

Covid-19 Procedures and Risk Assessment from September 2020



Completed: 13th July 2020

By: N Hirst Approved by: Rebecca Thompson

In place : 7th September 2020 To be reviewed: Weekly as part of the SLT meeting

Made available : On school website, all staff, Governors and LA.

Reviewed & Amended: 11th August 20 / 18th September 2020 / 9th October 2020 / **7th November 2020** / January 2021/ March 2021 / September 2021

To note: The 'risk' throughout this Risk assessment refers to the spread of Covid-19. All precautions stated are to limit this risk as far as possible. To be read in conjunction with Appendix 1 (Hygiene Protocol)

Text that is Grey indicates the school's contingency plan and position and is not currently an active part of the Risk Assessment:

In the event of an outbreak or a need for stricter protocols:

(the risk assessment would be amended to reflect the full detail)

Task / Activity	What Hazards are present or might be generated	Who is at risk?	Probability before precautions	Precautions in Place	Risk Rating after precautions
General hygiene	Spread of virus due to poor hygiene	Staff, Pupils, families	High	Hygiene Protocol (Appendix 1) is shared with all staff and pupils and is enforced by staff teams. Hand Hygiene This includes: hands to be washed on arrival at school, before and after key activities and point of the day. Soap and hand towels will be well stocked in toilets and in classrooms with sinks. These are restocked at the end of the day by the cleaning staff. Hand gel and soap is checked by the caretaker at the end of every day. Alcohol hand gel will be provided to all classrooms and personal smaller bottles to all staff. This should not replace hand washing. Pupils should apply hand gel when they return from the toilets.	Low

				<p><u>Handwashing</u> Pupils should wash hands as per the Hygiene protocol. Classes with sinks in their classrooms should wash their hands regularly in their classrooms (on arrival to school, breaks, lunchtimes etc). These are all the semi-formal classes and 10AA.</p> <p><u>Toilets</u> Pupils without sinks in their classrooms should use these toilets to wash their hands. Pupils who require the lift to go up and downstairs to wash their hands can use the disabled toilet in reception to wash their hands before and after Lunch. Toilets will have additional cleaning before lunchtime by the caretaker.</p> <p><u>Respiratory Hygiene</u> Lidded bins will be provided in all classrooms with tissues. 'Catch it, bin it, kill it' will be promoted and there are posters displayed promoting this around school. Students should wash their hands or use hand gel after wiping their nose etc. There will be additional hand sanitiser points outside the staff room(at the top of the stairs), in PE, in the entrance to school, outside the disabled toilet, in the dining room.</p> <p><u>Ventilation</u> In all spaces windows should be open during the day. As per Public health guidance this can be open a little to promote ongoing ventilation but when the class is left at break and lunchtimes they should be opened wide to purge to air. Classes should look to move from the classroom every hour and purge the classroom to reduce potential transmission. The caretaker will open windows in communal spaces in the morning and classes should open their own. If this</p>	
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				<p>is an issue (due to height of windows etc) they should ask the caretaker for support.</p> <p>There is one internal classroom in school: P16 SSt.</p> <p>When a class is using this room the doors to the kitchen and the small work room to the front and small work room to the side must be open to promote air flow. The windows in these rooms must also be open to support air flow.</p> <p><u>General Classroom Organisation</u></p> <p>As is our standard practice pupils should sit on individual desks.</p> <p>All classrooms will be provided with a cleaning kit of cloths, spray and gloves. As well as hand gel, body wipes and tissues. Staff need to ensure that their cleaning kits are refilled by visiting reception for supplies.</p> <p>Cleaning kits in communal spaces will also be monitored by the morning caretaker (staff room, staff kitchen. Photocopier in ICT suite)</p> <p><u>In the event of an outbreak or a need for stricter protocols:</u></p> <p>(the risk assessment would be amended to reflect the full detail)</p> <p>Face Masks would be reintroduced for staff and visitors . These would be worn in communal spaces or where it is not possible to social distance between adults (such as in offices during meetings)</p> <p>Hand Gel would be reintroduced at the beginning of the day for students as they enter school.</p> <p>Desks facing front would be reintroduced to support students having some distance between themselves.</p> <p>Social distancing would be recommended between adults in school as far as possible.</p>	
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Wearing of Face coverings	Spread of virus by staff and visitors not wearing face coverings.	Staff, students and visitors.	Medium	<p>September 2021: Face masks are no longer required in school. Any staff or students who wish to do so may carry on. <u>In the event of an outbreak or a need for stricter protocols:</u> (the risk assessment would be amended to reflect the full detail)</p> <p>All staff and visitors would then be required to wear face coverings when in public spaces in school . Due to the nature of their needs all pupils are exempt from wearing face masks but many students already choose to wear face coverings on school transport. Students would choose if they wish to wear a face covering around school and would be supported by staff to do so safely and store it safely or dispose of it.</p>	Low
Reduction of Contact between groups in school and high touch points	Spread of virus due to close contact between groups of people.	Staff, Pupils, families	Medium	<p>Below is how students mix within school. Classes at Highfield are small - between 6 and 12 students. When a year group is referred to then this is a maximum of 24 students. The time when the largest group of students is together is in the dinner hall when there is a maximum of 65</p> <p>Students still remain in their class groups for the majority of their timetable. They will mix with other pupils from their year groups for: All years : PE Yrs 7-9 vocational learning (these are smaller groups of 6/7 students) Yrs 7 -11 (Formal) Community Education Yrs 10 & 11 (Formal) Accreditation Lessons P16 - Enrichment</p>	Low

				<p>Some students may have small group intervention which is within their year group.</p> <p><u>Breaktimes</u> Break time has been extended so that groups can enter and exit the building without encountering each other.</p> <p><u>Lunchtimes</u> There are 3 dinner sittings in school: Sitting 1 : P16 Sitting 2 : Years 9, 10 & 11 Sitting 3 : Years 7, 8 & 10/11LGr</p> <p>Pupils have allocated tables where they stay in year groups so they are not mixing with pupils they do not usually spend time with.</p> <p>When lining up pupils should be sent up table by table and year groups should not mixing when lining up.</p> <p>Tables are cleaned by dinner staff between sittings.</p> <p><u>Lessons and Resources</u> Pupils are already used to having designated spaces to sit in classes and this will continue. Every student will be given their own pencil case with their own writing and drawing resources in it. At this time Students may share communal writing equipment if required.</p> <p><u>End of the Day minibus arrangements</u> Students are to leave from classes and wait to hear their bus called.</p>	
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				<p>Where required staff will support pupils to go to Reception. <u>In the event of an outbreak or a need for stricter protocols at lunch time:</u> (the risk assessment would be amended to reflect the full detail)</p> <p>Students would revert to the one way system for entering and exiting the dining hall at lunch time.</p> <p>Chair backs will be disinfected between sittings .</p> <p>Cutlery - staff will distribute cutlery to students so that they are not being touched by multiple students.</p> <p>Water - staff will ensure that water is poured for pupils and jugs are not left on the tables.</p> <p>Students would sit on desks that face the front.</p>	
Reduction of contact between staff	Spread of virus due to close contact between groups of staff	Staff	Medium	<p>Staff are no longer required to social distance from each other. Staff should ensure they wash their hands before and after eating. Staff are able to eat in their classrooms if they wish to minimize contact with staff that they do not usually work with.</p> <p>Staff should follow hygiene protocol after going to the toilet and also use hand sanitiser after leaving the staff room area as provided outside.</p> <p>Cigarette Breaks - If staff choose to smoke during their allocated breaks then they must follow normal procedures .They should use hand sanitiser before they re-enter the building and then wash their hands immediately.</p>	Low

				<p><u>In the event of an outbreak or a need for stricter protocols the following would be put back into place:</u> (the risk assessment would be amended to reflect the full detail)</p> <p>Staff Staff are required to social distance wherever possible from other staff members.</p> <p>Staff Room The staff room has been organised to ensure staff are maintaining social distancing and staff should not move furniture. The kitchen is only big enough for two staff to be in there with one by the sink and one by the microwave.</p> <p>Meeting Room The meeting room has been arranged so that staff can meet in a social distanced way with the windows open and the door when this will not cause a breach in confidentiality. If the door is required to be closed then the meeting should not exceed one hour to ensure the air can then be purged to reduce chances of transmission.</p> <p>If staff choose to eat in the staff room they should maintain social distancing. Staff are encouraged to eat in classrooms to maintain social distancing between teams who already work in close proximity. Staff must clean down any table or desk they use to eat at after they have finished eating.</p>	
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				<p>The meeting room can be used over lunchtime for eating lunch. Staff must clean down the tables and touch points after use.</p> <p>Staff should not spend time in other classrooms they do not</p> <p>Staff can visit classrooms from other bubbles to pass on messages and support the running of the school but it is preferable that staff do not enter the classrooms and do not spend more time than required if it is not their own teaching space.</p> <p><u>Admin</u> Only staff in the admin and SLT bubble should be in the Admin front office. SLT will only visit when unavoidable, maintain social distancing and not stay for protracted times unless prearranged and agreed.</p> <p>Guidance will be re-shared for staff relating to good practice around changing clothes when returning home.</p> <p>Staff should wear clean clothes each day to work to minimize the cross contamination between home and school.</p>	
Lateral Flow Testing				<p>Test Kits are available for all Staff and they are encouraged to test at least twice a week.</p> <p>Students are also provided with test kits on parental request.</p> <p>The introduction of lateral flow tests does not change any of the other measures on the schools risk assessment. If a staff member has symptoms but has had a negative</p>	

				<p>lateral flow test they will still be required to self-isolate and to take a PCR test.</p> <p>Any staff member who tests positive with a lateral flow test is required to leave school immediately, isolate and book in for a PCR covid test.</p> <p>The lateral flow tests are an additional layer to the risk assessment and not a catch all for cases of covid.</p>	
Protocol for those displaying symptoms	Transmission between those with symptoms and the rest of school whilst awaiting collection.	Staff and pupils	Medium	<p>All staff or students who are symptomatic or have been confirmed as testing positive for Covid are recorded onto the school's secure spreadsheet to ensure that SLT/Admin are able to ensure close contacts are followed up as required and information is shared in a timely manner as well as ensuring self-isolation periods are carried out in their entirety.</p> <p>School ask families to provide evidence of negative test results or they can choose for their child to self-isolate for the ten day period if they have been symptomatic.</p> <p>Government Guidance:</p> <p>If anyone in the school 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), they must be sent home and advised to follow ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’, which sets out that they</p>	Low

				<p>should self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19). If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms.</p> <p>This only applies to those who begin their isolation on or after 30 July.</p> <p><u>Taking Temperatures</u></p> <p>A pupil's temperature should only be taken if they appear unwell.</p> <p>If a pupil registers a temperature over 37.5 degrees then they should move to the medical room and wait for at least ten minutes then have their temperature taken again. If it is still above 37.5 then they will be sent home to self-isolate and have a test.</p> <p>If it is below 37.5 they should be monitored around an hour later to check that it has remained below 37.5.</p> <p>The laser thermometers take skin temperature.</p> <p>Taking the temperature twice, and waiting for ten minutes, is following the thermometer instructions.</p> <p>Through the regular temperatures taken during the summer term it was seen that some pupils' skin temperature naturally was higher than those of others. Therefore staff should give students time to sit in a cooler environment, such as the</p>	
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				<p>medical room and allow them to acclimatise so that everyone can be sure the pupil has a temperature. Everyone's skin temperature rises through the day so this should be expected.</p> <p><u>Pupils awaiting collection:</u></p> <p>The pupil will wait in the medical room. The staff member with them will wear PPE and maintain the 2 metres social distancing. The windows will already be open in the medical room but will be opened as fully as possible to support the best air flow. The room will be cleaned after the child has left. The medical room will be out of use during this time. It does not need to be a member of the medical team who waits with the pupil if they are indisposed. If a second pupil needs to also await collection then one pupil may wait in the smaller room and one in the larger space well away from each other. It will need to be determined if the pupil is able to stay seated and await collection due to their learning needs. If they are not able to do so then a space more suitable for them may be required depending on their needs. This could be the small office in the Hut with the doors open into the secure area or the sensory room to support them to stay regulated.</p>	
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				<p><u>Staff who are unwell</u></p> <p>Any staff member who is displaying symptoms should leave the building immediately and return home to self-isolate and book a test.</p> <p>If the test is negative and the staff member feels well then they may return to work.</p> <p>As per guidance received from 111.</p>	
Track and Trace				<p>All visitors must sign in and out of the school system - this will act as track and trace.</p> <p>If a visitor is not easily contactable again (a prospective parent, additional visitor to school) they will be asked to leave their details for the purpose of track and trace. These can be destroyed after 21 days. This is for visitors who are not regular to school and are not easily contactable by school to pass on information to track and trace in the case of a confirmed case.</p> <p>https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace</p>	
Use of PPE for personal care, physio and behaviours	Spread of virus due to close contact between pupils and staff	Staff, Pupils	High	<p>All staff conducting personal care should wear PPE as usual. There will also be visors available to wear.</p> <p>The students should also be offered PPE to wear if they so wish during personal care.</p> <p>In classes where pupils are prone to spitting or other close contact the team will be provided with PPE - aprons, gloves, masks and visors (as well as the cleaning kit) to be able to use when needed.</p> <p>When Physio is being carried out the staff should wear PPE when it is necessary to be close in face to face proximity as 2m distancing cannot be maintained.</p>	Medium

				This should also be offered to the pupil if they wish to use it.	
Physical Intervention	Spread of virus due to close contact between pupils and staff	Staff, Pupils	High	Restrictive physical intervention is used at Highfield in situations where it is felt that a pupil or others are at risk of harm. It is used when other avenues have been exhausted or in an emergency. All staff who use restrictive physical intervention have undergone Team teach training. All pupils who may require restrictive physical intervention when in school will have an Positive Handling Plan which has been shared and discussed with parents / carers. Therefore the use of restrictive physical intervention will be minimal in school and for the shortest time possible. When a restrictive physical intervention has been used staff should share this with SLT so it can be discussed at debrief.	Medium
Attendance	Pupil wellbeing	Pupils	High	'Schools coronavirus operational guidance' Updated 22/02/21 School attendance will be mandatory for all pupils from 8 March. The usual rules on school attendance apply, including: <ul style="list-style-type: none"> • parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age) • the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct. 	Low
Staff deployment	Spread of virus due to close contact between pupils and staff	Staff, Pupils	Medium	Staff will be following their own timetables which allows us to be able to effectively track and trace staff in the case of a confirmed case.	Low
Accommodating visiting specialists & Contractors	Spread of virus from visiting staff	Pupils, staff, visitors, families	Medium	Pre-booked visitors are welcome into school. We no longer require specialists to share their risk assessment with us. We will accommodate other services risk assessments to support safe delivery of services across settings.	Low

				<p><u>In the event of an outbreak or a need for stricter protocols the following would be put back into place:</u> (the risk assessment would be amended to reflect the full detail)</p> <p>Visitors into school will be limited to those providing therapeutic intervention for pupils (Nordoff Robbins / CAMHS), directly teaching students (Stride) and those that are deemed necessary for a student's ongoing safety (e.g. social care) and the safe running of the school (contractors). Adults visiting school will have their temperature taken on arrival. All visitors sign in to support track and trace. All visitors to school are required to provide their service risk assessment to ensure they are in agreement with the school risk assessment or can be accommodated by school. Regular Visitors to site are listed below: Nordoff Robbins : Staff will social distance from the classes they are supporting and wear PPE as outlined in their risk assessment. Nordoff Robbins staff will be working solely with pupils from the semi-formal pathway. Nordoff Robbins staff have been provided with the school risk assessment and have access to school cleaning products and additional PPE if required. SALT - Risk assessment provided and agreed regarding social distancing and use of PPE. SALT staff wear aprons, mask, visor and gloves and social distance from staff and pupils. CAHMS -Risk Assessment provided and agreed regarding use of space and PPE. CAHMS staff wear aprons, mask, visor and gloves and social distance from staff and pupils. An individual space is provided for the CAHMS appointments and surfaces and cleaned down prior to use and after. CAHMS staff only spend time with the pupils they are working with on a 1:1 basis. CSIT - Risk Assessment provided and agreed regarding use of space and which pupils will have contact with staff. CSIT staff have pupils they are working with escorted to them. CSIT staff only have contact with the students they are directly working with on a 1:1 basis.</p>	
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				<p>Stride: Stride are working with 3 classes in school. They will work in the individual classrooms. Stride will not have contact with any other pupils and staff in school.</p> <p>Contractors: Contractors who visit site will access spaces when staff and pupils are not present to ensure social distancing and no close contact. Appointments will be booked around school opening hours as far as possible and classes / staff will be moved to other areas when prearranged to ensure no contact is made.</p> <p>Agency Staff: Agency staff will be used as a last resort to ensure the smooth running of the school. School have been using particular staff throughout this academic year (2020/21) and they have not been working in other provisions.</p> <p>Where cover is required for odd days it will be managed internally. If there is long term absence then agency cover will be sought.</p>	
Visitors to school	Spread of virus from visitors	Pupils, staff, visitors, families		<p>Pre-booked visitors may now come into school to ensure that the curriculum offered is full and varied.</p> <p>Parents who wish to visit school for their Year 5 or 6 pupil will be able to visit at set times for Open Evenings. Groups will still be of a single family size.</p> <p>Volunteers and work experience will be decided on a case by case basis.</p> <p><u>In the event of an outbreak or a need for stricter protocols the following would be put back into place:</u> (the risk assessment would be amended to reflect the full detail)</p> <p>Visitors to school for the purpose of educational experience for pupils will not be permitted. Volunteers and work experience students will not be permitted. Parents and Families who wish to visit the school as a potential next step for their child may visit at a prearranged time. This should be after school as far as possible.</p>	

				<p>If the family can only attend during the day then only two family members may visit and this is at times when pupils will be in class and any chance of contact is greatly reduced. Visiting families will not be able to visit spaces where pupils are present.</p> <p>They will be asked to wear a face mask when in school and sanitise their hands on arrival. They will complete the track and trace log. Their host will ensure a social distance is maintained.</p>	
Safeguarding	N/A			<p>Safeguarding procedures remain in place as per the safeguarding policy and the annex outlining Covid plans. Staff should remember to still speak to DSL's immediately when they have a serious concern.</p>	
Educational visits & Off-site education	Spread of virus due to contact with the public	Staff, Pupils	High	<p>Offsite Educational Visits: Offsite visits can resume to support the delivery of the curriculum. Visit risk assessments will still take account of COVID measures in the wider community and outline plans for measures such as masks, hand washing etc. In the case of an outbreak or increase of covid cases the school risk assessment will be reviewed. Offsite Education: Pupils from Key Stage 4 and Post 16 will continue their accredited learning offsite at Elite. Pupils are transported and supported by their Highfield school staff from their Key Stage. Students are now able to resume accessing the café and wider Elite centre. In the case of an outbreak or increase of cases further guidance will be reviewed.</p>	Low
Behaviour and pastoral support	Pupils wellbeing	Pupils	Medium	<p>The Hut will support all pupils across school. Classes can resume reward time in the Hut. Interventions will take place for all students as required.</p> <p><u>In the event of an outbreak or a need for stricter</u></p>	Low

				<p><u>protocols:</u> (the risk assessment would be amended to reflect the full detail)</p> <p>The Hut pastoral team will work to support students for any planned interventions by year group to ensure that pupils are not mixing in a wider group. The Hut is used at lunchtime for use by identified students to eat their lunch. Class staff should be calling the pastoral team as a last resort for pupil behaviour. When the pastoral team are called to a class to support a pupil they should be able to work with the pupil on a 1:1 basis to reduce their number of contacts. If any pupils have had to stay in at breaktime they should stay with a staff member from their year or class group to reduce the number of students accessing the Hut. The sensory room can be used as part of personalised timetables to support regulation. This will reduce footfall and use of the space. During this time semi-formal students should be timetabled to use the main sensory room rather than the Hut sensory room to keep use within the Key Stage bubbles.</p>	
Conducting Home Visits	Spread of virus from school and into school and to staff conducting visits.	Staff, families, pupils	Medium	<p>Prior to a home visit families should be asked if they are suffering from symptoms and if they are well. Visits should not be undertaken in the home if they are unwell at all. They should be limited to social distance doorstep visits if required to take place. All home visits should be recorded on the calendar and logged on the school calendar to support track and trace if there was a positive test for covid</p> <p><u>In the event of an outbreak or a need for stricter protocols:</u> (the risk assessment would be amended to reflect the full detail)</p>	Low

				<p>Home visits should only be conducted when it is a necessity to visit the home.</p> <p>If it can be conducted over the phone then the meeting should do so.</p> <p>If more is required then a doorstep visit should be considered.</p> <p>If it is required to visit a families home and go in then wherever possible the staff should use PPE.</p> <p>Where two staff are attending then they should consult prior to going that they feel happy to attend.</p> <p>Visits inside homes should be minimal and wherever possible no more than one visit per day.</p> <p>In some cases this would not be in the best interests of the pupil and families should be consulted with prior to the visit.</p> <p>All home visits should be recorded on the calendar and logged on the school calendar to support track and trace if there was a positive test for covid</p>	
Physical activity in schools	Spread of virus due to exertion	Staff, pupils	Medium	<p>PE, Fitness and use of this equipment for personalised timetables is key for the health and well-being of our pupils and in many cases emotional regulation.</p> <p>On days that pupils are having PE or Fitness they will come to school in their PE kit to reduce the use of the changing room.</p> <p>This additional time can be used for cleaning equipment after lessons before another class.</p> <p>There is one year group at a time in PE or Fitness.</p> <p>Sports Lunch clubs are mixed in the same groups who are in the dinner hall together.</p>	Low
Pupil wellbeing and support	Risk of mental health and well-being issues due to unusual changes to school and	Students	High	<p>Regular contact with families means that school are aware of pupils who have been struggling with being at home for an extended period.</p> <p>Class teams will make SLT and the pastoral team aware of any concerns regarding a pupil's mental health on their return to school.</p> <p>Classes will utilise breakfast time and form times to conduct regular check ins with all pupils to ensure their ongoing wellbeing as school resumes and classes return to normal sizes and timetables.</p>	Medium

	home life.			CAMHS are in school every Thursday and are available for consultation at this time if required.	
Contingency planning for outbreaks	N/A			<p>In the event of a confirmed case of Covid in school SLT would conduct 'track and trace' by tracking the movements of the staff member or student for the 48 hours prior to them exhibiting symptoms or if they had no symptoms the 48 hours prior to their positive test. This would then be provided to track and trace if required.</p> <p>When SLT are notified of a positive case it is the priority to establish who has been a close contact by sharing with staff that there has been a confirmed case, examining timetables, the Head Teacher's calendar for meetings, therapeutic interventions and creating a list of close contacts.</p> <p>Students who have been identified as close contact will remain in school. Their parents will be contacted to ask them to book a PCR test for their child.</p> <p>If any students or staff are demonstrating symptoms then they will be isolated in the medical room as per the risk assessment outlined previously.</p> <p>Parents will also be notified in writing either with a letter sent home or via dojo that their child has been a close contact.</p> <p>SLT will notify Public Health and the LA as required.</p>	
Remote education support	N/A			<p>This has been updated to reflect the position of the school from the 8th of March.</p> <p>If the Government or Public Health deemed it relevant for children to not be in school then the school would revert to remote learning. Students should be provided with a timetable to help them structure their learning at home.</p> <p>If classes have pupils learning remotely then time should be found to engage them in the class during tutor periods by offering zoom or Teams sessions for communication and well-being.</p> <p>As during the National Lockdown at the beginning of the spring term</p>	

				<p>teachers should engage students with daily challenges, 5 pieces of Communication, 5 pieces of cognition, suggestions for activities to develop their independent living skills as well as activities that support physical well-being and activities from across the curriculum (Art, Music , drama). If pupils have not accessed the school you tube channel then they can be signposted to the lessons shared on their.</p> <p>Teachers should fully utilise the resources available to them via bbc bitesize and Oak National Academy, school memberships for purple mash, Oxford Reading Owl and Clicker 8. There is also websites signposted on the website.</p> <p>Form tutors should be aware what the preferred ways of pupils/ families to learn to ensure that resources can be provided in a timely manner.</p> <p>The school has used a questionnaire to establish which families required digital support and these have now been distributed.</p> <p>If families at home require support with stationery then the school will either deliver these or post them home depending on location.</p>	
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