

FORMBY HIGH SCHOOL

SUMMER SCHOOL PLANNING: RISK ASSESSMENT annex



Planned measures for the operation of our Transition Summer School in addition to the whole school risk assessment.

<p>Arrival and registration</p>	<ul style="list-style-type: none"> • Students will arrive in time for a 9.00am registration • Entry will be at the Freshfield Road entrance using the gate nearest the Sixth Form Centre. • Upon sign in, students will be directed into the building for hand washing then directed to their teacher for the first session, who will be positioned outside the building. • Staff will explain the arrangements for the day and lead students to their first location.
<p>Hand washing and toilets</p>	<ul style="list-style-type: none"> • Students will wash their hands on arrival to school and at the beginning of the lunch break. They will hand sanitise between sessions and at the end of the lunch break. • Students will use the toilet facilities in the Sixth Form Centre for hand washing and toilets, with a maximum three students permitted at any one time. • Hand sanitiser gel will also be available in all classrooms and work spaces.
<p>First Aid</p>	<ul style="list-style-type: none"> • Clear guidance provided to parents on how the school will manage any students with Covid-19 or displaying symptoms. • A rota of training first aid staff has been put in place each day. • SLT and Pastoral leads will be on duty throughout the day to communicate with parents if required.
<p>Break time and lunch</p>	<ul style="list-style-type: none"> • Students to be free to use the front field during breaks and lunch time. • Tables and chairs are provided in the Sixth Form Common Room (and outside) and appropriately distanced for students to consume lunch; to be thoroughly cleaned after use. • All rubbish to be disposed of in tied bin bags.

<p>Group sizes</p>	<ul style="list-style-type: none"> • Students will be allocated to a daily group of between 10-12 students. • Students will remain in these groups for the full day, moving between activities where planned. • Each group will have one lead teacher. • Support staff will also be deployed where necessary.
<p>Classroom organisation and other activity spaces</p>	<ul style="list-style-type: none"> • Classrooms will be used within the Sixth Form Centre, P Building and some specialist Creative Arts spaces. • Activities will take place within morning and afternoon sessions. • Students will remain seated at their desks during lessons, where possible. • Students will be escorted to and from lessons by a member of staff in an orderly manner, ensuring social distancing and adhering to designated entry and exit routes and guidance re: movement within their designated building. • Students will be expected to have their own equipment and it is not to be shared during lessons. • Work spaces and materials that are shared should be thoroughly wiped down by students at the end of a session. • Covid-19 posters to be displayed visibly in all teaching spaces and public areas around the school site. • Network wallpaper redesigned to promote social distancing. • Pop-up banners will be located in prominent positions promoting social distancing. • Classroom windows and doors should be kept open to maximise ventilation
<p>Student expectations and daily organisation</p>	<ul style="list-style-type: none"> • Students should attend wearing comfortable clothes that are easy to wash and should wear clean clothes each day in school. • Students to bring packed lunch to school each day. • Students to bring a bottle of water to school each day. • Students to ensure they arrive in school each day with all the equipment they require. <ul style="list-style-type: none"> • <i>School bag/ruck sack</i> • <i>Own stationery equipment</i> • <i>Water bottle/drinks</i> • <i>Packed lunch</i> • <i>Medication</i> • <i>Sunscreen/hat (weather permitting)</i>

<p>Additional PE and Sport measures</p>	<ul style="list-style-type: none"> • Sports Hall/Gymnasium/School Hall – social distancing in place through use of spots and cones – responsibility of group teacher. • Due to the way people breathe during exercise, students should keep a 1m plus distance from each other at all times. No student to student contact. • Students to keep a 2m distance from the teacher. • Students to wipe down their own equipment in front of the teacher at the end of the session. • Students to have own water bottles, etc - no sharing. • Students not to share sports equipment and not to wear bibs. • Students to sanitise their hands when entering/exiting the PE department. • Students will need to wash their hands at the end of the sessions.
<p>Additional Creative Arts measures</p>	<ul style="list-style-type: none"> • Staff to wipe down worktops and desks in all areas used • All student / staff remove shoes in Drama Studio (dancers will be using floor in practical lessons) • Students – bare feet in Drama Studio. • Only water bottles allowed in practical areas. • Drama Studio floor is clear from set/lighting/rig to allow maximum social distancing and safe working environment. • Staff and students tidy room after each lesson to ensure a clean, tidy and safe working environment for all. • Staff and students responsible for cleaning of music stands, keyboards and other surfaces via disinfectant wipes before and after each lesson. • No sharing of musical instruments. • Students to be positioned facing forwards during indoor practical activities. • Singing and chanting will be restricted to small groups (less than 15) with limited movement, facing forwards.