

## **Provide Education Policy for candidates returning to supply teaching in 2020.**

### Recruitment procedures

All our recruitment processes have been adapted to be in keeping with Covid-19 safety procedures, but maintain our high standards of candidate registration, interview and clearance to work.

### Communication

All our candidate network has been briefed on the following which outlines procedures and expectations based on latest government information:

- A brief guide on general school procedures regarding Covid-19 with a generalised list of expected routines that are likely to be in place.
- A reminder to make themselves aware of local Covid-19 related school policies and procedures before entering any school premises.
- A reminder of Covid symptoms, along with a guide of what to do if they should feel unwell as well as what they need to do if they feel unwell and are experiencing Covid-19 symptoms. This includes guidance on self-isolation rules, NHS testing and managing Covid-19 symptoms.
- A guide to what to do if they have come into contact with someone who is symptomatic or has tested positive or if someone in their household experiences Covid-19 symptoms.
- Guidance on what to do if they are contacted by the "track and trace" system.
- Information as to when it is appropriate to end self-isolation.
- Advice on what to do if a pupil informs them that they feel unwell.
- A guide list of Personal Protective Equipment.
- Expected procedures if they are planning to go abroad and a reminder of latest quarantine rules.
- A request that they keep the agency up to date with information related to illness, self-isolation, intended holiday dates and destinations.
- Advice on managing anxiety.

Communication has involved provision of this information in a candidate 'Guide to returning to the classroom safely' which has been emailed individually to each of our supply teaching staff. In addition, we post regular reminders on our social media platforms and our websites via our 'Latest News' section; candidates can access further support via our Facebook support group.

