


Title	September reopening exec summary
Prepared by	Hugh Greenway
Date	July 2020
Sensitivity	



Purpose

This document is designed to help Elliot Foundation schools in their planning for full reopening in September 2020.

Ways of working

- Our overarching principle is to protect our children and staff
- No one is an expert and all are involved in this process

Hierarchy of decision making

As with our June reopening wherever possible the Elliot Foundation will attempt to make decisions as close to the people that those decisions affect. Local knowledge is essential.

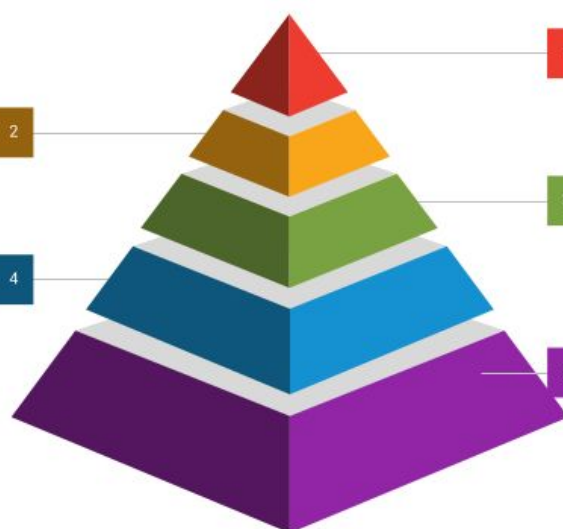
All involved in decision making

The Elliot Foundation

- The Trust is the employer of all staff and the responsible body for all children.
- We set the overall policies and confirm whether each of our schools reopening plans is "safe enough" for children and staff

Staff

- TEFAT staff are trusted to make the best decisions about their own wellbeing
- They decide whether the school and the Trust has created a "safe enough" working environment and may work from home



Government

- Is responsible for the safety and welfare of all citizens.
- It decides when it is "safe enough" to ease Covid lockdown restrictions and reopen schools

Individual schools


- Are responsible to their communities for the environment they provide
- They decide how they will operate under social distancing

Parents and children

- Parents are obliged by law to send their children to school.
- However we expect there will be some flexibility as communities adjust to full return



We seek to comply with all lawful obligations and instructions but where doubt or conflict exist, the hierarchy below should be used:

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1. Law of the land (including H&S and corporate manslaughter)
2. Charitable objects of our Trust
3. The ethos and values of our Trust
4. Practical and operational restrictions including risk
5. Our contractual obligations to government

Overview of a phased reopening

Full reopening to all pupils




- 1. Government**
 - Government has announced that it wants all schools to reopen to all pupils where possible
- 2. Trust**
 - The Trustees as the responsible body have delegated the operational management of schools in Covid to the Ops group but will review and approve the whole Trust approach, framework, policies and confirm plans on July 17th
 - TEFAT's four tests will remain and require documentation
- 3. School**
 - Schools will create local reopening plans in the framework of policy and decision making issued by the Trust and in light of updated PHE and DfE guidance on expectations and social distancing
 - This will be affected locally by staff availability and site issues
- 4. Staff**
 - Although the expectation is for all to return to work in school, staff retain the option to work from home where significant risk is perceived
 - This will continue for as long as social distancing remains in wider society
 - But Trust and schools will work to overcome barriers to return to normal work
- 5. Trust**
 - Ops Group will review each school's plan as a desk review and make the final decision
 - **It is critical that no school reopens without following this process**
 - If on review of risk it is decided that a school is not at that time ready to reopen then support will continue to be provided and Step 2 revisited as and when deemed appropriate
- 6. Parents & children**
 - Parents on receipt of their child's school's reopening plans will consider whether it is safe enough to send their child to school
 - Children who do not attend will continue to be supported in the virtual school
 - The Trust will work with national guidance on non-attendance (which is expected to evolve in September depending on context)



TEFAT pre-opening tests

Remain the same as for the June phased reopening

1. The school site is compliant with Health and Safety legislation and can be maintained to a high standard of cleanliness once opened
2. There are appropriate staff (in number and type) available for work to ensure the safety and well-being of the children on site and those learning from home
3. There is an adequate supply of PPE for those staff required to support a pupil or staff member showing symptoms whilst on site or those carrying out intimate care


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4. Minimising contact and mixing between individuals alongside maintaining social distancing wherever possible has been considered. It is reasonable to assume that social distancing can be maintained so far as is reasonably practical by the number of staff, pupils and parents on site at any time

Summary of supporting documentation

Document	Purpose	Release/review date
High level timeline	Overview of timeline for September reopening	7th July
Updated Planning Framework	Detailed overview of all aspect of September reopening	7th July
Updated Operational Risk Assessment	School's identification of risks/issues and mitigation actions required	7th July
High level plan for submission	One page summary of school plans for September to enable Ops Group to risk review and prioritise support	7th July
Pre-opening checklist	Summary of estates and facilities issues that must be complete prior to opening	7th July
Bullet points high level reopening overview for parental letter		8th July
Bubbling for September		8th July
Social Distancing Policy and guidance on social distancing in the classroom, vulnerable pupils and catch up and recovering lost learning		10th July
Infection Control Policy	Including local lockdown measures	10th July
Updated HR guidance		10th July

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What's likely to happen this week...

	Today	This week	Next week	During summer
Government	<ul style="list-style-type: none"> • Nothing expected 	<ul style="list-style-type: none"> • Govt unlikely to issue further guidance 	<ul style="list-style-type: none"> • Further detail on local lockdown will probably emerge 	<ul style="list-style-type: none"> • Poss changes in reaction to outbreaks and poss. change on attendance (fines)
TEFAT Trust	<ul style="list-style-type: none"> • Detailed updated planning framework published • High level planning submission template published • Pre-opening checklist updated • PPE policy updated • Social distancing policy updated • Safeguarding pre-opening checklist 	<ul style="list-style-type: none"> • Bubbling for September guidance • Infection Control Policy published • Updated HR guidance • Bullet points for parental letter • Guidance on social distancing in the classroom; vulnerable pupils and catch up and recovering lost learning 	<ul style="list-style-type: none"> • Board approval of policies and framework 	<ul style="list-style-type: none"> • Amended guidance in reaction to PHE and DfE
TEFAT Schools	<ul style="list-style-type: none"> • Read and work through TEFAT planning framework 	<ul style="list-style-type: none"> • Draft local high level plans in line with framework send to RDs • Check TEFAT 4 tests • Liaise with parents and staff 	<ul style="list-style-type: none"> • Submitting school plans for Trust review • Consult local union reps on plans as they stand before holiday 	<ul style="list-style-type: none"> • Holiday • Check emails in the week ending August 21st and amend plans where necessary and submit to Ops • Attend workshop in week end August 28th if invited (only for identified high

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				risks)
TEFAT staff	<ul style="list-style-type: none"> • Work as directed 	<ul style="list-style-type: none"> • Work as directed 	<ul style="list-style-type: none"> • Give indication of likelihood of return to work 	<ul style="list-style-type: none"> • Have a holiday
Parents	<ul style="list-style-type: none"> • Nothing expected 	<ul style="list-style-type: none"> • Nothing expected 	<ul style="list-style-type: none"> • Nothing expected 	<ul style="list-style-type: none"> • Nothing expected