

into



Irish National Teachers' Organisation
Cumann Múinteoirí Éireann

INTO
Vere Foster House
23 College Gardens
Belfast BT9 6BS

Phone: 028 90 38 14 55
Fax: 028 90 66 28 03
Email: infoni@into.ie
Web: www.into.ie
Twitter: INTO_NI

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BULLETIN 1

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Advice for Members returning to school

Advice for members who are pregnant, clinically vulnerable, clinically extremely vulnerable or live with someone who is clinically extremely vulnerable
 Staff will be required to follow any relevant guidance and raise any concerns with their Principal/line manager in the first instance.

	Individuals	Principal /Line managers Under advice from Managing Authorities
Members who are Pregnant	<ul style="list-style-type: none"> Should work from home where possible Are advised to take extra care in social distancing To work in school, an Individual Risk Assessment must be completed with their Principal/line manager to assess and control measures to reduce risk. 	<ul style="list-style-type: none"> Should endeavour to support working from home where possible. If not possible an individual risk assessment must be undertaken with the individual to assess and control measures to reduce risk. They should, if necessary, be offered the safest available on-site roles. Risk assessment templates are available on the DE website
Members who are Clinically Vulnerable, including members from the BAME community	<ul style="list-style-type: none"> Should work from home where possible Are advised to take extra care in social distancing To work in school, an Individual Risk Assessment must be completed with their Principal/line manager to assess and control measures to reduce risk. 	<ul style="list-style-type: none"> Should endeavour to support working from home where possible. If not possible an individual risk assessment must be undertaken with the individual to assess and control measures to reduce risk. They should, if necessary, be offered the safest available on-site roles. Risk assessment templates are available on the DE website.
Members who are extremely clinically vulnerable (were shielding)	<ul style="list-style-type: none"> Members who fall into this category should have received a shielding pause letter from their GP. Should work from home "Where vulnerable staff cannot follow guidance on social distancing at work ...they should tell their employer they need to follow government advice and avoid these risks... people who have been advised to shield should still maintain strict social distancing." https://www.nidirect.gov.uk/articles/coronavirus-covid-19-pausing-shielding-extremely-vulnerable-people If you are unable to work from home, you can now return to the work place subject to an individual risk assessment. 	<ul style="list-style-type: none"> Should endeavour to support working from home If not possible an individual risk assessment must be undertaken with the individual to assess and control measures to reduce risk. "Employers have a 'duty of care' for staff..... In practice, this means taking all steps they reasonably can to support the health, safety and wellbeing of their staff." https://www.nidirect.gov.uk/articles/coronavirus-covid-19-pausing-shielding-extremely-vulnerable-people Based on risk assessment the Principal/Line Manager and employing authority reserve the right to request that Clinically extremely vulnerable staff do not attend the workplace.
Members who live with someone who is extremely clinically vulnerable (was shielding)	<ul style="list-style-type: none"> DE guidance states that you are able to attend work with suitable controls in place. "For now, people who have been advised to shield should still maintain strict social distancing. This includes family members." https://www.nidirect.gov.uk/articles/coronavirus-covid-19-pausing-shielding-extremely-vulnerable-people Members should have an Individual Risk Assessment conducted 	<ul style="list-style-type: none"> An Individual Risk Assessment should be conducted before the most appropriate course of action is determined. Members of staff who are vulnerable or extremely vulnerable, or live with someone who is vulnerable or extremely vulnerable, should be supported as they follow the recommendations set out in guidance on social distancing and shielding respectively.
Members who live with someone who is pregnant or clinically vulnerable	<ul style="list-style-type: none"> Current PHA advice does not require you to self isolate, you are able to attend work. 	<ul style="list-style-type: none"> Members of staff who are vulnerable or extremely vulnerable, or live with someone who is vulnerable or extremely vulnerable, should be supported as they follow the recommendations set out in guidance on social distancing and shielding respectively.

Every Principal/line manager should have a return meeting or conversation with staff prior to their return into the school. The key focus should be on health, safety and wellbeing. They should endeavour to ensure that the school remains inclusive, and that every employee feels they are returning to a supportive and caring environment.

Staff are expected to make themselves available for work and if they cannot they must clearly explain their situation and agree options with their Principal/line manager. Members who do not feel able to return to work but have no medical reason for not doing so should discuss with their principal alternative working arrangements, reduced working hours/days or unpaid leave.

NB Where this guidance states that managing authorities and schools: "should" do something, there is a clear expectation, that it should be done;
 (<https://www.education-ni.gov.uk/publications/northern-ireland-re-opening-school-guidance-new-school-day>)

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