

St. Andrew's Primary School
Outbreak Risk Management Plan
September 2021

Purpose

This outbreak plan outlines the actions which St Andrew's Primary School will take to respond to either a local outbreak of COVID-19 (including variants of concern) or an outbreak within the setting.

Context

The preventative measures which schools need to maintain are outlined and covered in 'Actions for school during the coronavirus outbreak' <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak> Schools require a current risk assessment and proportionate control measures including good hand hygiene, good respiratory hygiene, environmental cleaning, good ventilation and the management of cases and contacts in line with current public health advice.

In addition, if there is an outbreak of coronavirus in school then some additional measures which may be advised on a temporary basis in an outbreak situation. These measures are reflected in this plan. The contingency framework (<https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings>) describes the principles of managing local outbreaks of COVID-19 (including responding to variants of concern) in education and childcare settings and sets out that local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing localised outbreaks and that they play an important role in providing support and advice to education and childcare settings. The measures described in the contingency framework are also reflected in this plan.

Outbreak Definition

A standard outbreak definition is two or more confirmed COVID-19 cases associated with the setting with an onset of illness in the last 14days and:

- where the cases are likely to have been exposed to each other using the close contact definition (within 2m for more than 15minutes, within 1m for 1minute, within 1m and face to face for any amount of time, shared a small vehicle for any amount of time)

Or

- where there is no sustained community transmission

Outbreak Assessment

An assessment of an outbreak is undertaken by working with public health who will advise on public health actions and this assessment is made taking into account the current position regarding COVID-19 in the population.

Outbreak Management Plan

If either school or local area see a high prevalence of coronavirus (COVID-19) infection rates and existing measures in the 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.

This Outbreak Management Plan, outlines how the school will operate if further restrictions are implemented. The school will work closely with the Durham County Council and 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 and SLT, in conjunction with other key stakeholders, as and when the situation develops.

In the event of a local or school outbreak, Public Health Actions include :

Prevention Measures

- School will continue to review their current COVID-19 risk assessment and ensure that all prevention measures are fully implemented. Where needed advice will be sought from our health and safety advisor.

Bubbles

- Class bubbles may be implemented.
- Staff and children may be limited to movement around the school and all past Covid prevention measures will be put in place. Hands, Space, Face, Ventilation.
- Staggered start / finish times may be implemented.
- Use of multiple entrances and exits may be introduced.
- Staggered / limited use of communal areas may be introduced.

Face coverings

- Parents may be asked to wear face coverings on school grounds.
- All staff may be asked to wear face coverings in corridors and communal areas, where social distancing cannot be guaranteed and on the school yard when greeting or dismissing children.
- All visitors to school may be asked to wear a face mask.

Testing

- Staff may be advised to increase the use of home LFD testing for a specified period.
- Some staff may be requested to take PCR tests by accessing testing via NHS 119.

Shielding

- Shielding can only be introduced by national government.
- Individual risk assessments will be regularly reviewed and will be in line with any updated government guidance regarding VoCs.

- If shielding is reinstated then staff who have previously shielded and are advised to do so, will be supported to work from home where possible.
- If a pupil needs to shield, then they will be provided with remote learning.

Educational Visits

- The school may postpone all educational visits.
- If an educational visit cannot be postponed, then it will be cancelled, and parents will be refunded any contributions that they have made.

Parental attendance in school

- All on-site parental meetings may be paused or restricted. If necessary, they will take place online via Teams.
- Prospective parents can view school details on the school websites, and they may be offered discussions via Teams or a telephone call with the head teacher or a member of the Senior Leadership Team.

School performances/assemblies

- All school activities, that may have included a parental audience, may revert to online or recorded.
- If an event is recorded, then parents/carers may be provided with a copy at the earliest opportunity.
- Internal assemblies may be held over Microsoft Teams and class bubbles may remain in place.

Staff meetings

- All staff meetings/Inset/staff training will take place via Microsoft Teams.

Contact tracing

Contact tracing may be reinstated and in this situation DCC will work with schools to ascertain the contacts of cases during their infectious period and will provide a letter for schools to share with identified contacts advising the contact to seek a PCR test and where not exempt, to self-isolate.

- For primary school age pupils, the whole class would usually be considered contacts of a case.
- For staff, contacts would usually be those pupils/staff who meet the standard contact tracing definition which is a person who has been within 2m for more than 15minutes, within 1m for 1minute, within 1m and face to face for any amount of time, shared a small vehicle for any amount of time during the infectious period for the case.

Attendance restrictions

Attendance restrictions will only be considered as a last resort following the DfE's 'contingency framework' and, in collaboration with public health and the local authority. If we are advised to limit attendance due to Covid cases our remote learning offer will be implemented and accessible to all pupils.

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
- If, by exception, attendance is restricted further, vulnerable children and children of critical workers should still be allowed to attend.

Safeguarding

Ensuring safeguarding arrangements remain effective during periods of restricted attendance is a key priority. 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.
- Wellbeing calls will be made regularly (in line with individual pupil risk assessments) to ensure that pupils are safe and well at home.
- A designated safeguarding lead (DSL) or deputy DSL will be onsite during the school day to ensure that any safeguarding concerns are addressed.
- In the extremely unlikely event that all five DSLs/deputies are not in school, then the Head teacher (DSL) & Deputy head teacher (Deputy DSLs) will be available on the phone at all times. All staff have these numbers and are aware of the procedures to report concerns.

Remote learning

The school will offer immediate access to high-quality remote education for all pupils who are required to remain at home, if:

- They have tested positive for COVID-19 but are well enough to learn from home; or
- If restrictions to on-site education are required.

All remote learning will be delivered in line with the school's Remote Learning Policy.

The school will also:

- Identify and provide pupils and families that require IT equipment support.
- Teachers will maintain an attendance/engagement register for all sessions and those pupils who do not attend/engage will be contacted by the school to establish reasons for non-attendance and to offer support.

Attendance of vulnerable pupils

Where vulnerable pupils are absent, the school will:

- Follow up with a parent or carer, working with the local authority and social worker to establish the reasons for absence and discuss concerns.

- Encourage the child to attend educational provision and discuss benefits with parents or carers.
- Focus discussions on the welfare of the child, ensuring that they can access appropriate education and support whilst they are at home.
- If a vulnerable child is not attending school and is not engaging with remote learning then the School & Family Worker in conjunction with the Senior Leadership Team will contact parents/carers daily in order to welfare check the children.

Wraparound care

- Wraparound care will be provided to all pupils; however, where restrictions are required, wraparound care will only be provided on-site to pupils who are eligible to attend school full time.

Food provision

- We will provide meal options for all pupils who are attending school.
- Meals will be available free of charge to all FS & KS1 pupils and pupils who meet the benefits-related free school meals eligibility criteria.
- We will provide FSM or food parcels to eligible pupils who are not attending school, where they:
 - o Are self-isolating.
 - o Have had symptoms or have tested positive.
 - o Are not attending due to the implementation of local/national restrictions advised by the government.

Returning to school

- The headteacher will work with the local authority to ensure pupils only return to school when it is safe for them to do so. Prior to the return of more pupils and staff, all relevant risk assessments will be reviewed.
- The headteacher will inform staff, pupils and parents, prior to the return to school, whether any further restrictions, such as the use of bubbles and face coverings, have been resumed.
- After a period of self-isolation, or the relaxation of restrictions, the headteacher will inform parents when their child will return to school.
- The headteacher will listen to all concerns that parents may have about their child returning to school and will advise them of the measures in place to ensure the safety of their child.