



CRIGGLESTONE ST JAMES CE PRIMARY ACADEMY

HEADTEACHER: MISS B MINOR

ST JAMES WAY, CRIGGLESTONE, WAKEFIELD, WEST YORKSHIRE, WF4 3HY

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REGISTERED IN ENGLAND NO. 8097265 AN EXEMPT CHARITY

Increased hygiene and cleaning measures in school

- Regular handwashing for all children:
 - When entering and leaving school
 - Before and after eating
 - Before and after play/lunch
 - Before and after PE lessons

- Bubbles:
 - Children will stay in consistent bubbles and will maintain a 2m distance from those in other bubbles
 - Staff have been allocated to a bubble and will stay with this bubble wherever possible
 - Timetables have been changed to ensure staff are able to stay within their bubbles
 - Bubbles have their own play/lunch equipment. It will not be shared between bubbles and will be cleaned at the end of each day

- Staggered start and end times of the day, to minimise numbers coming into contact with each other at peak times
- Staggered play and lunch times
- Children will not take part in contact sports
- Promoting and enforcing the 'Catch it, bin it, kill it' motto
- Face coverings – encouraging staff to wear face coverings in communal areas and when in meetings (not to wear face coverings when working with children in their bubbles)

- Cleaning:
 - The school to be cleaned thoroughly at the end of each day
 - Key touch points (door handles, light switches...) to be cleaned throughout the day by members of staff (timetables and rotas for staff to ensure this is done)
 - Teachers to clean key touch points in their classrooms at lunch and the end of the day

- Classrooms:
 - Children will have their own daily equipment (pens, pencils...)
 - Equipment that is not used daily, e.g. scissors, will be cleaned before handing out and when taking back in
 - Children will not be able to work in large groups
 - Books can be used but will be placed into quarantine after use for 72 hours

- PE equipment – this will be cleaned before and after use
 - In circumstances where it has to be used by other bubbles it will be cleaned before and after use and then placed into quarantine for 72 hours before being used by another bubble



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- After school clubs:
 - Organised and timetabled according to bubbles
 - Children will remain in their bubble and will not mix with those from other bubbles

- Collective worship
 - Collective worship will take place in classrooms, or within bubbles in the main hall
 - Children will wash their hands before/after entering the hall for collective worship
 - Reverend Kevin will hold collective worship through Zoom or with bubbles. He will maintain at least a 2m distance from bubbles and staff and will wash/sanitise his hands upon entering school.

- Visitors:
 - They will have to sanitise their hands before entering and when leaving school
 - Appointments will need to be made with the school before entering, to minimise congestion in the reception area and limit numbers coming in to school
 - Where possible, visitors will be asked to come to school when children are not in the building
 - Some visitors may need to wear PPE if they are working closely with children.