

Outbreak Management Plan

September 2021

Purpose

This has been developed following the DfE update to the Contingency Framework (June 2021) and the DfE Schools COVID-19 Operational Guidance (July 2021) to support the school in managing a localised 'outbreak' of COVID-19. It outlines key operational measures to be undertaken in the event of implementation by the Local Authority (LA), Public Health England (PHE) or other relevant body.

The government has made it a national priority that education and childcare settings should continue to operate as normally as possible during the COVID-19 pandemic.

Measures affecting education and childcare may be necessary in some circumstances, for example:

- to help manage a COVID-19 outbreak within a setting
- if there is extremely high prevalence of COVID-19 in the community and other measures have failed to reduce transmission
- as part of a package of measures responding to a Variant of Concern (VoC)

This plan is to be read and delivered in conjunction with the COVID-19 Risk Assessment.

Core Actions

Attendance Limits

Attendance limits may be required to help 'break the chain' of a variant in school however they are to be considered as the last resort. In the event that an area is required to implement attendance restriction the government will publish detailed operational guidance which the school is required to follow.

Year groups are to be prioritised where possible, in accordance with government guidance are Reception, Year 1 and Year 2 in addition to vulnerable children and children of critical workers. If further restrictions are required in attendance, then vulnerable and key worker children shall remain the priority for on-going, on-site education.

Remote Education Offer

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 for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

Staffing

If restrictions on child attendance are needed, the Headteacher will determine the staffing required to be onsite and those who will work remotely.

Face Coverings Required in School

The school may be requested or choose to re-implement the wearing of face coverings temporarily in communal areas to help manage a COVID-19 outbreak within a setting or in response to a high prevalence of COVID-19 in the community.

Shielding re-introduced

It is possible in the event of a major outbreak or a variant of concern which poses a significant risk to individuals on the shielded patient list. This is not a decision made by the school, it will be a directive from 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 undertake individual risk assessments to identify additional protective measures in school or arrangements for home working or learning.

Educational Visits

Day and residential trips may be limited as may open days, transition or taster days, parental attendance in settings and performances.

Out of School Settings and Wraparound Childcare

These should continue to be available for vulnerable children. Exceptional essential purposes such as enabling parents to go to or seek work, attend medical appointments or undertake education and training should be allowed to access these face-to-face provisions.

Safeguarding and DSL

There should be no change to MASH arrangements. The school must continue to have regard to any statutory guidance including 'KCSIE' and 'Working Together to Safeguard Children'. The school must always have a DSL on site.

Risk Assessment

This will be reviewed and updated in line with the latest guidance to enable the school to continue to operate during an outbreak in line with the school's system of controls (risk assessment).

Outbreak Management Plan Action Plan

Action	Response
Attendance Limit to Reception, year1, 2 and Vulnerable and Key Worker Children	<ul style="list-style-type: none"> Headteacher to develop a rota system or appropriate staffing structure to support teaching and learning, Safeguarding and core infrastructure service delivery including staff team home working rota Communication – parents, staff and relevant stakeholders notifying of the school closure, requirement for remote learning Confirm with Hackney Education the actions taken and notify the DfE and PHE accordingly
Remote Learning Full reinstatement to all pupils not receiving face to face education	<ul style="list-style-type: none"> Deputy Headteacher to revisit with teachers the Remote Learning Policy and expectations with teaching staff Communications systems set up including expectations of remote learning for parents Website: 'home learning' launched Issue reminder of safe use and appropriate use of remote systems to all stakeholders
Face Coverings Re-introduce temporary use	<ul style="list-style-type: none"> Following decision inform all staff, pupils and parents of the requirements whether that be in classroom and / or communal spaces, on the playground
Shielding Re-introduce if advised by Government	<ul style="list-style-type: none"> Advise pupils, staff and parents of re-introduction once informed by Government Review the parameters of shielding and revisit individual risk assessment process.
Educational Visits / Wrap around care / Breakfast and After School Club / Extra-curricular clubs / events Review appropriateness	<ul style="list-style-type: none"> Review the school calendar for the coming half term and identify risks Consider if the educational visit / wrap around care / breakfast and after school club / extra-curricular clubs / event is still appropriate and safe Check that attendance restrictions are reflected in the risk assessment Ensure if a visit proceeds the children and staff who are in attendance on site are the only participants
Safeguarding Fulfil statutory duty	<ul style="list-style-type: none"> Ensure a DSL is always on site throughout any part closures Remind all staff of the duty to follow policy and delivery of KCSIE Reinstate the 'safeguard vulnerable families' structure ensuring case lead makes contact at least weekly. Review and adapt the Safeguarding Policy as necessary Continue to make referrals where necessary and liaise with other local agencies / maintain school records
Transport	<ul style="list-style-type: none"> Remind staff, pupils and parents of the need to following the latest travel guidance e.g. no car sharing, face masks on public transport Remind all stakeholders of the need for social distancing when dropping off / collecting pupils and reinstate one person collect system.
Risk Assessment	<ul style="list-style-type: none"> Review and update accordingly Re-circulate to all relevant stakeholders Implement any changes required