**COVID-19 TRANSMISSION REDUCTION MEASURES-ADVICE AND GUIDANCE – FULL OPENING SEPTEMBER 2020**

**The Family Hub – Family Support Team**

**Principle reduction measure is to put groups of children/young people and adults together in a “bubble” for their time in school, limiting contact as far as possible to others whilst providing as broad a curriculum as possible.**

**The aim is to ensure that all children and families are safeguarded appropriately and have access to the family support team with emphasis on child’s mental wellbeing without significantly increasing the risk of further interruption to their education.**

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| **Control Measure** | **Actions-Practical Considerations** |
| Enhanced Cleaning Routines – Protective Measures | **Shared area contact points cleaned at least once during the school day (door handles, touched surfaces, toilets)**  **Contact points and surfaces cleaned following any visitor, parent or child accesses the hub**  **Staff to clean their own desk and resources at the end of each day**  **Don’t dust, make surfaces wet** |
| Health and Safety | **Adhere to COVID-19 health and safety risk assessment**  **Follow advice from Gov.uk and Health and Safety**  **No one other than family support team to access the hub unless a prior arrangement has been made. A record of all visitors to be kept.**  **Prop doors open where safe to do so, to limit use of door handles and aid ventilation (NOT FIRE DOOR)**  **Ventilation by opening windows, do not compromise safety**  **Limited use of fans, only in extreme weather** |
| Attendance reporting | **All pupils must attend school**  **All absences to be reported to the Family Support Team.** |
| Social Distancing | **Minimise contact between individuals and maintain social distancing wherever possible**  **Use all available space within the hub,**  **Where students are capable they are to be reminded to adhere to the one-metre distance**  **Where possible Family Support Team to keep a 2-metre distance to students and parents**  **Posters (annex c) to be displayed in the entrance of the hub**  **Multi-agency meetings to be attended remotely where possible** |

**LEADERSHIP – COVID-19 /FURTHER SUPPORTING GUIDEANCE**

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| **Theme** | **Actions-Practical Considerations** |
| Pupil Wellbeing | **All staff to share concerns with Family Support Team regarding the wellbeing of students**  **Students to be reminded regularly that the family support team are still available and accessible**  **Family Work team to prioritise children and young people who have been significantly impacted**  **Family work team to work one to one with children within the large room at the hub or outside within the school grounds if suitable**  **Counselling services and other appropriate referrals available**  **Multi-agency working to remain a priority**  **Telephone contact/introduction of Family support team with all families due to transition in September** |
| Safeguarding | **Access to DSL via hub, telephone, email – all concerns to be discussed and logged on myconcern**  **Continue to follow KCSIE 2019 (Update from 1st Sept 2020)**  **Emphasis made on protecting children’s mental welfare as part of safeguarding**  **Multi-agency meetings to be attended remotely wherever possible**  **No home visits to be completed unless authorised and risk assessed by the DSL.**  **Parent to be invited into the hub where required, following health and safety and social distancing measures as above.**  **Safeguarding and child protection will continue to be the priority for all children** |