

COVID-19: Outbreak Management Plan



September 2021

Approved by: Fiona Seddon

Last reviewed on: 24.08.21

Next review due by: 6.09.21

1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19, 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), director 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:

- 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
- To help manage increased transmission of COVID-19 within the school

Updated guidance released by DfE on 17 August defines a threshold for after which extra measures should be imposed:

- 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

Close mixing for schools is outlined as including the following in schools:

- a form group or subject class
- a friendship group mixing at breaktimes
- a sports team
- a group in an after-school activity

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf

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	Lydia Cartwright (Deputy Headteacher)
Authorisation of the plan	Claire Whiting (Headteacher) and Fiona Seddon (Chair of Governors)
Review and updating the plan in the light of new guidance and situations	Lydia Cartwright (Deputy Headteacher)
Implementation of the plan	Claire Whiting (Headteacher)

3. Shielding

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. 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

In the instance of an outbreak, we would revert back to measures previously implemented to limit the transmission of the virus:

- Staggered start, lunch times and home times to minimise large gatherings
- Class bubbles of no more than 31 pupils
- Reduced items allowed to be brought into school: water bottles, packed lunch box (unless having a school dinner), reading book and reading diary in a book bag (or brought in a polypocket if child does not have a book bag) and medication only
- No sharing of equipment, children will be provided with individual stationery items
- No whole school assemblies
- PE and other activities where possible to be completed outdoors
- Social distancing will be encouraged wherever possible
- Adults running after school clubs, Breakfast Club or the Annex to keep bubbles separate
- More regular cleaning, schedule will be updated
- Staff to wear masks in corridors and spaces where social distancing may be difficult

If recommended, we will limit:

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

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, as outlined in Remote Teaching Plan available on the academy website <https://redhill.ttsonline.net/>.

The school will continue to provide vouchers for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

We will resume fortnightly wellbeing check in calls to support those most vulnerable who are learning from home.

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 contacting them directly on their mobile phone numbers or via the school office.

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