

SEND Supported COVID-Secure Assessment Policy September 2020

SEND Supported Consultants will be working directly with pupils from 2nd September 2020.

The government has recognised the need for movement of specialist professionals between schools to support SEND and states that *'Where it is necessary . . . to welcome visitors to the school such as peripatetic teachers, those individuals will be expected to comply with the school's arrangements for managing and minimising risk, including taking particular care to maintain distance from other staff and pupils. SEND Supported Consultants will request a copy of the school's risk assessment prior to their initial visit.'*

SEND Supported Consultants also take account of the following government guidance:

- *'avoid close face to face contact and minimise time spent within 1 metre of anyone'*
- *'resources that are shared between classes or bubbles. . . should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles'*
-

SEND Supported Consultants will therefore have the following procedures in place to ensure the safety of pupils and adults in schools as far as is possible:

- Parents will have read and signed the Privacy Notice/Consent Letter prior to Consultants working with a pupil, which is updated to include a statement regarding our 'COVID-Secure Practice'.
- Meetings with parents and staff will be held remotely where possible.
- In order to minimise the assessment materials brought into school, schools will complete background information as requested by their Consultant, prior to the visit.
- Schools will provide a room which allows for 2m social distancing and which is well ventilated; it should be possible to open an outside window.
- In order to minimise contact and mixing, school staff will accompany or direct pupils to the assessment room.
- Pupils will bring their own pens and pencils to the assessment session, and a school laptop will be provided if needed.
- Consultants and pupils will sanitise their hands prior to and after working.
- Consultants may need to move within 1 metre of a pupil for short periods of time during an assessment. However, any tests which do not comply with the social distancing guidance will not be used or will be replaced with something more suitable. (Further information on individual tests can be provided if needed).
- Whenever possible, assessment resources will be single use or will be placed inside wipe-clean plastic wallets which will be left unused for a minimum of 72 hours.
- Other materials will be placed behind an acrylic screen which will be meticulously cleaned prior to working with a pupil.
-

SEND Supported Consultants will continue to follow copyright law.