



Covid19 Policy 2020

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Introduction

Whilst it is mandatory for schools to fully re-open in September 2020, madrasahs as supplementary schools do not fall under the same legal requirements. Lantern Academy will only open when safe and legal to do so according to government guidelines. That said, returning to Lantern is vital for children's religious education and for their wellbeing. Time out of madrasah is detrimental for children's holistic 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 educational settings. While coronavirus (COVID-19) remains in the community, this means making judgments at a madrasah level about how to balance minimising any risks from coronavirus (COVID-19) by maximising control measures, while also providing a full educational experience for children.

How COVID-19 is Spread

From what we know about other coronaviruses, spread of COVID-19 is most likely to happen when there is close contact (within 2 metres) with an infected person. It is likely that the risk increases the longer someone has close contact with an infected person. Droplets produced when an infected person coughs or sneezes (termed respiratory secretions) containing the virus are most likely to be the most important means of transmission.

There are 2 routes by which people could become infected:

- Secretions can be directly transferred into the mouths or noses of people who are nearby (within 2 metres) or could be inhaled into the lungs
- It is also possible that someone may become infected by touching a surface or object that has been contaminated with respiratory secretions, and then touching their own mouth, nose, or eyes (such as touching a door knob or shaking hands and then touching one's own face).

Protective measures to minimise coronavirus (COVID-19) risks

- Essential measures include:
- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in Lantern Academy wherever possible and minimise potential for contamination so far as is reasonably practicable

We will try and reduce contact by (as much as possible):

- have an effective blended learning programme with some classes taking place online
- Remote learning will continue to form an integral part of the madrasah teaching
- Have a gradual phased approach with the madrasah functioning at a third capacity
- minimising the number of children in a class
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible

Risk assessment

At the Lantern Academy, the wellbeing of our students and staff is our number one priority. Therefore, we will do our utmost to protect staff, pupils and others from coronavirus (COVID-19) within the education setting.

As part of planning for a return in September, we will revisit and update our risk assessments, and consider additional risks and control measures to enable a return to full capacity in the autumn term. We will review and update our wider risk assessments and consider the need for relevant revised controls in respect of the conventional risk profile considering the implications of coronavirus (COVID-19).

We will ensure all emergency contact details and health information are up to date. We will ensure that we implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level. We will also regularly update and adapt our risk assessments considering any issues identified and changes in public health advice.

System of controls

Prevention:

- 1) minimise 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 academy
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) minimise contact between individuals and maintain social distancing wherever possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)

Response to any infection:

- 7) engage with the NHS Test and Trace process
- 8) manage confirmed cases of coronavirus (COVID-19) amongst the madrasah community
- 9) contain any outbreak by following local health protection team advice

To help ensure that the risk of virus spread for both staff and children is as low as possible at the Lantern Academy we will:

- Appoint Covid-19 designated persons from existing staff and management:

Designated Covid-19 Safety Lead: Mohammed Shahid

Designated Deputy Covid-19 Safety Lead: Sumaira Jabin

- Have a separate Covid-19 task team including members from the management and school staff.

- Produce a detailed Covid-19 Risk Assessment form.
- Ensure that pupils, staff and other adults do not come into madrasah if they have coronavirus (COVID-19) symptoms, or have tested positive in at least the last 10 days.
- Ensure that pupils, staff and other adults do not come into madrasah if they have coronavirus (COVID-19) symptoms, or have tested positive in at least the last 10 days.
- Ensure that anyone who develops coronavirus (COVID-19) symptoms during the madrasah day is sent home. If anyone in the madrasah becomes unwell with a new and persistent cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), will be sent home.
- Ensure parents, carers, children, staff or any visitor will NOT enter the setting if they, or anyone in their household, are displaying any symptoms of coronavirus (COVID-19).
- Ensure parents, and visitors, are not be allowed in the building during operational hours. If a parent wants to meet the SLT or staff member then an appointment will be required in advance. Where possible we will arrange meetings online.
- Ensure site guidance on physical distancing and hygiene is visible both outside and inside the building.
- When a child enters the setting their temperature is taken by a member of staff. Public Health England is clear that routinely taking the temperature of pupils is not a reliable method for identifying coronavirus (COVID-19) and therefore we will only send children home if there is a consistent high temperature.
- If parents, carers, children, staff, displays any Covid-19 symptoms they must stay quarantined for at least 7 days from when the symptoms first appear and self-isolate for 14 days if a member of the household has any symptoms.
- Parents will send in water from home clearly labelled with their child's name and will be taken home at the end of the session.
- Local Council, staff and parents will be notified of any cases in the setting.
- Children should be accompanied by only one parent/carer when being dropped off and picked up from the setting.
- Parents should wait outside in the car park and avoid entering the building.
- Respect social distancing and keep 2m apart from other families.
- A member of staff will meet you at the entrance of the building and escort your child into the setting.
- Hand sanitiser dispensers will be located at all entrances and all staff and students will be required to use hand sanitiser every time they enter or leave a building.

We advise all adults and children to use face coverings when outside and coming to academy and going home from madrasah. Pupils should not touch the front of their face covering during use or when removing it. They must also wash their hands immediately on arrival.

Public Health England does not (based on current evidence) recommend the use of face coverings in schools. This evidence will be kept under review. Therefore, they are not required in the madrasah as students and staff may struggle to keep them on through the day, and because misuse may inadvertently increase the risk of transmission. There may also be negative effects on communication and thus education.

The majority of staff in education settings will not require PPE beyond what they would normally need for their work. All staff member will be provided with their personal face shield visors to use in class if required.

Staff and children will be encouraged not to touch their faces.

The 'catch it, bin it, kill it' approach continues to be very important, so we will ensure that there are enough tissues and bins available in each class to support children and staff to follow this routine.

Staff and children will use a tissue or elbow when coughing or sneezing and will put the tissue in the bin.

Staff and children, after coughing, sneezing, blowing their nose, will wash their hands.

Any child who has trouble washing their hands properly will be helped to do so.

Children will visit the bathroom one after the other.

We will keep student groups separate (in 'bubbles') and also maintain distance between individuals. We appreciate the youngest children, cannot socially distance from staff or from each other and therefore maintaining distinct groups or 'bubbles' that do not mix will limit contact and make it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.

Groups will be kept apart and movement around the madrasah site will be kept to a minimum. The building will be sectioned off to avoid groups mixing with each other.

We will also have staggered start and finish times to limit the number of children entering and leaving the premise at one time.

To minimise contact, each 'bubble' will be allocated separate doors to enter and exit the building, and also separate toilet and ablution facilities.

During classroom learning children will be spaced out around the tables leaving a gap between each child.

For children old enough, they will be supported to maintain distance and not touch staff and their peers where possible.

We will avoid large gatherings such as assemblies or collective worship with more than one group. Salah (ritual prayers) will be performed in each classroom, within each 'bubble'.

Staff will not stand closer than 2 meters with any other adult.

For individual and very frequently used equipment, such as pencils and pens, staff and pupils should bring their own items that are not shared. Classroom based resources, such as books and games, will be used and shared within the bubble; these will be cleaned regularly, along with all frequently touched surfaces.

Students will be asked to limit the amount of equipment they bring into madrasah each day, to essentials such as water bottles, coats, books, and stationery. Bags are allowed.

Staff will clean all resources and equipment throughout the day.

Staff will ensure before each session, resources and equipment are full wiped down with anti-bacterial.

Our cleaners will also implement enhanced daily cleaning, including cleaning frequently touched surfaces and toilets.

Hand washing guides will be placed in the bathroom.

If a child is awaiting collection, they will be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window will be opened for ventilation.

If it is not possible to isolate them, they will be placed in an area which is at least 2 metres away from other people.

Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell.

Guidance on dealing with suspected or confirmed cases of COVID-19 at Lantern Academy

What to do if child or adult becomes unwell and believe they have been exposed to COVID-19

To be sent home and Call NHS 111, or 999 in an emergency (if they are seriously ill or injured or their life is at risk), and if appropriate, explain which country they have returned from in the last 14 days. Try to find somewhere safe for the unwell person to sit which is at least 2 metres away from other people. If possible, find a room or area where they can be isolated behind a shut door, such as a staff office or meeting room. If it is possible to open a window, do so for ventilation. They should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin. If no bin is available, put the tissue in a bag or their pocket for disposing in a bin later. If you don't have any tissues available, they should cough and sneeze into the crook of their elbow. The room will need to be cleaned once they leave.

If they need to go to the bathroom whilst waiting to go home, they should use a separate bathroom if available. Make sure that children tell a member of staff if they feel unwell. When a child, or staff member develops any symptoms compatible with coronavirus they will be sent home and advised to self-isolate for 7 days and their family for 14 days. All staff and children attending a childcare setting will be able to have access to a test if they display symptoms of coronavirus.

Once the results arrive, those who test negative for COVID-19 will be advised individually about return to AHF and household member can end their isolation.

What to do if a case of COVID-19 is confirmed at Lantern Academy:

Where the child or staff member test positive, the rest of the setting within the education setting will be sent home and to self-isolate for 14 days. Other members do not need to self-isolate in their home unless they show symptoms. The setting will be deeply cleaned to get rid of the virus. As part of the National test and trace program, if other cases are detected, public health England's local health protection will conduct an investigation and in some cases the setting will have to close down.

The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we will keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups. In consultation with the local Director of Public Health, where an outbreak in madrasah is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will first focus on the person's class, followed by their year group, then the whole madrasah if necessary, in line with routine public health outbreak control practice.

What to do if children or staff at Lantern are contacts of a confirmed case of COVID19 who was symptomatic while attending Lantern Academy:

The definition of a contact includes:

- any child or staff member in close face-to-face or touching contact including those undertaking small group work (within 2 metres of the case for more than 15 minutes)
- talking with or being coughed on for any length of time while the individual is symptomatic
- anyone who has cleaned up any bodily fluids of the individual
- close friendship groups
- any child or staff member living in the same household as a confirmed case, or equivalent setting.

Contacts are not considered cases and if they are well, they are very unlikely to have spread the infection to others, however:

- they will be asked to self-isolate at home for 14 days from the last time they had contact with the confirmed case and follow the home isolation guidance
- if they develop any symptoms within their 14-day observation period they should call NHS 111 for assessment
- if they become unwell with cough, fever or shortness of breath they will be tested for COVID-19
- if they require emergency medical attention, call 999 and tell the call handler or ambulance control that the person has a history of potential contact with COVID-19
- if they are unwell at any time within their 14-day observation period and they test positive for COVID-19 they will become a confirmed case and will be treated for the infection

Family and friends who have not had close contact (as listed above) with the original confirmed case do not need to take any precautions or make any changes to their own activities such as attending childcare or educational settings or work, unless they become unwell. If they become unwell, they should call NHS 111 and explain their symptoms and discuss any known contact with the case to consider if they need further assessment.

If a child becomes unwell and believe they have been exposed to COVID-19:

- The child must be isolated in the same manner as an adult.
- The child's parent will be called to collect the child immediately, 111 will also be called for advice and if required an ambulance will be called. The child should be off the academy premises within one hour of becoming unwell.
- After the child or staff member has left the room used for isolation will need to be deep cleaned, including any objects/items touched.

Riddor Reporting of Covid 19:

We will make a report under RIDDOR (The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) when: an unintended incident at work has led to someone's possible or actual exposure to coronavirus.

- This must be reported as a dangerous occurrence.

- a worker has been diagnosed as having COVID 19 and there is reasonable evidence that it was caused by exposure at work. This must be reported as a case of disease.
- a worker dies as a result of occupational exposure to coronavirus.

Staff Guidance

All staff should follow the measures set out in this policy to minimise the risks of transmission. This includes continuing to observe good hand and respiratory hygiene and maintaining social distancing in line with the provisions as set out in this document.

Additional training will be provided to staff members including infection control training, risk assessment planning, health and safety and safeguarding.

Pregnant women are in the ‘clinically vulnerable’ category, and are generally advised to follow government advice. A risk assessment for pregnant women will also be carried out in line with the Management of Health and Safety at Work Regulations 1999 (MHSW).

We have a legal obligation to protect our employees, and others, from harm and will continue to assess health and safety risks and consider how to meet equalities duties in the usual way.

Guidance to assist professionals

As COVID-19 has only been recently identified, guidance to support professionals is regularly being updated or published. Up-to-date advice can be found through the following links Coronavirus (COVID-19): latest information and advice:

<https://www.gov.uk/coronavirus>

Guidance for educational settings

<https://www.gov.uk/coronavirus/education-and-childcare>

NHS Test and Trace

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.

Risk Assessment

Please see Risk Assessment document.