

PLAN FOR RE-OPENING HUNTS GROVE PRIMARY ACADEMY (MAY 2020)

	Number of teachers on staff	Number of Teaching Assistants	Other support staff	Admin staff
	6 including Laura Cross on long term supply and Charlie Hannah a Schools Direct Student who has just qualified	6 Including Emma Chadwick 10 hours per week and Vicky Kelly	3	1
Number of staff shielding	1 Alice Browning classed as clinically vulnerable due to pregnancy			
Number self-isolating	0			
Number requesting flexibility around child care	0			

Pupil Numbers:

Year Group	PAN	Expected numbers (based on parental feedback)
Pre-school	0 – not yet open	0
Reception	30	17
Year 1	30	18
Year 6	0	0
		Variable Numbers depending on working patterns
Vulnerable and key workers Year 2	3	2
Vulnerable and key workers Year 3	5	4
Vulnerable and key workers Year 4	5	3
Vulnerable and key workers Year 5	2	2

Plans for children coming into school must take into account:

No more than 15 pupils in a 'bubble' (this number cannot be exceeded)

Children of key workers and vulnerable pupils can be re-allocated into their own year groups (if relevant) Before and after school club cannot be offered unless managed in the bubble: children will need to be in their teaching spaces and the provision will have to be managed by the staff they are with all day or different staff who only work with that one group.

2 members of staff must be allocated to a bubble and must remain with that group (staff cannot be swapped in on a rota)

Any lunch staff need to only work with one group of children

Plan to have people in reserves should they be needed, i.e. to cover staff illness. Those people must not work with children – they need to be able to go into a group without the risk of cross contamination

WE NEED TO ENSURE THAT THE OFFER PUT IN PLACE REMAINS THE OFFER ON AN ONGOING BASIS – PLEASE PLAN PROVISION IN LINE WITH ABOVE AND IF IT IS NOT POSSIBLE TO HAVE ALL YEAR GROUPS IN THEN WE NEED TO PRIORITISE THE YOUNGER AGE GROUPS. THIS WILL BE APPROVED BY TRUSTEES.

Year Group	classroom	Staff member 1	Staff member 2	MDSA/lunch support	Drop off time/collection time (staggered)	Entry and exit point	Parent collection	Toilets	Lunch	Play area
Reception group A	Foxes Classroom	Avril Ramsey	Kate Shepherd	Kate Shepherd	8:40 2:50	Reception Class gate	Yes, by the allocated entrance and exit point	In Foxes Class	11:30 - 12:30	Outdoor area Foxes Class
Reception group B	Reception Class next to Foxes	Charlie Hannah	Lynn Lord	Lynn Lord	8:50 3:00	Reception Class gate	Yes, by the allocated entrance and exit point	In Reception Class	11:30- 12:30	Outdoor area Pre School

Year 1 group A	Rabbits Classroom (Y1)	Laura Cross	Sarah Webb	Sarah Webb	8:40 2:50	Pedestrian gate by main playground	Yes, by the allocated entrance and exit point	Year 1 Toilets	12:00 – 1:00	Allocated area of the main playground
Year 1 group B	Hedgehogs Classroom (Y2)	Rebecca Hudson	Vicky Kelly	Vicky Kelly	8:50 3:00	Pedestrian gate by main playground	Yes, by the allocated entrance and exit point	Year 2 Toilets	12:00 – 1:00	Allocated area of the main playground
Vulnerable and key worker children Contingency Plan if numbers go above 15	Badgers Classroom (Y3)	Sandra Morgan	Emma Chadwick	Shanie Phelps	9:00 3:10	Pedestrian gate by the main hall	Yes, by the allocated entrance and exit point	Lower Key Stage 2 Toilets by Classroom	12:30 – 1:30	MUGA Split in half
Vulnerable and key worker children	Wolves Classroom (Y4/5)	Pam Bilo	Glenn Philcox Emma Chadwick Sandra Morgan	Glenn Philcox Emma Chadwick and Sandra Morgan	8:50 3:00	Pedestrian gate by the main hall	Yes, by the allocated entrance and exit point	Lower Key Stage 2 Toilets by Classroom	12:30 -1:30	MUGA

Staff available to join group if staff shortage:

None

How will toilets be managed: numbers using, cleaning, staff supervision etc	Proposed management of parents on site (if approved))	Proposed management of lunchtimes	Proposed management of before/after school club (if relevant)	Staff areas for breaks	Management of school office
<p>Each group will have their own toilet area that they will use during lesson and break- times. Normal cleaning regime to be maintained.</p>	<p>No parents will be on site</p>	<p>Each group will be allocated 2 tables: Children to sit at a social distance in their group. Group staff to monitor pupils. Doors to be moved to create one way system in and out of the hall.</p>	<p>N/A</p>	<p>Staff Room – staff to maintain a social distance.</p>	<p>Only one person in office. Any staff visitors to maintain a social distance</p>

Proposed organisation of PPA	Suggested organisation of in school learning and home learning
<p>Teaching staff to be given Friday afternoon as PPA</p> <p>Sandra Morgan and Emma Chadwick to cover Key Worker Group</p> <p>Glenn Philcox to cover second group if needed</p> <p>Kate Shepherd to cover Reception Group A</p> <p>Lynn Lord to cover Reception Group B</p> <p>Sarah Webb to cover Year 1 Group A</p> <p>Vicky Kelly to cover Year 1 Group B</p>	<p>Reception – Alice Browning to set activities for Reception liaising with Avril Ramsey and Charlie Hannah</p> <p>Alice Browning to still set home learning for pupils not attending</p> <p>Year 1 – Work to be planned by Charlie Hannah and Laura Cross.</p> <p>Year 2 – Home learning to be planned by Rebecca Hudson</p> <p>Year 3 – Home learning to be planned by Avril Ramsey and Sarah Webb</p> <p>Year 4/5 – Home learning to be planned by Pam Bilò</p>

Any other things to be considered: