



Schools partially reopening on a phased basis no earlier than 1 June 2020 risk assessment



Flying high · Aiming higher

CLEMENTS
PRIMARY ACADEMY

Written: 7th July 2020

Reviewed: 4th September 2020

Reviewed 24th September 2020

Reviewed 9th November 2020

Reviewed: 15th September 2020

Reviewed 20th October 2020

Reviewed 3rd January 2021

Reviewed 18th September 2020

Reviewed 2nd November 2020

Schools operating safely during pandemic risk assessment

This risk assessment is updated in the light of feedback, experience and guidance. Trade unions and staff are invited to comment and this is being made public via the school's website. The Department for Education's guidance is at <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Attending school is vital for children's education and for their wellbeing. Time out of school is detrimental for children's cognitive and academic development, particularly for disadvantaged children.

The risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school. We know that school is a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children and families. There is no evidence that children transmit the disease any more than adults, and no evidence that staff in education settings are at any greater risk of fatal outcomes than many other occupations.

Public Health England endorses a 'system of controls' that are a hierarchy of protective measures that have been in use throughout the coronavirus (COVID-19) pandemic. When implemented in line with a revised risk assessment, Government advice is that these measures create an inherently safer environment for children and staff where the risk of transmission of infection is substantially reduced.

Essential measures include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning and ventilation arrangements
- active engagement with NHS Test and Trace

- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise the potential for contamination so far as is reasonably practicable

Key to the school's risk assessment is:

- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible

Key measures to prevent spread of coronavirus are:

- o minimising contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- o where recommended, the use of face coverings in schools
- o clean hands thoroughly more often than usual
- o ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- o introducing enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents
- o minimising contact between individuals and maintain social distancing wherever possible
- o where necessary, wearing appropriate personal protective equipment (PPE)
- o always keeping occupied spaces well ventilated

- o engaging with the NHS Test and Trace process
- o managing confirmed cases of coronavirus (COVID-19) amongst the school community
- o containing any outbreak by following local health protection team advice
- o responding to additional guidance if the school is an area that moves to Local COVID Alert Level: high or very high,

Where schools implement the system of controls outlined in this document, in line with their own workplace risk assessment, Government advice is that these measures create an inherently safer environment for children and staff where the risk of transmission of infection is substantially reduced.

Clinically extremely vulnerable and clinically vulnerable children and staff

During the period of National Restrictions from 5 November 2020. Clinically extremely vulnerable staff are advised to work from home and not to go into school. Individuals in this group will have been identified through a letter from the NHS or from their GP, and may have been advised to shield in the past. Staff should talk to their heads about how they will be supported, including to work from home where possible, during the period of National Restrictions.

All other staff should continue to attend work, including those living in a household with someone who is clinically extremely vulnerable.

Staff who are clinically vulnerable or have underlying health conditions but are not clinically extremely vulnerable, should continue to attend following consideration of an individual risk assessment.

Evidence has emerged that shows there is a very low risk of children becoming very unwell from coronavirus (COVID-19), even for children with existing health conditions. Most children originally identified as clinically extremely vulnerable no longer need to follow original shielding advice. Parents should be advised to speak to their child's GP or specialist clinician if they have not

already done so, to understand whether their child should still be classed as clinically extremely vulnerable. Those children whose doctors have confirmed they are still clinically extremely vulnerable are advised not to attend childcare or nursery during the period this advice is in place.

Children who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves, should still attend school.

Increased ventilation may make school buildings cooler than usual over the winter months. Parents are encouraged to ensure their children wear additional, suitable indoor items of clothing to be worn during the winter period.

When children are required to self-isolate, remote learning will be provided. Remote learning will include:

- ensuring pupils receive clear explanations
- supporting growth in confidence with new material through scaffolded practice
- application of new knowledge or skills
- enabling pupils to receive feedback on how to progress

a) Premises/ Health and Safety

	Risk	Countermeasure	By whom?	By when?
1	<p>Insufficient toilets to enable social distancing</p> <p>All classes have separate toilets apart from Parrots and Albatrosses and Kestrels and Eagles who will have staggered breaks and start for handwashing purposes.</p>	<ul style="list-style-type: none"> Members of staff in a supervisory position in the toilet areas when appropriate. All toilets labelled for class use All groups to use the toilets frequently as a class such as before and after break/lunch to reduce the need to go at adhoc times. 	<p>Class teachers</p> <p>VJ</p> <p>Class teachers</p>	<p>Daily</p> <p>01/09/2020</p> <p>Daily</p>
2	<p>Pupil or teaching group leader is sent home with symptoms of COVID</p>	<ul style="list-style-type: none"> Providing PPE for staff member supervising pupil. Designated suspected COVID isolation room- Deputy Head’s Office, separate to normal first aid room. Deep clean of isolation rooms and areas staff member or pupil had contact with. Refer to guidance on communicating with staff and parents Information provided about testing procedure Request to be informed of test outcome If a test is positive, follow guidance about isolation 	<p>Office First Aid</p> <p>VH</p> <p>VH</p> <p>VH</p> <p>VH</p>	<p>As needed</p> <p>As needed</p> <p>As needed</p> <p>As needed</p> <p>As needed</p>
3	<p>Parents do not have confidence in the school being safe</p>	<ul style="list-style-type: none"> Frequent communication. 	<p>VH-Dojo</p> <p>VH</p>	<p>Weekly</p> <p>1/9/2020</p>

		<ul style="list-style-type: none"> • Clear expectations on arrangements and procedures if a child shows symptoms • Opportunity for parents to share concerns • Coordinated message across local schools • Information on procedures in schools sent out prior to the start of term • Explain measure being taken to adapt the school's operations 	Dojo Liaise with BE and PF VH	Ongoing Ongoing Week beginning 13/7/2020, 1/9/2020
4	Congestion at start and end of day (see timetable 1 below)	<ul style="list-style-type: none"> • Stagger drop offs and pick ups • One parent max • All adults including members of staff to wear face coverings • All classroom doors open at 8:40am • Limiting contact between parents and staff by having sign posted drop off points outside every classroom. • Year 5/6 drop off at the school gate • Staggered start and end times. 	VH Class teachers SLT VH	Daily Daily Daily Daily 1/9/2020
5	Repeated touching of door handles increases risk of spreading infection	<ul style="list-style-type: none"> • Keep doors open 	All staff	1/9/2020
6	Maintaining avoiding contact between groups in the event of emergency evacuation Fire Evacuation Point remains the same.	<ul style="list-style-type: none"> • Class Teachers ensure that classes do not mix during fire drills, practised as soon as is practicable 	VH	Week beginning 7/9/20
7	Insufficient cleaning	<ul style="list-style-type: none"> • Where possible Teachers/TAs to wipe down tables and chairs at the end of every day 	All staff VH/VJ	Daily Daily

		<ul style="list-style-type: none"> • SLT to tour school repeatedly during the day and carry out additional cleaning of toilets • Staff who carry out cleaning are familiar with the cleaning and disinfecting processes that are required at this time. • Hire additional cleaning hours • 'Fog' the communal areas daily. 	Jodie F N/A	1/9/2020 N/A
8	Cross contamination in shared spaces such as toilets See Map	<ul style="list-style-type: none"> • Toilet management. Each school to plan how they timetable access and ensure regular cleaning for staff and students. • Protocol for students – Washing hands at the start of the day and after break times. Hand sanitiser in every room. • Regular cleaning • Communicate with parents to reinforce expectations • Consideration has been given to where it is beneficial to restrict access to unused areas to support operational management. 	VH Class teachers Jodie F VH/Class teachers VH	1/9/2020 1/9/2020 1/9/2020 13/7/2020
9	Parents send children who are unwell to school	<ul style="list-style-type: none"> • Clear guidance for parents on indicators and actions if child unwell and reporting to school to allow monitoring of those presenting with symptoms. 	VH	1/9/2020
10	Parents not aware of testing protocols	<ul style="list-style-type: none"> • Communication planning and protocols regularly. 	VH	1/9/2020
11	Safety around facemasks	<ul style="list-style-type: none"> • Staff to wear face masks outside of their bubble inside the school building e.g. to walk to the toilets, to walk to the staffroom. 	All staff	3/1/2021

		<ul style="list-style-type: none"> Refer to DfE guidance that makes clear face masks are not recommended in primary schools, should be removed if worn whilst travelling to school and waste areas for disposal of used face masks 	VH	1/9/2020
12	Classrooms have resource that does not need to be present with adjusted curriculum, but gets handled by pupils	<ul style="list-style-type: none"> Classrooms to have unnecessary equipment removed before opening and stored away where possible – consider noting down what has been removed from where to where for future return 	Class Teacher	13/7/2020
13	Children arrive by bus / minibus)	<ul style="list-style-type: none"> Attempt that the way pupils are grouped together on transport, where possible, will reflect the bubbles that are adopted within school Use hand sanitiser upon boarding and/or disembarking Additional cleaning of vehicles Organise queuing and boarding where possible Increase distancing within vehicles wherever possible Expect the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet 	Anna Hughes (SEND Unit Pupils)	1/9/2020

14	Unable to maintain social distancing whilst carrying out first aid.	<ul style="list-style-type: none"> • Appropriate CPD and PPE provided for all staff – staff carrying out first aid remain in their bubble to reduce exposure. • First aid bag in each classroom. • Phone the office for the thermometer • Child remains in class until parents collect wherever possible 	VH	1/9/2020
15	Providing school meals pupils safely	<ul style="list-style-type: none"> • Kitchens will be fully open to provide food to all pupils who want it, including for those eligible for benefits-related free school meals or universal infant free school meals. • School kitchens will comply with the guidance for food businesses on coronavirus (COVID-19) • All meals delivered to the children in their class bubble, apart from Ducklings/Skylarks who will use the school hall. 	VH/Vertas Vertas	1/9/2020 1/9/2020
16	Necessary checks before opening	<ul style="list-style-type: none"> • School leaders have followed arrangements to bring areas of the premises into safe use before opening e.g. asbestos, fire, site security and legionella reviews as normally undertaken at the end of the summer period. 	VH	1/9/2020

17	Congestion using bike racks	<ul style="list-style-type: none"> • Pupils are advised to use the racks one at a time if necessary supervised by staff 	SLT	1/9/2020
18	Travel	<ul style="list-style-type: none"> • Parents are encouraged to only travel with members of the same ' class or year group 'bubble' 	VH	1/9/2020
19	Visitors	<ul style="list-style-type: none"> • Where possible avoid visitors during the school day. • All visitors to sign in, receive a badge and read the safeguarding information. • All visitors to apply hand sanitiser. • All visitors to remain 2m away from staff or children. • If visitors require refreshments- disposable cups will be used. • If visitors cannot remain 2m socially distant, face masks must be worn. 	VH	Ongoing

b) Staffing/HR and capacity

	Risk	Countermeasure	By whom?	By when?
1	Staff not keeping 2m apart	<ul style="list-style-type: none"> • Where possible staff meetings to be held on TEAMS • Regular reminders to staff • SLT to meet remotely 	All staff	15/9/2020
2	Unable to provide sufficient staffing	<ul style="list-style-type: none"> • Contingency plans communicated to parents similar to 'snow days' 	VH-Dojo	On going
3	Unable to staff provision of breaks/lunch for teaching group leaders See MDSA timetable	<ul style="list-style-type: none"> • Maintain bubbles for pupils outside but with supervision maintain social distance using wider staff • All schools to have arrangements for wet play ensuring a break for staff and pupils but maintaining minimal contact 	VH	1/9/2020
4	Staff not confident they will be safe – particularly in nursery settings	<ul style="list-style-type: none"> • Clear guidance and training for staff on appropriate use of PPE with sufficient PPE in stock to ensure compliance • Specific training for site staff on infection control. • Trust bank of risk assessments to support these decisions • Each Wednesday, time allocated staff given CPD on personal safety and opportunity for supervision/feedback of any concerns • Trust well being line available • FAQs from trust for staff 	VH/SB/LM	1/9/2020

4	Infection enters the school site	<ul style="list-style-type: none"> • Hand washing stations • Limiting number of people entering school-only 1 person in the entrance at a time. • Admin/Reception areas screens are closed • Engage with the NHS Test and Trace process • Manage confirmed cases of coronavirus (COVID-19) amongst the school community • Contain any outbreak by following local health protection team advice 	VH VH VH	1/9/2020 1/9/2020 1/9/2020
5	Staff not aware of testing protocols	<ul style="list-style-type: none"> • Communication planning • Reinforce support available for staff and their families • Remind staff of self-referral testing process and employer testing referral process • Testing results to be communicated to school leadership 	VH	1/9/2020
6	Staff communal areas do not cater for social distancing	<ul style="list-style-type: none"> • Staff bring in own crockery/cutlery/food and drinks • No more than 6 people in the staff room • Staff encouraged to use the staff garden for break and lunch. 	VH	1/9/2020
7	Staff sharing equipment (part time)	<ul style="list-style-type: none"> • No shared equipment for staff where possible. 	All staff	1/9/2020

		<ul style="list-style-type: none"> • Rigorous cleaning of shared equipment such as class laptops • Protocols around usage of shared equipment such as photocopying • Regular cleaning of equipment between home and school such as laptops • Bubbles reduce this occurring • Maximise the opportunities presented by the flexibility of part time staff to reduce exposure such as allowing 0.5 teacher to work one week and have one week off 		
8	Staff PPA increases risk and reduces the impact of social distancing	<ul style="list-style-type: none"> • Use staff who keep at a distance 	Joy/VJ/JF	1/9/2020
9	Reduced capacity due to a member of senior / middle leadership contracting Covid-19	<ul style="list-style-type: none"> • Short-term: DH steps in • Medium-term: ask for support from USP to provide additional leadership capacity • Identification of staff who are able to 'step-up' if required 	VJ VH/DW VH	1/9/2020 1/9/2020 1/9/2020
10	Impact on school development priorities / capacity to achieve priorities	<ul style="list-style-type: none"> • Adjust current priorities to focus on re-establishing the school's core business • Adjust priorities termly • Seek support from the Trust for identified areas of concern/ weakness 	VH VH VH	6/7/2020 1/1/2021 Ongoing
11	Induction for staff	<ul style="list-style-type: none"> • Induction for new staff on all policies and procedures, if this has 	VJ	1/9/2020

		<p>not already taken place as new protocols.</p> <ul style="list-style-type: none"> • Induction in new protocols for all staff who haven't been working during the closure period. • Induction for staff who have been furloughed when they return. 	VH N/A	8/7/2020
12	Some traditional events in the school calendar are unlikely to be practicable	<ul style="list-style-type: none"> • Work through calendar of events and make decisions on practicalities 	VH/VJ	1/9/2020
13	Unable to support intimate care for nursery/reception pupils in a safe manner (PPE / CPD?)	<ul style="list-style-type: none"> • CPD with effective PPE provided as per guidelines. 	LM	Ongoing
14	Staffing for breakfast and after school clubs	<ul style="list-style-type: none"> • Limit numbers to ensure enough room for social distancing. Maximum 10. 	LD/KR/ED	1/9/2020
15	Unable to provide lunch supervision particularly for 1-1 pupils	<ul style="list-style-type: none"> • Maintain bubbles outside but supervise using alternative staff maintain social distance • Risk assessment for each child in this category to review provision 	VH JF/Class teacher	Ongoing 1/9/2020
16	Staff unable to return to work due to lack of childcare for their own children	<ul style="list-style-type: none"> • Trust standard letter, we expect employees to make arrangements with their child's school as keyworkers. Last resort is employee requests unpaid leave. • Consider rota patterns, flexible work requests and temporary alterations to contracts. 	VH	1/9/2020

17	Ensuring that staff who are in work but have household members shielding, are able to maintain stringent social distancing.	<ul style="list-style-type: none"> • Use attached template for risk assessments for vulnerable staff • Workplace risk assessments are in place and regularly monitored/reviewed. • Follow COVID 19 guidance for all educational settings 	VH	1/9/2020
18	Anxious staff	<ul style="list-style-type: none"> • Induction on new protocols to reassure on how risks are being managed to protect staff. • Constant reminder of trust wellbeing scheme and other support available including occupational health. • Regular communications with staff who continue to work from home. • Discuss opportunity of unpaid leave with staff who do not want to return to work and do not come under a vulnerable category. 	VH	1/9/2020
19	Staff transport into work	<ul style="list-style-type: none"> • All staff to minimise the use of public transport and use alternative methods of getting into work if possible. • School leaders to communicate clearly that any staff concerns around transport need to be raised ASAP. 	VH	Ongoing
20	Pregnant members of staff	<ul style="list-style-type: none"> • Should attend school 		

21	Use of outdoor equipment spreads infection	<ul style="list-style-type: none"> • All children will use hand sanitizer before and after is used. 	All staff	Daily
22	Clinically Extremely Vulnerable and Vulnerable staff	<ul style="list-style-type: none"> • Individual Risk Assessment in place. • Follow National Guidance. • When a member of staff must work from home ensure their well-being is monitored. • Agree duties to be carried out at home 	VH	Ongoing

c) Curriculum

	Risk	Countermeasure	By whom?	By when?
1	School equipment spreads infection for one each	<ul style="list-style-type: none"> • Staff and pupils have their own items that are not shared- pencils/pens. • Classroom based resources, such as books and games, can now be used and shared within the bubble; they will be cleaned regularly, along with all frequently touched surfaces • Resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles by teachers/TAs, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles. • Pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed. • Pupils and teachers can take books and other shared resources home, although 	All staff	01/09/2020

		<p>unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development. Similar rules on hand cleaning, cleaning of the resources and rotation apply to these resources.</p>		
2	Children not in school miss out on education	<ul style="list-style-type: none"> • Staff working at home support remote learning • Trust approach to support this 	N/A	
3	Unable to deliver the full curriculum	<ul style="list-style-type: none"> • Expectation that full curriculum will be covered 	VJ	1/9/2020
4	Significant gaps in learning in all classes as they return See curriculum plan document	<ul style="list-style-type: none"> • Use SfA/PIXL to close gaps in English • Use updated Maths Mastery plans that accommodate lost learning • Subject leaders analyse lost learning and potential impact on cyclical curriculum • Adjust wider curriculum plans to accommodate lost areas of learning 	ML JN ML/JN VJ	13/7/2020 13/7/2020 13/7/2020 13/7/2020
5	Lack of assessment for learning See curriculum plan document	<ul style="list-style-type: none"> • Maximise use of all PIXL assessments • Use MM pre/post assessment tools to provide gap analysis • Use Core Team meetings across school to monitor children's progress 	ML as RSL Class teachers VH	1/9/2020 1/9/2020
6	Insufficient attention to children's emotional needs on return	<ul style="list-style-type: none"> • Schools will support: - the rebuilding of friendships and social engagement 	Class teachers	1/9/2020

	See Curriculum Plan document	<ul style="list-style-type: none"> - address and equip pupils to respond to issues linked to coronavirus - support pupils with approaches to improving their physical and mental wellbeing 		
7	Pupils unable to have access to reading materials	<ul style="list-style-type: none"> • Class visit to the library weekly as a whole class. • All children use hand sanitizer before going to the library. • Returned books are quarantined for 72 hours. 	Class teachers Class teachers Librarian	1/9/2020 1/9/2020 1/9/2020

d) Personal Development including Social/Emotional well-being and Behaviour including attendance/exclusion

	Risk	Countermeasure	By whom?	By when?
1	Unable to provide staggered break and lunch times for pupils	<ul style="list-style-type: none"> • Monitor, through SLT Meetings, level of need across school and deploy staff accordingly • Maintain breaks and lunches through bubbles if necessary, supervising from distance 	VH VH	1/9/2020 1/9/2020
2	Children aren't clear on school routines	<ul style="list-style-type: none"> • Induction/practical training for staff/parents/children • Walk around the outside where possible • Clear system for any accepted movement around the building • R,1,2 down one corridor, Y4/5, 5,6 down the other 	VH	1/9/2020

3	Children don't follow hygiene rules	<ul style="list-style-type: none"> Schools have regular and repeating notices/training/ assemblies (in small group) using technology where possible for staff (one pre-recorded video to be used when needed), children and parents on expectations for hand washing, tissues, coughing, hand gel, not sharing equipment 	Class Teachers	1/9/2020
4	Unable to safely use play equipment	<ul style="list-style-type: none"> Only 1 bubble per week to use it and it is washed weekly by the caretaker. 	VH	1/9/2020
5	Children require additional support to follow these measures	<ul style="list-style-type: none"> Work with parents 	Class teachers	1/9/2020
6	Effect of insufficient transition activities during the summer term	<ul style="list-style-type: none"> Consider staggered starts when schools re-open SEND pupils require a reduced timetable to cope with new measures. 	VH VH/JF	15/7/2020 15/7/2020
7	Behaviours for learning takes time to establish and are challenged by some pupils	<ul style="list-style-type: none"> Refresh Behaviour Policy Focus on PSHE for the first 2 weeks <ul style="list-style-type: none"> Use virtual assemblies to re-establish the school's rules/codes etc. Re-establish expectations and the principles of learning that the school has already in place 	VH Class teachers VH VJ All staff	15/7/2020 1/9/2020 1/9/2020 1/9/2020
8	Attendance is poor	<ul style="list-style-type: none"> Remind and work with parents/ carers to quickly re-establish good attendance habits especially. PAs 	VJ VJ	1/9/2020 1/9/2020

		<ul style="list-style-type: none"> Inform parents/ carers that the school has been deep cleaned to reduce fears of C-19 infection 		
9	Returning to an unfamiliar setting causes anxiety for pupils – particularly EYFS/reception	<ul style="list-style-type: none"> Send out photos, books, social stories in advance – possibly video from teacher/TA 	SB	15/7/2020
10	High risk pupils with challenging behaviour require restraint posing additional risk to themselves and staff	<ul style="list-style-type: none"> Staff allocated according to relationships thereby reducing potential for risk Clear expectations on need for social distancing – work with families and trust if pupil unable to comply 	VH VH	1/9/2020 1/9/2020
11	Higher than usual numbers of safeguarding disclosures	<ul style="list-style-type: none"> Ensure all staff and any volunteers are equipped to receive disclosures and know who and how to pass them on/record them The trust has revised the recommended child protection policy to reflect the return of more pupils Designated safeguarding leads (and deputies) will be provided with sufficient time, especially in the first few weeks of term, to help them provide support to staff and children regarding any new safeguarding and welfare concerns and the handling of referrals to children’s social care and other agencies where these are appropriate Attention is paid to communication with school nurses 	VJ VJ VH JG	1/9/2020 1/9/2020 1/9/2020 1/9/2020

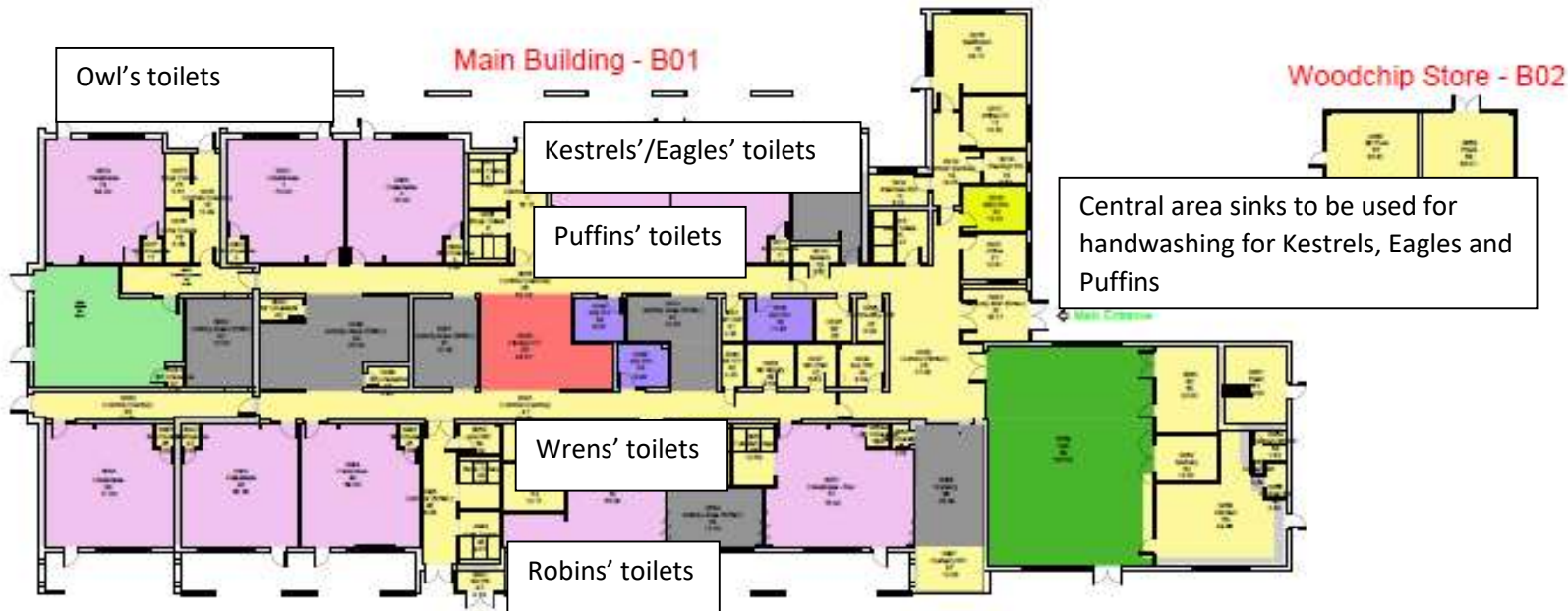
12	Pupils return having been traumatised by their experience of the COVID-19 restrictions	<ul style="list-style-type: none"> Ensure staff are aware of sources of help and resources available 	VH	1/9/2020

e) Vulnerable children (SEND/LAC)

	Risk	Countermeasure	By whom?	By when?
1	Children with SEND do not have needs met	<ul style="list-style-type: none"> Discussions with parents for those children with EHCPs to ensure school understands the pupils needs after lockdown. TA's briefed on new roles and transition information passed on. Some pupils with SEND (whether with education, health and care plans or on SEN support) will need specific help and preparation for the changes to routine that this will involve, so teachers and special educational needs coordinators should plan to meet these needs, for example using social stories 	JF JF JF	1/9/2020 1/9/2020 1/9/2020
2	Children have suffered trauma, both in existing challenging situations known to the school, or new situations previously unknown to the school	<ul style="list-style-type: none"> Whole staff received training from TISUK in July 	N/A	N/A

Staggered starts/break/lunch Timetable

	Start	End	Gate	Breaktime	Lunch Eating	Lunch Playing
Nursery Bubble 1	9.00	12.00	Front	Anytime		
Ducklings Bubble 2	8.50	3.10	Front	Anytime	12.00	12.30
Skylarks Bubble 2	8.50	3.10	Front	Anytime	12.00	12.30
Robins Bubble 3	8:50	3.10	Back	Anytime	12.00	12.30
Wrens Bubble 4	8.50	3.10	Back	Anytime	12.30	12.00
Parrots Bubble 5	8.40	3:10	Front	10.15	12.00	12.30
Albatrosses Bubble 5	8:50	3:15	Back	10.45	12.30	12.00
Puffins Bubble 7	8:40	3:15	Front	10.30	12.00	12.30
Kestrels Bubble 8	8.40	3.15	Back	10.45	12.00	12.30
Eagles Bubble 8	8:40	3:15	Back	Anytime	12.30	12.00
Sparrows Bubble 9	8:40	3.15	Front (Taxis)	Anytime	12.00	12.30
Owls Bubble 10	9.00	3.30	Back	Anytime	12.00	12.30



Figured dimensions to be followed, in the case of any discrepancy.
 Cladding panels and materials to be specified to the Property Manager.

GENERAL NOTES:
 1. Work to be done in the evening, from 18:00 to 06:00, with a minimum of 24 hours notice.
 2. Work to be done in the morning, from 06:00 to 18:00, with a minimum of 24 hours notice.
 3. Work to be done in the afternoon, from 13:00 to 18:00, with a minimum of 24 hours notice.
 4. Work to be done in the evening, from 18:00 to 06:00, with a minimum of 24 hours notice.

REV	DATE	BY	DESCRIPTION
1	12/06/2011	MEC	Issue for approval
2	12/06/2011	MEC	Issue for approval
3	12/06/2011	MEC	Issue for approval
4	12/06/2011	MEC	Issue for approval

PLAN



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Project Name:
PLAN DRAWINGS
MAIN BUILDING - B01
WOODCHIP STORE - B02

DATE	BY	STATUS	APP. BY
12/06/2011	MEC	ISSUED	JUN 2011
12/06/2011	MEC	ISSUED	JUN 2011

Project Number: K0000
 Drawing Number: P.01
 Revision: E

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