

COVID-19: outbreak management plan

Moat Farm Infant School



Approved by:	Governing body	Date: September 2021
Last reviewed on:	September 2021	
Next review due by:	September 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).

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

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. Deborah Walker will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or Sandwell Public Health.

3. 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.

4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via the Marvellous Me parent App 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)

5. School risk assessment and management

In addition to continuing with our broad control measures of ensuring good hygiene for everyone, maintaining appropriate cleaning regimes, keeping occupied spaces well ventilated and following local public health advice on testing and managing confirmed cases, all of which are currently included in our site-specific Covid-19 school operational risk assessment we will ensure that the risk assessment is continually reviewed in line with national and local guidance. Our risk assessment is updated in consultation with governors, staff, and trades unions.

Our Covid-19 school operational risk assessment will be updated in the event of:

- changes to national guidance;
- updates on the Covid-19 roadmap;
- public health advice following local outbreaks;
- school or community specific related outbreaks;
- new variants of concern being identified.

6. Attendance restrictions

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

5.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

5.2 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 can collect the meal parcels from the dinnerhall. We will continue to provide meal options for all pupils who are in school.

5.3 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.

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 DSL or deputy DSL on site wherever possible. If our DSL (or deputy) can't be on site, they can be contacted remotely by telephone.

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.

Appendix A

Covid-19 Outbreak Management Plan – Sept. 2021 Sample advice for parents and staff

When should my child self-isolate or miss school?	No	<ul style="list-style-type: none"> • All children MUST attend school unless they are ill. • From 16th August 2021, children under 18 (or double-vaccinated adults) do not need to self-isolate or miss school if a member of their household or a contact, has Covid. • Instead, they will need to book a PCR test but can continue coming to school so long as they have no symptoms, and the test result is negative.
	Yes	<ul style="list-style-type: none"> • If your child develops Covid symptoms at home, they should stay at home and should book a PCR test), NOT a Lateral Flow test. • If your child develops Covid symptoms at school, they will be sent home and you should book them a PCR test. • If your child tests positive for Covid, they will need to self-isolate. The rest of the household does not need to self-isolate if they are under 18 or fully vaccinated – but instead should book a PCR test.

Community Covid Risk	Description	Actions
Low Community Transmission No School Cases	<ul style="list-style-type: none"> • There have been no cases of Covid within school for 10 school days. • Cases of Covid locally are low and/ or stable. • Hospitalisation/ Deaths due to Covid nationally are low. 	No Covid measures are necessary beyond: <ul style="list-style-type: none"> • Reminding children of good hand-hygiene. • Ensuring good ventilation encouraged where practical. • Ensuring Children / Staff to stay at home if they have Covid Symptoms (and to book a PCR test). • Staff will continue to test themselves using Lateral Flow Device tests.
Rapidly Rising Community Transmission	<ul style="list-style-type: none"> • No current Covid cases have been recorded at school, but... • Cases of Covid are rising rapidly in the community causing disruption to other local schools. • Local Public Health team/Public Health England issue warnings of expected local/ national infection wave. 	<ul style="list-style-type: none"> • Ventilation of classrooms increased and hand-washing supervised. • Large indoor public performance audience numbers reduced or event postponed. • Staff-room capacity is reduced. • Assemblies take place on virtually on Teams. • Clinically Vulnerable staff meet with Natalie to review their individual risk assessment and discuss additional protection (e.g. use of face coverings, reduction in movement between classes/ groups).
A single child tests Positive	<ul style="list-style-type: none"> • A single child tests positive for Covid in a class. • There are fewer than 5 cases in the class. • No other classes are affected. 	<ul style="list-style-type: none"> • The child self-isolates for 10 days. Remote learning will be provided if they are well enough to complete it, on the school website. • All staff are notified • Local Authority and the Chair of Governors are notified. • Notify parents of the class where positive case is and advise them to gain PCR test for their children. • Notify whole school about positive case and ask parents to remain vigilant for symptoms.

		<ul style="list-style-type: none"> • The parents of the child are contacted directly by NHS Track and Trace to establish likely contacts. • Likely contacts will be contacted by NHS Track & Trace and advised to book at PCR Test. • Children do not need to miss school or self-isolate whilst they wait for the result of the PCR test unless they have Covid Symptoms. • Staff do not need to isolate whilst they wait for the results of the PCR test unless they have covid symptoms or are not vaccinated.
<p>5 children or staff or 10% of the school population who have mixed closely within a year group or across the school who test positive within 10 days of each other</p>	<p>There have been 5 cases or 10% of children/staff with Covid who are likely to have mixed closely within 10 days which could mean that Covid is spreading within our school.</p>	<p>As above for each positive case.</p> <ul style="list-style-type: none"> • The school will discuss the outbreak with the Public Health team and agree strengthening protective measures including: <ul style="list-style-type: none"> ➢ Re-introducing staff face masks for corridors & communal areas. ➢ Adapting, limiting or postponing indoor sporting events, trips, open days and performances. ➢ Reducing the number of classes staff work across.
<p>Covid cases continue to increase rapidly within a 10-day period.</p>	<p>Despite the measures indicated above, Covid cases within the school continue to rise within a 10 day period with multiple classes and staff affected, suggesting that Covid is spreading widely throughout the school.</p>	<p>Incident Management Team meeting held between the school and local Public Health team to agree further measures, for a further 10 school days, including: <ul style="list-style-type: none"> ➢ Re-introducing class bubbles. ➢ Reverting to dining and playing in class bubbles ➢ Limiting all non-essential visitors to school. ➢ Postponing all non-essential events. ➢ Re-introducing remote learning for individual classes for 10 school days considered, as outlined above. </p>

The school will inform parents of any changes to Covid-19 measures should these be needed.