

Meadowhead School
Academy Trust



Year 6/7 Transition 2021

There are many positive benefits of face to face visits for the mental health and wellbeing of children, especially at the point of transition. Our planning for Year 6/7 transition will be carefully planned using COVID-19 secure guidelines. The Public Health team has advised Sheffield Schools that it is possible for transition visits to go ahead where appropriate measures are taken and guidance followed. At the time of the visits if the Delta variant is showing to be a real concern in the locality then PHS will inform us of this and face to face plans will no longer take place.

COVID-19 Risk Assessment for School/Childcare Settings
System of controls

We know that the predominant new variant of coronavirus (COVID-19) is more transmissible however, PHE advice remains that the way to control this virus is with the system of controls, even with the current new variants.

In this risk assessment where something is essential for public health reasons, as advised by Public Health England (PHE), we have said 'must'. Where there is a legal requirement, we have made that clear. This guidance does not create any new legal obligations.

The set of actions we must take are grouped into 'prevention' and 'response to any infection'. These are the system of controls.

By following the system of controls, we will effectively reduce risks in our setting and create an inherently safer environment.

These additional measures will be reviewed in partnership with health experts to decide whether evidence suggests that these measures can be eased at any point in the summer term.

Prevention

We must always:

- 1) Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.
- 2) Ensure face coverings are used in recommended circumstances.
- 3) Ensure everyone is advised to clean their hands thoroughly and more often than usual.
- 4) Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.
- 5) Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
- 6) Consider how to minimise contact across the site and maintain social distancing wherever possible.
- 7) Keep occupied spaces well ventilated.

In specific circumstances:

- 8) Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.
- 9) Promote and engage in asymptomatic testing, where available.

Planned School Visits to Meadowhead during term time				
Potential Hazard	Who might be harmed	Existing or Controls to be put in place	Lead Person(s)	Support/Additional Information
2.0 Home Testing	Staff & children	<p>To minimise risk of community transmission all Y6s will be encouraged to take a home lateral flow test prior to any visit which takes them out of a social bubble (17&18 June and 8&9 July)</p> <p>Home Tests all taken on Tuesday 6th July and on Sunday prior to returning to their primary school. Test text reminder to be sent to all Y6 parents on Sunday.</p> <p>All parents asked to report results using link http://meadowhead/Y6covid</p> <p>All children showing a positive result must not attend any school setting. It is important to remember that all positive results from rapid tests, need to be confirmed with a PCR test within two days of the positive lateral flow test. Following a positive lateral flow test, a confirmatory PCR test should be booked immediately either online or by calling 119. Whilst awaiting the PCR result, children and close contacts should continue to self-isolate. If the PCR test is negative, provided it was taken within 72 hours of the positive LFT, it overrides the lateral flow test and children and close contacts, including household members can stop self-isolating.</p>	KEL MUD	<p>Home test kits posted to non-feeder primary families and delivered to feeder primaries for distribution.</p> <p>Letter explaining arrangements to all Headteachers.</p> <p>Letter explaining arrangements to all parents.</p>
2.1 Arrival and Departure	Staff & children	<ul style="list-style-type: none"> Social bubbles to be offered slots for vulnerable visits with a member of staff. All times are when existing Meadowhead students are either in lessons or off-site. 	KMI/HWE	<p>Hand sanitisation station placed at both doors used on arrival and departure.</p> <p>Face masks issued on arrival.</p>

		<ul style="list-style-type: none"> • Slots also offered to non-feeder primaries. These children to make their own way to Meadowhead and home. • Entry and exit to the building will be via the main entrance. • Children and adults asked to sanitise hands on arrival and departure • Accurate record of all attendees checked on arrival. • All children given a face mask on arrival. 	HWE	
<p>2.2 Additional visit for non-feeder primaries</p> <p>17&18 June</p> <p>12.15 - 2.15</p>	Staff and Students and Parents	<ul style="list-style-type: none"> • Meet and greet at the front of the school by small number of staff. • We have 64 children who are coming from across 20 non feeder primaries. All children will be offered one visit. • Parents will be advised that no one should enter the School premises if they are displaying symptoms of COVID-19 • Parents to drop off children at 12.15 • Children able to wear masks • Children arranged into 3 groups of 10 and taken to classroom • Social distancing between students created due to small numbers • Rosling Toilets available for Y6s • Lunch to be taken outside • Plenary session in the hall 	HWE	<p>All spaces well ventilated</p> <p>Small numbers allowing social distancing both in classrooms and in the hall.</p> <p>Lunch to be taken outdoors, weather permitting. If needing indoor space then Y6s will be using the hall.</p>
<p>2.3 Shared Bridge space for vulnerable children</p>	Staff and students	<ul style="list-style-type: none"> • All vulnerable students offered a tour of the school and a getting to know meeting by the SEND department, if required. It is expected that these visits will be for small groups 1-3 children + member of staff. • All visits in pre-existing social bubbles. 	KMI	<p>All tissues, used wipes and cloths should be doubled bagged and put in the external waste bin</p> <p>Critically extremely vulnerable children offered virtual meeting.</p>

		<ul style="list-style-type: none"> • Arrival and departure times are arranged to avoid high movement times. • Staff and children able to wear masks • Bridge Toilets available for visits • 2m social distancing maintained throughout the visit • All equipment used on the Bridge cleaned after use 		
Transition Day provision for Y6s 8-9 July 2020 Please see wider opening RA for existing controls to be maintained for the duration of the transition days				
3.1 Arrival and departure	Staff, students and parents	<ul style="list-style-type: none"> • No one should enter the School premises if they are displaying symptoms of COVID-19 • Parents discouraged from congregating at the school gate and entering the school site to reduce congestion and contact • All children sanitise hands on arrival and departure • Systems in place to deal with children who arrive in school on the wrong day • All children dismissed at 2.15pm to make their own way home unless instructed otherwise. 	HWE/NCO	<p>Communication with families to explain measures in place to minimise risk</p> <p>All parents to home test children prior to transition days.</p>
3.2 Overview	Staff and Students	<ul style="list-style-type: none"> • 8th July - 9am Children met and greeted at the front of school and guided around the outside of the school onto the MUGA 2m distancing maintained. • Children to line up in in their school bubbles in their main feeder school groups or in new assigned group if from non-feeder. • Registers are taken. • Systems in place to deal with children who have not turned up. • Face masks issued. • Children are escorted in individual groups to classrooms using designated one-way system. Hands are sanitised on entry to the building and into classrooms. 	HWE Timetabled teachers	<p>Communication with families to explain measures in place to minimise risk</p> <p>Communication with staff to explain arrangements for Y6s</p> <p>Lanyard provided for any child exempt wearing from face mask from communication with parents.</p>

		<ul style="list-style-type: none"> • All sessions are based on the English corridor where there are no other lessons taking place. • Seating plans are recorded for track and trace purposes. • All children face forwards. • Windows and doors are open. • Staff maintain 2m distance at all times, do not circulate the room but stay at the front of the classroom. • 9.15 – Live welcome assembly and introductory lesson in classrooms • 10.00 – Break – side yard. • 10.15 – Children line up back in designated space and escorted back into the building. • 10.15 – Lesson 3, children sit in designated seating plan. • 12.15-12.45 Lunch • 12.45 – Lesson 4. Children escorted back into the building. Children to sanitise their hands on entry and exit into and out of a classroom, Café, toilet. • 1.45 – Lesson 5 • 2.15 – Children escorted to the front of school to be collected by parents to make own way home. <p><u>9th July</u> Children come to the front of school and are guided outside to the MUGA to line up in their groups. All sessions take place in the same classroom as yesterday and children will sit in the designated seating plan.</p> <ul style="list-style-type: none"> • 9.00-9.15am registration • 9.15am – Lesson 1 • 10.00 - Break – Outside • 10.15 – Lesson 2 		<p>Health and safety rules explained in the morning session. Break taken in Y6 zone. Zones created for social bubbles Duty staff available to oversee the health and safety of children whilst outside. Children reminded not to make any physical contact with other students at all times. Any issues will be reported and recorded and relayed to parents and primary staff as appropriate.</p> <p>Children not able to wait for older siblings.</p> <p>Lunch taken in Y6 zone.</p> <p>Information regarding food allergies needed for lunch arrangements. Meadowhead provides school lunch for all children on day 1 – grab bag. Lunches need to be pre-</p>
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<p>3.3 Existing Y6 social bubbles</p>	<p>Staff and students</p>	<ul style="list-style-type: none"> • All lessons for feeder primary children will be arranged in existing social bubbles. • Non-feeder primary children will be grouped in two classes. • Zones created for break and lunches to maintain bubbles 	<p>HWE Duty Staff PE staff</p>	<p>Abbey Lane – 47 (2 groups) Bradway – 48 (2 groups) Greenhill – 60 (2 groups) Lowedges – 41 (2 groups) Lower Meadow -21 (1 group) Norton Free – 27 (1 group) Woodseats – 26 (1 group)</p>

		<ul style="list-style-type: none"> All sporting activities across the two days to be arranged in social bubble groups 		Non feeders – 60 (2 groups)
3.4 Close support	Staff and students	<ul style="list-style-type: none"> Students requiring close support from TAs in the classroom will be supported by Y6 staff who are in the existing bubble, where possible. Individual risk assessments completed for those requiring close support but not supported by TA from primary school. 	KMI	Information gathered by KMI/HWE from primary school visits and discussions.
3.5 Movement	Staff and students	<ul style="list-style-type: none"> Children asked to wear face masks when moving off the corridor Children remain in the same room for all indoor lessons not requiring specialist facilities 		
3.6 Contact Tracing	Students and parents	<ul style="list-style-type: none"> Weekend contact tracing extended to Y6s. All parents notified of how to report positive lateral flow test result and suspected case of COVID. 	Allan Kealey	Allan to notify all parties including Primary schools.
3.7 Vulnerable students	Students and parents	<ul style="list-style-type: none"> Clinically extremely vulnerable children are those considered to be at a higher risk of severe illness from coronavirus. Parents should follow medical advice if they or their child is in this category. 		
3.8 Attendance reporting		<ul style="list-style-type: none"> All non-attendees followed up with a phone call to safeguard children 	HWE/NCO	Attendance Team to follow up on absence in liaison with primary schools.
3.9 Educating Students on the risks of COVID-19	Staff and students	<ul style="list-style-type: none"> There is a concern that different students will interpret the information differently on the risks of COVID-19. Therefore staff will reinforce importance of Social distancing and hygiene practices Health and safety expectations made clear to all children in a sensitive manner Regular reminders throughout the day, especially at points of movement. 		Signage around the building and the classroom