

Bishops Tawton Primary School



COVID-19 – Outbreak Management Plan

September 2021

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Date of next review	As government advice changes or December 2021 (whichever is soonest)
Person responsible for review	Melanie Smallwood – Head Teacher

COVID-19 - Outbreak Management Plan

(*This plan is subject to change pending further national or regional PHE guidance and review of the Contingency framework for education and childcare settings)

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Introduction

This plan is based on the '[Contingency framework: education and childcare settings](#)' and '[Schools COVID-19 operational guidance](#)' documents which lay out how to manage local outbreaks of COVID-19. The guidance states schools should have "outbreak management plans", outlining "how they would operate" if any of the measures described in the guidance were recommended for their setting or area.

The contingency framework (latest edition) states that councils, directors of public health and Public Health England health protection teams can recommend certain measures for individual schools or clusters of settings.

This may happen to help manage outbreaks in schools, or if there is an "extremely high prevalence" of Covid-19 in the community and other measures have failed to reduce transmission, or as part of a package of measures "responding to a variant of concern".

If there is a need to address more widespread issues across an area, "ministers will take decisions on an area-by-area basis".

Current DFE guidance states that a localised school outbreak is: 'whichever of these thresholds is reached first:

- 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or
- 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period'

Schools may need to consider the implementation of some, or all, of the measures in this plan in response to recommendations provided by their local Public Health team, Public Health England (PHE) health protection team, the DfE or the government.

For further advice or in the case of an outbreak the following numbers can be contacted:

- The government helpline 0800 046 8687

ACTIONS TO BE CONSIDERED IN THE EVENT OF AN OUTBREAK

Guidance from health protection teams	Outbreak Management Action to be taken if PHE guidance recommends it.
<p>Self-isolation of close contacts It is noted that under current guidance, fully vaccinated adults and children under the years of 18 years and 6 months do not have to isolate as close contacts.</p> <p>However, in case of an outbreak, health protection teams may recommend that a number of other pupils self-isolate at home as a precautionary measure. This could be the class or year group.</p> <p>From 19th July contact tracing has no longer been undertaken by schools rather by NHS Track & Trace. In the case of an outbreak schools may be required to work with health protection teams for contact tracing purposes.</p>	<p>Parents informed – contacts self-isolating – In the event of an absence (staff or pupils): admin team to request reasons –</p> <p>Headteacher to assess attendance for staff or pupils and advise next steps in line with guidance</p> <p>We will provide remote learning for pupils who are not attending school, where they:</p> <ul style="list-style-type: none"> • have tested positive for COVID-19 but are well enough to learn from home; or • attendance at the setting has been temporarily restricted <p>Full remote learning will be in place in the event of an outbreak whereby health protection teams advise for a class or year group to self-isolate. – see ‘remote learning contingency plan’</p> <p>Children who test negative and are well are expected to be in school.</p>
<p>Re-introduction of Face Coverings The reintroduction of face coverings for staff may be advised for a temporary period in response to particular localised outbreaks, including variants of concern.</p>	<p>If recommended, staff and visitors who are not exempt from wearing a face covering:</p> <ul style="list-style-type: none"> • Will be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as corridors and in communal areas
<p>Asymptomatic Testing Additional testing may be recommended to pick up any asymptomatic testing in the school community.</p>	<p>If recommended, the school will increase the use of home testing by staff.</p> <p>If recommended, the school will communicate to parents with advice around adult family members taking asymptomatic tests.</p>
<p>Reduce mixing of students It is noted that under current guidance, there is no longer any need for reduced However, in some cases, health protection teams may recommend that bubbles are put in place for a period whilst the outbreak is in place.</p>	<p>Based on risk assessment and advice, school will not limit the mixing of pupil and staff groups as we did during the academic year 2020/21.</p> <p>3 clear zones remain in place to reduce mixing – EY, KS1, KS2 (Limited numbers indoors i.e hall)</p>
<p>Communications to staff, pupils and Families In the event of an outbreak, if the health teams advise measures, these must be communicated to stakeholders.</p>	<p>All stakeholders advised of potential outbreak and mitigating actions as quickly as possible after advice has been given: email, website</p>
<p>Shielding of vulnerable members of the community</p>	<p>The school will adhere to national guidance on the reintroduction of shielding, which would apply to those on the shielded patient list (SPL).</p> <p>We will carry out a risk assessment and speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.</p>

<p>Restrictions to teaching and learning arrangements</p> <p>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.</p> <p>Reduction of wider school activities</p> <p>Public Health Teams may advise schools to reduce their timetable to normal school day activities. This may mean limiting:</p> <ul style="list-style-type: none"> • Residential & educational visits • Open days • Transition or taster days • Parents coming into school • Live performances 	<p>Where possible, restricted activities such as sporting activities, singing, musical instrument lessons will take place outside or, following local/national/subject specific guidelines for safe provision indoors eg. large, well-ventilated spaces, restricted numbers of children, spacing between etc.</p> <p>The school will ensure that the Public Health Teams are aware of any additional activities when communicating about a potential outbreak. If these need to be limited, the school will ensure communication to stakeholders via email to ensure cancellations are understood quickly.</p>
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Restricting School Attendance

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 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; however, 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.

Primary schools

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

High quality remote education will be provided for all pupils not in attendance. The school will utilise the support available through the DfE's [Get help with remote education](#). Under the scheme, the school can order laptops, tablets and 4G wireless routers to support the following groups of pupils if they do not have access to a digital device or the internet through other means:

- Clinically extremely vulnerable pupils across all year groups who are not attending school in line with government and/or clinical advice
- Pupils in all year groups whilst attending school on a hospital site
- Pupils in any year group who have been advised to shield because they, or somebody they live with, are clinically extremely vulnerable

Before distributing devices, the school will ensure:

- The devices are set up to access remote education.
- Appropriate safeguarding controls and support are in place to help pupils and their families.

Once devices are ready for collection, the school will either arrange for them to be collected by families from school or delivered to pupils' homes, ensuring infection control measures are adhered to as part of this process.

Food Provision during any required restricted attendance - As far as is possible, we will provide meal options for all pupils who are attending school.

We will provide FSM or food hampers to eligible pupils who are not attending school, where they:

- Are self-isolating.
- Have had symptoms or have tested positive.
- Are not attending due to the implementation of local restrictions advised by the government.

The school catering team will work with our food providers to prepare meals or food hampers, for collection or delivery, to eligible children during their time at home.

Safeguarding during any required restricted attendance - Ensuring safeguarding arrangements remain effective during periods of restricted attendance is a key priority. Vulnerable pupils will be offered a place in school. Our Child Protection and Safeguarding Policy has been updated to include provisions for keeping pupils safe during the coronavirus pandemic, both at home and in school – we will continue to follow these procedures for pupils who remain at home, where appropriate, until all pupils are able to return to school.

We will continue to ensure that:

- The best interests of pupils always come first.
- If anyone in the school has a safeguarding concern about a pupil, they act immediately.
- A DSL or deputy DSL is always available.
- Unsuitable individuals are not permitted to work with pupils or come into contact with pupils whilst on site.
- Pupils who remain at home are protected when they are online. Online safety advice and sources of information will be regularly communicated to parents.

There are three school leaders with up to date DSL training: Melanie Smallwood (Headteacher and DSL) and Karen Lintin (deputy DSL) and Donna Clark (SENDco)

A trained DSL or deputy will remain on-site (or will be easily contactable) during any restricted attendance. Safeguarding contact details will be regularly communicated to parents.

The school will lift restrictions as soon as it is advised by the government that it is appropriate

