



PAPILLON HOUSE SCHOOL

Covid 19 Health & Safety Policy

This policy was written in conjunction with Surrey County Council's Recovery Planning Team Document and should be read in conjunction with Papillon House School's Health and Safety Policy

May 21st 2020

PAPILLON HOUSE SCHOOL

POLICY AIM: To ensure that the risks of Covid 19 presented to pupils, staff and visitors are reduced to an acceptable level.

POLICY OBJECTIVES: To conduct all our activities safely and in accordance with legislative standards and in consideration of government guidance

To provide safe working and learning conditions

To ensure a systematic approach to the identification of risks and the allocation of resources to control them

To openly communicate on health safety and welfare

POLICY STATEMENT: **Papillon House School** recognises and accepts its responsibility as an employer and provider of services and will provide a safe and healthy workplace and learning environment for all staff, pupils and such other persons as may be affected by its activities.

We will adopt health and safety arrangements under Covid 19 in line with Health & Safety legislation, and in consideration of government guidelines.

Good health and safety management will be an integral part of the way that the school operates and will be considered across all work activities and across the wide range of educational activities delivered.

SIGNED:

..... Headteacher

..... Date

.....Business Manager

.....Date

..... .Director

..... Date

.....Head of Therapy

.....Date

PAPILLON HOUSE SCHOOL WILL:

- Apply and communicate sensible risk management and safe working practices. This will involve:
 - Regular assessment of hazards and associated risks.
 - Implementing preventive and protective control measures against those risks to an acceptable/ tolerable level.
 - Monitoring the effectiveness of those measures by senior leaders.
 - Provision of information, instruction, training and protective equipment to staff (and pupils where required)
 - Review of risk assessments, policies, procedures and practices at regular interval and where additional information is gained through changes in government guidance, monitoring or following an incident.
- Implement measures to ensure social distancing is observed where possible across the school that are consistent with and appropriate to the numbers of pupils, with consideration for their level of understanding and Special Educational Needs, staff, and visitors in the school.
- Maintain an appropriate hygiene regime to be followed by all pupils, staff, and visitors.
- Operate an enhanced cleaning regime for the duration of Covid 19.
- Ensure that staff are informed and instructed to ensure competence and awareness of health & safety precautions required during Covid 19.
- Educate pupils about Covid 19 and to encourage and re-assure them about the measures in place to protect themselves from it. This will need to be differentiated and delivered taking in account their learning abilities and language levels.
- Require all employees and encourage and support all pupils to show a proper personal concern for their own safety, for that of the people around them.
- Require staff to exercise increased due care and attention and observe safe working methods.
- Communicate regularly and effectively with staff and parents about the school's response to Covid 19.
- Provide for children of critical workers and vulnerable children to be accommodated alongside returning year groups.

- Put in place the support required for the return of pupils with special educational needs and disabilities (SEND) in line with education health care (EHC) plans in conjunction with families and other agencies
- Put in place any flexible working arrangements needed to support delivery of education during Covid including where necessary staggered start/end times
- Put in place measures to check on staff wellbeing (including for leaders).
- Draw up contingency plans for:
 - Someone falling ill or demonstrating symptoms on site
 - Deep cleaning in the event of an outbreak of Covid on site
- Provide appropriate personal protective equipment (PPE) as required by staff.
- Put in place arrangements for the continuing education of those children who have not yet returned to school.

Alicia Rickman
Head Teacher
Papillon House School

September 2020