



COVID-19: outbreak management plan

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:

- 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)

The Threshold for an outbreak in a primary school is defined as follows:

- **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 (whichever is reached first).**

Should we reach this threshold, the Headteacher (or DHT in her absences) will contact PHE and our LA School Improvement Manager to inform and seek advice, and the chair of governors will be informed. Any decisions to make short term changes to our provision in line with this plan will be communicated to Parents/Guardians via Parentmail as soon as possible. Staff and governors will be notified via email with only urgent updates to staff communicated via the staff WhatsApp group.

2. Risk Assessment

Should any of the above thresholds be met, we will immediately review our current Covid risk assessment to review and reinforce the testing, hygiene and ventilation measures already in place, and consider what additional actions might be necessary.

If any additional measures are recommended, the aim is to ensure that these are used in the short term only. The additional measures below are all based on control measures from our 2020/2021 risk assessment, and as such, could be implemented at short notice in school following the plans in place from the previous year.

3. Other measures

If recommended, we will limit:

- Visitors to the school
- Parents coming into school
- Use of volunteers
- Events such as live performances or open sessions
- Extra-curricular activities
- Residential educational visits
- Contact between different year groups of pupils on site

If recommended, we may also re-introduce:

- Restrictions of numbers of staff permitted to use shared areas such as the staff room at any one time.
- Increased use of masks for adults on the school site
- Year group 'bubbles' to limit contact between children on site

In accordance with DfE guidance, the school will not be making use of the 'bubble' system to limit contact between pupils/staff from different year groups as part of the Covid risk assessment. However, in the event of a local outbreak, the school may limit contact between children from different classes/year groups for a period of time, particularly if this helps to ensure that pupils are able to remain in school. For example, break/lunchtimes could return to the rota system from 2020/21 with allocated play spaces and meals delivered to classrooms for Y2-Y6; assemblies/clubs could be held with single year groups at a time; staff mixing could be limited to those within their own year group.

4. 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 speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

5. Attendance restrictions

Attendance restrictions will only be recommended as a last resort, and will be used for the shortest time possible. If recommended, we will implement the measures in this section.

5.1 Eligibility to remain in school

If attendance restrictions are applied, we will provide a special provision in school 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 as detailed on our website <https://www.whiteleyprimary.co.uk/remote-learning/>.

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

5.3 Wraparound care

Should attendance restrictions apply, we will limit access to before and after-school activities and wraparound care during term time and holidays to those that are eligible for special provision in school.

We will communicate who will be eligible to attend once any 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 have a trained DSL or deputy DSL on site at all times.