



Hunsbury Park Primary School

School Recovery Plan

Priority areas 2020/21

Date: 26.03.2021

Review date: 28.05.2021

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/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidance>

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	<ul style="list-style-type: none"> Risk Assessment developed and held as Appendix to recovery plan. 	Headteacher and Chair of Governors	Reviewed on the 26.03.21. All actions completed and highlighted comments.	Whole school risk assessment completed. Risk assessment is published on the school website.
	<ul style="list-style-type: none"> Risk Assessment shared with all stakeholders 	Headteacher	Updated 12.04.21	Completed and published on the school website.
	<ul style="list-style-type: none"> Risk Assessment to be reviewed and updated as and where necessary on a regular basis (schools to determine timeframe – in line with government ‘steps’ / announcements). 	Headteacher and SLT	ongoing	Risk assessments will be continued to be reviewed in line with dates stated or in response to government guidance.
	<ul style="list-style-type: none"> Control measures in place as identified in DfE guidance: https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidance 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 implemented. Local outbreak information available to staff in school office.
To minimise contact between individuals	<p>Year groups have continued to be allocated within “groupings” or “Bubbles”; this approach continues to be adopted in response to government guidance and supports the school’s ability to implement ‘Test and Trace’ if necessary. Bubbles will be maintained throughout the school day by:</p> <ul style="list-style-type: none"> Different break times Use of toilets Mobility within the school Use of communal areas such as the library and ICT room Playground/field to be zoned and timetabled for use Playground equipment cleaned after each break time by either class or lunchtime staff Mandatory parental / carer face coverings Significant reduction in parent and professional meetings Circulation systems or divider systems in corridors for pupils and adults moving around school designed to minimise contact between bubbles / staff and reduce it pinch points within the physical space 	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	<ul style="list-style-type: none"> To liaise with school transportation to ensure groups can be adhered to where required or alternative provision is in place 	SENCo	Updated 26.03.21	Not applicable currently
	<ul style="list-style-type: none"> 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 26.03.21	Document printed. Local authority signage displayed on school grounds.
Ensure pupil attendance is in line with safety measures.	<ul style="list-style-type: none"> Continued monitoring of school attendance policy in line with government directive ('school attendance is compulsory' – March 2021). 	Headteacher, school office and family support worker	Updated 26.03.21	Attendance and engagement in learning will continue to be rigorously monitored - wellbeing calls, garden visits and senior leadership escalation where required.
Ensure that staff return to work in accordance with contract of employment	<ul style="list-style-type: none"> 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.
	<ul style="list-style-type: none"> Agreed working practices developed for extremely clinically vulnerable staff through liaison with HR and union reps https://www.gov.uk/government/news/shielding-advice-for-the-clinically-extremely-vulnerable-to-stop-from-april 	Headteacher SLT	Ongoing	Those staff that are directed to work from home are supported in this and where required individual risk assessments are in place to specific staff in school (i.e. pregnant staff).
	<ul style="list-style-type: none"> To contact HR immediately where any issues arise 	Headteacher	Ongoing	Head teacher to complete if required.
	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> When staff have been directed to self-isolate, the school will follow the required guidance and provide the appropriate level of support. https://www.gov.uk/government/news/shielding-advice-for-the-clinically-extremely-vulnerable-to-stop-from-april 	Headteacher	26.03.21	These staff members have been directed (through government guidance) to return to work from 01.04.21
Ensure effective deployment of staff	<ul style="list-style-type: none"> Identify key areas of need and ensure that staff is deployed as and where needs arise. 	Headteacher SENCo BSA	Updated 26.03.21	To be allocated in line with pupil need.

	<ul style="list-style-type: none"> 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	DSL / DDSL will directly address any concerns and proceed with the required actions (Target time is 24-48 hours). Weekly safeguarding meetings will continue to take place.
	<ul style="list-style-type: none"> 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.
	<ul style="list-style-type: none"> 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'.
	<ul style="list-style-type: none"> 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, KB and family support worker	Ongoing Extra-curricular clubs will aim to start for summer 1 including 'catch up' programme	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	<ul style="list-style-type: none"> 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 – restricted intervention currently in place). 	Deputy Headteacher and SENCo	Updated 26.03.21	Catch up interventions will only take place within pupil's year groups with the allocated staff.

Ensure the continuing delivery of a broad and balanced curriculum	<ul style="list-style-type: none"> Curriculum offer to be broad and balanced, ensuring gaps in learning are identified and supported. Full 'roll out' of curriculum expectations to be delivered from 12.04.21, following the successful baseline and delivery of our recovery curriculum. 	SLT	26.03.21	Curriculum and policies updated in line with National Guidance.
	<ul style="list-style-type: none"> 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. 	PE lead	26.03.21	One-page overview has been completed - highlighting guidance for all teachers to follow when completing PE sessions.
To have an agreed behaviour policy	<ul style="list-style-type: none"> To review behaviour policy and amend as required. 	Assistant Headteacher (JD)	26.03.21	Behaviour policy completed and shared with staff. Appendix on COVID behaviour expectations. Agreed by FGB (25.03.21).

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	<ul style="list-style-type: none"> All statutory assessment has been cancelled for this academic year. 	Headteacher	12.02.21	No action required.
To be aware of accountability measures for academic year 2020/21	<ul style="list-style-type: none"> Data analysis from autumn term to be readily available and referred to, as the primary assessment point, in conversation with outside agencies. Updated baseline data (end of spring 2) to be analysed and shared with whole staff to support pupils. 	Headteacher SLT Curriculum Leads Governing Body	Ongoing	Data submission completed. HB to present to SLT and distribute to whole staff.

5. Contingency

Target	Action	Responsibility	Timeframe Resources (Costs/CPD)	Impact
Ensure continued Educational provision in the event of an outbreak	<ul style="list-style-type: none"> To implement and deliver high-quality remote learning in the event of 'bubble' closure. (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). Successful implementation during national lockdown 2. 	SLT	Ongoing	Remote learning plan to be implemented if required.