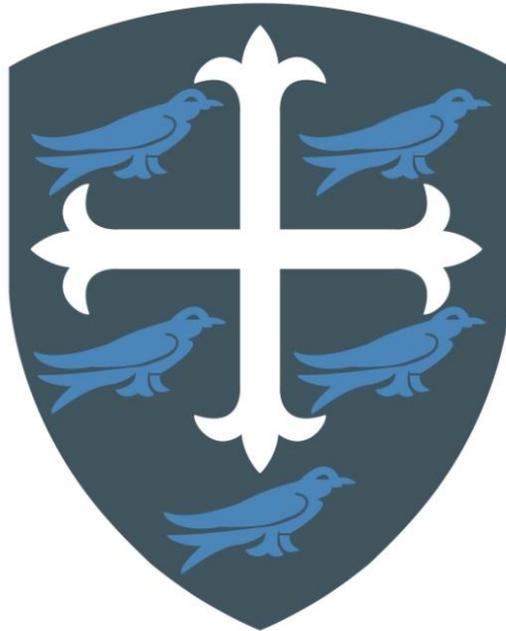


St Mary's Catholic Primary School



Contingency Plan COVID-19

Mission Statement

"The family of St Mary's strives to grow in God's love and care by learning together and valuing the uniqueness of each person."

Contingency Plan COVID-19

The situation regarding COVID-19 and subsequent government plans are rapidly changing. We continue to follow the advice from Public Health England and the Department for Education regarding our response. Currently, the guidance is clear that schools should remain open as usual, but that we should take extra precautions.

We are following the guidance that washing hands is the preferred option to limit the spread of infection. Children in school are regularly washing their hands and sanitising.

School Closure

In the event of a school closure, parents will be informed via text message and email and this information will also be available on the school website. We have remote access to these platforms so will be able to ensure you have the most up-to-date information; parents need to ensure they are regularly checking their texts and emails.

It is important, if the school closes, that children are given opportunities to work at home. We are using Microsoft Teams as a platform for learning to ensure children's learning can continue as much as possible. Children will be taught how to use this platform in school to ensure ease of use at home.

If parents have issues with IT, school laptops will be available on loan agreements. Parents must contact the school to obtain a laptop.

Staff Absence

It is possible that for a period of time, the school will be open but a higher than normal number of staff may be absent. If high staff absence does become the case, we will do everything we can to remain open, but on the grounds of health and safety we may have to take the decision to close. However, this would be a last resort.

Postponement of Planned Events

In line with guidance, we have decided not to postpone any planned events or trips but this may change while we risk assess each event on a case by case basis. We will keep you up to date with decisions that are made. When making decisions our priority will always be the safety and welfare of our pupils, staff and parents.

Current advice on self-isolation

There are guidelines regarding staying at home and self-isolating. You can find the most up to date information here:

We appreciate your patience, but as you will be aware this is a very fast-changing situation and we are doing what we can to be prepared for any decisions that are made. We will keep you updated as new information becomes available.

We ask for your continued support and co-operation as we take decisions in the best interests of our children and to safeguard and protect the health and welfare of our school community.

Scenario Planning

We are planning for a number of different scenarios:

1. Children and families are self-isolating
2. Infection affects a member of our school community and a case is confirmed
3. High levels of staff illness/absence make it impossible to staff all classes
4. Instruction from the government to close the whole school

Our hope is that in sharing these plans, you fully understand that we will do all that we can to keep and pupils and staff safe whilst continuing to provide our pupils with a quality education.

1. Children and families are self-isolating

This could happen if a member of a family has symptoms or if they have been in contact with a positive case outside of school. In this scenario, the children will be provided with online learning activities that match what the rest of the class is doing in school. The platform used will be Microsoft Teams. Online lessons or live sessions will not take place in this case, as the class teacher has the class workload for the other students who are in school.

2. Infection affects a member of our school community and a case is confirmed

In this scenario, the school would follow the direct guidance from Public Health England and the Department for Education. It is possible that some or all of the school could be closed.

In the event of a confirmed positive COVID-19 case in school, a risk assessment will be undertaken and the affected staff and children will be sent home to isolate. The children in the isolating class will be provided with online learning opportunities as outlined for a total school closure (see scenario 4). If only some children within a class are not in school, children will be provided with learning as outlined in scenario 1.

3. High levels of staff illness/absence make it impossible to staff all classes

In the event of high levels of staff illness or absence, there may be cases where class teachers are working from home. This could mean that pupils are supervised by support staff whilst completing the learning that has been set by the teacher. We would undertake risk assessments to ensure the health and safety of our school community. It could be that the school will need to partially close and pupils do their learning at home.

Our school has a high number of SEND pupils who require one to one support. Regrettably, high levels of staff absence may mean that we are unable to meet their needs for a period of time and they may need to stay at home.

4. Instruction from the government to close the whole school

We do not intend to shut the school; however, we could be instructed to do so by the government as part of a future nationwide policy (as we have in the past).

In this scenario, we will seek to maintain an element of online instruction and setting of work and this will vary according to the age of the children. For the children in the Early Years, this will be done through the use of Tapestry and parents will need to support the children with their learning. The children in Y1 to Y6 will use Microsoft Teams, which will include a combination of live and online lessons and resources alongside other online resources, such as Bug Club, BBC Bitesize and National Oak Academy.

Each child from Y1 to Y6 will have their own log in details to access Microsoft Teams. Queries about usernames and passwords should be directed to your child's teacher. This will be sent home to parents and from Autumn 2, homework will be accessed using this platform. This means that children and parents are more prepared for remote online learning if this happens in the future.

The curriculum will be as broad and balanced as possible and teachers will continue to follow school curriculum maps for each subject. These are shared on our school website. Weekly/daily timetables will be shared with pupils. Learning will be monitored by teachers and support staff and feedback will be provided through Microsoft Teams. Teachers will make contact with families where the pupil may require further support to complete set work.

We are aware that some families may lack adequate hardware for an online approach to learning. Where this is the case, we would consider lending the family a laptop. Families would still need to have their own wi-fi to connect to.

In this scenario, the government may ask schools to stay open for children of key workers, SEND or vulnerable pupils. In this case, support staff will be available to support these pupils whilst class teachers provide suitable lessons for their whole class as they work from home.

SATS Tests

As it stands, the government intends to continue with the SATs tests for Y6, multiplication tests for Y4, Phonics tests in Y1 and statutory teacher assessment in Reception and Year 2.

Communication

During this period, we ask that parents follow the normal procedures for communicating absences; by contacting the school office by 8:30am on the day of the absence. If there is an absence linked to suspected COVID-19, please ensure that you speak directly with the school office or email us at admin@stmarysrc.lbhf.sch.uk

At this time, as parents are not allowed onto the school site, they are able to directly email their child's teacher. We ask that parents be realistic in their expectation for a reply and understand that they are teaching from 8:40am to 3:15pm each day.

At this time, Parent's Evenings will take place online, as will other incidental meetings that staff are required to have. The school is limiting those who are allowed on staff to professionals and workmen wherever possible.

Please be reassured that we will continue to make measured decisions in the best interests of the whole school community, whilst following the guidance provided by the DfE and PHE.