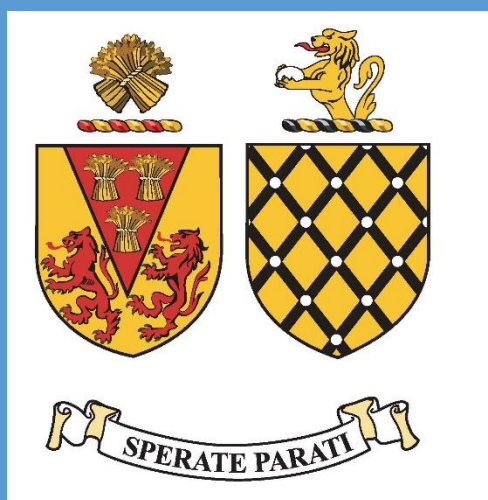


PARENT GUIDE: MANAGING COVID AT WGGGS FROM 19TH APRIL 2022



Miss Tai

WATFORD GRAMMAR SCHOOL FOR GIRLS

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1. Introduction

The staff and Governors of WGGs are determined to provide the outstanding education that each student deserves, and to ensure they do so safely. This guide is designed to brief all parents on how the school will seek to minimise the transmission of the coronavirus, respond to positive cases and the contingency measures if further action needs to be put in place if there is a local or wider outbreak.

On Tuesday 29 March, the Secretary of State for Health and Social Care, Sajid Javid, [set out the next steps for living with COVID-19 in](#) England from Friday 1 April. Most of the COVID-19 specific guidance for education and childcare settings will now be withdrawn from GOV.UK. The school is required to comply with health and safety law, to assess risks and put proportionate control measures in place to mitigate them. The main principles are that we will continue to:

- Prioritise education – maximise the number of pupils in face to face education, and minimise any disruption, in a way that best manages COVID – 19 risk.
- Contingency planning – or outbreak management plans will be put in place in the event of thresholds being reached

The Leadership Team has updated the risk assessment that is published on the school website. This is a working document and will be reviewed if and when national guidance changes. Based on this risk assessment the following control measures have been put in place.

2. Attendance

Your child is expected to attend school, punctually. However, we require all parents to ensure that if they become unwell with coronavirus (COVID-19) symptoms they do not attend school.

If a test has taken place and it is positive then they should be absent for 3 days. They may return when they no longer have symptoms, especially a high temperature.

3. Prevention: Self Disclosure

It is the responsibility of the whole school community to prevent the spread of the virus. Parents must agree not send their daughter to school if they have one or more [coronavirus \(COVID-19\) symptoms](#).

4. Prevention: Enhanced cleaning practices

We maintain a regime of hand washing and sanitation throughout the school. Hand sanitiser dispensers have been placed throughout the school and signs are in place to remind everyone who comes on site to regularly wash their hands, when they come. We also promote the 'catch it, bin it, kill it' approach through regular briefings and signage.

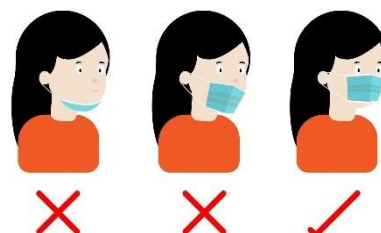
Our cleaning team have been trained in the enhanced cleaning regime and it will take place throughout the day. A cleaner circulate during the school day.

5. Prevention: Personal Protective Equipment (PPE) / Face Coverings

All staff and students are **not** required to wear a face covering that covers their mouth and nose to provide an additional layer of protection. **Students may be required to wear a face covering if they are in close contact with members of staff who have been identified as at risk, as a result of a risk assessment. Staff will inform affected students if this is the case and face coverings can be provided.**

If a member of staff or student chooses to wear a face covering must be:

- Worn correctly the entire time on site (see diagram).
- It must be removed if instructed by a member of staff.
- It must be plain (for pupils), replaced every 4 hours and taken home for disposal or replacement.
- **Face visors or shields should not be worn as an alternative to face coverings.**



6. Prevention: Managing COVID protocols in the classroom

To reduce the spread of the virus between pupils and staff, windows and doors may be opened to maintain air flow. A balance will be kept between maintaining good ventilation and a working temperature in the classrooms.

7. Response: Developing COVID symptoms

If your child:

- Becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia),

If your daughter tests positive for COVID 19 then **you must inform the school immediately** either

Year 7 – 11 absence@watfordgirls.herts.sch.uk

Year 12 + 13 sixthformabsence@watfordgirls.herts.sch.uk

They must stay home or will be sent home until they no longer have symptoms, especially a high temperature. If they have had a positive COVID test they must be absent for at least 3 days.

8. Recommendations during self-isolation

While your child is infectious there is a high risk of passing on COVID-19 to others in your household. These are simple things you can do to help prevent the spread by ensuring they:

- keep their distance from other people you live with and spend as little time as possible in shared areas such as kitchens and living rooms. This is particularly important if someone they live with is unvaccinated or at higher risk of becoming seriously unwell from COVID-19, especially those with a severely weakened immune system
- if they need to spend time in shared areas wear a well-fitting face covering made with multiple layers or a surgical face mask. Ventilate the room by opening windows and leaving them open for at least 10 minutes after they have left the room. Leave extractor fans running for longer than usual with the door closed after use
- cover their mouth and nose with disposable tissues when they cough or sneeze. Dispose of tissues into a rubbish bag and immediately wash their hands or use hand sanitiser
- wash their hands frequently with soap and water for 20 seconds or use hand sanitiser after coughing, sneezing and blowing your nose and before they eat or handle food. Avoid touching their face
- if they can, use a separate bathroom from the rest of the household. If this is not possible try and use the bathroom after everyone else
- regularly clean frequently touched surfaces, such as door handles and remote controls, and shared areas such as kitchens and bathrooms

9. Response: Remote Learning

If a pupil is absent from school with COVID symptoms we will provide good quality remote learning. Within 24 hours of reporting the absence work will be placed on Teams by teaching staff. Students in Year 11 and 13 will have access to live streamed lessons, but the absence must be reported to the absence line with a clear indication they have COVID symptoms and are well enough to work from home.

10. Parents' Evening

All PCE will be delivered remotely via [SchoolCloud](#).

11. Response: Outbreak Management Plan

The Government requires all schools to have a contingency plan in the event of an outbreak of positive cases. An outbreak will be:

- a higher than previously experienced and/or rapidly increasing number of staff or student absences due to COVID-19 infection
- evidence of severe disease due to COVID-19, for example if a pupil, student, child or staff member is admitted to hospital due to COVID-19
- a cluster of cases where there are concerns about the health needs of vulnerable staff or students within the affected group

If this threshold is met, the school will collaborate with local and national agencies to manage the response. Strategies may include one or more of the following:

- Reviewing, adapting and enhancing current cleaning regimes
- Requiring face coverings to be worn by more groups and in all areas of the school.

- Daily Lateral Flow Tests
- Restricting large group gatherings i.e. assemblies delivered remotely.
- Some form of zoning

The school will publish the Outbreak Management Plan on the website.