



Risk Assessment Parents July 2020



Area	Specific Item	Information	Risk Management
Drop off and collection	Procedures when bringing children to school	<p><b>Arrival</b> Please arrive at the allotted time given for your class. Please be mindful of not being too early as this will cause a problem with distancing on the pavements outside of school.</p> <p><b>EYFS</b> Parents will enter from the gate nearest to Kennington Junior School, walk around the outside of the playground and school building and round a one-way system to the main reception gate to exit. To alleviate queuing on the pavement outside school, parents will be able to queue on the pathway around the school grounds.</p> <p><b>Year 1</b> parents will enter from the middle gate and go down the ramp to the Year 1 classrooms doors. They will continue on and exit via the Year 1 area silver gate and out through the main reception gate.</p> <p><b>Year 2</b> Parents will enter from the gate nearest to Kennington Junior School.</p> <p><b>Penguin</b> and <b>Polar Bear</b> parents will walk across the middle of the playground and down the central steps with their child. Polar Bear children will turn right to their cloakroom and Penguin children left to their pegs and enter the classrooms through the internal doors. Parents will continue straight across the corridor to the EYFS outside door and follow the one-way system around the school and to the main reception gate to exit.</p>	<p>Social distancing markings will be provided for adults please adhere to these and consider distancing on the pavement outside of school where we cannot provide marking.</p> <p>Staff will be located at the exit and entry points and around the one-way system to support with flow of people. Parents will need to arrive at this time not early and not late.</p> <p>Please remain in your car if you arrive early.</p> <p>Only 1 parent is to collect at a time-siblings may attend if there is no other childcare available to limit number of adults on site</p>

		<p><b>Snow Leopard</b> parents will walk around the outside of the playground drop their children off at Snow Leopard class external door then walk down the ramp, turn left and across the corridor to the EYFS area. Then follow the one-way system to the main reception exit.</p>			
	Procedures for collection of children after school	<p><b>End of the Day</b>  <b>EYFS – enter via Kennington gate</b>  Parents will form a socially distanced queue outside each EYFS classroom and leave the premises immediately with their child following the one-way system around the school exiting via the main reception gate.  <b>Year 1- enter via middle gate</b>  Parents will form a socially distanced queue outside each Year 1 classroom and leave the premises immediately with their child following the one-way system out of the main reception gate.  <b>Year 2-enter via Kennington gate</b>  Each Year 2 class will be brought to the playground and lined up along the fence in front of Polar Bear class. Parents will enter via the Kennington gate, walk across the middle of the playground and wait in a socially distanced line to collect their child. Once their child is collected they will exit via the central playground steps and follow the one-way system to the main reception gate.</p>			<p>Teachers must be prompt at arriving in the playground with the children and do not engage with parents. Parents must only arrive at allotted times and observe social distancing while outside of school gates on the pavement. Parents will be asked to wait in cars if they arrive early. Key entry and exit points will be manned by staff. Only 1 parent is to collect at a time- siblings may attend if there is no other childcare available to limit number of adults on site.</p>
	No of parents/children Maximum 90 children at 10 minute intervals	Class:	Arrival:	Collection:	Parents will enter from their allocated gate and follow the one-way system as directed above.
		Butterflies	8.40am	2.50pm	

		Bees	8.50am	3.00pm	<p>At the end of the day parents will have to form a socially distanced queue to collect, teachers must be prompt at arriving in the playground with the children and do not engage with parents.</p> <p>Parents must only arrive at allotted times and observe social distancing while outside of school gates on the pavement</p>
		Ladybirds	9.00am	3.10pm	
		Dolphins	8.40am	2.50pm	
		Starfish	8.50am	3.00pm	
		Turtles	9.00am	3.10pm	
		Penguins	8.40am	2.50pm	
		Polar Bears	8.50am	3.00pm	
		Snow Leopards	9.00am	3.10pm	
	Who	1 adult should bring each child			This will help with social distancing both in school and on the pavement outside.
Late Attendance	Parent and child	Parents will need to go to the main reception gate if they are late (after 9.05am when the school playground gates will be shut)and wait for the office staff to let them in.			This will ensure late arrivals will be allowed in when it is safe and the one way system is clear.
Children's Equipment	Bag /PE Kit	These can be brought in with essential items eg. reading book. PE kit will come into school and remain in school.			Please do not put any unnecessary items from home into the bag. PE Kit will be hung on peg.
	Reading Book	Your child will bring home 3 books on a Monday you should read through these books during the week and return the books on a Friday. Phonics and spellings will be revised over the weekend.			This will lessen the risk of contamination from home to school or school to home. New books can go in book bag on a Monday.
	Online Learning	In the event of school being closed, your child's class being closed or your child not being able to attend while waiting for a Covid-19 test result work will be provided on line.			Communication will be made with you by school as to where the work will be available and the expectations on you to complete it and return it to school. This work will reflect what your child will be missing in the classroom.

	Water Bottle	This should be brought in daily. It is very important to ensure your child has their own named bottle with water in to use all day.	These will be kept the children's desk and taken home for washing and refilling at the end of the day. If they need refilling during the day, an adult will wear clean gloves and fill the bottle. Depositing of gloves after refilling and washing hands.
Lunch arrangements	Universal Free School Dinner	These will be served in the hall with staggered times for your child.	Classes will be in the hall with other members of their year group at a distance and for short periods of time. Between each sitting the tables and chairs will be cleaned down with antibacterial spray.
	Packed Lunches	Parents can provide their own lunches must adhere to school policy on no NUTS.	If own lunches are being brought from home, they will need to be in a lunchbox which will be kept under your child's desk.
Communication	Via email, telephone, Facebook or Parent Mail.	No parents on site during the school day apart from drop off and pick up.	Parents will not be spoken to at the school office they must continue to use email, telephone, Parent Mail or Facebook messenger. The pedestrian gate will be kept locked.
Correct contact information	Up to date telephone and email address.	Parents must ensure that they inform school of any change of contact details.	Parents must ensure they answer the phone call immediately and respond to schools request quickly.
Collection in case of illness	Immediate answering and collection	Children will be moved to a safe area away from others and asked to wear a mask if they are showing symptoms of COVID 19. Protocol and procedures are written within the parent guide for safe return to school.	Parents will collect from the back of the Wildcat room door from the end of the path. Communication about the illness symptoms as much as possible will have been communicated by the telephone call already had. If initial contact is not made with the first emergency contact listed school will call others on the list to ensure the child is not on site, any longer than necessary.
COVID Symptoms	Any high temperate or cough or rash in children	If staff or pupils have symptoms (see below) they will be advised not to be in school and to get tested. This is to be arranged online via	Children will not be able to return to school until they have been tested and results received. It is vital that parents communicate with school about these

		<p><b>nhs.uk/coronavirus</b></p> <p>Following the test result they will follow the Public Health England guidance</p> <p><b>Main Symptoms</b>  <b>a high temperature</b> – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)  <b>a new, continuous cough</b> – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)  <b>a loss or change to your sense of smell or taste</b> – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal</p>	<p>results as quickly as possible so that school can adhere to government guidelines. If the child has no symptoms, then they must adhere to isolating at home advice for 14 days as must the other family members.</p>
Clothing	Children will need to wear school uniform	Clothing needs to be regularly laundered as normal.	To ensure staff are not needed to come into physical contact with your children please practice with them putting on and taking off different clothing items. Shoes without laces so that they can do them themselves. Practise zipping coats and putting sleeves into the right way. These are all good independent skills for the children to have.