

Risks	1 Spread of virus to (and via pupils)	2. Spread of virus to parents and other family members	3. Spread of virus to others in community	4. Spread of virus to staff	5. Pupils with underlying health issues
	6. Pupils with members of household 'at risk'	7. Staff with underlying health issues	8. Cross contamination via objects		
Risks	Specific risk/group	Preventative actions	Related tasks	How often/where	Responsibility
1. Spread of virus to (and across groups)	All year groups✱	Social distancing	Seating within classrooms as far apart as possible. Set seating - all forward facing Signage✓	Spread seating/tables – allocated to specific children Avoid seating opposite others Siblings to seat adjacent	Teacher/TA
		After school club to use school hall/ roundhouse✱	Use beanbags and lunch tables	Wash down beanbags after use and return to quiet room	After school staff
	All✱	Good respiratory hygiene	Advice: sneezes, etc	Provide tissues throughout the school – ensure supply Posters around school	Teaching staff Bursar
	All children✱		Outdoor play	Encourage children to play apart. If however, they are unable to do this – increased handwashing + side by side play opportunities	Teacher/TA
	YR	Year group remain together. Avoid mixing with others	Maintain staffing, as able	Seating plans/spots on floor Outside area to be used and then washed down after use TA to cover YR lunches	Teacher/TA
	Warren class Y1/2	Class group remain together. Avoid mixing with others	Maintain staffing, as able	Seating plans with own equipment	Teacher/TA

				Teacher to give input + TA to remain as constant as possible.	
	Downlands class Y2/3	Class group remain together. Avoid mixing with others	Maintain staffing, as able	Seating plans with own equipment Teacher to give input + TA to remain as constant as possible.	Teacher/TA
	Torberry class Y3/4	Class group remain together. Avoid mixing with others	Maintain staffing, as able	Seating plans with own equipment Teacher to give input + TA to remain as constant as possible.	Teacher/TA
	Beacon class Y5/6	Class group remain together. Avoid mixing with others	Maintain staffing, as able	Seating plans with own equipment Teacher to give input + TA to remain as constant as possible.	Teacher/TA
	Meetings	2m social distancing for adults	Arrange seating apart Use 2m signage Use tables to create distance Use roundhouse/outside areas, if possible (weather dependent)	Avoid seating opposite others – and far apart Outside	Meeting host
	All classes✳	Outdoor play and learning	Washing items/surfaces at end of session Wipe down after every activity with detergent + disinfect at end of each session ie am/pm	TA/teacher to lead – children to help(after handwashing) Areas zoned for each group	Teacher/TA Bursar/office staff – ensure sufficient cleaning materials
	All classes✳	Indoor play and learning	Washing/wiping down items/surfaces end of session Children wash equipment at end of teaching time. Unwashable items not used for 48hrs (72 hrs for plastics)	TA/teacher to lead – children to help (after handwashing)	Teacher/TA Bursar/office staff – ensure sufficient cleaning materials

			or allocated for specific children's use		
	YR, 1*	Sand pits	Avoid sand play	All classes – Rother, Warren, Downlands	Teachers/TAs
	All	Remove soft furnishings, as able, in children's areas	Store upholstered seating, soft toys, etc from classroom settings Remove dressing up clothes	✓Store in turquoise storage shed	Teachers/TAs
		Staff room upholstery to remain – reduced number of seats	Staff to sit 2m apart	Staff to wash hands after seating	All staff
	All *	Rooms to be well-ventilated	Staff to be responsible	Staff open windows, as able	All staff
	All *	Reduce use of computers by children in classes	Class keyboards to be wiped after usage	Wipe keyboards immediately, should they have been used Provide alcohol wipes to enable – purchased ✓	Teachers/TAs Bursar
	All year groups Teachers	PE risks	Aspire personnel to remain same	<ul style="list-style-type: none"> - Use of school equipment - Lessons enabling distancing, as possible, preferably 2m+ - Avoid close partner work/proximity - One class at a time - Use large area - Staff to wash hands before moving between groups - Children to attend school in PE kit - Outside PE, as possible - Ventilated spaces - Wipe surfaces at end of session eg benches, etc 	Aspire coaches

	All year groups Music staff	Music risks	Avoid singing inside ✱ - Use roundhouse or other outside areas - Children not to face each other - Small groups: children to be more than 2m apart and back to back or side to side	- Rely on DfE guidance (key points below 8.20) - Split classes for any singing and provide other musical activity for other group, use TA to supervise	Music teacher Class teachers TAs
			Avoid woodwind/brass. Only teach outside - Additional hand hygiene - No shared instruments	Suspend recorder club until clearer evidence Await reduction in virus prevalence ie post any further spike	Music teacher
		Piano lessons	- No singing as part of lesson - Teacher to remain behind pupil at as great a distance as possible - Keys to be wiped after each lesson - Handwashing before and after each lesson - Music to be stored in book bag	Wipes to clean keys – to be provided by piano teacher	Piano teacher
	All classrooms + quiet room	SEMH areas	✱ Minimise use Wash blankets/reserve for specific pupils	Wash blankets, after use, or put in named bag Use bean bags from quiet room	ELSA

			Replace fabric items with plasticised ones eg bean bags		
	All	Handwashing before entering class/ immediate entry	Use outside tap- provide soap, paper towels and bin or class taps*	Every entry to classroom, especially first thing in morning (and end of day)	Teacher/TA Bursar/office staff – ensure sufficient cleaning materials
	Roundhouse activities	Handwashing before entering roundhouse/ immediate entry	Use outside tap- provide soap, paper towels and bin*	On entry to Roundhouse	Teacher/ pupils
	All*	No adult or child to come on to site or remain on site if: <ul style="list-style-type: none"> • symptoms • diagnosis confirmed or suspected • householders have symptoms 	<ul style="list-style-type: none"> • Self-isolation guidelines to be adhered to • Quarantine guidelines followed for those who have travelled to specific countries • Staff testing – self-referral • Parents request pupil test • No one with symptoms on site (or to remain) • (Daily temps – not recommended, as some asymptomatic and virus may be shed prior to symptoms) 	<p>Inform staff</p> <p>Letter to parents</p> <p>Parents to arrange testing and contact school regarding results, before pupil returns</p> <p>Follow PHE guidance – use decision tree (updated isolation period, after diagnosis 8.20)</p> <p>Home testing kits to be held in school (for children ill onsite or other exceptional circumstances) ✓2.9.20</p>	<p>FM/office staff</p> <p>Parents to arrange test online, if needed</p> <p>LA</p>

	All*	Regular handwashing	Handwashing at regular intervals	Every change of activity/ end of session More poster reminders – handwashing✓	Supervised by teacher/ TA
			Add paper towel dispensers in main loo area ✓	Office to order + bins✓	Office
	All*	Respiratory hygiene	'catch it, bin it ..' approach + handwashing (and wiping of surfaces)	poster reminders ✓ handwashing posters✓ paper tissues in all rooms✓	Teacher/TA Bursar/office– ensure sufficient stock
	All*	Handwashing/ loo visits	Stagger loo visits/ hand washing before lunch (and at playtimes)	Staff to discuss how and where to wait for loos/hand basins if not free	Class teacher/TAs
	Roundhouse meetings	Use of loos to be avoided by visitors	Guidance information to parents	Staff to accompany any child, if loo needed	Teacher/ parents
	All	Handwashing zones (also staggered) and loo usage	yR – use Warren/Rother loos Warren – main loos/basins + main loos Rest of school – main loos/basins After school club use main loos*	Liaise with other classes Children to be advised on how/where to wait: - One-way system - Queue 2m apart – advise children	Teacher/TA
	All	Meal times	Stagger lunches: Packed lunches in classrooms (when in full-time) yR – 12.00 Warren – 12.05 Downlands – 12.15 Torberry/Beacon – in classrooms	Every day Torberry/Beacon to eat lunches in classroom or outside. All packed lunches out of hall. Consider all y3 pupils in classrooms – review 9.20	Teachers/TA

			Children to sit in family groups (set places), facing one direction + classrooms for packed lunches (own places) or outdoors ☼	Every day Set places for children – meals served by MMS (plated up) at tables All y6 eat in classroom	yR staff to set for all/ liaise
		Avoid cross-contamination of teams MMS to supervise hall	Teaching staff supervise meals/ lunch play in shifts MMS wash hands regularly and supervise outside, as possible	Staffing – teacher/TA to supervise eating of lunch ie packed group/hot and eat at distance, as needed, in classrooms Release colleagues for 30'	Teachers/TA
	yR-2	Fruit at playtimes	All fruit to be washed prior to distribution		Class teacher/TA
			Children to choose fruit and be distributed by adult	Adult to wash hands and wear gloves	
	All	Play times	Stagger playtimes as appropriate - timetable	Teachers to liaise TAs/teachers to release each other in own team (10' break)	SF
			Playground zones: Timetable of zones	Daily Areas to be zoned –v	CC/SF
		Wet playtimes	Staff and children remain in learning bases	Teaching staff release each other	All
	All	Assemblies	Outside. Socially distance, in class 'bubbles' and spaced apart. If not possible, class assemblies	Daily assemblies: FM to create plan with virtual resources/themes for class groups	FM
			Avoid singing	No songs	All
	All	Fire drills	Advise staff of procedures	Use usual muster points and protocols but queue at 2m	All

				distances, more lines than normal – share risk assessment Usual practices	
	All*	Surface/object cleanliness	- Wash items after use - Individual stationery packs - Clean surfaces after use, including backs of chairs, door handles, taps, etc	TAs/teachers to wash/supervise Y5/6 – do own Loo taps – extra midday clean All surfaces cleaned at end of school day, including chairs, to supplement cleaning Cleaning staff focus on surfaces, chairs, loos, taps and frequently touched surfaces eg door handles	Teachers/ TAs Office Cleaning contractor
	All*	Roundhouse use	Wipe down surfaces before and after meetings Provide paper towels/bins/soap	Teachers to supervise	Teachers/TAs
	All	Avoid queuing	Stagger movement between zones – send individual pupils	Inform teaching staff Teachers to explain to children	Teachers/TAs
	All	Doors propped open	All doors – classes and corridors, using fire releases	Inform staff ✓ wedges to enable boys' loo door to be kept ajar and for increased ventilation in school hall at meal times	All staff
	All	Bins regularly emptied if full	Use gloves	Inform staff ✓ cleaners	All staff
	All	Movement around middle of school	One-way system, using arrows on floor (clockwise)	Put arrows out after use by yR parents on floor	FM
	All	Movement into and out of hall	Open both hall doors	Wedge open at lunch times	All staff

2. Spread of virus to parents/other family members and school	Parents coming into contact with others	Only 1 parent to drop off pupils and pick up✳	Letter to parents with school expectations/ rule	X 3 and on website	FM
			Signage at entrances	✓All class doors, front entrances and gates (Rainbow class create)	CC
			Parent information for roundhouse meetings	✓Send by email ✓Put on website	FM create Office send
		Contact with school office reduced	Advise parents to email rather than speak, if possible	✓letter	FM
			Only 1 person in lobby at any one time	✓signage	AN
		✳Parents to wait in lobby when collecting child from after school are	Inform parents Staff to respond to bell and collect children, rather than invite parents into premises	✓Letter to parents	FM
	Stagger drop offs and locations	Reception pupils: Use side access to left of school On first day: bigger time gap and smaller groups	Advise parents	✓Letter to parents ✓Signage	FM
		Timetable – see below			
	Stagger pick up	Timetabled arrivals/ departures	Advise parents	✓Letter to parents ✓Arrival times for yR groups to be wider apart on first day – included in letter to parents and highlight	FM
			Advise parents	✓Letter to parents	FM
			Signage at entrances	✓All class doors, front entrances	

	Limit parents'/casual visitors' access to school	Parents advised to leave site rapidly✳	Advise parents	✓Letter to parents	FM
			Signage at entrances	✓All class doors, front entrances	
		Parents advised to limit number/leave site	Email for roundhouse meetings General advice	✓Send by email ✓Put on website	Office
		Parents advised to drop off y6 pupils outside school	Advise parents	✓Letter to parents ✓Signage on gates	FM
		Advise parents to communicate by email, if possible	Advise parents	✓Letter to parents	FM
		Use lobby window✳	Avoid inviting casual visitors/parents in Leave items on ledge	Limit opening of window	Office
	Volunteers, including governors	Support only one class group	Advise personnel and volunteer	Share guidance/risk assessment – letter drafted for Autumn 2020✓	Office
	Book bags carrying virus	Bags to be wiped if needed or to be kept in set place	Bags wiped when appropriate Alternatively, children/staff to wash hands after handling bags	✓Letters to parents	FM TAs/y6 children
		No additional items in or on book bags	Advise parents and children	✓Letter to parents Inform children	FM Teachers
	Lunchboxes	Use and wipe, as needed Handwashing before eating/opening	Lunches left outside if cool Positioned on window ledge next to entrance, if not.	✓Letter to parents ✓YR information sheet Inform children	FM Teachers
	Snacks, if needed	Pre-wrapped✳	Snacks to be placed on clean surfaces	Advise pre-wrapped snacks – information sheet for pupils (sent by email and on website)	Teachers/FM

			Avoid touch by others/ wash if outer, if needed		
		✱After school/breakfast club	Cereal to be poured by staff member, wearing gloves as appropriate Individual butter packs/ portions given by staff Children to make own snacks/sandwiches Use of tongs/gloves to distribute food	Staff wear gloves/apron when distributing food stuffs, as appropriate Handwashing ++	After school staff Bursar/JU to order foods
	Avoid other items moving between school and home	- Children to hang coats in specified zones ✱ - PE clothing to be worn into school (spare t-shirt for y5/6, if needed)	Advise children of PE days and to come in wearing outfits	✓Information to parents Coat pegs and racks spread out within school ✓	FM/class teachers
	Book swaps	Books to be swapped as normal (staff gloved, if appropriate)	Children to wash hands before/after reading school texts	✓Advise parents – letter to wash hands after reading at home Staff to remind children to hand wash	FM
	Water bottles	To remain in school(✱return to classrooms)	- Y5/6 children wash own bottles daily - yR- 4 bottles in dishwasher or washed by staff	✓Ask parents to send bottles to remain in school ✱After school staff to wash and return	FM After school care staff
	Handwashing before leaving school ✱	Children to wash hands immediately before leaving school	Advise children /supervise	Daily	Teachers/TAs
3. Spread of virus to others	Visitors to site	Deliveries to be left outside school building/ in school lobby	Signage	Office staff to liaise with Brakes	Office staff

		Deliveries to be quarantined, if possible, in front lobby 48 hrs (72 hrs+, if in plastic)	Open with gloves on and wipe/disinfect, especially if not able to quarantine	Every delivery	Office staff
		2m social distancing	Avoid entry of visitors on site Use of office window	All visitors	Office staff
4. Spread of virus to staff/volunteers and between staff/into homes		2m social distancing as able	Staff advised Separate teams	Share risk asst – ✓all staff ✓website – ✓parents informed 9.20	All
	Registers and paper resources	Staff to hand wash if risk of contamination by others handling documents	Registers to be handled by office/teaching staff only	Cover outside of registers Wipe down after use Staff wash hands after handling	Office Teaching staff
		Avoid taking home exercise books	Provide verbal feedback during lessons	For every lesson, apart from some extended writing	Teaching staff
	Contact with sick child✱	Use PPE, as appropriate, – if 2m distance cannot be maintained	- Child to be housed away from others until picked up – call carers immediately - Remain in isolated space, if possible (ventilated) but closed door or go to safe outside zone (under airlock cover) - Area/classroom to be cleaned afterwards, using apron/gloves, disinfectant /detergent - Staff may wish to change clothing if they have been in contact with child during day	✓Share information: Under heading – what to do if someone in setting becomes unwell: in COVID file	Staff

	Contact needed for child with SEMH needs✳	Use 'time out zone, if safe to do so If 'positive handling' required – stay behind child	De-escalate if possible	Additional handwashing	Teaching staff
	Contact with large numbers of children	Staff to remain with specific year groups/classes, as able	Classroom team – see rotas Social distance, as able	Staff to remain in teams and avoid contact between additional personnel/pupils, as able	Teachers/TAs
		Midday meal supervisor	Approach children from behind to serve food Social distance	Stay in zones, as able, so working with same groups	MMS
	Close contact with colleagues	Maintain 2m social distancing	Staggered staff breaks: Teams to relieve their colleagues to avoid increases in contact	Break times and lunches staggered ✓signage	Class teaching staff
	Close contact with children	Where possible – maintain 2m social distancing✳	If this is not possible eg hearing reading, etc Stand behind children (on basis that risks to adults are greater than to children) or beside them. Avoid face to face contact Face masks not recommended for schools	Be outside as much as possible Review marking policy	Teaching staff
	Contact with children for first-aid	Where possible – assess injury/ill child from 2 m distance✳	If not possible, approach child from side or slightly behind (as appropriate) Avoid direct face to face contact/ask child to put hand(s) over mouth/nose, as able	✓Re-arrange chair position in office and use plastic seating ✓Provide mirror, to use from behind, to look at face if possible	First-aiders

	Contact with confirmed case	Affected person should go home (see above) ✱	<ul style="list-style-type: none"> - Affected person self-isolate for 10 days + household for 14 days* - Affected person to be tested - follow latest DfE/PHE guidance 	<ul style="list-style-type: none"> ✓ Share information: PHE most up-to-date proforma ✓ Advise parents that children should be picked up rapidly again <p>Contact PHE & LA, as approp. Refer to guidance document</p>	
5. Pupils with underlying health issues	Child undergoing chemo	Liaise with parents	<ul style="list-style-type: none"> ✓ Send information sheet to parents Ask them to inform of any additional precautions school should take 	✓ Email all parents with precautions	FM/ office
6. Pupils with members of household 'at risk'	Shielding groups	Liaise with parents – consider continued home learning	Check attendance Set up email system for those at home	Regular phone calls/zoom meetings/emails	Teachers
	Parents with lower risks	Government advice: children to attend	Check attendance	Monitor attendance – teachers/office to liaise with Head	Teachers Office staff FM
7. Staff with underlying health issues/volunteers ✱	Shielding groups	Advise to remain at home	None known	Staff to inform FM	All
	Expectant mothers	Review risk assessment	None known	Staff to inform FM	All
	Other conditions	Risk assess	Discuss with staff	✓ FM to discuss precautions/risks	FM
		Staff to share concerns	Discuss with staff and take extra precautions, if possible	Staff to inform FM of any concerns	FM

	Volunteers	Advise to remain at home and consider risks in relation to: <ul style="list-style-type: none"> - Underlying conditions - Age - Other risk factors Remote meetings, as able	Share risk assessment with volunteers Advise not to attend if risks	Office staff to share information Virtual meetings as able Letter to volunteers drafted ✓9.20	Office
8. Cross contamination via objects	Toys/apparatus✱	Risk of contamination	At end of sessions - wash	Wash end of each session using detergent Advise children to wash hands between activities	Children/TAs
	Table surfaces✱	Risk of contamination	After each session and task	TAs wipe, using detergent End of session, use disinfectant	Y6/TAs
	Lunch tables✱	Risk of contamination	Wash tables and seats after use	Wipe, using disinfectant	Staff
	Writing tools✱	Each child own pencil case, provided by school	Name pencil cases	Wipe/wash end of each session – to remain in own space	Children/TAs
		Teachers use own resources	Own pencil pots	Wipe/wash end of each session To remain in own space	Children/TAs
		Other resources	Wash/disinfect	Wipe/wash end of each session	Children/TAs
	Marking/feedback	Pupils' books to remain in workspaces	Feedback to be verbal Y5/6 to write down verbal reminders, as given by teachers	Teachers to provide verbal feedback (pupils record V +/- feedback, as able)	Children/teachers
9. Risks due to additional cleaning materials in classrooms	Children✱	Risk of ingestion	Staff to keep cleaning materials out of reach of children, particularly disinfectant/surface cleaner	COSHH assessments ✓	Bursar ✓ teaching staff meeting

After school care/breakfast club: see ✱

Drop off/ pick up timetable, including locations (shared with parents 7.20/9.20).

Classroom doors accessed from outside – spaced apart:

	Groups	Arrival	Departure	Usual PE days
Rother Via front drive and left-hand side of school building	Didling	8.35-8.45am	2.45-2.55pm (only one parent on site)	Wednesday Thursday
	Quebec	8.45-8.55 am	2.55-3.05pm (only one parent on site)	
Warren	All	8.30-8.45 am	3.00-3.05pm (only one parent on site)	Monday Wednesday
Downlands	All	8.30-8.45 am	3.00-3.05pm (only one parent on site)	Monday Wednesday
Torberry	All	8.30-8.45 am	3.05-3.10pm (only one parent on site)	Wednesday Thursday
Beacon	All	8.30-8.45 am	3.05-3.10pm (y5 parents wait at car- park gate) (y6 pupils to walk off site on own)	Tuesday Wednesday

School pencil cases each child:

- 2 pencils
- 1 of each colour – colouring pencils
- 1 rubber (teeny tiny)
- 1 ruler

- 1 glue stick (small)
- Pair of scissors (y2 +, as appropriate)

If in doubt (key principles):

- No illness or suspected on site
- Wash hands ++
- Tissues available – wash hands afterwards
- Wash or wipe it down with soapy water/ disinfectant
- Social distance – 2m apart
- (Masks not recommended)

Staff welcome to have spare clothes, stored in school, if they wish
PE days – children wear kit into school, to avoid changing

Music

Latest Guidance on Teaching Music Aug 2020 – key elements for Harting School

ISM Aug 2020: Schools should note that there may be an additional risk of infection in environments where you or others are singing, chanting, playing wind or brass instruments or shouting. This applies even if individuals are at a distance. Schools should consider how to reduce the risk, particularly when pupils are playing instruments or singing in small groups such as in music lessons by, for example, physical distancing and playing outside wherever possible, limiting group sizes to no more than 15, positioning pupils back-to-back or side-to-side, avoiding sharing of instruments, and ensuring good ventilation. Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies.

DfE Aug 2020: All pupils should have access to a quality arts education. Music, dance and drama build confidence and help children live happier, more enriched lives, and discover the joy of expressing themselves. There may, however, be an additional risk of infection in environments where singing, chanting, playing wind or brass instruments, takes place.

Additional mitigations, such as extended social distancing, were previously required for singing, and playing of wind instruments given concerns that these were potentially higher risk activities. Department for Culture, Media and Sport (DCMS) has commissioned further scientific studies to be carried out to develop the scientific evidence on these activities, which has allowed the government to reconsider appropriate mitigations and further research is continuing.

Singing, wind and brass instrument playing can be undertaken in line with this and other guidance, in particular guidance provided by the DCMS for professionals and non-professionals, available at working safely during coronavirus (COVID-19): performing arts. However, these studies have also indicated that it is the cumulative aerosol transmission from both those

performing in and attending events is likely to create risk. DCMS is continuing to develop a more detailed understanding of how to mitigate this potential aggregate risk, but in that context, organisations should follow the guidance set out below.

You should take particular care in music, dance and drama lessons to observe social distancing where possible. This may limit group activity in these subjects in terms of numbers in each group. It will also prevent physical correction by teachers and contact between pupils in dance and drama.

Additionally, you should keep any background or accompanying music to levels which do not encourage teachers or other performers to raise their voices unduly. If possible, use microphones to reduce the need for shouting or prolonged periods of loud speaking or singing. If possible, do not share microphones. If they are shared, follow the guidance on handling equipment.

Performances

If planning an indoor or outdoor face-to-face performance in front of a live audience, schools should follow the latest advice in the DCMS performing arts guidance, implementing events in the lowest risk order as described. If planning an outdoor performance they should also give particular consideration to the guidance on delivering outdoor events.

Peripatetic teachers

Schools can continue to engage peripatetic teachers during this period, including staff from music education hubs.

If a teacher is operating on a peripatetic basis, and operating across multiple groups or individuals, it is important that they do not attend a lesson if they are unwell or are having any symptoms associated with coronavirus (COVID-19) such as fever, a new and sustained cough, loss of sense of taste or smell. In addition, they should:

Maintain distancing requirements with each group they teach, where appropriate. Avoid situations where distancing requirements are broken; for an example demonstrating partnering work in dancing. Make efforts to reduce the number of groups taught and locations worked in, to reduce the number of contacts made.

Music teaching in schools and colleges, including singing, and playing wind and brass instruments in groups

When planning music provision for the next academic year, schools should consider additional specific safety measures. Although singing and playing wind and brass instruments do not currently appear to represent a significantly higher risk than routine speaking and breathing at the same volume, there is now some evidence that additional risk can build from aerosol transmission with volume and with the combined numbers of individuals within a confined space. This is particularly evident for singing and shouting, but with appropriate safety mitigation and consideration, singing, wind and brass teaching can still take place. Measures to take follow in the next sections.

Playing outdoors

Playing instruments and singing in groups should take place outdoors wherever possible. If indoors, consider limiting the numbers in relation to the space.

Playing indoors

If indoors, use a room with as much space as possible, for example, larger rooms; rooms with high ceilings are expected to enable dilution of aerosol transmission. If playing indoors, limiting the numbers to account for ventilation of the space and the ability to social distance. It is important to ensure good ventilation.

Singing

Singing, wind and brass playing should not take place in larger groups such as choirs and ensembles, or assemblies unless significant space, natural airflow (at least 10l/s/person for all present, including audiences) and strict social distancing and mitigation as described below can be maintained.

Social distancing

In the smaller groups where these activities can take place, schools should observe strict social distancing between each singer and player, and between singers and players, and any other people such as conductors, other musicians, or accompanists. Current guidance is that if the activity is face-to-face and without mitigating actions, 2 metres is appropriate.

Seating positions

Pupils should be positioned back-to-back or side-to-side when playing or singing (rather than face-to-face) whenever possible

Handling equipment and instruments

Measures to take when handling equipment, including instruments, include the following.

Handwashing

Requiring increased handwashing before and after handling equipment, especially if being used by more than one person.

Avoiding sharing instruments

Avoid and equipment wherever possible.

If instruments and equipment have to be shared, disinfect regularly (including any packing cases, handles, props, chairs, microphones and music stands) and always between users, following government guidance on cleaning and handling equipment available at hygiene: handwashing, sanitation facilities and toilets.

Instruments should be cleaned by the pupils playing them, where possible.

Handling scores, parts and scripts

Limit handling of music scores, parts and scripts to the individual using them.

Individual lessons and performance in groups

Specific safety measures for individual music lessons are set out in the following sections:

Social distancing

Measures should include specific social distancing between pupil and teacher (current guidance is that if the activity is face-to-face and without mitigations, 2 metres is appropriate), accounting for ventilation of the space being used. Pupil and teacher should be positioned side by side if possible.

Avoid sharing instruments

Avoid sharing instruments and equipment wherever possible and place name labels on equipment to help identify the designated user, for example, percussionists' own sticks and mallets

If instruments and equipment have to be shared, they should be regularly disinfected (including any packing cases, handles, props, chairs, microphones and music stands) and always between users, following government guidance on cleaning and handling equipment. Instruments should be cleaned by the individuals playing them, where possible

Scores, parts and scripts

Limit the handling of music scores, parts and scripts to the person using them.

Physical activity in schools

Schools have the flexibility to decide how physical education, sport and physical activity will be provided whilst following the measures in their system of controls. Pupils should be kept in consistent groups, sports equipment thoroughly cleaned between each use by different individual groups, and contact sports avoided.

Outdoor sports should be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene. This is particularly important in a sports setting because of the way in which people breathe during exercise. External facilities can also be used in line with government guidance for the use of, and travel to and from, those facilities