

Coronavirus (Covid-19): Upperwood Academy Outbreak Management Plan (OMP) v1.0 September 2021

Upperwood Academy takes its responsibilities to students, staff, visitors and the local community, extremely seriously. The wellbeing, health and safety of our community has been central to our planning. This Outbreak Management Plan sets out a framework for dealing with one or more cases of Covid-19 amongst the school community.

Principles

In accordance with the DfE Guidance for the Contingency Framework for Education Settings the key principles are prioritising education.

The impacts of having missed education during the pandemic are severe for children, young people and adults. In all cases, any benefits in managing transmission should be weighed against any educational drawbacks. Decision-makers should endeavour to keep any measures in education and childcare to the minimum number of settings or groups possible, and for the shortest amount of time possible.

Decision-makers should keep all measures under regular review, and lift them as soon as the evidence supports doing so.

Measures affecting education and childcare settings across an area should not be considered in isolation, but as part of a broader package of measures. Attendance restrictions should only ever be considered as a last resort.

Where measures include attendance restrictions, the Department for Education (DfE) may advise on any groups that should be prioritised. The government will try to give as much notice as possible of any changes to the way settings should operate.

This Plan is developed from the considerations laid out in the [DFE Actions for schools during the coronavirus outbreak](#) and the [Barnsley Outbreak Management Plan](#) and is a living document, updated regularly. We will publish this plan on our website so that it is publicly available.

Upperwood is actively working with key stakeholders, to regularly review this Plan and its implementation in response to the evolving public health situation. We will always be guided by national guidance, the Public Health England's (PHE) Health Protection Team (HPT) and the local authority's Public Health Team. The HPT will provide guidance on how we should respond to positive cases amongst students and staff and their contacts, both within the school community and wider area.

Upperwood Academy is mindful that this is a stressful time for all members of the school and our local community. It is an important principle that all members of the Trust should be kind, sensitive and supportive of each other, recognising that the impact of the pandemic can be very different for individuals, their families and friends. Talking about its impact on us can also be difficult, and we will ensure that our conversations respect individuals' diverse personal circumstances. We will support each other and call upon professional advisers and services as appropriate to support the physical and mental health of all impacted by coronavirus.

We are aware of the legal responsibilities of providers in taking steps to reopen. The Trust has duties of care towards staff, students and visitors, including under the Health and Safety at Work etc. Act 1974 and the Equality Act 2010. The Trust will continue to comply with those obligations.

The Chief Operating Officer has responsibility for the updating, implementation and evaluation of this Plan.

Aims

- To ensure that Upperwood continues to provide high quality Education whilst providing a safe working and learning environment for staff and students
- To aid the prevention and mitigation of the spread of Covid-19 cases by through effective engagement with our community on Government, public health and school rules
- To support the health and wellbeing of students and staff who become infected, and their contacts, in line with current Government guidance.
- To prepare for any community or school outbreak in partnership with BMBC, NHS and PHE
- To support staff and students beyond immediate outbreak control (health and wellbeing, equality, diversity, and inclusion).
- To identify strategic ownership and leadership of the Trust OMP and clear escalation protocols

The following themes provide the framework for Upperwood's Outbreak Management Plan

1	Prevention	<ul style="list-style-type: none"> • Ensure student, staff and visitor safety by implementing and regularly reviewing measures that prevent the spread of Covid-19 among students and staff in line with Government guidelines
2	Identification and management	<ul style="list-style-type: none"> • Implement protocols to respond effectively to Covid-positive diagnoses among students and staff that enable rapid identification of individuals affected, mitigate the spread of Covid-19 and respond quickly to any emerging outbreaks.
3	High risk contexts and individuals	<ul style="list-style-type: none"> • Identify and manage high risk locations, individuals and situations to minimise risks and impacts.
4	Quarantine and isolation	<ul style="list-style-type: none"> • Provide clear information and advice to students and staff living in the community, providing practical support (eg food and medicines) and wellbeing.
4	Testing	<ul style="list-style-type: none"> • Enable timely testing of affected individuals and any contacts in accordance with NHS and PHE protocols
5	Contact tracing	<ul style="list-style-type: none"> • Integrate information sources, such as room booking information to facilitate data sharing with PHE and HPT to identify close contacts of someone with a positive Covid diagnosis. [Sharing such information about Covid overrides GDPR.]
7	Wellbeing and ED&I	<ul style="list-style-type: none"> • Support vulnerable members of the school community by ensuring access to high quality mental health, emotional support and practical assistance as required • Use Equality Impact Assessments to determine and address any differential impacts across the Trust community.
8	Data Collection and management	<ul style="list-style-type: none"> • Data collection: Work with IT to consider implementing secure data management systems to keep a record of who is a confirmed case and information relevant to contact tracing (held as special category data for legitimate specified purposes).

		Ensure that managers recognise the sensitive personal nature of this information and that it is collected ethically and securely, with the appropriate governance, regulatory and security measures in place.
9	Communication and engagement	<ul style="list-style-type: none"> • Ensure students and staff are kept informed and up to date with Government guidance and School plans and rules • Ensure students and staff understand their responsibilities, including how these are vital to everyone's safety and wellbeing. • Encourage expected behaviours at all times and make clear the consequences of unsafe behaviours • Maintain effective working relationships and actively work with key stakeholders within PHE, HPT, NHS, BMBC Council and other Schools in the locality to prepare for and manage any community or school outbreak

Measures that are in place across the school–

	Measures that should be planned for if an outbreak occurs	Plans to address
1	Testing - These measures may be advised: <ul style="list-style-type: none"> • for an individual setting or a small cluster of settings only, by directors of public health as part of their responsibilities in outbreak management (in most cases a 'cluster' will be no more than 3 or 4 settings linked in the same outbreak), or • for settings across areas that have been offered an enhanced response package, where settings and directors of public health decide it is appropriate 	Currently there are no recommendation for asymptomatic testing in primary schools. However should an outbreak occur the Trust will advise staff to increase the use of home testing by staff.
2	Face coverings - These measures may be advised: <ul style="list-style-type: none"> • for an individual setting or a small cluster of settings only, by directors of public health as part of their responsibilities in outbreak management (in most cases a 'cluster' will be no more than 3 or 4 settings linked in the same outbreak), or • for settings across areas that have been offered an enhanced response package, where settings and directors of public health decide it is appropriate 	<p>Currently there are no recommendations for face coverings in primary schools. However any educational drawbacks in the recommended use of face coverings should be balanced with the benefits in managing transmission.</p> <p>Should an outbreak occur the Trust will advise staff consider the use of face coverings in communal areas.</p>
3	Shielding – Shielding can only be reintroduced by national government.	Shielding is currently paused. In the event of a major outbreak or VoC that poses a significant risk to individuals on the shielded patient list (SPL), ministers can agree to reintroduce shielding. Shielding would be considered in addition to other measures to address the residual risk to people on the SPL, once the wider interventions are taken into account.

		If the Government reintroduce Shielding then the Trust will consider the impact of this based on which members of staff fit the remit of “SPL”. Considerations will be given as to whether it is appropriate for those members of staff to work from home.
4	Other measures – Residential Educational Visits	If an outbreak occurs, then consideration would be given to the postponement or rescheduling of the residential visits.
5	Other measures – Open Days	If an outbreak occurs, then consideration would be given to the postponement or rescheduling of the open day.
6	Other measures – Transition or taster days	If an outbreak occurs, then consideration would be given to the postponement or rescheduling of the transition or taster day.
7	Other measures – Parental Attendance in settings	If an outbreak occurs, then consideration would be given to the postponement or rescheduling of the Parental Meeting, or wherever necessary, request the parent wear appropriate face coverings.
8	Other measures – Performances in Settings	If an outbreak occurs, then consideration would be given to the postponement or rescheduling of the performance.
9	Attendance Restrictions -	<p>Attendance restrictions should only ever be considered in extreme circumstances and as a last resort.</p> <p>Early years settings - If attendance restrictions are needed, vulnerable children and children of critical workers should be allowed to attend.</p> <p>Primary schools - If some attendance restrictions are needed, all vulnerable children, children of critical workers, children in reception, year 1 and year 2 should still be allowed to attend. If, by exception, attendance is restricted further, vulnerable children and children of critical workers should still be allowed to attend.</p> <p>Out-of-school settings and wraparound childcare - If attendance restrictions are needed, vulnerable children and young people should be allowed to attend. For all other children, parents and carers should only be allowed to access these providers for face-to-face provision for their children for a limited set of essential purposes, such as to allow them to go to or seek work, attend a medical appointment, or undertake education and training.</p> <p>All children will have access to Upperwood’s Remote Learning Offer.</p> <p>If attendance restrictions are needed in, we would continue to be vigilant and responsive to all safeguarding threats with the aim of keeping vulnerable children and young people safe, particularly as more children and young people will be learning remotely.</p>

Where vulnerable children and young people are absent, we will follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns.

We would encourage the child or young person to attend educational provision, working with the local authority and social worker (where applicable), particularly where the social worker and the Virtual School Head (where applicable) agrees that the child or young person's attendance would be appropriate.

If all avenues had been explored and the vulnerable child is unable to access the setting we would focus the discussions on the welfare of the child or young person and ensure that the child or young person is able to access appropriate education and support while they are at home alongside having in place procedures to maintain contact, ensure they are able to access remote education support, as required, and regularly check if they are doing so.

If there is a single positive case identified in an individual attending Upperwood the setting **does not need to notify any other agency**.

The school may seek support from the DfE helpline if necessary (accessible 7 days a week) 0800 046 8687 (option 1) or the [DfE Portal](#).

The following steps will be taken in line with the latest guidance:

- All contact tracing will be undertaken by NHS Test and Trace.
- From 16 August 2021, asymptomatic children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, they will be informed that they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.
- A remote learning plan will be implemented for those isolating.
- From 16 August 2021, asymptomatic staff members who are fully vaccinated will also not need to self-isolate following close contact with a positive case. They will however be asked to take a Lateral Flow Test/ PCR test before returning to school.
- Any individual who has symptoms or who has tested positive for Covid-19 must self-isolate in line with Government guidance.

All settings should seek advice if a pupil or staff member is admitted to hospital with Covid-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1). Hospitalisation could indicate increased severity of illness or a new Variant of Concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.

Multiple Confirmed Covid-19 Cases

If there are multiple linked confirmed cases amongst individuals attending Upperwood within 14 days, the school **may** have an outbreak.

The school may seek support from the BMBC Children and Young People's Public Health team via Covid19childrenandeducationreporting@barnsley.gov.uk when one of the following thresholds is reached:

- For most education and childcare settings, 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.
- For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time:
 - 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period.

The school will work in collaboration with BMBC Public Health to reach a decision around what measures **may** need to be put in place in line with this Plan

