



Dear Colleagues,

To keep you all up-to-date with the latest information on Coronavirus (COVID-19), and help protect yourself and others, we will be issuing regular updates.

The dedicated COVID-19 information area on the HES portal contains all communications and updates from the Local Authority and central government relating to COVID-19. All early years providers and schools can access this area by using the following link: <http://hes.org.uk/Page/17045>.

The items in this update are intended for all education providers - where the guidance is only relevant to a particular phase of education or type of provider, this is indicated.

Re-opening of Schools and Early Years Providers

To support school leaders in the planning of a phased return to school during the COVID-19 pandemic, the Local Authority Health & Safety team have developed template Risk Assessment documents for use by primary and secondary schools, which are attached to this update.

The Health & Safety team will also be adding these templates to their website, along with the supporting resources for their clients (which included most of the Havering schools). The team are also temporarily reducing the minimum number (from 50 to 10) of e-learning licences which a school needs to purchase to access the e-learning package, so that more schools can train the staff who use PPE in accordance with the risk assessment's requirements.

Much of the guidance regarding re-opening that central government and the Local Authority has issued this week is applicable to early years providers and schools, but specific guidance from the Local Authority targeted at early years providers will be shared shortly to support owner/managers to prepare for re-opening, as well as transitioning children into Reception in schools from September.

The Local Authority will also be promoting a range of public communications starting today so that parent/carers expectations can be managed, and are clear on what this 'new' school and early years offer may look like.



HR Guidance

The HES Education HR team have produced the attached guidance for all schools in Havering based on the following government documents:

- Actions for education and childcare settings to prepare for wider opening from 1 June 2020
- Coronavirus (COVID-19): implementing protective measures in education and childcare settings,
- Opening schools for more children and young people: initial planning framework for schools in England
- Coronavirus (COVID-19): safer travel guidance for passengers.

This document also builds upon the *Return to School Planner* issued to schools on 13 May 2020.

Further Guidance

Please ensure that you are regularly checking the national guidance.

Guidance on 'Self-Isolation' for people with confirmed or possible coronavirus (COVID-19) infection - <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronavirus-covid-19-infection>.

Please go to [NHS.UK/coronavirus](https://www.nhs.uk/coronavirus) for information about the virus and how to protect yourself, and the latest information and advice about COVID-19 (Coronavirus) is also available on the [government website](https://www.gov.uk).

Information for educational settings is available at: <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>. However, we expect this advice to change in the coming days due to the change to the Delay phase of the response in the UK. Should new information for schools be published, this will be cascaded to all establishments.

The Department for Education has a helpline to answer questions about COVID-19 related to education. Staff, parents and young people can contact the helpline as follows:

Phone: 0800 046 8687

Email: DfE.coronavirushelpline@education.gov.uk