



COVID-19: Outbreak Management Plan

Adopted by Governing Body: 02.09.21

Reviewed by Governing Body: 27.08.21; 18.10.21

Cycle of review: On-going

Statutory Policy: No

1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance](#), published by the Department for Education (DfE).

The school will only implement some, or all, of the measures in this plan in response to recommendations provided by the local authority (LA), directors of public health (DsPH), Public Health England (PHE) health protection team or the government.

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

- To help manage a COVID-19 outbreak within the school. Actions will be considered when either of the following thresholds are met:
 - There are 2 positive cases amongst students or staff who are likely to have mixed closely within a 10-day period
 - 10% of students 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, the school will review the testing, hygiene and ventilation measures already in place.

The school will also seek public health advice from a director of public health or health protection team. SLT will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or the Worcestershire Local Outbreak Response Team 07596 890 650.

wwhealthprotection@gov.uk

Monday-Friday 09.00-17.00

Saturday-Sunday 10.00-16.00

Out of hours PHE: 01384 679031

3. Testing

If recommended, we will increase the use of home testing by students and staff. If it is advised that we reintroduce an asymptomatic testing site (ATS) at our school, we will consult with the director of public health (DsPH) and the Local Authority to discuss further support that we will need in order to do this.

If we reintroduce on-site asymptomatic testing this will take place in a suitable room in the school.

4. Face coverings

If recommended, students, staff and visitors who are not exempt from wearing a face covering:

- Will be asked to put on a face covering when arriving at school and when moving around the school where social distancing is difficult to maintain, such as in corridors.

And/or:

- Will be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would impact on the ability to take part in classroom activities.

5. 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.

6. Other measures

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

If recommended, we will limit:

- Ask parents to keep their child at home if an outbreak has been identified to reduce transmission
- Close classes if insufficient staffing is available – please note supply companies are also experiencing COVID related absences
- Parent engagement activities
- After school clubs
- Enrichment visits
- Face to face attendance at Annual reviews
- Parents coming into school
- Live performances by external companies

If recommended, we will reintroduce:

- Key stage bubbles to reduce mixing between groups
- Eating lunch in classrooms to reduce mixing between groups
- Remote assemblies or classroom based assemblies

7. Attendance restrictions

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

7.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable students as identified by individual risk assessments as completed by SLT

- Children of critical workers

7.2 Education and support for students at home

If classes are closed students will be required to stay at home and will receive remote education.

We will aim to deliver remote education that meets the same quality of education that students would receive in school, as outlined in our remote learning policy.

The school will continue to provide meals for students eligible for FSMs while they are not attending school because of COVID-19 isolation guidelines.

Vouchers will be provided and codes emailed to families.

7.3 Safeguarding

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

The DSL or one of the deputy DSL's will be on site wherever possible.

If our DSL (or deputy DSL's) cannot be on site, they can be contacted remotely.

A first aider will be on site wherever possible.

When vulnerable students are absent, we will:

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