



Alexander Hosea Primary School

'Roots to grow, wings to fly'

COVID-19 - Outbreak Management /Contingency Plan

Introduction

This checklist is based on the guidance in the [DfE's Contingency Framework](#).

The key principles set out in the contingency framework are:

- maximise the number of children in face-to-face education or childcare and minimise any disruption in a way that best manages the COVID-19 risk
- management of transmission should be weighed against any educational drawbacks
- measures should affect the minimum number of children for the shortest time
- attendance restrictions will be considered as a last resort where all other risk mitigations have not broken chains of in-school transmission

This Outbreak Management plan describes how we will respond if children, pupils, students or staff test positive for COVID-19 and how we will operate if we are advised to reintroduce any measures to help break chains of transmission. Such measures will be considered in addition to the day to day control measures already being implemented in our school, and fall into 3 categories:

1. Baseline control measures – which will be implemented without additional support/approval and prior to an outbreak
2. Additional outbreak control measures – **these actions will be considered when a threshold is met.**
3. Enhanced outbreak control measures - **some, or all of these measures may be recommended following a risk assessment (IMT) with local authority public health or the SWHPT.**
4. Exceptional outbreak control measures – **these measures may be recommended in exceptional circumstances following a joint risk assessment (education and public health) via an Outbreak Control Team (OCT) meeting**

Thresholds for considering Additional Measures*
5 cases/10% of pupils/staff who are likely to have mixed closely** test positive within a 10-day period (mainstream schools)
2 cases who are likely to have mixed closely** test positive within a 10-day period (SEND/residential schools or settings with <20)
Following any hospitalisation (which could indicate increased severity of illness or new VAM)

Report outbreak for risk assessment if you meet the below thresholds (s) via your local process or via DfE helpline (0800 046 8687).

*To reduce duplication and risk of variation in advice between agencies, **do not need to** escalate via multiple routes.

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The following are our key considerations, should attendance be restricted for any reason:

Remote Learning:

High-quality remote learning will be provided for all pupils if:

- they have tested positive for COVID-19 but are well enough to learn from home; or
- attendance at their setting has been temporarily restricted

Safeguarding measures:

- Review child protection policy to make sure it reflects any local restrictions and remains effective.
- Aim to have a trained DSL or deputy DSL on site wherever possible.

Baseline Measures in place at all times	In place
Follow and promote public health guidance on testing, self-isolation and managing confirmed cases of COVID-19	YES
Setting based contact tracing of staff cases with staff contacts reported to self-isolation hub ((020 3743 6715)	YES
Maintain appropriate cleaning regimes	YES
Keep occupied spaces well ventilated	YES
Appropriate use of PPE	YES
Deliver strong messaging about signs and symptoms of Covid-19, isolation advice and testing to support prompt isolation of suspected cases	YES
Encourage vaccination uptake for and staff	YES

Additional Outbreak Control Measures <i>Settings should consider these actions when a threshold is met, and also contact the local PH team for support.</i>		
Additional Measures for Consideration where Thresholds Apply	When to consider	In place and date stood up
Provide “warn and inform” information to identified group (e.g. class, year group, common activities group).	As standard Released by PH team in the event of an outbreak situation	Yes/no Date:
Advise school to provide outbreak information to whole setting community	At school’s discretion, where whole setting communications will be beneficial.	Yes/no Date:
Strengthened communications to encourage staff to undertake twice weekly LFD testing and reinforcing advice on symptoms and case isolation	As standard and when asymptomatic testing uptake is not optimal	Yes/no Date:
Consider moving activities outdoors, including exercise, assemblies and classes	As standard when feasible (e.g. weather) with priority given to activities where large groups gather, there is contact between those who would not usually mix or where singing, shouting or exercise may be taking place	Yes/no Date:

Additional Measures for Consideration where Thresholds Apply	When to consider	In place and date stood up
Further improvement of ventilation indoors (where this would not significantly impact thermal comfort).	As standard, with particular focus on improving ventilation during activities where singing, shouting or exercise may be taking place	Yes/no Date:
One-off enhanced cleaning focusing on touch points and any shared equipment	As standard	Yes/no Date:
Review and reinforcement of hygiene measures	As standard, with particular support for those where maintaining hygiene standards may be difficult (for example younger cohorts)	Yes/no Date:
Promote vaccination uptake for staff	As standard	Yes/no Date:

Enhanced Outbreak Control Measures <i>Some, or all of these measures may be recommended following a risk assessment with local authority public health or the SWHPT. These are likely to be considered when:</i> <ul style="list-style-type: none"> - <i>There is evidence of transmission within the school, and additional measures will add value in reducing the risk of ongoing transmission; and/or</i> - <i>There are multiple groups within the school who meet the threshold for considering additional action (as this may indicate increased risk of transmission within the school)</i> 		
Measures	Action	Additional planning
Increased frequency of LFD testing for staff	<i>If evidence of significant spread within the school.</i> This may include increasing the frequency of home testing to daily for a well-defined group.	<ul style="list-style-type: none"> • Identify the daily testing group • Advise on local processes for accessing test kits if necessary
Promoting social distancing and reducing crowding.	<i>When evidence or high risk of transmission between groups or where there is evidence of significant transmission within the school.</i> This may include reducing the number of children gathering together (for example in assemblies) and minimising pinch points in the school day Limit: <ul style="list-style-type: none"> • whole setting activities Reintroduce: <ul style="list-style-type: none"> • staggered parent drop off / pick up times 	Use previous Risk Assessment regarding implementation of any of these measures to adjust school organisation. Plus: <ul style="list-style-type: none"> • Clear communication to parent / carers and on school website This will include detail on how we will ensure: <ul style="list-style-type: none"> • Equal access to teaching and learning for all • EHCP requirements will be met • Provision for CiN, CYP on CP Plan, and LAC will be met • Sufficient staffing capacity ensures effective curriculum delivery
Recommend a one-off PCR test for school contacts	When the risk assessment indicates a potential shared exposure or transmission within the school and a contact group can be clearly defined.	

Measures	Action	Additional planning
Introduce methods to reduce intergroup mixing (for example separate break times, staggered lunchtimes, seating plans in classrooms)	<p><i>Evidence, or high risk of inter-group spread within the school (e.g. not via siblings or out of school activities).</i></p> <p>This measure is most likely to be effective when there is substantial mixing between classes and most likely to be proportionate when implementing does not disrupt lesson planning.</p> <p>Create:</p> <ul style="list-style-type: none"> smaller groups / bubbles <p>Limit:</p> <ul style="list-style-type: none"> staff crossing between groups 	<p>Use previous Risk Assessment regarding implementation of any of these measures to adjust school organisation.</p> <p>Plus:</p> <ul style="list-style-type: none"> Clear communication to parent / carers and on school website <p>This will include detail on how we will ensure:</p> <ul style="list-style-type: none"> Equal access to teaching and learning for all EHCP requirements will be met Provision for CiN, CYP on CP Plan, and LAC will be met Sufficient staffing capacity ensures effective curriculum delivery
Reducing mixing of staff e.g. by holding meetings remotely	<p><i>Where there is evidence, or high risk of transmission between staff and/or low vaccination rates amongst staff.</i></p> <p>Limit / review necessity for:</p> <ul style="list-style-type: none"> staff face to face meetings onsite CPD <p>Governor etc. monitoring visits</p>	
Temporary reinstating face coverings in communal areas and/or classrooms for staff / visitors	<p><i>Where there is high community transmission and/or high risk of transmission within the school.</i></p> <p>Have clear communication to parent/carers on the school website on the following:</p> <ul style="list-style-type: none"> Who and when the wearing of face coverings will apply and for how long How face coverings are made available to those who may not have their own A system for the wider community to understand and facilitate exemption rules 	
Limitation of residential education visits, open days, transition/taster days, parental attendance, live performances, sporting events or similar	<p><i>Where there is evidence of ongoing transmission within cohort where visits/etc planned.</i></p> <p>Limit / review necessity for:</p> <ul style="list-style-type: none"> residential trips sporting events open days, transition or taster days parental attendance in settings and at performances staff face to face meetings onsite CPD Governor etc. monitoring visits 	

Exceptional Outbreak Control Measures -These measures may be recommended in exceptional circumstances following a joint risk assessment (education and public health) via an Outbreak Control Team (OCT) meeting

Measures	Action	Additional planning
Consider One-off asymptomatic PCR testing for a defined group, including to enable whole-genome sequencing.	Where there is evidence of significant transmission or where there is evidence, or high risk of transmission of a variant of concern, of variant under investigation that requires enhanced management.	
Attendance restrictions (see below for types of restrictions)	<p>NOTE: Any restrictions to the attendance of pupils (non-cases) may only be considered in extreme cases 'as a short-term measure and as a last resort' where other measures have been implemented and have not broken chains of transmission</p> <p>In all circumstances, priority will continue to be given to vulnerable children and young people and children of critical workers to attend to their normal timetables.</p> <p>Where measures include attendance restrictions, DfE may advise on any other groups that should be prioritised.</p>	
a. Partial closure	<p>Previously schools could contact trace and ask individuals who were close contacts to self-isolate and/or move classes to remote learning as necessary.</p> <p>Contact tracing <u>in an outbreak situation</u> is now termed as 'partial closure', as legally only over 18s who have not had both vaccine doses, or those with symptoms / those who have tested positive can be asked to isolate by NHS Test and Trace and those exempt do not need to isolate.</p>	<p>The following will be put in place should a large number of children and/or staff need to go home and be in receipt of high quality remote learning:</p> <ul style="list-style-type: none"> • Remote learning plan (on the school website) • FSM lunches will be made available to all children in receipt of pupil premium – meals can be collected from the school by the parent/carer – if they are not able to do this, they will be sent FSM vouchers instead
b. Full closure	When transmission reaches the point that partial closures and/or staffing capacity can no longer maintain safe teaching and learning within the setting, the outbreak control process may recommend a move to remote learning for the whole school for a short period of time.	<p>There will be clear communication of these plans to parents / carers on the school website.</p> <p>Our remote learning plan ensures:</p> <ul style="list-style-type: none"> • Equal access to teaching and learning for all • EHCP requirements will be met • Provision for CiN, CYP on CP Plan, and LAC will be met • Sufficient staffing capacity ensures effective curriculum delivery

Measures	Action	Additional planning
c. Wraparound care	<p>Wraparound before and after school care is provided by WOOSC. Liaise with WOOSC to ensure access is limited to the children who need it the most.</p> <p>Limit access to after-school extra-curricular activities to those that need it most.</p>	