



COVID Protocol under 'Contingency Framework' for Staff January 2021

Keeping our community safe; looking after each other, our children and our families at home.

Headlines

- Wash/sanitise your hands at least 10 times during the day. Especially during times of transition – coming in and out of building and learning spaces
- Keep 2 meters away from other staff – where possible
- Do not engage in conversation inside for more than 15 minutes at a time
- Wear a face mask whilst in communal areas such as corridors, staffrooms and outside when dismissing children
- Clean door handles and banisters when possible
- Open all windows in learning areas HOWEVER cold it might be. Keep all internal doors open
- All formal meetings will be carried out via Zoom; parent and other members of staff
- Keep to your 'bubbles' do not mix unless your role needs you to
- The staffroom may only be used for making a drink not for sitting and chatting. 2 staff members per staffroom at a time whilst preparing drinks.
- Clean tables and chairs when the children are transitioning out of the learning area
- Children continue to wash/sanitise hands regularly
- Space the children around the class where possible to allow easy child / adult interaction
- Keep resources to a minimum and give children their own resources where possible