**Changes to previous documents**

Update new guidance – p2

Reference to secondary school on site testing – p2

Headings and checks of all guidance links including removal of guidance that are now archived – p5-8

Sub-headings added to ‘governance’ section – p8

Updating HSE guidance link – p9

Removal of all previous version control updates with information on what has changed – p9

Plans for return of all pupils and full attendance – p14-15

* Collaboration between schools when pupils attend other sites
* Including phased return for secondary aged pupils to accommodate onsite LFD testing
* Prioritisation of vulnerable, critical workers and Y10-13 for testing
* Arrangements for 3 tests upon return to school, and home testing thereafter
* Supply of tests and emergency supply
* Arrangements for adult administering or self-testing dependent on age of pupil
* Arrangements are in place for pupils testing positive in school to be isolated until they are collected from school by a member of their family or household (travel on public transport is not advised)
* Clear reporting arrangements following the outcome of tests
* Mandatory attendance encouraged
* Letter issued to CEV pupils needing to isolate and arrangements for home learning
* Parents who have opted to home educate their child should be encouraged to send their children to school, particularly those who are vulnerable.
* Support for returning pupils with SEND
* Continued implementation of Test and Trace < flowchart to be updated

Plans for return of all staff – p15-18

* Staffing changes to cover absence
* Reference to CEV staff needing to isolate and arrangements for home working, if possible
* Continued operation of on site and remote learning
* Maintain distinct bubbles and reduce mixing
* Bubble sizes assessed and reviewed; maintaining quality of breadth of teaching and support
* Movement of temporary, supply and peripatetic teaching and adherence to distancing measures
* *Reference to face coverings moved to a later section +*
* Deployment of staff to provide learning or SEND support
* Removal of winter flu vaccine programme +
* Testing for school staff.

Plan for whole school attendance – p19-23

* Bubbles and groups (limit mixing)
* Seating arrangements (side by side and facing forwards)
* Removal of unnecessary furniture
* Use of unused classrooms
* Clear signage in classrooms promoting social distancing (ongoing)
* Hand washing facilities identified for each ‘zone’ (ongoing)
* Ventilation is increased while spaces are unoccupied
* Remote learning support for pupils not in school (ongoing)
* Face coverings for adults and Y7+ when moving around premises inside.
* Face coverings should be worn in classrooms or during activities unless social distancing can be maintained but not where it would impede on the task e.g. PE
* Staggered break and lunchtimes. Cleaning between groups
* Use of outdoor areas, weather dependent
* Performances with an audience should not be hosted. Consider alternatives such as live streaming and recording performances, subject to the usual safeguarding considerations and parental permission.

Communications – p24-26

* Onsite and home testing arrangements are clarified (ongoing)
* Access to family support (continued)
* Parents attending site for appointments only (ongoing)
* Designated responsibility for attendance register
* DfE advise against all educational visits at this time. This advice will be kept under review.

FSM – p27-28

* A member of the school’s administrative team is tasked with ensuring that pupils eligible receive free meals when in school and continue to receive vouchers/school meals when not in school. FSM vouchers are given to families who are not in attendance and are eligible.
* Kitchens are expected to be fully opened and normal legal requirements apply to the provision and standards of food.

Curriculum – p31-33

* BEP remote learning offer
* For pupils in Reception, disapplication of specific EYFS requirements can be used where coronavirus (COVID-19) restrictions prevent settings delivering the EYFS in full.
* For pupils in Key Stages 1 and 2, you are expected to prioritise identifying gaps and re-establishing good progress in the essentials
* For pupils in Key Stage 3 you are expected to consider whether any modification to your curriculum offer is needed to address the most significant gaps in English and mathematics.
* The majority of pupils in years 10 and 11 are expected to continue to study mandatory non-examination subjects like PE, alongside their examination (teacher assessment) subjects.
* Pupils in years 12 and 13 are more likely to undertake self-directed study, but you may still need to ensure they receive additional support.
* Delivery of EHC and work with families to co-produce alternative arrangements for delivering provision. These decisions should be considered on a case-by-case basis

Staff – p34

* Support for mental health and wellbeing is communicated to all staff and there are plans in place to check on staff wellbeing regularly, including senior leaders. Information about the [extra mental health support for pupils and teachers](https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers) from DfE is also accessed

Hygiene – p36-40

* It is very unlikely that COVID-19 is transmitted through food. However, as a matter of [good hygiene practice](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.food.gov.uk%2Fbusiness-hygiene&data=04%7C01%7CLucy.Dumbleton%40birmingham.gov.uk%7Cf27ac7d3eca344f8356508d8d9977516%7C699ace67d2e44bcdb303d2bbe2b9bbf1%7C0%7C0%7C637498591808182113%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=tZBnuEmoPG8Q0%2BtV3J8SJYxeKazoO%2BajE%2BiUEqw66g8%3D&reserved=0), anyone handling food should wash their hands often with soap and water for at least 20 seconds before doing so. Crockery and eating utensils should not be shared. Clean frequently touched surfaces regularly.
* Reducing clutter and removing difficult to clean items can make cleaning easier.
* Toilet queues when pupils are back
* The new variants of the virus does not require any additional control measure and the current guidance remains unchanged.
* Any local outbreaks of any new variant(s) will be managed by Public Health in partnership with schools, staff and families impacted. BCC’s Local Outbreak plan
* Ongoing cleaning and hygiene

Arrangements for illness and testing – p41-42

* Staff in primary schools will be supplied with LFD test kits to self swab and test themselves twice a week at home as per [guidance](https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-for-staff-in-primary-schools-and-nurseries/rapid-asymptomatic-coronavirus-covid-19-testing-for-staff-in-primary-schools-school-based-nurseries-and-maintained-nursery-schools).
* Both pupils and staff in secondary schools will be supplied with LFD test kits to self swab and test themselves twice a week at home. Staff and pupils must report their result to NHS Test and Trace as soon as the test is completed either online or by telephone as per the instructions in the home test kit. Staff and pupils should also share their result, whether void, positive or negative, with their school to help with contact tracing.
* Vaccine programme

PPE – p43-44

* Guidance for circumstances when additional use of PPE is proposed
* Adults should maintain a 2 metre distance from others. Where this is not possible avoid close face-to-face contact and minimise time spent within 1 metre of others.

Premises p45

* Refresh of fire procedures for increased numbers

BAME staffing and pupils – p47-48

* Access to vaccines
* Anxiety around new variants
* Risk assessments published for staff and parents (ongoing)
* Discuss any concerns with parents and provide reassurance on the measures you are putting in place to reduce any risks (ongoing)
* Remind parents that pupils of compulsory school age must be in school unless a statutory reason applies.
* Raise persistent non-conformity with Local Authority.

Home to School transport – p51-54

* School should adopt measures to address the risks in a way that works in the local circumstances. Distancing should be maximised and mixing of groups should be minimised where possible and practical.
* People aged 11 and over must wear a face covering when travelling on public transport. In accordance with advice from PHE, they must also wear a face covering when travelling on dedicated transport to secondary school. People who are exempt do not need to wear a face covering.
* Pupils should not board home to school transport if they, or a member of their household, has had a positive test result or has symptoms of coronavirus (COVID-19).
* Removal of old guidance
* Reduce journeys during peak times