



Parkside Primary Academy

CAPACITY AND RESILIENCE PLAN:

KEY WORKER AND VULNERABLE CHILDREN PROVISION

Parkside Primary Academy will open from 23/03/2020 for vulnerable children and children of key workers. We have 9 teachers and 11 support staff to cover these classes. We have 7 EHCP children in these year groups; 4 children require constant 1:1 support. We have 3 EHCP children who require moderate support within the classroom.

Parkside will not offer Breakfast or After School Clubs at this time.

Parkside has no facilities to offer hot meals at this time

School Provision:

- The school day begins at 8.30am and will end at 3pm; this will be re-evaluated should there be need for extended provision for Key Worker children
- Entrance is via Midland Road or Vicarage Lane gates
- Normal safeguarding handover arrangements apply; parents need to inform school if they wish to add adults to their child's pick up list
- Children will wear school uniform
- Provision is split into 3 groups comprising EYFS & Y1; Y2 & 3; Y4, 5 & 6; each group has a teacher and TA.

Capacity Plan (see the attached staffing rota w/c 23rd March 2020)

Staffing & rooming:

- A teaching and support staff rota is in place; this ensures there is adequate provision for children and protection for staff as **all staff are not required to attend every day.** This is to protect staff and minimise their level of risk
- EHCP children who require 1:1 support are included in this plan
- Provision is split into 3 groups comprising EYFS & Y1; Y2 & 3; Y4, 5 & 6; each group has a teacher and TA.
- A minimum of two safeguarding leaders are on premises at all time
- A first aider is on site at all times

- Groups will remain in their designated bases during the day to minimise cleaning. These will be Y1 & 2 classrooms and Y4 classroom. The hall will also be used at lunchtime for some children
- The EYFS bases will not be used to minimise cleaning
- Toilets in the KS1 corridor will be used for EYFS, Y2 & Y3 classes. Toilets in the LKS2 corridor will be used for Y4, 5 & 6.
- The men's toilet in the KS1 corridor will be used for 'Nappy Changing' as the EYFS' base facilities cannot be used. The men's toilet will be relocated to the Disabled Toilet
- All rooms not in use have been signed and designated 'ROOM NOT IN USE' to prevent spread and reduce cleaning requirements

Premises and catering:

- Premises opening and closing will be done by our Relief Caretaker, BF
- Two cleaners are available for work (BF will also assist with cleaning) – limiting the number of classrooms and toilets in use makes the Academy more manageable to clean.
- Parkside has no catering facilities at this time. All children attending school who are not entitled to a Free School Meal will bring a packed lunch from home.
- Catering for Parkside children who do require a Free School Meal will be done on site at Carlton Primary Academy, packed lunches will be collected by Academy staff and transported to Parkside.
- Parkside currently have 56 children who are entitled to a Free School Meal. Parents have been contacted via text message asking them to contact the school office to order a meal; numbers will be collected on a daily basis for the following day.
- All parents of Free School Meals children have received a subsequent telephone call from Academy staff
- Lunch time arrangements are as follows:
 - EYFS & Y1 – children will eat lunch in their classroom base
 - Y2-6 – children will eat lunch in the hall then go out to play
 - One kitchen assistant is available to set out tables and clean before and after lunch
 - Two SMSAs are available to supervise children at lunchtime should this be required

Resilience Plan & Safeguarding

- Currently, 3 teachers, 2 leaders and 8 support staff are required to support curriculum provision for the children. This means that between 6-8 staff each day will work from home. **This is to create resilience and minimise the risk of severe staff absence caused by the Coronavirus spread.**
- Staffing plans and rotation will be reviewed on a weekly basis – this is due to uncertainty around the number of staff who may need to self isolate if symptoms develop.

- Where ratios become untenable, RW will contact PACT Trust for further guidance on next steps as it may become necessary for Parkside to close until such a time that staffing is in place to ensure safe provision can be guaranteed
- Where Parkside has to close, Parkside children will be offered alternative provision in another PACT Academy should staffing ratios allow.
- The expectation is that Parkside Primary will remain open over the Easter Break – at present we are unsure as to if this is just for the children of Key Workers or for vulnerable children as well. Where staff are currently not attending work due to social distancing as a result of underlying health conditions, Leaders are checking in with these staff regularly to ensure their physical and mental well-being

Safeguarding:

- Parkside currently has 56 children who are entitled to a Free School Meal – this is just under 30% of the school population. All children who are entitled to a Free School Meal have been contacted by text on Friday 20th March; Families have been subsequently contact by telephone on Monday 23rd March so all are aware of our Free School Meal offer.
- Around 40% of Parkside’s school population is made up of working families who are ‘just about managing’. These children may have previously been Pupil Premium (FSM6) however now have no entitlement. RW has had a number of conversations with families since Tuesday about the access and availability of food banks for these families.
- RW and the Family Safeguarding manager have compiled a list of vulnerable families at socio-economic risk and will contact these on a regular basis to ensure they can support themselves to provide the basics.
- Food Parcels will be distributed to any family who demonstrates need; from 23rd March Parkside is set to receive twice weekly donations from Asda as part of the FareShare scheme. This produce will be redistributed amongst our families in the greatest need
- New safeguarding procedures have been circulated by BMBC – these have been cascaded to staff and Designated Safeguarding Leads made aware.
- Parkside has made the commitment to contact all families currently on Child Protection Plan, with a daily ‘safe and well being’ phone call if they cannot speak to them in person.
- Parkside Leaders will visit all CP children once weekly as per new safeguarding procedures.