

Resources	All staff, children, parents and visitors	<p>For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items. Each staff member will be allocated a bum bag for their own personal use, which will enable them to carry their own personal equipment such as pens, paper, mini hand sanitisers, to minimise transmitting through sharing resources.</p> <p>Each year group bubble will be allocated their own craft pack, the packs will be age appropriate for the year group and will contain resources that can be easily cleaned. Any resources that can not be cleaned such as malleable materials, will be allocated individually to a child and wrapped/stored individually and named, if this is not able to be stored it will be thrown at the end of the Childs session. Indoor Sand play sand play may now be reintroduced. Only children from the same bubble can use sand. Once used by a bubble the sand must not be shared between classes. During sand play if more than one child is playing with the sand, they must be stood side by side and not face to face.</p> <p>Setting based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces.</p> <p>Outdoor playground equipment should be more</p>	<p>Ensure approved cleaning products are available to clean hard surfaces regularly throughout the day and staff follow cleaning schedule.</p> <p>Resources should be dived and allocated to each bubble dependant on age appropriateness, to avoid the need for sharing. If this is not possible resources to be left as stated for 48 hours before sharing to avoid transmitting virus.</p> <p>Any resources that cannot be easily cleaned will be removed from play, to reduce the risk of transmitting the virus.</p>
-----------	---	---	---

		<p>frequently cleaned.</p> <p>Resources that are shared between bubbles, such as sports, art and technology equipment should be cleaned frequently and meticulously and always between bubbles, 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.</p> <p>It is recommended to reduce the numbers of resources/toys in this circumstance and ensure that cleaning is consistent after every bubble group to minimise risk.</p>	
--	--	--	--

<p>Minimising contact through use of year group bubbles for both staff and children</p>	<p>All staff, children, parents and visitors</p>	<p>Children to be grouped into year group bubbles. (School are using year group bubbles for the children to mix at break and lunch times)</p> <p>Staff to be allocated to year group bubbles in which they must continuously work with either full time or as part of their job share. Staff will also be allocated a 2nd year group bubble in which they can work with to cover staff sickness (non Covid 19 related) and other emergencies, should they arise. Ideally where possible staff should stay 2m apart from each other and the children In particular, they should avoid close face to face contact and minimise time spent within 1 metre of anyone. Children old enough should also be supported to maintain</p>	<p>Minimising contacts and mixing between people reduces transmission of corona virus (COVID-19). Children need to know that they will not be able to go in and out of their bubble year group zone without an adult and they won't be able to mix with another bubble at any time throughout the session.</p> <p>Whatever the size of the bubble, they should be kept apart from other bubbles where possible and older children should be encouraged to keep their distance within groups.</p> <p>During lockdown transmission in school settings was highest between staff to staff. Therefore, protective</p>
---	--	--	---

		<p>distance and not touch staff and their peers where possible.</p> <p>Please note some Staff will not be allocated to bubbles, in order to be runners for the bubbles preparing and delivering snack and cover staff sickness (non Covid 19 related) and staff toilet breaks, where needed. These staff must stay distant at all times and when required to supervise bubbles, remain a safe distance at all times.</p>	<p>measures in place must apply to staff as well as pupils. The Public Health team continue to remind settings that it is vital that staff maintain and adhere to the guidance as much as possible throughout the academic year the Leadership team should continue to reinforce the importance of staff maintaining social distancing at all times between professionals</p>
<p>Manage confirmed cases of corona virus reporting</p>	<p>Business Manager</p>	<p>Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19).</p> <ul style="list-style-type: none"> • Schools should report positive cases through to the DfE helpline: DfE helpline for COVID-19: 0800 046 8687 (option 1 for cases): Available Monday-Friday 8 a.m. to 6 p.m. Saturday and Sunday from 10 a.m. – 4 p.m. • Sheffield LA Public Health Team COVID – 19 STORM phone line is available for early years settings, Schools, FE and Universities – 0114 2735334 (available Monday-Friday 9 a.m. – 5p.m.) • For all COVID-19 related queries please email: PublicHealthC&YP@sheffield.gov.uk (monitored 7 days a week) • Schools should contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace. 	<p>When you call for advice, please have the following information to hand relating to the positive corona virus (COVID-19) case in your setting as you will need to discuss this with the call adviser:</p> <ul style="list-style-type: none"> • the number of positive cases in your setting, whether the person who tested positive is displaying symptoms and if so, the date of the onset of the symptoms (if known) • the dates that the person who tested positive was in attendance at the setting so that we can identify if the person was infectious whilst on site <ul style="list-style-type: none"> • for key stage 2, 3, 4 and 5, the seating plan for all lessons, and (where relevant) the timetable, for the person who has tested positive. This will help to support identification of close contacts with that person • for key stage 2, 3, 4 and 5, if the person who has tested positive is a member of staff, records of any instance of close contact with other members of staff or students

		<p>The DfE helpline, LA Public Health team and PHE health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p> <ul style="list-style-type: none"> • The health protection team will work with schools in this situation to guide them through the actions they need to take. • Positive cases are identified 7 days a week and outbreaks and clusters can require intervention outside of core business hours. There may be occasion where the LA Public Health Team or PHE need to contact you out of hours therefore it is essential that Schools provide a single point of contact to the Local Authority Public Health Team to enable a rapid response both for weekends and school holidays • Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. <p>Close contact means:</p> <ul style="list-style-type: none"> • Direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin) • Proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an 	<ul style="list-style-type: none"> • if the person who has tested positive is a pupil, records of any definite face to face contact with the individual and details of their friendship group within the setting You should continue to inform the local authority of a positive case in your setting. <p>Definition of a contact taken from the School SOP (Sept 2021) A ‘contact’ is a person who has been close to someone who has tested positive for COVID-19 anytime from 2 days before the person was symptomatic up to 10 days from onset of symptoms (this is when they are infectious to others). For example, a contact can be: a person who has had face-to-face contact (within one metre), with someone who has tested positive for COVID19, including: o being coughed on o having a face-to-face conversation within one metre o having skin-to-skin physical contact, or o contact within one metre for one minute or longer without face-to-face contact o a person who has been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes</p>
--	--	---	--

		<p>infected individual</p> <ul style="list-style-type: none">• Travelling in a small vehicle, like a car, with an infected person <p>The health protection team will provide definitive advice on who must be sent home.</p> <ul style="list-style-type: none">• To support them in doing so, we recommend schools keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups (see section 6 of the system of control for more on grouping pupils).• This should be a proportionate recording process. Schools do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.• A template letter will be provided to schools, on the advice of the health protection team, to send to parents and staff if needed. Schools must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.• Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow guidance for households with possible or confirmed coronavirus (COVID-19) infection. They should get a test, and:	
--	--	--	--

		<ul style="list-style-type: none">• If the test delivers a negative result, they must remain in isolation for the remainder of the 14- day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.• If the test result is positive, they should inform their setting immediately, and should isolate for at least 10 days from the onset of their symptoms (which could mean the self -isolation ends before or after the original 14 -day isolation period). Their household should self - isolate for at least 14 days from when the symptomatic person first had symptoms, following guidance for households with possible or confirmed coronavirus (COVID -19) infection• Schools should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self -isolation.• In the majority of cases, schools and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others.• In the event that a parent or guardian insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus (COVID -19). Any such decision would need to be carefully considered in light of all the circumstances and the current public health advice.	
--	--	--	--