Hunsbury Park Primary School

School Recovery Plan

Priority areas 2020/21

Date: 08.01.2021   **Review date: 12.02.2021**

Purpose of this document:

The School Recovery Plan sits alongside the School Improvement Plan (SIP). The purpose of this document is to provide specific targets and actions required in response to the Covid-19 pandemic and the subsequent impact on Education. This document, together with the risk assessment and the SIP, provides a suite of materials detailing our approach to school improvement.

The School Recovery Plan is supported by the Government guidance document, accessed via the following link:
https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19

Area 1	Mitigating Risk
Area 2	School Operations
Area 3	Curriculum, behaviour and pastoral support
Area 4	Assessment and Accountability
Area 5	Contingency for outbreaks

1.Mitigating Risk				
Target	**Action**	**Responsibility**	**Timeframe Resources (Costs/CPD)**	**RAG of Action taken or Impact**
To ensure safe working practices for all staff and pupils in accordance with DfE guidance	• Risk Assessment developed and held as Appendix to recovery plan.	Headteacher and Chair of Governors	Reviewed on the 08.01.21. All actions completed and highlighted comments.	Whole school risk assessment completed and submitted to the LA. Risk assessment is published on the school website.
	• Risk Assessment shared with all stakeholders	Headteacher	Updated 08.01.21.	Completed and published on the school website.
	• Risk Assessment to be reviewed and updated as and where necessary on a regular basis (schools to determine timeframe – weekly, moving to forthnightly etc.)	Headteacher and SLT	ongoing	Risk assessments will continued to be reviewed in line with dates stated or in response to government guidance.
	• Control measures in place as identified in DfE guidance: https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19 • Local outbreak plan / notification process to be shared with all staff: https://northamptonshire-self.achieveservice.com/service/Coronavirus_case_notification	All staff	ongoing	Guidance is currently being implement. Local outbreak information has been shared with all staff.
To minimise contact between individuals	• Given the increase in transmission rates and new COVID-19 strain, appropriate distancing is critical. This directly impacts the school's ability to safely set out classrooms; classrooms will ensure that pupils are able to work at their own desk and maintain distance from their peers and staff. • Based on an average classroom size, a maximum of 15 pupils per year group will be limited.	All Staff	ongoing	Information and processes have been put into place; however, this will be under constant review.
2. School Operations				
Target	**Action**	**Responsibility**	**Timeframes/resources**	**RAG of Action taken or Impact**
To ensure that pupils are transported safely on dedicated school transport	• To liaise with school transportation to ensure groups can be adhered to where required or alternative provision is in place	SENCo	Updated 08.01.21	Not applicable currently
	• To promote active travel plans as and where possible within the school community in accordance with LA initiatives. Active Travel plan incentives developed in school and promoted within the community	SENCo	Updated 08.01.21	Document printed. Local authority signage displayed on school grounds.
Ensure pupil attendance is in line with safety measures and supports KW/V groups.	• Review and refine school attendance policy and procedures in response to Covid-19 national lockdown (04.01.21).	Headteacher, school office and	Updated 05.12.20	Attendance and engagement in learning will continue to be rigorously monitored through

		family support worker		recorded attendance, wellbeing calls, garden visits and senior leadership escalation where required.
Ensure that staff return to work in accordance with contract of employment	• Induction programme developed for new staff to adhere to Covid-19 guidance, including for NQTs, identifying required support programme	Headteacher SLT NQT Lead	Ongoing	Induction completed by HB.
	• Agreed working practices developed for extremely clinically vulnerable staff through liaison with HR and union reps	Headteacher SLT	Ongoing	Those staff that are required to work from home are supported in this and where required individual risk assessments are in place to specific staff (i.e. pregnant staff).
	• To contact HR immediately where any issues arise	Headteacher	Ongoing	Head teacher to complete if required.
	• To identify a programme of mental health support for all staff and to implement this to in day school practice	Headteacher and SLT	Ongoing Time given in Weekly staff meetings for mental health support	Staff well-being support document and Jogo supervision available. Emailed out to staff and displayed on the staff room board.
Staff directed to self-isolate	• Due to national lockdown, staff members have received notification from the department of health that they are classified as clinically extremely vulnerable and will need to work from home	Headteacher	05.12.20	These staff members have not returned to work and are working from home. School has provided ICT equipment to support this.
Ensure effective deployment of staff	• Identify key areas of need and ensure that staff is deployed as and where needs arise.	Headteacher SENCo BSA	Updated 08.01.21	Staffing has been significantly streamlined to reduce any potential transmission risk. Staff has been allocated in response to KW/V need.
	• Designated safeguarding lead/Deputy Safeguarding lead to have increased/additional release time to address potential increase in incidents requiring referrals and to support staff as and where incidents occur	DSL DDSL	Ongoing	Reporting processes have been amended in line with remote learning plan. DSL / DDSL will directly address any concerns and proceed with the required actions. Weekly safe guarding meetings will continue to take place.
	• Risk assessment, practices and protocols to be shared with visiting professionals (e.g. peripatetic music, SIS, SE team, supply teachers) prior to visit.	Deputy Headteacher and school office	Ongoing	Guidance booklet for visitors. School entry system clearly displays disclaimer and available information for school processes.

	Action	Responsibility	Timeframe Resources (Costs/CPD)	RAG of Action taken or Impact
	• Develop clear guidelines for volunteers and share schools risk assessment to ensure adherence to government guidance and ensure safe working practices.	Deputy Headteacher, school office and School Business Manager	Ongoing	Visitor booklet to be held in the main reception area and will be a MUST read before coming into school. Office staff have a scripted language to use for all visitors. School QR available to be scanned for 'Test and Trace'.
	• Resume breakfast club offer. • Agree and share with parent's policy for extra-curricular provision and develop action plan to identify implementation of provision and adherence to Risk assessment – please see comments.	Headteacher and family support worker	Ongoing Extra-curricular clubs will not take place during the period of national lockdown.	Breakfast club has been running throughout, start time for pupils to return to 8am from September. Children will wash hands on entering school, family groups can sit together, others sit 1 metre part, children no longer allowed in food areas, toothbrushes are kept in individual pots and covered, all areas are sanitised before and after use, individual colouring packs and pens sanitised daily.

3. Curriculum, behaviour and pastoral support

Target	Action	Responsibility	Timeframe Resources (Costs/CPD)	RAG of Action taken or Impact
Identify educational needs of pupils and respond accordingly	• Appoint lead with responsibility for Covid catch-up fund – KB (Autumn term - Action plan in place based on a Government funding of £80 a child (£24,800 for the school), targeted interventions will be planned, developed and delivered to support identified children. Recruited HLTA. Currently being delivered.)	Deputy Headteacher and SENCo	Updated 08.01.21	Catch up interventions will only take place within pupil's year groups with the allocated staff. To reduce risk in line with national lockdown measures, staffing capacity has been reduced to lower risk of transmission.
Ensure the continuing delivery of a broad and balanced curriculum	• Curriculum offer is in line with government guidance: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/950510/School_national_restrictions_guidance.pdf	SLT	08.01.21	Curriculum and policies updated in line with National Guidance. Remote learning plan has been implemented to deliver DfE guidelines.
	• PE lead to develop guidance for all staff on the teaching of P.E to mitigate risk of spread and to ensure systems of control. See the above link.	PE lead	08.01.21	One-page overview has been completed - highlighting guidance for all teachers to

				follow when completing PE sessions.
To have an agreed behaviour policy	• To review behaviour policy and amend as required.	Assistant Headteacher (JD)	08.01.21	Behaviour policy completed and shared with staff. Appendix on COVID behaviour expectations.

4. Assessment and Accountability

Target	Action	Responsibility	Timeframe Resources (Costs/CPD)	RAG of Action taken or Impact
Ensure that staff and pupils are prepared for Statutory Assessments	• All statutory assessment has been cancelled for this academic year.	Headteacher	08.01.21	No action required.
To be aware of accountability measures for academic year 2020/21	• Data analysis from autumn term to be readily available and referred to, as the primary assessment point, in conversation with outside agencies	Headteacher SLT Curriculum Leads Governing Body	Ongoing	Data submission completed.

5. Contingency

Target	Action	Responsibility	Timeframe Resources (Costs/CPD)	Impact
Ensure continued Educational provision in the event of an outbreak	• https://www.gov.uk/guidance/national-lockdown-stay-at-home	Headteacher Chair of Governors	Updated 08.01.21	National lockdown information has been discussed with all staff. National tier system and guidance.
	• To implement and deliver high-quality remote learning in the event of a national lock down. • (Autumn term - Learning expectations shared with all staff. Flow chart and expectation guidance produced via the remote learning plan. October training day dedicated to remote learning expectations and preparation).	SLT	08.01.21	Remote learning plan implemented.