

COVID-19: Outbreak management plan

Newbottle and Charlton CEVA Primary School

Approved by: FGB

Date: Jan 2022

Last reviewed on:

August 2021

Next review due by:

August 2022

1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance](#), provided by the Department for Education (DfE) and adapted from the template provided by the The Key Support Services (LIT) and will be used alongside the latest government guidance.

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), directors of public health (DsPH), UK Health Security Agency (UKHSA) health protection team or the national government.

It may be necessary to implement these measures in the following circumstances, for example:

- To help manage a COVID-19 outbreak within the school. Actions will be considered when either of the following thresholds are met:
 - There are 5 positive cases among pupils or staff who are likely to have mixed closely within a 10-day period
 - 10% of pupils or staff who are likely to have mixed closely test positive within a 10-day period
- If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC)
- To prevent unsustainable pressure on the NHS

2. Seeking public health advice

When one of the thresholds above is met, we will review the testing, hygiene and ventilation measures already in place.

We will also seek public health advice from a director of public health or health protection team. Mr Peter Smith will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687).

3. Testing

If recommended, we will increase the use of home testing by staff.

4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via email once a decision has been made.

If recommended, we will limit:

- Residential educational visits
- Open days
- Transition or taster days
- Parents coming into school
- Live performances

If recommended, we will (re)introduce:

- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

We will review our risk assessment and consider

- Whether any activities could take place outdoors- including lessons or assemblies
- Ways to improve ventilation indoors that would not significantly impact thermal comfort
- One-off enhanced cleaning focussing on touch points and any shared equipment.

5. Attendance restrictions

Attendance restrictions will only be recommended as a last resort if other recommended measures have not broken chains of in-setting transmission or if the government advises a local area to do this in order to manage a dangerous variant.

If recommended, we will implement the measures in this section.

5.1 Eligibility to remain in school

The DfE many advise which groups should be prioritised and we will follow the most recent advice given to us.

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

Where measures include attendance restrictions, DfE may advise on any other groups that should be prioritised. If we are advised to limit attendance our remote learning plan will be put in place for cohorts/classes for those children who are not attending.

5.2 Education and support for pupils at home

All other pupils will be required to stay at home and will receive remote education.

High quality remote learning in schools, further education and higher education settings will be provided for all pupils if:

- They have test positive for covid-19 but are well enough to learn from home; or
- Attendance at their setting has been temporarily restricted.

We will aim to deliver remote education that meets the same quality and quantity of education that pupils would receive in school, as outlined in our remote learning plan.

The school will continue to provide meals or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

The headteacher will decide which staff will need to remain on site while others work from home.

5.3 Wraparound care

We will limit access to before and after-school activities and wraparound care to those that need it most.

We will communicate who will be eligible to attend once the restrictions are confirmed, providing credit for those who cannot attend who have already booked and paid.

5.4 Safeguarding

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

We will aim to have a trained designated safeguarding lead (DSL) or deputy DSL on site wherever possible.

If our DSL (or deputy) can't be on site, they can be contacted remotely by email-
head@newbottle.northants.ecl.gov.uk.

On occasions where there is no DSL or deputy on site, the headteacher will nominate a member of staff to take responsibility for co-ordinating safeguarding on site.

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure vulnerable pupils can access appropriate education and support while at home
- Maintain contact, and check regularly that the pupil is able to access remote education provision

5.5 Educational Visits

Any attendance restrictions will be reflected in the visits risk assessment and the headteacher will consider carefully if the educational visit is still appropriate and safe. Only students who are attending the setting should go on an educational visit. School will consult the health and safety guidance on educational visits when considering visits.