**The Bubbles**

Children will be organised into groups referred to as ‘Bubbles’ which identifies the requirement for these groups to not mix and to have allocated time and space to ensure minimal contact is made with other ‘bubbles’ throughout the day.

**Organisation**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Bubbles** | **Lead** | **TAs** | **Lunch staff** | **Designated Pupil Toilets** | **Entry and Exit doors** | **Cloakroom** | **Staffroom / times** |
| Reception  Year 1 | CP | AB | GS | Bubble 1 | Main gate | As normal (new lockers outside the classroom) | Break: 10.15 – 10.30 am  Lunch: 12.00 – 1.00pm  Staff room 12.15 – 12.45 |
| Year 2  Year 3 | BH | ME | ME /SD | Bubble 2 | Main gate | As normal | Break: 10.30 – 10.45 am  Lunch: 12.15 – 1.15pm  Staffroom 12.30 – 1.00 |
| Year 4  Year 5  Year 6 | AS | LC CK | KG | Bubble 3 | Classroom door | As normal | Break: 10.45 – 11.00 am  Lunch: 12.30 – 1.30 pm  Staffroom 12.45 – 1.15 |
| Office  SLT | TB  JD |  |  |  |  |  | Visit staff room when other bubbles are not using it. |
| ND  AB |

* Each year group will be in their own class bubble apart from when accessing designated toilets and play areas.
* From Year 2 upwards, the children will be sitting two to a table, facing forwards.
* EYFS and Year 1 classrooms will be set up in readiness for the Foundation Stage Curriculum.
* Staff will use the staff room but on a rota basis. Please wash your hands before entering and wipe down any surfaces touch before leaving

**Planning and preparation:**

* Planned by the allocated class teachers.
* Activities will be planned that support social distancing measures and use resources that do not need to be shared or that can be cleaned easily.

**Teaching and Learning:**

* Learning has been designed around a ‘Recovery curriculum’ that focuses on the re-orientation of children back into school. Key aspects include: social and emotional well-being, resilience and core areas of the curriculum such as Reading, Writing, Maths and physical activity.
* Bubble leads and any additional staff allocated to that bubble will, in the first instance, teach children about: handwashing and hygiene; movement around school; fire drill routines; minimising contact and mixing (social distancing); playtime and lunch time rules; the school’s behaviour policy and this will continue to be revisited.
* Bubble leads will maintain a ‘front of classroom’ delivery style approach.
* The marking policy will be reviewed during the inset day.

**Handwashing and Hygiene**

* Handwashing should occur on entry and exit of their teaching area, before and after eating, before and after going to the toilets and after coughing / sneezing (including when mouth, eyes or nose have been touched).
* Children will be taught the ‘Catch it, Bin it, Kill it’ approach using lidded bins around their learning areas

**Behaviour:**

* All pupils will be expected to follow the school’s amended Behaviour Policy August 2020.

### Toilets

* Bubbles will use toilets as allocated above.
* Throughout the building all toilets may only be occupied by 2 children at any one time. Other children should queue 2 metres apart in the corridor.
* Where a child needs the toilet during sessions, they should ask permission from the Bubble lead before going, they should then:
* Check that whether there are already 2 children in the toilet
* If so they should queue in the corridor at 2 metre intervals
* If not they should use the toilet quickly, ensuring that they wash their hands thoroughly after use.
* They should then return to the Bubble Base as quickly and safely as possible
* Staff toilets are for STAFF ONLY. Remember to wait away from the door if it is engaged and wash your hands.

### Health and Safety and First Aid

It is important to note that the health and safety of staff and pupils remains a paramount priority and that this takes precedence over any Covid restrictions.

* All staff have up to date First Aid training and some have Paediatric First Aid training.
* JD/AB to ensure that first aid boxes are fully equipped - one per class. Staff to email AB/JD for replenishment of supplies.
* Each bubble to have access to basic first aid kit and first aid book.
* Handsets used to communicate contacting parents if needed/ further support.
* First aid boxes to be taken out to play and PE for each bubble

All staff should continue to act on health and safety concerns in the usual way.

**Outdoor Play/Lunch:**

* This will be staggered for all bubbles and will follow the ‘Outdoor play’ protocol.

**Cleaning:**

* Each area will be provided with a cleaning kit; anti-bacterial surface cleaner spray, wipes and a cloth. Replaced every day.
* Adults are requested to use the cleaning kit when areas or objects are to be used by more than one person, this may include handles, etc.
* The learning area doors are to be open to reduce the use of door handles and aid ventilation. Staff are allowed to manage their own fire doors (LCC COVID 19 Guidance – May 2020) – fire doors should be closed if the room is unoccupied.
* The bin containing tissues will be emptied throughout the day.
* Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) will have been removed prior to opening.
* All surfaces including chairs, tables, door handles, light switches will be cleaned with an approved disinfectant after each session.

### Fire Evacuation Plan

* Fire Evacuation takes precedence over COVID-19. For example, whilst children should endeavour to maintain 2 metre distancing, this may not be possible during fire evacuation and it is more important that the children are safely evacuated.
* The Fire Evacuation plan remains the same.