



Chaucer College

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Chaucer College Guidance COVID-19

Chaucer College is committed to ensuring all staff, students and visitors have a safe and secure environment to work, study and stay in while they are on site. We will continue to work towards promoting this safety and security by ensuring that the information below is distributed and adhered to.

With the outbreak of the COVID-19 virus, we must ensure - more than ever - that we have a safe and clean environment for staff, students and visitors.

Safety Measures

We would like to have students back with us as soon as practically possible, but we must also work to new *Government Safety Measures and Guidelines*. This will result in a certain amount of disruption to planned courses in the future.

Teaching, trips and activities will resume when government sanctions have been lifted or sufficiently scaled back. We have started to see this already with the opening of outdoor attractions, such as English Heritage sites, zoos and many other venues. As of the 4 July 2020, the 2-meter social distancing rule will be reduced to '1 meter +' as per government guidelines. It goes without saying that there will still be strict social distancing measures in place.

We have outlined below how we intend to manage these measures, mitigate risk and make all of our students' stay with us as safe and pleasurable as possible.

What we are doing

At Chaucer College, we have been working hard to ensure that we have put all relevant measures in place to reduce risk and ensure your child has a safe and enjoyable stay with us.

The following arrangements have been made:

General

- COVID-19 specific Risk Assessments have been completed.
- 24-hour access to medically trained staff.
- Twice daily temperature checks conducted on all students and staff.
- Increase airflow and ventilation where climate allows (open windows).
- Face coverings will be worn by all staff, students and visitors while in the College.



- Enforced regular hand washing with safe water and soap, alcohol rub/hand sanitizer or chlorine solution.
- At a minimum, all surfaces will be cleaned and disinfected on a daily basis. Particular attention will be paid to surfaces, objects and equipment that are touched by a large number of people (e.g., railings, lunch tables, sports equipment, door and window handles, toys, teaching and learning aids, etc.).
- School buildings and classrooms - and especially water and sanitation facilities - will be cleaned and disinfected daily.
- A one-meter social distancing rule in classrooms, the dining room and general social areas.
- PPE provided to all staff (students will be required to bring their own face coverings).
- Information posters displayed around the site.
- Protective screens provided where necessary.
- Sick teachers and other staff will not be permitted into the College.
- All relevant policies and documentation have been updated and circulated to staff.
- A dedicated quarantine area has been set aside for sick students if required.
- A one-way-system running throughout the site.
- Implementation of social bubbles - groups will travel, reside, dine, socialise and study together.

Teaching

- We will integrate virus prevention and control measures in daily activities and lessons.
- All classrooms will have hand gels and sterilised wipes/spray.
- Teaching and break times will be staggered.
- We will not hold any events that might result in crowding.
- Where possible, students' desks will be spaced 1-metre apart (6 per class or social bubbles of 10-12).
- Students will be taught the importance of social distancing and methods by which unnecessary touching can be avoided.

Catering

- Staggered mealtimes to manage the number of staff and students in the dining hall at any one time.
- Catering staff will wear PPE for food preparation and service.
- All catering staff will have undertaken additional food hygiene training on COVID-19.
- Students will sit and dine in their social bubbles.
- The kitchen area and dining room will undergo additional deep cleaning.

Accommodation

- All accommodation will be deep cleaned before arrival.
- Accommodation, social and communal areas will be deep cleaned daily.
- Single room occupancy only.

- An adult will be accommodated on each floor (Group Leaders or a member of College staff).
- Students will be accommodated in their group bubbles (males on one floor and females on another).

Transport

- Drivers will wear PPE (face mask, face covering or visor).
- Hand gel and disinfectant wipes will be available on all College owned vehicles.
- Students will wear face coverings while traveling on any vehicle.
- All students will travel in their social bubbles.

What do agencies, parents and students need to do?

Prior to students travelling to the UK and staying at Chaucer College, please ensure that:

- Students' health is adequately monitored and that they are prevented from travelling if they are ill with a cough **and/or** temperature.
- Students are taught good hygiene practices by washing their hands with soap and safe water frequently. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Students bring their own face covering that can be washed and reused.
- Students are directed to cover a cough or sneeze with a flexed elbow or tissue (used tissues are to be disposed of into a closed bin).
- Students are instructed to avoid touching their eyes, mouth or nose if they have not washed their hands.
- Students are encouraged to ask questions and express their feelings with their teachers
- If your child has previously contracted COVID-19 or has been tested for the virus and you are awaiting the test results, that the College and agency/school has been informed.
- Students have travel insurance

Summary

By following these basic principles, we can help keep students, teachers and staff safe whilst contributing towards preventing the spread of COVID-19.

These guidance notes will be updated as necessary to reflect any changes in legislation and government advice.