



## Face Coverings Guidance

The following guidance has been compiled following direction from the Department for Education (Face coverings in education - <https://www.gov.uk/government/publications/face-coverings-in-education>). It will be reviewed on a weekly basis and may change at any time.

### **Current Guidance**

- Face coverings should be worn by adults<sup>(1)</sup> and students, when moving around the site, and in indoor communal areas where social distancing cannot easily be maintained.
- Face coverings are not required to be worn by staff and students;
  - in classrooms during lesson time (although staff will normally wear a covering when working within 2m of students),
  - when eating in the dining area,
  - in outdoor social areas at break and lunchtime.

### **Further Stipulations:**

- It is the responsibility of adults and students to provide their own face coverings.
- Students should keep a spare face covering in their school bag. This will enable them to change their covering should their main one become damp or dirty, and reduce the chances of arriving at school without one.
- Face coverings may be plain or patterned, without distracting motifs or branding.
- Exemptions to the wearing of face coverings should be declared as soon as possible:
  - Student exemptions should be declared by parents to their child's Head of Year. These will be logged on Go4Schools.
  - Staff exemptions should be declared to the HR & Business Support Officer.
  - To avoid unnecessary challenge, it is recommended that exempt persons use the nationally recognised sunflower lanyard. These are available from the student office.
- Training on the correct application, wearing and removal of face coverings will be given during student induction assemblies. This guidance must be followed by students wearing face coverings.
- In the event of emergencies, anyone given a face covering by Caister Academy understands that it is not PPE and Caister Academy cannot be held liable for any illness.
- The Caister Community does not judge individuals on their choice of whether to wear a face covering when they are optional, or those who have reason not to wear a face covering when they are recommended.

### **Notes:**

<sup>(1)</sup>It is recognised that this may not always be possible for staff working in a supervisory capacity or directing students. Individual members of staff will apply proportional judgement in removing face coverings to communicate clearly with students.

### Frequently Asked Questions:

Why are they called face coverings and not face masks?	Face coverings are not classified as PPE (personal protective equipment) which is used in a limited number of settings to protect wearers against hazards and risks, such as surgical masks or respirators used in medical and industrial settings.
What type of coverings are suitable?	In the context of the coronavirus (COVID-19) outbreak, a face covering is something which safely covers the nose and mouth. You can buy reusable or single-use face coverings. To remain consistent with the Academy uniform policy, scarfs or snoods will not be accepted.
Do I still need to store my face covering in a plastic bag?	If your mask is wet or dirty from sweat, saliva, make-up, or other liquids or substances, keep it in a sealed plastic bag until you can wash it. For temporarily storing your mask between use it can be kept in a dry, breathable (paper or mesh) bag or an empty pocket. Remember to wash your hands after touching a used mask.
Do students wear face coverings at social times?	When inside, unless eating. When using external corridors. Students may remove face coverings when in their outdoor area.
What happens if a student doesn't have a face covering or has an inappropriate one?	Form Tutors will check face coverings as part of the morning equipment check. Students without face coverings should be sent to their Head of Year who will contact home and provide the student with a covering, in an emergency. If the Head of Year is not available, students should report to the Student Office.
I'm not sure whether a student has an exemption, or is allowed to wear a covering in class.	See 'Further Stipulations' above. This should be recorded on Go4Schools. Challenge should be discrete, not obviously public and students should be encouraged to use the lanyards available from the student office.