Reason for Visit: Re-Opening of Brynteg Primary School (COVID-19)
Location: Brynteg Primary School, Trallwm Road, Llanelli
Date of Visit: 11 June 2020
Department: Education and Children’s Services
Service: Primary Schools
Attendees: Eddie Cummings (Senior Business Partner – Working Safely)
          Adam Butler (Health and Safety Advisor)
          Michael J Davies (Senior Graphic Designer)
BACKGROUND INFORMATION

A visit was undertaken to Brynteg Primary school to review the final arrangements the School’s Leadership Team have prepared in readiness to re-open. The purpose of the visit was to meet with the Head Teacher and the Senior Graphic Designer to discuss the plans, and scope where appropriate signage, information posters, banners and floor markings would be installed prior to a visit by Wendy Walters (Chief Executive), Gareth Morgans (Director of Education & Children) and Simon Davies (Head of Access to Education).

All discussions and agreed procedures were followed in line with recent supported guidance implemented by Eddie Cummings (Social distancing toolkit and equipment guidelines for schools / Health and Safety Considerations for re-opening of Schools Guidance).

The following pages include photo’s of the set-up of the school which includes a one way system around the outside area’s whereby clear marked routes direct parents to their child’s classroom, and provides clear marked routes to leave the site via a separate access. This minimising congested areas, and close contact with others whilst on the school site.
When parents enter the school grounds there is an arrow floor marking to direct them around the school, with footprints 2 metres apart leading to each classroom. There is also clear signage stating ‘Entry Only’ and to follow the one way system.
EMPLOYEE WELLBEING

HEALTH AND SAFETY SITE VISIT
Once the parent/child arrives at their designated class, there will be a teacher at the table and the parent would complete a daily pupil health assessment. If satisfactory, the child would then move forward to the ‘Please queue here’ floor marking to wait to enter, and the parent would vacate the site following the white arrows.
EMPLOYEE WELLBEING

HEALTH AND SAFETY SITE VISIT

Classroom Set up – Once the pupil enters the classroom, they will be asked to sanitize their hands (wall mounted next to the entrance). They will also be used after returning from each time they have been outside (breaktimes etc), however handwashing would be more frequently

They would then be asked to go to their desk. The desk would be clearly marked for each pupil by their name, and have been marked at 2 metres apart. Each desk would contain the pupil’s ‘pack’ containing stationary etc. The pupils would also eat their packed lunch at their desk.
At the rear of each class is a sink, with handwashing poster displayed, alongside a ‘snuffle station’ the school have placed for pupils.

There will be a clearly marked area for teachers to segregate, and there will be colour circle marker dots (as below) placed on the floor where pupils can sit during story time activities (etc)
EMPLOYEE WELLBEING

HEALTH AND SAFETY SITE VISIT

Each class has toilets. They all have the following posters, and only one pupil will enter the toilet at a time.

Isolation Room – There are two of these – for pupil’s who are symptomatic who will wait in these rooms (1 pupil per room) until the parent arrives to collect. Chair outside for teacher.
**EMPLOYEE WELLBEING**

**HEALTH AND SAFETY SITE VISIT**

Floor markings internally at various areas, (corridors)

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