



The Gateway Primary Academy

Coronavirus: Planning for tiered local restrictions

Contingency Plan

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Please note this contingency plan has been written in line with **current government guidance. It is subject to change depending on DfE national guidance and local guidance.*

This contingency plan lays out our approach, at The Gateway Primary Academy, to blended learning and how will minimise the impact of any further lock downs on our pupils. We will review our risk assessment regularly and make relevant updates to reflect the current government guidance.

Currently, the government is advising there could be 4 'tiers of restriction'. The table below explains what they mean for our school and the actions we'll **take for each one**.

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
1	All schools: Will remain open for all pupils. Staff and visitors will be asked to wear face coverings when moving around communal areas, when it is difficult to maintain social distancing for example: when working in the hall. At times, staff will be asked to wear masks when sitting in communal areas, for example: during staff meetings. Please note: This will be an expectation for all staff apart from those who are exempt. Parents will be asked to wear masks when collecting their child at the end of the school day.	Face coverings We'll share information with parents and staff so that everyone knows what to expect. We'll put up posters in areas of the school, such as in classrooms, so that people know how to properly remove their face coverings.
2	At this tier, we will remain open full time for all pupils. The expectation for the use of face coverings will remain the same as tier 1.	We will work alongside parents to assure them of the safety measures in place to reduce the risk to their child. We will continue to expect full time attendance from all groups of children and follow the steps laid out in our 'attendance addendum' if children do not attend school.

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3	At this tier, we will remain open full time for all pupils. The expectation for the use of face coverings will remain the same as tier 1.	
4	At this tier, we will only remain open for vulnerable pupils and the children of critical workers. We will provide remote education for all other pupils. We will maintain the same rules on face coverings on-site as in tier 1.	As soon as we are informed that we are 'tier 4' we will parentmail parents with a survey to complete to identify which children will need to continue to attend school as the children of 'critical workers'. It will aim to establish how many children will be attending and how many days a week. This will enable us to organise 'bubbles' and take into account any sibling links. Siblings will be placed into the same bubbles to reduce mixing. We will then create a rota for staff and reduce the number of staff coming into school to work. Enhanced cleaning measures will continue in school and cleaning logs will be maintained. We will reduce the numbers of children in each classroom and social distance the tables so there is only one child on each table as we did previously during lock down. We will review the provision of school lunches for children coming into school and may temporarily provide packed lunches or ask children to bring in their own lunch. We will no longer be allowing any external visitors onto school site apart from those required for emergency works. We will strongly encourage any children identified as vulnerable to come into school. If they do not come into school, we will contact their social worker or early help worker and inform them of where they are working. We will then keep regular contact with the children via phone calls and google classroom. Records will be kept of this contact. Any concerns will be shared with the DSL and where appropriate home visits will be undertaken.

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		For children identified as pupil premium, we will either provide a supermarket voucher or a packed lunch. We will work alongside the YMCA to provide food parcels. For blended learning, we will immediately set daily work via google classroom. Work will be uploaded by 6pm the day before. Information for how to join the classrooms is published on the school website. Parents, who are finding it difficult to join the classrooms, should contact the school office on 01322 220090 for further support. If parents do not have internet access they must inform the office and we will print them packs of work. The work set on google classroom will: • Plan a program that's equivalent to the length of core teaching pupils would receive in school and will involve an aspect of contact with the class teacher via messaging. • Set assignments so that pupils have work each day in a number of different subjects, and will monitor pupils' engagement • Every year group will have access to daily: English, Maths, reading, topic, handwriting and spelling activities. • Use a curriculum sequence that allows access to online resources e.g. videos and is linked to our curriculum. These videos will provide frequent explanations of new content. These videos may be from the Oak Academy or White Rose for example. • Use existing learning platforms the children are familiar with e.g. Spellodrome, SPAG.com, Timestable Rockstars and Education City. • Gauge how well pupils are progressing through the curriculum, using the question function on google classroom and other suitable tasks. • Avoid an over-reliance on long-term projects or internet research activities. Any internet research activities will be carefully guided and links will suggested. Engagement with google classroom will be

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		monitored using a RAG rating. Children will be given feedback on their learning from their class teacher. For children with SEN, they may be set personalised learning packs to support their individual needs.

Sources

We produced this template based on the following sources (all information is up to date as of 4 September 2020):

- > [COVID-19 contain framework: a guide for local decision-makers](#), GOV.UK - DHSC
- > [How schools can plan for tier 2 local restrictions](#), GOV.UK - DfE
- > [Guidance for full opening: schools](#), GOV.UK - DfE