

GOVERNOR COMMENTS AND QUESTIONS RELATING TO THE SCHOOL'S PHASED RE-OPENING RISK ASSESSMENT, RECEIVED FOLLOWING THE MEETING OF 20TH MAY 2020

From: Logan, J <JLogan@mvp.jmat.org.uk>
Sent: Thursday, May 21, 2020 7:15 PM
To: White, Trisha <TWhite@mvp.jmat.org.uk>
Cc: Smith, Karen <KSmith@mvp.jmat.org.uk>
Subject: Re: Risk Assessment and Parent Letters

Hi Trisha,

I have addressed most of the issues you mentioned in the risk assessment and have answered your questions below. Karen and I had worked on this risk assessment together, so Karen is aware of the content. Not all of the questions have been answered directly, but they have been used to reflect on to put our risk limitations in place. This is normal practice with a risk assessment, I have however gone through the risk assessment and have added detail where I think the explanation wasn't possibly as clear as it could be.

As for the Risk Assessment for parents. If you would prefer, I will just send out the letter. I was just trying to follow what other JMAT schools were doing.

Responses to your questions:

Have the staff seen the latest risk assessment? Do they get a copy?

Yes. I have a scheduled meeting with them tomorrow via zoom. I didn't want to share it until the governors have passed it otherwise the message gets confused.

Will there be staggered start and finish times or just one time for all the KW and V children?

No, they all have the same start because we need to enable them to get to work on time and enable them to complete a full day at work as they can no longer rely on additional support such as Grandparents. Its 18 children but many of those are siblings.

What about Engie, cleaners, catering etc - how will they know about new arrangements, not just for arriving and leaving, but for toilets etc?

Kerry is liaising with all external companies.

Are staff ok about cleaning toilets during the day?

No one has raised an issue with me against cleaning the toilet after their own use. It is the only way we can share a toilet safely without risking contamination between groups.

Are cleaners coming in at end of day or first thing?

We are still liaising with the cleaning team to organise this as we do not want to risk them jeopardising the bubbles.

Do the catering staff know about the new requirements? All agreed?

Yes. All Agreed.

First Aid - Is it our current policy or does it reflect COVID-19?

We are currently in the process of writing an addendum to reflect COVID-19, however this is not yet complete.

I still think there is an issue with ensuring staff are aware how to use PPE

If you really would like me to, I will model wearing the PPE to all staff, however I think they will all be aware how to wear gloves, apron, goggles and a mask. It isn't hospital fitted PPE.

Is additional cleaning required (eg cleaning of toilets mid-day rather than staff doing it?)

We are still in negotiations with the cleaning team.

Who is responsible for checking sufficient stocks of cleaning materials (those used by staff and cleaners).

Kerry Taylor is responsible for cleaning materials that our staff will use. The cleaning team will be responsible for providing their own cleaning materials as they normally would.

Have we got a good stock to keep us going?

Yes

You have explained that hand-sanitiser hasn't been purchased as there is hot water and soap available. I would advise having stocks of hand-sanitiser available in case for any reason there is a problem with the water supply, soap runs out etc.

We have just purchased £176 of hand sanitiser

Behaviour policy

We are currently working on the addendum. It will hopefully be done tomorrow, if not it will be done in the holidays.

Questions about cleaning schedule and enhanced hygiene not answered.

I have attached the cleaning schedule that I refer to in the risk assessment

It is also quite hard to match the answers against the relevant questions as the text isn't always against it.

I have tried to address this but each time I add a bit it does mess up again. I apologise for this.

Learning: Refers to V/K bubble but they are all V/K bubbles for the purposes of the risk assessment.

I have changed it to the colours

Online learning - I do think school should explore what more can be done by way of online learning, increasing IT access etc. Not something that needs to be sorted for Risk Assessment approval.

This is something that I will be working on with the staff responsible for this after the holidays.

I couldn't see answers to the questions about:

Arrangements with suppliers. What I referred to earlier under Arrival times.

I'm really sorry, I didn't understand this point.

Impact on staff and pupils with protected characteristics. I know you will have thought about this but it needs to be reflected in the risk assessment.

I have added this into the Risk assessment.

Hope this is all ok,

Jenni Logan

Head of School

Meadow View Primary School

EY Leader for SY Maths HUB

01709 740500

From: janetwest48@gmail.com <janetwest48@gmail.com>

Sent: Friday, May 22, 2020 10:40 AM

To: White, Trisha <TWhite@mvp.jmat.org.uk>

Subject: Re: Urgent and confidential: Meadow View Primary Risk Assessment

Sent from my iPhone

On 22 May 2020, at 10:34, janetwest48@gmail.com wrote:

Hello Trisha

I feel that Jenni has done a very detailed and thorough risk assessment for the key worker and vulnerable children who will be returning to school from June 1st. I therefore approve the risk assessment and also thank Jenni for all her hard work.

Best wishes

Janet

Sent from my iPhone

From: Davidson-hague, Tim <T.P.Davidson-Hague@shu.ac.uk>
Sent: Friday, May 22, 2020 8:57 AM
To: White, Trisha <TWhite@mvp.jmat.org.uk>
Subject: RE: Urgent and confidential: Meadow View Primary Risk Assessment

Hi Trisha

Apologies that I wasn't able to attend the meeting on Wednesday. I can see that a huge amount of careful consideration has gone the proposal for school re-opening.

I've had a read of the risk assessment document and confirm I am happy to approve.

Kind regards

Tim

From: Boyle, A <ABoyle@mvp.jmat.org.uk>
Sent: Thursday, May 21, 2020 9:23 PM
To: White, Trisha <TWhite@mvp.jmat.org.uk>
Subject: Re: Urgent and confidential: Meadow View Primary Risk Assessment

Dear Trisha

I have read and approve the alteration to the risk assessment and as discussed in the meeting only the vulnerable and key worker children to start back at school on the 1st June.

Regards

Andrea

Sent from my iPad

From: Bromley, Kenny (customer adviser) <Kenny.Bromley@sky.uk>

Sent: Thursday, May 21, 2020 8:17 PM

To: White, Trisha <TWhite@mvp.jmat.org.uk>

Subject: RE: [EXTERNAL] Urgent and confidential: Meadow View Primary Risk Assessment

I am happy to approve this .

Many Thanks

Kenny Bromley