



**Hindhayes Infant School**

**Lockdown policy**

**Addendum June 2020**

At Hindhayes, we believe success is based on the partnerships between pupils, staff and the parent community. We endeavour to enrich and develop each child to be a successful individual that will become an active community citizen of the future.

Approved on: \_\_\_\_\_

Signed: \_\_\_\_\_

Role: \_\_\_\_\_

**Introduction**

During this unprecedented time of a global Pandemic causing significant changes to the way that schools operate, Hindhayes will reflect the need to apply social distancing expectations as set out in the schools risk assessment and through guidance set out in Department for Education publications:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

<https://www.hindhayes.co.uk/page/?title=Hindhayes+School+Risk+Assessment&pid=267>

**Immediate action:**

- All outside activity to cease with immediate effect, pupils and staff to return to their pod in a swift and safe manner. Social distancing and hygiene procedures as set out in the schools risk assessment will only be applied during movement and return to the pod if it is safe to do so. The risk to children as identified to enter a partial or full lock down is most likely to override the risk to children through not social distancing.
- All staff and pupils remain inside the building and all external doors and windows are to be locked until further notice (nominated members of staff that are not directly supervising children are required to perform the task if appropriate to ensure the ongoing safeguarding of the pupils).
- Pupil / staff and visitor register will be taken - The office will contact each class in turn for an attendance report via the class telephones.

**Immediate action for Senior Leads:**

Each situation is unique and presents differing on-going challenges. Once the pupils / staff and volunteers etc. are accounted for the responsible person will conduct an on-going dynamic risk assessment basing their decision making primarily on advice received from the Emergency Services. All staff will be updated when applicable, and a written evidence log will be maintained throughout should it be required at a later stage. 'Partial Lockdown' is a precautionary measure and should be recognised that it places the school in a state of readiness (whilst retaining a degree of normality), should the situation be further reported to have escalated.

During the Partial Lockdown procedure, staff will maintain agreed open lines of communication and must not make unnecessary calls until further notice as this may delay the information sharing process to and from the responsible person. In the event of an Air Pollution Incident being reported, all air vents should be closed / covered (where possible within the premises. If this is not possible, the pupils / staff should be relocated from the room initially and a further decision is to be made by the responsible person regarding the appropriate room to relocate to and remain). The responsible person will remain in contact with the appropriate Emergency Services team(s) and will make future dynamic risk assessment decisions with the assistance and advice of professional bodies regarding the prevailing threat. An evidence log should be completed, should it be required at a later stage.

**Communication between parents and the school**

Policy and procedure in this area remains in line with the schools 'usual' lockdown policy.

**Emergency Services**

Personnel from the Emergency Services who may be required to visit the site will be advised of the schools Visitor Policy Covid-19 and it will be the responsibility of Kate Nester / Lucy Shakesby / Mike Sales to ensure that safety measures such as social distancing and hygiene are followed where the nature of the situation and ongoing dynamic risk assessment determines that it is appropriate to ensure the safety of children and staff.

**Post Lockdown**

Further assistance will be sought from Somerset County Council and its partners in dealing with the effects of the incident to all persons involved.

