



Coronavirus (COVID-19): Contingency and Outbreak Management Plan

Last updated: July 2021

Updated in line with the latest government advice (25th June 2021) regarding contingency planning as set out in the DfE's 'COVID-19 Contingency Framework: Education and childcare' and 'Schools coronavirus'.

This plan has been created in line with the latest government advice (25th June 2021) regarding contingency planning as set out in the DfE's 'COVID-19 Contingency Framework: Education and childcare' and 'Schools coronavirus (COVID-19) operational guidance' documents. The government has made it a national priority that education and childcare settings should continue to stay open as much as possible during the coronavirus (COVID19) pandemic. Any restrictions on education would only be as a last resort and should only be initiated following a ministerial decision on a case-by-case basis.

The trust will ensure this plan is updated in line with national government guidelines regarding the operation of schools during local lockdowns. This plan covers all staff, pupils.

The aim of this Contingency and Outbreak Management Plan.

If the local area the education establishment serves sees an extremely high prevalence of coronavirus (COVID-19) infection rates and existing measures in our community have failed to reduce this, Public Health will decide which additional measures to implement to help contain the spread. These measures may involve implementing a number of restrictions, which could include the partial closure of schools in communities. Measures may also be necessary to help minimise the impact from new coronavirus variants.

This document outlines how the Trust school /ARB will operate if further restrictions are implemented. The school will work closely with the local public health team and implement local provisions as advised.

This is a live document that will be reviewed by the Trust SLT in conjunction with other key stakeholders, as and when the situation develops.

Restrictions to attendance

The government has advised that all schools should continue to operate as normal and that all pupils should attend school unless required to self-isolate. The contingency framework is designed to act as a containment measure where:

1. There is extremely high prevalence of coronavirus.
2. Other measures have already been implemented.
3. There is a need to minimise the impact from a new coronavirus variant.

Restrictive measures, of the kind set out in the contingency framework, must not be implemented by schools without the explicit agreement of the Trust and Public Health.

Restricting attendance in any form will only be used as a last resort. Where restrictions to attendance are implemented following government advice, they will be kept to a minimum, allowing for the maximum number of pupils to attend education; however, in all circumstances, priority will be given to vulnerable pupils and the children of critical workers to attend full time.

As part of their outbreak management responsibilities, LAs, Directors of Public Health and the Trust may advise individual settings to limit attendance in one of the ways described in this section.

Trust school/ARBs unless advised otherwise, will allow all pupils to attend. If the contingency framework is implemented, the school will only allow the following pupils to attend on-site provision:

1. Vulnerable pupils
2. Children of critical workers

Pupils will attend according to their usual timetable/placements. In circumstances where the school placement school is unable to provide its usual provision and interventions with adequate staffing ratios, the school continues to deliver specified provision as close to normal as practicable, as soon as possible. High-quality remote education/support will be provided for all pupils not in attendance, in line with the School Remote Learning Policy.

The school will lift restrictions as soon as it is advised that it is appropriate to do so.

Infection prevention and control

Any member of the school community who displays symptoms of coronavirus will be required to self-isolate and encouraged to get a test. All schools/ARBs are currently being provided with rapid-result testing kits, which include PPE, to identify asymptomatic cases of coronavirus.

If a variant of coronavirus classed as a variant of concern (VoC) is identified within the school's geographical area. The school will adhere to advice from Public Health in relation to the temporary reintroduction of restrictions and / or face coverings.

If a pupil develops symptoms of coronavirus while on site, they will be taken to isolation area while they wait to be collected. If required, the pupil will be supervised while they await collection. If the supervising member of staff is unable to maintain social distancing, e.g. due to the pupil's age or needs, they will wear PPE. After the pupil has left the premises, any areas they were in will be cleaned. The pupil's parents will be encouraged to get their child tested as soon as possible. The pupil will be required to self-isolate for at least 10 days – remote education will be arranged for them immediately.

If a staff member develops symptoms while on site, they will be directed to go home immediately to self-isolate and to get a test. Cover arrangements will be put in place.

Any staff members or pupils who have been in close contact with a symptomatic individual do not need to self-isolate unless they develop symptoms themselves or the individual subsequently tests positive. If an individual tests positive, the school will contact the DfE Helpline on 0800 046 8687 and select Option 1, where a team of NHS advisers will decide what action is needed based on the latest public health advice. The school will follow the expert advice. The individual's close contacts at school will be sent home to self-isolate for 10 days and encouraged to get a test. If more individuals test positive, the school will follow advice from the Public Health, which may include requiring more staff to self-isolate.

The setting will notify DfE (Ofsted?) of any confirmed cases, within 14 days, be that a child or staff member, in the setting through the usual notification channels. We will also make DfE/Ofsted aware if the setting is advised to close as a result.

Transport

Transport services to and from the school will continue to operate as normal during times of local restriction where pupils are still attending. In the event that such services are not able to operate as normal, the headteacher, working with CC Transport Unit will consider alternative options and communicate these to all parents and pupils in advance.

Teaching and learning

If restrictions to on-site education are required, the school will offer immediate access to high quality remote education for all pupils who are required to remain at home. All remote learning will be delivered in line with the school's Pupil Remote Learning Policy.

The school will use a range of teaching methods to cater for all different learning styles.

When teaching pupils who are working remotely, teachers will:

1. Deliver a planned, coherent and well-sequenced curriculum which allows skills to be
2. built incrementally.
3. Provide opportunities for interactivity.
4. Plan a programme that is of equivalent length to the core teaching pupils would receive in school, ideally including daily contact with teachers.

Trust schools/ARB will utilise the support available through the DfE's 'Get help with technology during coronavirus (COVID-19)' scheme. Under the scheme, the school can order laptops, tablets and 4G wireless routers to support the following groups of pupils if they do not have access to a digital device or the internet through other means.

Before distributing devices, the school will ensure:

1. The devices are set up to access remote education.
2. Appropriate safeguarding controls and support are in place to help pupils and their families use the devices safely.

Returning to school

The Trust will work with schools/ARBs to ensure pupils only return to school when it is safe for them to do so. Prior to the return of more pupils and staff, all relevant risk assessments will be reviewed. After a period of self-isolation, or the relaxation of restrictions, the headteacher will inform parents when their child will return to school. The headteacher will listen to all concerns that parents may have about their child returning to school and will advise them of the measures in place to ensure the safety of their child.

Safeguarding

Ensuring safeguarding arrangements remain effective during periods of restricted attendance is a key priority. The Trust/School/ARB Child Protection and Safeguarding Policy has been updated to include provisions for keeping pupils safe during the coronavirus pandemic, both at home and in school – schools/ARB will continue to follow these procedures for pupils who remain at home, where appropriate, until all pupils are able to return to school/ARB.

Trust schools/ARBs will continue to ensure that:

1. The safeguarding and well-being of all pupils and staff always come first.
2. If anyone in the school has a safeguarding concern about a pupil, they act immediately. A DSL or deputy DSL is always available.
3. Pupils who remain at home are protected when they are online.

A trained DSL or deputy will remain on-site where possible. Where this is not possible, e.g. they are required to self-isolate, the school will ensure that the DSL or deputy, or a DSL or deputy from another school, are available to contact at all times. In addition, the headteacher will take responsibility for coordinating safeguarding on-site during this time.

Food provision

Trust schools/ARBs will provide meal options for all pupils who are attending school. The Trust will FSM vouchers to eligible pupils who are not attending school, where they:

1. Are self-isolating/vulnerable.
2. Have had symptoms or have tested positive.
3. Are a close contact of someone who has coronavirus.
4. Are not attending due to the implementation of local restrictions advised by the government.

Communication

Trust schools/ARBs will communicate plans for addressing any imposed restrictions with parents, LA, staff including in relation to:

1. Opening arrangements.
2. Access for specific targeted groups where applicable, such as: vulnerable pupils and children of critical workers.
3. Any reviews of the school's protective measures as part of our risk assessments.
4. The arrangements for remote working.

All relevant stakeholders will be kept up-to-date with the circumstances of any imposed restrictions and how these affect the school as the situation develops. If any member of the school community wishes to discuss any concerns relating to the school's provision during this period, they should contact the following as appropriate:

1. Staff – their line manager
2. Pupils – their class teacher or member of pastoral staff
3. Parents – the headteacher / Trust Director

Monitoring and review

This plan will be reviewed continually, by the trust central team, in line with guidance from the government and Public Health England (PHE). Any changes to the plan will be communicated to all relevant stakeholders as soon as possible.