



Be all you can be

Hayes School

Policy for the prioritisation of in-school education during the COVID 19 pandemic

June 2020

This policy applies to pupils already on role at Hayes School. It does not form part of the school's policy on new school admissions.

Introduction

The Covid 19 pandemic has seen schools around the country closed, open only to children of key workers and those considered vulnerable. At the beginning of June schools were given authority to open to more pupils in Years N, R, 1 and 6.

The over-arching principals behind this policy are that children and staff must be kept as safe as possible, following the guidelines set out by the DfE, with an understanding that we believe children learn better when educated in school by teachers. We also believe that for vulnerable children and the disadvantaged, school is a place of equality and safety and contact with key adults is vital to the social and emotional welfare of these children.

Strategy

Our Governors have agreed that the only safe way to bring these numbers of children back to school and maintain Department for Education (DfE) health and safety guidelines and social distancing was to initiate a part-time return to school, for smaller groups of children. We worked out how many children could fit in each classroom whilst allowing for the 2m distance between children and staff. We then worked out which staff members were available to be in school, and which needed to manage home learning.

- In school provision will be made available to children of key-workers, those considered vulnerable and all eligible year groups identified by the government. Provision for eligible year groups will be offered on a part-time basis and increased to full-time only when we have the capacity to do this safely as agreed by the Governors under their delegated powers and due consideration will be taken regarding social distancing measures being relaxed.
- Where a school does not have capacity to include all eligible children, children will be admitted according to the *over-subscription criteria* listed within this policy.
- When advised by the DfE that it is acceptable, and we have safe space and staffing capacity, we will look to introduce other year groups. Priority to returning year groups will follow the *priority guidance* in this policy.
- Where over-subscription occurs, the Headteacher is responsible for making the decision based upon the criteria in this policy.
- Where parents do not take up their offer of a space in an open year group, that offer may be withdrawn to facilitate wider opening. This means that once a year group is full, we cannot accept any more children.

Priority Guidance

Where school capacity is limited, the school will allocate places to pupils in the following order:

- Pupils (on role) of staff required to open provision
- Pupils considered to be vulnerable (as defined by the DfE)
- Children of key workers
- Nursery
- Reception
- Year 1
- Year 6

If possible, the school will look to open to the following year groups, in the priority order below.

- Year 5
- Year 2
- Year 3
- Year 4

In the event that capacity is reduced, schools will ask pupils to attend on a part-time basis, in reverse priority order (for example, Year 4 may be asked to attend part-time, whilst other year groups remain in school full-time, followed by Year 3 etc).

Over-Subscription Criteria

We know that not all spaces within open year groups are immediately taken up. In the event that there is a request for space in an open class, but such a request would take the school beyond its capacity to operate safely, priority will be given to pupils in the following order:

- Pupils (on role) of staff required to open provision
- Pupils considered to be vulnerable (as defined by the DfE)
- Children already in attendance at school
- Children in households where both responsible adults are deemed to be key workers, or a single parent is a key worker
- Children living with two responsible adults, where one is a key worker
- Nursery
- Reception
- Year 1
- Year 6

If possible, the school will look to open to the following year groups, in the priority order below.

- Year 5
- Year 2
- Year 3
- Year 4

Complaints

The school does not offer the right to appeal against decisions taken under this policy. Complaints should be made in line with the school's complaints policy which can be found on the school website: www.hayes.torbay.sch.uk .