff and pupils are strongly encouraged to continue with the conduct of asymptomatic testing. From September 2021 the school signed up to the Hampshire and Isle of Wight Saliva Testing Programme (in addition to the Lateral Flow Test which is now readily available). Bi-weekly tests (using the saliva test kits provided by the school to those that have given consent) are encouraged.

Cleaning

Cleaning equipment – the school has purchased additional portable fogging spray machines that are available to each department. They are also kept and available in higher risk areas including the Pupil Support area and physio room and in Matron’s room to allow regular disinfection between visits. Additional large capacity fogging machines have also been purchased for use in larger spaces including the sports hall, gym and main hall. These can also be used for regular disinfection of PE equipment such as rackets, bats and balls.

Classroom cleaning between lessons – every classroom is provided with anti-bacterial disinfecting spray. These are the same as normal household disinfectants, they are effective against the COVID virus and are safe to use without need for personal protection. Teachers will be invited to spray each desk before the class sits down; pupils will be invited to wipe any damp residue with a paper towel before the lesson commences.

End of day clean – the school's normal cleaning at the end of day is being maintained with the cleaning staff instructed to ensure that every surface is wiped down in order to be ready for the following day.

Ventilation

Good Ventilation. It is important to ensure that the school is well ventilated and that a comfortable teaching environment is maintained. If possible, staff are to open external windows to improve natural ventilation and create a throughput of air.

CO2 Monitors. A number of CO2 monitors have been distributed across the school and within every department. Staff are encouraged to monitor the ventilation status of their teaching spaces and take additional measures if necessary (balancing the need for increased ventilation with maintaining a comfortable temperature conducive to learning).

Separation and Distancing

Social Distancing. It is no longer recommended that pupils are kept in consistent groups ('bubbles'). This means that bubbles will not need to be used within the school and there is no longer the requirement to socially distance whilst on site.

Year Group Assemblies. Year group assemblies are to be conducted remotely until further notice.

After school clubs/Sporting Fixtures – The after school club programme and sporting fixtures have now resumed and all specific Government, local and sporting body guidelines are to be adhered to.

Moving around school – With such a large school, moving between lessons whilst maintaining separation is a significant challenge. A one-way system around the school will be maintained within school buildings to minimise pupils meeting each other 'head on'. This may mean that it will take slightly longer to get to the next lesson. Teachers will understand. Pupils will be reminded to be courteous whilst queuing and to 'be kind' as they move around the school. The following changes have been made to our usual one-way system:

- **Main block** –the UP staircase will be the one by Pupil Support. The middle staircase will be DOWN only and allow exit using the Room 3 corridor and door to Danemark. The Science double staircase will be DOWN only allowing exit through the Science doors.
- **Music and Drama** – access to music will be through the music corridor. This is only to be used for those going to the music classrooms. The drama classrooms will be accessed using the exterior doors. The Tower classrooms will be accessed using the side door as usual.

- **Footbridge** – there will be no access onto the footbridge either from main block or Sarum block. Pupils needing to move from Sarum to main blocks or the opposite must do so at ground level. The footbridge is only accessible for designated pupils who need to use the lifts.
- **Sarum block** – the only entrance to Sarum block is through the doors opposite the flag pole. All pupils should then follow the same direction, upstairs or downstairs, exiting the building through either of the doors next to Art.
- **Bradbury block** – pupils should enter and leave their Bradbury classrooms using the external classroom doors, walking around the outside of the block as required.
- **PE** - The PE curriculum returned to normal in September 21, with changing room access available to all pupils and national guidelines for sport being adhered to.

Summary

The school is continuing to meet the COVID challenge. However keeping us all safe requires everyone to play their part. Provided that we all continue to take a sensible approach, be respectful of others and wash our hands regularly we will have done all we can to minimise the risk whilst maintaining a safe environment for the delivery of the school's curriculum.