



Response to COVID-19

Annex: Principles for staff

1. Do not come to work if you have coronavirus symptoms, or go home as soon as these develop (informing your manager), and access a test as soon as possible.
2. Clean your hands more often than usual - with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
3. Use the 'catch it, bin it, kill it' approach.
4. Avoid touching your mouth, nose and eyes.
5. Clean frequently touched surfaces often using standard products, such as detergents and bleach.
6. Think about ways to modify your teaching approach to keep a distance from children in your class as much as possible, particularly close face to face support (noting that it's understood that this is not possible at all times, which is why hygiene and hand cleaning is so important).
7. Consider avoiding calling pupils to the front of the class or going to their desk to check on their work if not necessary.
8. Help your class to follow the rules on hand cleaning, not touching their faces, 'catch it, bin it, kill it' etc. including by updating your classrooms displays with posters.
9. Prevent your class from sharing equipment and resources (like stationery).
10. Keep your classroom door and windows open if possible for air flow.
11. Limit the number of children from your class using the toilet at any one time.
12. Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms.
13. Make sure you've read the school's updated behaviour policy and know what role in it you're being asked to take.

I have read the latest Government Guidance (List attached from LA), especially for the Return of Pupils to school and EYFS/Reception Class guidance.

I have read the schools:

- Letter to parents for re-opening
- Home/School agreement
- SHE Risk assessment and school attachments
- Behaviour Policy
- Staff Conduct Policy
- Roadmap to return pupils to school

I am aware that guidance and updates are often and regular and will read emails regularly. I understand that information may not always be shared in virtual meetings but verbally, by group text or email.

I will inform my Line Manager of any safeguarding or health and safety issues immediately by phone or radio.

This policy should be used in line with the usual GCC HR Staff Policies including "Code of Conduct" and all Safeguarding Policies.

Signed by: _____ Date: _____ *This policy has been put in place for the period starting WC 01.06.20 and was remotely approved by Governors on 26.05.20 and is available on the school website at <https://hesterswayprimaryschool.co.uk/>*