



STRS Covid-19 Protocols

Parents

- Ensure that your son or daughter has the correct equipment for each school day.
- Encourage your son or daughter to walk or cycle to school where possible, and to avoid using public transport where possible.
- Follow social distancing measures (staying 2 metres apart) when dropping off and picking up your son or daughter.
- Please do not gather at the school entrance.
- There is no access to the school site during the school day; please contact Reception (01452 338400) or the appropriate Head of Year or form tutor via email or telephone if you have any questions or issues.
- Face-to-face meetings will not be held with school staff during the school day.
- Please inform the School immediately if absence or illness is related to Covid-19.

Pupils

- Adhere to social distancing rules (2 metres) with students where possible and endeavour to remain 2 metres from staff.
- Follow the school one-way system and follow all signage and floor markings.
- Enter the school site via allocated gates and go directly to your classroom for registration.
- Remain at your allocated work space unless instructed to move by a member of staff.
- Remain in your allocated areas of the School and maintain your 'bubble' at all times during the school day including break and lunchtime.
- Always wash your hands or use hand sanitiser before and after eating, and after sneezing or coughing.
- Always use a tissue into which to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it').
- Use disinfectant wipes to clean your work station when appropriate.
- Avoid touching your mouth, eyes and nose with your hands.
- Bring all the equipment you need to school and avoid sharing equipment.
- Do not leave or store personal property in school.
- At the end of the school day, leave the school site via allocated gates and continue to observe social distancing where possible.
- Inform a member of staff immediately if you feel unwell.



Staff

- Arrive on site and go directly to classroom for registration or office or work space.
- Direct pupils to enter classrooms as soon as they arrive (even if they arrive early) to prevent queuing in corridors.
- Bicycles must be secured outside and not stored indoors.
- Adhere to the one-way system and follow all signage and floor markings.
- Adhere to social distancing rules (2 metres) at all times.
- Only move around the school when absolutely necessary; use email, telephone or Teams to communicate with colleagues instead.
- Avoid congregating in communal areas and work spaces (for example, only 5 colleagues are permitted to be in the staffroom at any one time).
- Do not store personal property in communal areas. For example, mugs, plates, etc., should be taken to be washed at the end of each day.
- Always wash hands or sanitise hands before entering and when leaving offices and classrooms, before and after eating, and after sneezing or coughing.
- Remind pupils regularly of social distancing and good hygiene habits. For example, the principle of social distancing, and 'catch it, bin it, kill it'.
- Use disinfectant wipes provided to clean the desk and the computer when entering and leaving a classroom or office you have used and encourage pupils to do the same.
- Ensure classroom-based resources such as books and worksheets that are shared within the bubble are cleaned frequently and follow guidelines set out for taking in and giving out resources.
- Where possible, keep windows and doors open in classrooms and offices to promote ventilation.
- Model good hygiene habits and social distancing to help all pupils to learn and practise these behaviours.