

**COVID-19 Outbreak Management Plan**

# **Introduction**

This outbreak management plan details the actions school leaders will take after they have been notified of a school or local outbreak to reduce the risk of transmission of coronavirus (COVID-19), including responding to variants of concern.

This management plan outlines how we will operate if there were an outbreak in our setting or local area. In light of a potential outbreak, school would liaise with the **DfE helpline on 0800 046 8687**, public health team and the local authority to determine which elements of the outbreak management plan require implementation.

We would only ever implement the outbreak management plan (or elements of it) if it was deemed absolutely necessary as a last resort.

##

## **Risk assessment**

We ensure compliance with health and safety law and aim to put into place proportionate control measures. **This plan does not replace our school risk assessment which is available on the school website.** Our risk assessment is a live document that is kept up to date as required.

## **Guidance links**

This outbreak management plan is in line with current guidance July 2021 including:

* [Contingency framework: education and childcare settings (www.gov.uk)](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings)
* [Schools COVID-19 operational guidance - Step 4 updates (www.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1002322/Schools_guidance_Step_4_update_for_14_July.pdf)

## **Key points for consideration**

We will continue to carefully manage the impact of COVID on all staff, governors, visitors and volunteers. In all decisions, we will consider the benefits of managing transmission against any educational drawbacks.

We will endeavour to keep any measures to the minimum number of classes or groups possible, and for the shortest amount of time possible.

We will keep all measures under regular review and lift them as soon as the evidence supports doing so.

**Attendance restrictions should only ever be considered as a last resort.**

# **Stepping measures up and down**

In light of an outbreak, we may make decisions to reintroduce some protective measures, such as:

* Use of face coverings
* Social distancing
* Reintroduction of ‘bubbles’
* Visits and residential visits suspended
* Limit parents and visitors coming into school
* Suspend whole school assemblies and mixing of children (e.g. lunchtimes)
* Reintroduce extended pickups / drop offs
* Live performances, transition/induction and open days

In the event of stepping measures up, assurances would be sought from the LA, public health and the DfE before relaxing restrictions.

**Shielding**

We will adhere to the national guidance on the reintroduction of shielding. We would speak to individuals required to shield about additional protective measures in school or arrangements for home working / learning.

# **Control measures**

We will:

* Ensure good hygiene for everyone (hand hygiene, respiratory hygiene and use of PPE where appropriate)
* Maintain appropriate cleaning regimes
* Keep occupied spaces well ventilated
* Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

##

## **Tracing close contacts**

Contact tracing will be done via NHS Test and Trace. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. School may be contacted in exceptional cases to help identify close contacts.

# **Attendance restrictions**

**Attendance restrictions should only ever be considered as a last resort.** School attendance is mandatory for all pupils of school age and it is a priority to ensure that children regularly attend school. As part of our outbreak management responsibilities, it may be necessary to limit attendance for individuals (children and staff), groups or classes.

**Eligibility to remain in school**

In the first instance, we will stay open for:

* Vulnerable pupils
* Children of critical workers
* Early Years, Y1, Y2

If further restrictions are recommended, we will stay open for vulnerable children and children of critical workers

It may become necessary to prioritise certain groups to remain or return to face to face education. In the event of remote learning taking place, school would follow the remote learning policy and plan in place (see school website). For pupils who need to self-isolate because they have tested positive, they will be supported to learn from home if they are well enough to do so. We will aim to deliver a remote education that meets the same quality and quantity of education that pupils will receive in school.

It may be necessary for school to limit attendance or close wrap around childcare for a period of time in the event of an outbreak. This would be communicated to those directly impacted by the decision.

**Other considerations where attendance has been restricted**

* **Safeguarding**

All staff are responsible for the safeguarding of pupils who are in school or are learning remotely. Daily contact for those children self-isolating with the class teacher is expected, either face to face or interaction via the online learning platform. In the event of any safeguarding concerns, the class teacher will alert the DSL who will follow procedure in line with school policy.

* **Vulnerable pupils**

Individual risk assessments are in place for vulnerable children. These are agreed by the class teacher and inclusion manager to ensure they are relevant and appropriate to meet the needs of an individual child. Procedures are in place to maintain contact with vulnerable children when they are absent from school.

* **School meals**

School meals will continue to be provided for all children who are still in school. School meals will continue to be free for all children who meet the benefits related free school meals eligibility criteria. The finance officer will liaise with those families at the point of attendance restrictions in school.

# **Recovery**

## **Debriefing**

Staff will be debriefed following an outbreak either face to face or via email as appropriate. The debrief will communicate effectively the current position and measures in place.

* **Pupil and staff wellbeing and support**

Staff supervision will be an integral part of the debrief to ensure individual wellbeing. Return to work meetings will take place for individual staff who have been absent from school as a result of an outbreak. Some pupils may be experiencing a variety of emotions in response to the pandemic such as anxiety, stress, separation anxiety and low mood. School will access support from a range of sources to promote and support mental health and wellbeing in school.