



# COVID-19 - Outbreak Management Plan

## Berkeley Primary School

Please read in conjunction with our Covid-19 Risk Assessment

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<b>Electronic copies of this plan are available from</b>	<a href="mailto:admin@berkeley.gloucs.sch.uk">admin@berkeley.gloucs.sch.uk</a>
<b>Date of next review</b>	After next government update for schools
<b>Person responsible for review</b>	Alex Robbins

### 1. Introduction

This plan is based on the [DfE's Contingency Framework](#) which lays out how to manage local outbreaks of COVID-19. The guidance states schools should have "outbreak management plans", outlining "how they would operate" if any of the measures described in the guidance were recommended for their setting or area.

The contingency framework (latest edition) states that councils, directors of public health and Public Health England health protection teams can recommend certain measures for individual schools or clusters of settings.

This may happen to help manage outbreaks in schools, or if there is an "extremely high prevalence" of Covid-19 in the community and other measures have failed to reduce transmission, or as part of a package of measures "responding to a variant of concern".

If there is a need to address more widespread issues across an area, "ministers will take decisions on an area-by-area basis".

We will only implement some or all of the measures in this plan in response to recommendations provided by our local Public Health team, Public Health England (PHE) health protection team, the DfE or the government.

If there is an outbreak at Berkeley Primary school, it is the responsibility of Alex Robbins (Headteacher) to seek public health advice. Based on this advice, measures may be put into place swiftly to break any chain of infection.

The DfE guidance state, that a localised school outbreak is, (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

Parents/carers/guardians, pupils and staff will be informed promptly of the introduction of control measures. This will be done via our Marvellous Me communications app once a decision has been made. We will also have this available on our website.

## 2. Seeking Public Health Advice

When the above thresholds are reached, we will review and reinforce the testing, hygiene and ventilation measures already in place. We will also consider whether any activities could take place outdoors, including exercise, assemblies or classes. One-off enhanced cleaning focussing on touch points plus cleaning of any shared equipment will be ramped up.

We will seek additional public health advice if we are concerned about transmission in the school. A director of public health or an HPT may give us advice reflecting the local situation. In areas where rates are high, this may include advice that local circumstances mean that the thresholds for extra action can be higher than set out above. If they judge that additional action should be taken, they might advise the school to take some or all of the other measures described below.

### **It may be necessary to implement these measures in the following circumstances:**

- To help manage a COVID-19 outbreak within the school
- 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

## 3. Testing

If recommended, we will increase the use of home testing by staff.

## 4. Face Coverings

If recommended, staff and visitors who are not exempt from wearing a face covering:

- Will be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas

and/or

- Will be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would impact on the ability to take part in exercise or strenuous activity

## 5. 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 carry out a risk assessment and speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

## 6. Other measures

If recommended, we will limit:

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

If recommended, we will introduce bubbles to reduce mixing between groups

## 7. Attendance restrictions

Attendance restrictions will only be recommended as a last resort, on public health advice in extreme cases where other recommended measures have not broken chains of in-setting transmission, or across an area, on government advice in order to suppress or manage a dangerous variant and to prevent unsustainable pressure on the NHS.

As with other periods of restricted attendance, we will provide "high quality remote education" for all pupils.

Alternative provision "should continue to allow all pupils to attend full time".

### 7.1 Eligibility to remain in school

In the first instance, schools will stay open for:

- Vulnerable pupils
- Children of critical workers
- Reception, Year 1, Year 2 and Year 6 Pupils

If the school has to temporarily stop onsite provision on public health advice, the Headteacher will discuss alternative arrangements for vulnerable children with the local authority.

### **7.2 Education and support for pupils at home**

All other pupils will be required to stay at home and will receive high quality 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.

We will continue to prioritise 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. Where possible, parents should collect food parcels from school. In cases where this is not possible, e.g. where a parent has tested positive for COVID-19, the school will endeavour to deliver the food parcels where staffing levels permit. Please call the school office in confidence with any queries.

### **7.3 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.

### **7.4 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 the DSL (or deputy) can't be on site, they can be contacted remotely.

If the DSL (or deputy) is unavailable, we will share a DSL with Cam Woodfield Junior School.

### **7.5 Vulnerable children and young people**

Where vulnerable children 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
- encourage the child 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's attendance would be appropriate
- focus the discussions on the welfare of the child and ensuring that the child is able to access appropriate education and support while they are at home
- have 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 we have to temporarily stop onsite provision on public health advice, the Headteacher will discuss alternative arrangements for vulnerable children with the local authority.

## **8. What we will do when a large number of students need to go home and isolate**

We will communicate to parents via our Marvellous Me (MME) communications app. We take care of children at school until parents are able to collect pupils.

If remote learning is required, laptops are available to borrow from the school. If parents need this resource, they should contact the school office.

Remote learning will be available for all pupils if they have tested positive for COVID-19 but are well enough to learn from home, or if attendance at school has been temporarily restricted. Remote learning will be available for all pupils who are required to stay at home in line with our Remote Learning Policy.

## **9. Education workforce**

If restrictions on pupil attendance are ever needed, the Headteacher, in consultation with the governing body, will determine the workforce required onsite and if it is appropriate for some staff to work remotely.

## **10. Educational visits**

Any attendance restrictions should be reflected in the visit's risk assessment and the lead teacher should consider carefully if the educational visit is still appropriate and safe. Only students who are attending the setting should go on an educational visit. The school will should consult the health and safety guidance on educational visits when considering visits.