

Covid-19 Planning Principles
Phase Three Planning
Sustain Strategy
November 2020



Covid-19 Planning Principles

As the pandemic progresses through the winter, the Trust has reviewed its Covid-19 response planning principles to ensure all government, PHE and HSE guidance is followed:

- The safety and welfare of pupils and staff remains the Trust’s paramount principle for all planning.
- Schools will organise themselves in ways that are fully compliant with the Public Health England Endorsed System of Controls
- Schools will follow all Government tiering restrictions and the local Covid Alert Level and Contain Frameworks
- Schools will keep the HSE Hierarchy of Controls under constant review
- Schools will have robust monitoring systems in place to ensure controls are effective
- The Trust and its schools will make decisions that meet the needs of local communities, in line with advice from local public health teams and will act at pace and when required.

To ensure schools are able to remain open and children and staff are as safe as possible, the Trust is continuing to work closely with all schools to ensure planning, systems and processes are universally implemented. This will ensure the Trust is confident the safeguarding of children, staff and parents is as secure as possible and all possible precautions have been taken.

Phase Three Sustain Strategy

The Trust Sustain Strategy November 2020 has 9 work-strands. These form the basis of all planning and are supported by the planning principles above. All plans and documents have been developed following detailed consideration of the full range of guidance as well as information and evidence presented from other external sources e.g. professional associations and union advice.

The work-strands are:

Work-strand One:	Maintaining oversight - PHE Endorsed Systems of Controls (THE MUSTS)	
Work-strand Two:	School Operations, Infection Control and Management	
Work-strand Three:	The Recovery Curriculum	Curriculum, Behaviour, and Pastoral Support
Work-strand Four:		Assessment and Accountability
Work-strand Five:	Staff Safety, Wellbeing and Training	
Work-strand Six:	Communication and Information Sharing	
Work-strand Seven:	Finance and Resourcing	
Work-strand Eight:	Leadership, Safeguarding, Contingency and Local Outbreak Planning	
COVID-19 ONGOING RISK REGISTER AND ASSESSMENT CHECKLIST		

At Trust level, each work-strand is owned jointly by senior leaders within the Trust.

Outcome drivers

The planning principles used to shape the Trust’s actions are monitored using three fundamental outcome drivers:

- A safe environment
- Safe children and families
- A safe workforce

Across all three areas, the Trust will adopt a **TEST, LEARN, REVIEW** model to ensure that plans are kept under constant scrutiny and are flexible enough to be adapted quickly if required.

A Safe Environment	
1.	The Trust and its schools will work together as one organisation to ensure universal planning, systems, and processes. No school will act on its own.
2.	Ongoing actions will be managed with extreme caution and care so that the whole Trust community are confident that all necessary protective measures have been put in place.
3.	The Trust will continue to fully implement the Public Health England (PHE) Endorsed Systems of Controls and HSE Hierarchy of Controls.
4.	If required Trust leaders and headteachers will be responsible for evaluating whether and how it will be safe for schools to remain open over the winter months.
5.	School leaders know the unique circumstances of their schools and, working within the overarching Trust Plan, may need to adapt actions following their own risk assessment and review of context.
6.	All schools will follow common systems and processes to ensure: <ul style="list-style-type: none"> • effective infection protection and controls • effective risk management and mitigation • enhanced cleaning schedules • enhance hygiene practices • appropriate PPE equipment is available as required • effective management of pupils/staff who fall ill on site • safe fire evacuation and lockdown processes
7.	The Trust and school leaders will continue to work with local public health teams to understand and respond to the local context and Covid-19 alert level data
8.	All planning will continue to consider the impact for Clinically Extremely Vulnerable (CEV) staff and staff who are vulnerable for other reasons e.g. health status, pregnancy, race, and disability etc.
9.	Levels of virus transmission in local areas will be kept under constant review to consider the potential impact on school safety.
Safe Children and Families	
1.	School leaders will continue to keep under review how pupils enter and leave the school premises. This is likely to involve continued staggering of year groups to ensure safety.
2.	Content and timing of communications to parents will be planned across the Trust so common messages are provided.
3.	Safeguarding practices will remain under constant review by all schools with continued compliance with updated KCSIE 2020.
5.	Behaviour policies and practices will reflect the Trust’s Phase 3 Sustain drivers and support the reduction of risk as far as possible. Individual pupil risk assessments will be kept under regular review for pupils where there is

	concern about their capacity to adhere to safe arrangements e.g. physical distancing requirements.
6.	The Trust and its schools will continue to work together to develop and implement its Recovery Curriculum.
7.	The physical and organisational structures needed to limit risk and movement around buildings will be kept under review and will continue to recognise the individual context of each school site.
8.	Alongside pupil safety, planning will continue to include mental health, pastoral and wider wellbeing support for pupils and staff e.g. bereavement support, anxiety, and trauma.
9.	Pupils who are unable to attend school i.e. poorly and self-isolating will receive an ongoing online learning offer.
A Safe Workforce	
1.	The safety and wellbeing of staff will always be a paramount consideration in all ongoing planning.
2.	The content and timing of formal staff communication(s) will be agreed by Trust leaders and headteachers together.
3.	Staff who are formally recognised as CEV will be expected and supported to work from home.
4.	Staff will continue to adhere to statutory safeguarding guidance as set out in Keeping Children Safe in Education 2020 (KCSIE) and associated Trust safeguarding procedures.
5.	All staff will receive ongoing training in order to implement any new arrangements confidently and successfully.
6.	Staff and senior leader workload expectations will be reviewed regularly as the pandemic progresses.
7.	Any new leadership roles and responsibilities under the new arrangements will be disseminated clearly to all staff.

Signed:



Trust CEO

Date: 9 November 2020