

COVID – 19 OUTBREAK MANAGEMENT PLAN

MOORFIELD PRIMARY SCHOOL

Approved by:	Ian Bussey	Date: 6 th September 2021
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Last reviewed on:	6 th September 2021
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Next review due by:	20 th October 2021
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1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19, provided by the Department for Education (DfE) and will be used alongside the latest Government Guidance and the controls that are already in place for hand hygiene, ventilation and enhanced cleaning in the Covid Risk assessment

The purpose of this plan is due to the government making it a national priority that education and childcare settings continue to operate as normal during the COVID-19 pandemic. The DfE's COVID Contingency Framework states that schools should have an outbreak management plan, which describes how they would operate if there was an outbreak in school.

The measures in this plan will be implemented in response to recommendations provided by the local authority (LA), director of public health (DPH), 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 increased transmission of COVID-19 within the school when the following thresholds are reached
 - For most education 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
- 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) or a variant under investigation (VUI)
- If thresholds are exceeded an outbreak occurs, we will work with Telford & Wrekin Health Protection Hub (HPH) to help identify individuals who may have been in contact with known infectious individuals

We will notify the HPH if we are aware of any staff or pupil that has been hospitalized due to Covid -19

2. Roles and Responsibilities

Roles and Responsibilities

Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing localised outbreaks. They provide health protection support and advice to education and childcare settings. We will notify the HPH of all confirmed positive cases in staff and pupils using the online notification form https://www.telford.gov.uk/info/20692/coronavirus_covid-19/4040/i_want_to_report_suspected_or_confirmed_cases

Role	Who
Production of the plan	Sue Hedges, School Business Manager
Authorisation of the plan	Ian Bussey, Headteacher
Review and updating the plan in the light of new guidance and situations	Ian Bussey, Headteacher
Implementation of the plan	All staff

3. Clinically Extremely Vulnerable

We are aware of the CEV pupils and staff within the school setting and we will follow national guidance on CEV pupils and staff. <https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3>.

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. Shielding can only be reintroduced by national government. In the event that shielding is re-introduced we will facilitate it.

4. Other measures

If recommended, we will:

Review:

- cleaning and infection control measures and respond to any suggestions for additional measures from HPH or PHE
- whether any activities could take place outdoors, including exercise, assemblies, or classes
- ways to improve ventilation indoors, where this would not significantly impact thermal comfort

Limit:

- Residential educational visits
- Open days
- Transition or taster days
- Parents coming into school
- Live performances

Reintroduce:

- Face coverings for staff who are not exempt when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas e.g. Staff rooms.
- Bubbles and social distancing

Follow public health advice on testing, self-isolation and managing confirmed cases of Covid 19

Appendix 1 has a template for recording the actions necessary to implement the actions above

5. 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

In the first instance, we will stay open for:

- Vulnerable pupils
- Children of critical workers
- Reception, Year 1 and Year 2 pupils

If further 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. Remote learning plans will be emailed to parents.

The school will continue to provide lunch vouchers from Aldi for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines. These vouchers are posted out to parents.

Welfare calls will be made to pupils during times of isolation.

5.3 Wraparound care

In the event of an outbreak, we will limit access to before and after-school activities and wraparound care during term time 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.

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.

Appendix1

Outbreak Management Principle	<p>How the setting would implement this requirement quickly; consider:</p> <p>Resources, staffing, processes, layouts, timings, communications, training</p>	<p>Constraints to be addressed in advance.</p> <p>Indicate when constraints have been managed - date/colour code to differentiate.</p>
Testing (adults)	All staff would be asked to take a rapid flow test immediately.	
Face coverings (staff and parents)	<p>All staff would be asked to wear face coverings in corridors and communal areas with immediate effect</p> <p>Parents will be asked to wear facemasks on the school ground</p>	<p>Inform staff via noticeboard and staff whatsapp group</p> <p>Inform parents by email system</p> <p>Keep a stock of facemasks in school</p>
Re-introduce bubbles	Bubbles will be re-introduced with immediate effect.	
Additional Cleaning Error! Reference source not found.	Enhanced cleaning is already in place.	
Work with the HPH in the vent of an outbreak. Notification of all cases of COVID 19	Follow Local Authority Advice to deal with HPH	
Clinically Extremely Vulnerable	Follow national guidance (see separate information)	
Education visits	Follow national guidance and suspend educational visits	
Open Days	Follow national guidance and suspend open days	
Parental Attendance	Follow national guidance and limit parents on site, introduce staggered starts and finishes, no visitors to the school office	
Performances and sport	Follow national guidance and suspend all performances and sports events	
Restricting attendance	Follow national guidance and liaise with local authority.	
Maintaining quantity and quality of education and care	Work with staff to provide a good standard of remote learning and publish the plan on the school website.	

