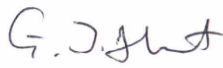

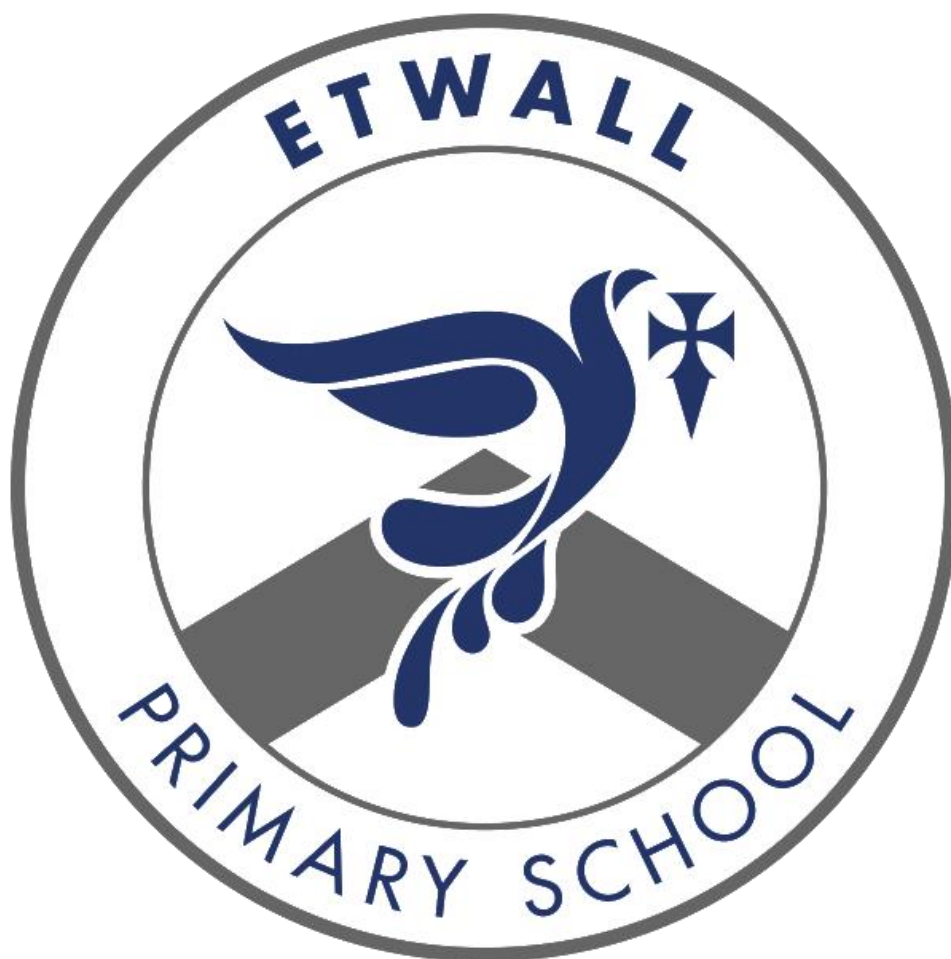


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<b>Author:</b>	DCC	<b>Minute number:</b>	17/21-22 g)
<b>Version:</b>	September 2021	<b>Next Review</b>	Live Policy
<b>Signed by Chair of Governors</b>		<b>Signed by Headteacher</b>	
This policy/plan has been reviewed on 24/08/2021 and has been impact assessed in the light of all other school policies and the Equality Act 2010.			



# COVID-19: outbreak management plan

## 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).

### The aim of this plan

If our school or local area sees an extremely high prevalence of coronavirus (COVID-19) infection rates, and existing measures in our community have failed to reduce this, the appropriate authorities will decide which additional measures to implement to help contain the spread. These measures may involve implementing a number of restrictions, which could include the partial closure of schools and childcare settings in our area. Measures may also be necessary to help minimise the impact from new coronavirus variants.

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), Public Health England (PHE) 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 amongst 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

This contingency plan, also known as an 'outbreak management plan', outlines how the school will operate if further restrictions are implemented. The school will work closely with the local health protection team (HPT) and implement provisions as advised by the team.

This is a live document that will be reviewed by the headteacher, in conjunction with other key stakeholders, as and when the situation develops.

## 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. The headteacher will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or following any locally agreed arrangements if they are communicated to us at a later date.

### 3. Infection prevention and control

**Any member of the school community who displays symptoms of coronavirus will be required to self-isolate and encouraged to get a confirmatory polymerase chain reaction (PCR) test.** Tests can be booked online or ordered by telephone via NHS 119. All schools are currently being provided with rapid-result lateral flow device (LFD) testing kits, which include PPE, to identify asymptomatic cases of coronavirus.

- If a pupil develops symptoms of coronavirus while on site, they will be taken to a designated isolation area while they wait to be collected. If required, the pupil will be supervised while they await collection. If the supervising member of staff is unable to socially distance, e.g. due to the pupil's age or needs, they will wear PPE.
- After the pupil has left the premises, any areas they were in will be cleaned. The pupil's parents will be encouraged to get their child tested with a confirmatory PCR test as soon as possible. The pupil will be required to self-isolate for at least 10 days – remote education will be arranged for them once parents inform the school that they are well enough to continue learning from home.
- If a staff member develops symptoms while on site, they will be directed to go home immediately to self-isolate and to get a PCR test. Cover arrangements will be put in place.
- **Any staff members or pupils who have been in close contact with a symptomatic individual at school will not need to self-isolate unless they develop symptoms themselves.** From 16 August, fully vaccinated adults, and pupils under the age of 18 who have been identified as close contacts of a positive case via the NHS Test and Trace service will not need to self-isolate unless advised by a healthcare professional.
- Adults who receive their second dose of the vaccine close to 16 August will need to continue to follow the same rules as unvaccinated adults until two weeks after their second dose. Unvaccinated adults/adults who have only had one dose of the vaccine will need to continue to follow the rules on self-isolation if they have been identified as a close contact of a positive case.
- Those aged 18 will continue to follow the same rules as under-18s until four months after their 18<sup>th</sup> birthday, when they will begin to follow the self-isolation rules for adults.

**If an individual tests positive, the school will contact the DfE Helpline on 0800 046 8687 and select Option 1, where a team of NHS advisers will decide what action is needed based on the latest public health advice. The school will follow the expert advice, which could include working with the local HPT if the situation is escalated by the advisers.**

As the result of an outbreak during step 4 of the coronavirus recovery roadmap, a temporary requirement could be implemented for staff to resume wearing face coverings in areas other than crowded spaces where they are likely to come into contact with others they would not normally meet. This may include face coverings being reintroduced in communal areas and classrooms for members of staff. The school may also be required to reintroduce the use of bubbles in order to resume social distancing and limit the transmission of coronavirus. The school will adhere to any conditions set out by the local HPT.

If a variant of coronavirus classed as a variant of concern (VoC) is identified within the school's geographical area, the school will partake in targeted testing by the Department of Health and Social Care (DHSC) to help suppress and control any possible new cases. The school will also adhere to advice from Directors of Public Health in relation to the temporary reintroduction of face coverings.

#### 4. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

#### 5. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via ESchools and Class Dojo 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:

- Testing, including the use of an asymptomatic test site (ATS)
- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

#### 6. Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

The government has advised that all schools should continue to operate as normal and that all pupils should attend school unless required to self-isolate.

The contingency framework is designed to act as a containment measure where:

- There is an extremely high prevalence of coronavirus.
- Other measures have already been implemented.
- There is a need to minimise the impact from a new coronavirus variant.

Restrictive attendance measures, of the kind set out in the contingency framework, must not be implemented by schools without the explicit agreement of the DfE. Restricting attendance in any form will only be used as a last resort, initiated following a ministerial decision. Where restrictions to attendance are implemented following government advice, they will be kept to a minimum, allowing for the maximum number of pupils to attend education. In all circumstances, priority will be given to **vulnerable pupils** and the **children of critical workers** to attend full time.

As part of their outbreak management responsibilities, LAs, Directors of Public Health, and HPTs may advise individual settings or a cluster of closely linked settings to limit attendance in one of the ways described in this section.

Where LAs judge that wider containment action is needed and wish to limit attendance within an area, they will work with their Regional Partnership Team to escalate a proposal to the central Local Action Committee command structure.

Unless advised otherwise, the school will allow all pupils to attend. If the contingency framework is implemented, the school will only allow the following pupils to attend on-site provision:

- Vulnerable pupils
- Children of critical workers
- Pupils in Reception and Years 1 and 2, where advised by the DfE

High-quality remote education will be provided for all pupils not in attendance, in line with the Pupil Remote Learning Policy.

The school will lift restrictions as soon as it is advised by the government that it is appropriate to do so.

## **7. Teaching and learning**

If restrictions to on-site education are required, the school will offer immediate access to high-quality remote education for all pupils who are required to remain at home. All remote learning will be delivered in line with the school's Remote Learning Policy.

Where advised during a local outbreak, further restrictions may be enforced with regards to certain musical and drama activities, e.g. singing, for pupils attending on-site provision, to help reduce the risk of transmitting coronavirus via aerosols. Restrictions may also be reintroduced to contact and indoor sports. The school will follow the advice provided by the local HPT.

## **8. Education and support for pupils at home**

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

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 Policy.

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. Parents/carers will be contacted and asked to collect these from school. For any parents where this is not possible (for example, due to isolation/illness), we will make every effort to deliver these to the family home.

We will prioritise online safety to protect pupils at home when they are online.

## **9. Wraparound care**

We will limit access to before and after-school activities and wraparound care during term time and the summer holidays to those that need it most.

We will communicate who will be eligible to attend once the restrictions are confirmed.

## 10. Safeguarding

Ensuring safeguarding arrangements remain effective during periods of restricted attendance is a key priority.

We will review our child protection policy to make sure it reflects the local restrictions and remains effective. We will continue to ensure that the best interests of the pupils always come first and that if anyone in school has a concern about a pupil, they act immediately.

We will aim to have a trained 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: [safeguarding@etwall.derbyshire.sch.uk](mailto:safeguarding@etwall.derbyshire.sch.uk).

If our DSL (or deputy) is unavailable, we will share a DSL with Willington Primary School. Their DSL can be contacted by ringing the school on **01283 702156**.

On occasions where there is no DSL or deputy on site, a senior leader will 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

## 11. Visitors to school

Depending on the local situation and advice from PHE and / or the LA, school leaders may decide that it is appropriate to limit the access to the premises for periods of time. This may occur at short notice and will be kept under review. In these circumstances, the headteacher will make the final decision.

Agencies involved with safeguarding will always be given priority and it is unlikely that restrictions on access to school would be put in place for such organisations.

Agencies involved in pupil or staff development such as social care, CAMHS and SEND support will also be given high priority.

Effective communication with parents and carers is essential to the wellbeing of our pupils. For individual issues, face to face meetings may be the most effective way of dealing with situations but phone calls or online meetings may be the appropriate vehicle. However group meetings, such as parent workshops, could be limited. There may be times when access to the school grounds will be restricted to parents & carers. The school recognises the importance of school visits for prospective parents and will endeavour to make arrangements for visits to go ahead safely.

Governors and other significant stakeholders play an important role in the running of the school and visits are an essential part of this. Local situations may make it appropriate for the school to limit visits.

Access to school for suppliers of goods and services (such as IT support, after school club provision) will be reviewed regularly and will reflect the local situation.

Non-essential visitors may be limited.

## **11. Communication**

The school will communicate its plan for addressing any imposed restrictions with parents, including in relation to:

- Opening arrangements.
- Access for specific targeted groups where applicable, such as certain year groups, vulnerable pupils and children of critical workers.
- Any reviews of the school's protective measures as part of our risk assessments.
- The arrangements for remote working.

All relevant stakeholders will be kept up-to-date with the circumstances of any imposed restrictions and how these affect the school as the situation develops.

If any member of the school community wishes to discuss any concerns relating to the school's provision during this period, they should contact the headteacher.

## **12. Monitoring and review**

This plan will be reviewed continually, by the headteacher, in line with guidance from the government and Public Health England (PHE).

Any changes to the plan will be communicated to all relevant stakeholders as soon as possible.