

## **Maltby Academy Fire Alarm Procedures during COVID restrictions**

As we increase the number of children and adults in the building we need to assess and plan for risk. Below are the procedures for a fire alarm sounding during COVID restrictions.

### **W/b 15<sup>th</sup> June 2020**

If the alarm sounds key worker children and the member of staff with them will exit at the nearest safe emergency exit and walk to the top car park area located next to the tennis courts. Children and staff should adhere to 2 m social distancing throughout and line up 2 m apart.

On Wednesday 17<sup>th</sup> and Thursday 18<sup>th</sup> June staff who are holding 1:1 well-being session will vacate the classroom with the pupil they are seeing and leave the building via the nearest safe emergency exit and walk with the pupil to the tennis court area beyond Science. Staff should stay with their pupil observing a social distance from them and other staff and pupils.

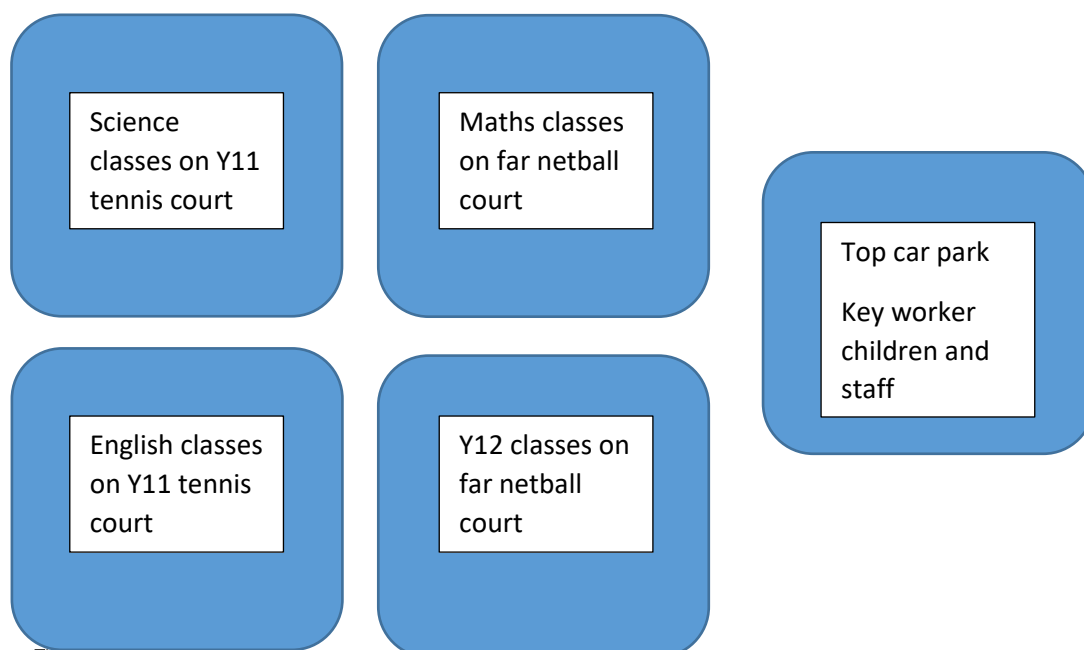
### **w/b 22<sup>nd</sup> June 2020 onwards**

If the alarm sounds key worker children and the member of staff with them will follow the same procedure as above and line up 2m apart on the top car park area next to the tennis courts.

Staff leading CORE teaching groups will vacate their classroom and walk to the tennis courts with their bubble of pupils. All need to strictly adhere to 2 m social distancing and not interact with other bubbles.

Y12 classes will go with their member of staff and line up on the near netball court observing 2m social distancing

The staff will line up their bubble on the following areas, all pupils need to line up 2 m apart.





All other staff will go to the top car park area and observe 2 m social distancing.

Members of SLT will oversee the procedure and be based on one court each and one on the car park.

The pastoral colleague on the rota will print registers off for all the groups in and bring to each court to give to the SLT colleague.

### **Primary transition weeks**

One each day there will be up to 7 groups of children in their own bubbles. If the fire alarm sounds the member of staff leading the bubble needs to escort their bubble to the top car park area and line them up keeping 2 m apart. They cannot interact with children from another bubble.

Nat Crofts and Jo Smith will collect registers and lead on the checking of names and SLT staff will be on the car-park area supervising and helping with organisation.

