****

**Arena – PE school sport and Wild Tribe Outdoor Learning**

**COVID-19 Operational Policy & Social Distancing**

Since schools have been closed Arena has continued to provide support to schools through the delivery of sessions to the children of key workers. As schools open Arena has prepared this policy to support staff and schools in the next phase of delivery.

Arena is committed to continuing to provide schools with support in these unprecedented times and is unique in its ability to provide high quality learning through PE and the outdoors. The use of outdoor learning and PE has been recommended in DFE guidance to schools.

Arena acknowledges that social distancing for Primary age children and in particular Early Years will be harder to maintain. Arena Staff will implement the recommended measures as far as they are able, whilst ensuring children are kept safe and well cared for.

Arena Staff will work with school staff and care for children as normal, although increasing the frequency of their handwashing (and always doing so before and after, snacks and lunchtime). Arena staff will work with classes of children following the schools’ guidance. In the event of an outbreak of Covid in a school Arena staff will work with a class bubble.

Arena staff working with school staff will use age and developmentally appropriate ways to encourage children to follow social distancing, hand-washing and other guidance, through the use of visuals, games, songs and stories where appropriate.

In the event of an outbreak as much as possible, Arena staff will prevent the sharing of sports equipment. Equipment and surfaces where appropriate will be cleaned and disinfected more frequently.

**ARRIVALS & DEPARTURES at the School.**

In some circumstances arrivals and departures at a school may continue to be staggered post September 2021. Therefore Arena staff will adopt the following procedures;

* Arena staff will check with the school in advance of the delivery of a block of sessions at what time they should arrive at the school, where it is appropriate to park and how they sign in. Staff will avoid unnecessary entrance to school buildings.
* Arena staff will also check in advance with schools when and if a face masks needs to be worn while inside the school.
* Arena staff will also check when and how they depart the school safely following a staggered departure at the end of school day. This may involve the use of a one way system which Arena staff must be aware of prior to entering and leaving a school site.
* Arena staff MUST wash their hands thoroughly at home before arrival at the school
* Arena staff will ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.
* In some circumstances Arena staff may be required to have their temperature taken on arrival at the school and will comply with whatever procedures are in place.
* In some schools lunch times and break times will be staggered and the movement of children on the school site may be restricted. Arena staff should ensure they are aware of break and lunchtime procedures for the group they are working with.

**Response to any infection**

In accordance with recent guidance Arena staff will engage with the NHS Test and Trace process.

Arena staff will be ready and willing to:

* provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
* [self-isolate](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection) if they test positive for coronavirus or are informed to self isolate by test and trace.

IF an Arena member of staff displays symptoms of coronavirus (COVID-19) they will get a test. Staff have been informed that tests can be booked online through the NHS [testing and tracing for coronavirus](https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/) website, or ordered by telephone via NHS 119 for those without access to the internet. As essential workers they will have priority access to testing.

**Facial Coverings**

Arena staff will not be required to wear a face mask or facial covering while delivering a lesson in a primary school.

*The government guidance states that; it is not recommending universal use of face coverings in all schools.* ***In primary schools where social distancing is not possible in areas outside of classrooms between members of staff or visitors, for example in staffrooms, headteachers will have the discretion to decide whether to ask staff or visitors to wear, or agree to them wearing face coverings in these circumstances.***

*Therefore Arena staff will wear a face mask within the school building if required to do so by the headteacher in line with the schools risk assessment.*

Arena members of staff may be required to wear a face mask is if they are required to support a school member of staff with a symptomatic child or give first aid to a child. In this case the school should provide all necessary equipment for the member of staff. Arena staff should ensure they are aware of the schools procedures in dealing with a symptomatic child and know where all PPE equipment is located.

*The guidance states that if a child develops coronavirus symptoms while at a setting, a “fluid-resistant surgical face mask should be worn by the supervising adult” and that “disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn” during any contact with the symptomatic child.*

***Safe Wearing and Disposal of face masks***

Arena staff will ensure the safe wearing of face coverings which requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them in individual, sealable plastic bags between use. Where a face covering becomes damp, it should not be worn and the face covering should be replaced carefully.

**Safeguarding**

With regards to safeguarding Arena will continue to follow the relevant school’s guidance and the Arena safeguarding policy which can be found at [www.arena-schools.co.uk](http://www.arena-schools.co.uk), while always following the interests of children which must continue to come first.

IF the School’s DSL is not on site Arena staff should ensure they know how to contact the relevant person should a disclosure be made.

**STAFF WELFARE**

* Arena Staff will pay particular attention to handwashing. Washing hands regularly with soap and water for 20 seconds, and after removing gloves, while cleaning.
* Long hair must be tied back and nails cut short.
* All staff will have read and signed Arena’s Covid 19 operating policy and risk assessment.
* Staff will limit the use of resources and sports equipment that are available to the children. Resources where possible will be washable. All resources used will be cleaned at the end of each day.
* Staff will wear disposable or washing-up gloves for cleaning and will follow the guidance for the cleaning of non- health care settings. <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>.
* All staff will engage with the NHS test and trace process
* Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive or they have been requested to do so by NHS Test and Trace.
* All Staff will be briefed on how they can access tests for coronavirus and should follow [www.gov.uk/guidane/coronavirus-covid-19-getting-tested](http://www.gov.uk/guidane/coronavirus-covid-19-getting-tested)
* If staff are displaying symptoms prior to going into school or they become unwell at school with a new and persistent cough or a high temperature, or have a loss of or change in, their normal sense of taste or smell (anosmia), they must stay at home or go home and are advised to follow [guidance for households with possible or confirmed coronavirus (COVID-19) infection](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance), which sets out that they should self-isolate for at least 10 days and should [arrange to have a test](https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested) to see if they have coronavirus (COVID-19).

**First aid**

Arena staff are all first aid trained and all hold an up to date qualification. If schools require support from Arena staff they will need to have masks, gloves and aprons available in the event that they are required to help someone in school. Arena staff should establish with the school what role they will be required to have in relation to the delivery of first aid. Further guidance on first aid can be found at <https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm>

**Delivery of curriculum sessions, after school clubs and competition – in the event of an outbreak sessions will be adapted as indicated below;**

All staff will attend a staff briefing and will be provided with guidance on how to deliver safe sessions using minimal equipment. In accordance with current guidance outdoor sports should be prioritised where possible, and large indoor spaces used where it is not, maximising natural ventilation flows (through opening windows and doors or using air conditioning systems wherever possible) distancing between pupils and paying scrupulous attention to cleaning and hygiene

In the event of an outbreak if class bubbles resume, Arena staff will work with schools to ensure as far as possible, children can be kept in a group with other children from the same bubble they are in during the school day.

**Competition**

In line with the updated guidance on 6th April 2021. Arena staff will facilitate competitions on a school site between different schools if required to do so. They will work with the schools involved to ensure through Risk Assessments are carried out and only sports with NGB guidance will be delivered.

**Delivery of Outdoor learning – Wild Tribe**

* The wild tribe risk assessment will be in place for the school site and these guidelines will be used in addition to the standard risk assessment.
* Arena staff will work with the school to ensure children are appropriately dressed for the sessions. Eg long sleeved tops and bottoms and no flip flops or sandals.

This operating procedure has been produced in discussion with staff and headteachers and using the following guidance which was updated September 2021.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>.

[www.gov.uk/guidance/coronavirus-covid-19-getting-tested](http://www.gov.uk/guidance/coronavirus-covid-19-getting-tested)

It will be constantly updated and reviewed as guidance changes.

If you have any questions relating to this guidance please contact Michelle Roberts Director of Arena – [mroberts@callingtoncc.net](mailto:mroberts@callingtoncc.net)

Ends (September 2021)

Review procedure – ongoing