

## TRANSITION DAY COVID-19 CHECKLIST – 18<sup>th</sup> JUNE 2021

<b>Name of Schools:</b>  Primary: The Carey Federation (Ashwater and Halwill Primary Schools)	Staff lead name: Ruh Alford (Executive Headteacher)
	Date completed: 22.6.21
<b>Purpose:</b>  You should complete a thorough risk assessments before running transitional, taster and open days in your setting, to ensure that they are run in line with your system of controls and align with the advice contained within the guidance for your setting <a href="https://www.gov.uk/guidance/guidance-for-schools-coronavirus-covid-19">Guidance for schools: coronavirus (COVID-19) - GOV.UK (www.gov.uk)</a> and the <a href="#">roadmap out of lockdown</a> . <b><i>This means that traditional transitional and open days are unlikely to be feasible this academic year but we are keen not to restrict individual settings from designing events which maintain the integrity of bubbles or consistent groups, and adhere to the system of controls in place. PHE advice if they can't be delivered in this way they should not happen However If a school can maintain existing y6 bubbles and adhere to the system of controls then please refer to this checklist developed by H&amp;S and PH Devon.</i></b>  The Primary and allocated Secondary School should arrange a review meeting following receipt of this information to allow information to be exchanged and transition plans to be drawn up. The Transition Plan is the joint responsibility of primary schools and the receiving secondary school in conjunction with the child and their parents or carers. This checklist is designed to support educational settings, in Devon, with meeting the required standards to protect all its people from COVID-19 within that setting.	
<b>Mitigation:</b> <ul style="list-style-type: none"><li>Both the Primary and Secondary schools will have their own Covid-19 risk assessments (RA100 V2.6) and mitigation processes in place, this checklist is to aid the schools covid-19 mitigations for the transitional, taster and open days. <b>If either of the schools visiting or receiving are in an outbreak situation or have rising</b></li></ul>	

**number of cases, then the event would not be able to go ahead. It is the responsibility of both schools to keep each other apprised of each other's case numbers. It is vitally important that both staff, pupils and parents are briefed on what is expected of them to provide a safe and Covid secure event.**

Minimise contact with individuals who are unwell	Yes	No	Comments/Actions required
A consistent bubble system is in operation in this setting ( <b><i>For those pupils with ECPs transition will be important and with the right risk assessment process the mitigation of a consistent bubble can be managed</i></b> )	X		Halwill – majority of children coming up to Reception are from Scally Wags Pre-School. Minority are not but not living locally at this time. If they choose to attend, every endeavour to keep them separate will be made.  Ashwater – all new Reception children are already in own pre-school and part of school bubble
All staff and children are advised to stay away from attending the day when they feel unwell with symptoms of infection.	X		Advised in letter
The school has the appropriate isolation area available for anyone that may become unwell during the day who is unable to leave school immediately.	X		See the RA 100 V2.6
The receiving school takes the responsibility of the contact tracing process. However, it is the responsibility of the primary school to provide a list of all pupils attending on the day / which bubbles they are in etc.	X		
Travel to schools and provision of safe school transport, keeping the bubbles separated from rest of primary school whilst waiting for transport at start/end of day <a href="#"><u>guidance on home to school transport</u></a> ,	X		Halwill – children brought in one bubble from Scallywags Pre-School  Aswater – NA already in school
Staff involved in the process to be briefed prior to start of the transition day that the key to a successful event is the ability to be able to track where the primary pupils have been and who they have been with.	X		
Primary pupils will adhere to secondary school's mitigation process: <ul style="list-style-type: none"> <li>• Social distancing</li> <li>• Face Covering were required</li> <li>• Hand hygiene</li> </ul>			NA

	<ul style="list-style-type: none"><li>• ventilation</li></ul>			
--	---	--	--	--