

**Great Crosby Catholic Primary School**  
'...that they may have life and have it to the full.'

# **Outbreak Management Plan**



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## Outbreak Management Plan

This plan has been written in line with government guidelines which state that, 'All education and childcare settings should have outbreak management plans outlining how they would operate if any of the measures described below were recommended for their setting or area.' This includes how we will ensure every child, pupil or student receives the quantity and quality of education and care to which they are normally entitled. The government continues to manage the risk of serious illness from the spread of the virus. Step 4 marked a new phase in the government's response to the pandemic, moving away from stringent restrictions on everyone's day-to-day lives, towards advising people on how to protect themselves and others, alongside targeted interventions to reduce risk. As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people's education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for 2 doses by mid-September.

Tracing close contacts and isolation

Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.

As with positive cases in any other setting, NHS Test and Trace will work with the positive case and/or their parent to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case and/or their parent specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. You may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.

Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:

they are fully vaccinated

they are below the age of 18 years and 6 months

they have taken part in or are currently part of an approved COVID-19 vaccine trial

they are not able to get vaccinated for medical reasons

Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.

Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal. They do not need to wear a face covering within the school, but it is expected and recommended that these are worn when travelling on public or dedicated transport.

18-year-olds will be treated in the same way as children until 6 months after their 18th birthday, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact.

Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting (see Stepping measures up and down section for more information) or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures.

## **Face coverings**

Face coverings are no longer advised for pupils, staff and visitors either in classrooms or in communal areas.

The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport and dedicated transport to school or college.

Staff will wear face coverings when greeting parents and children at the school gate at the start and end of the day and around the building when social distancing cannot be maintained.

## **Circumstances where face coverings are recommended**

If we have a substantial increase in the number of positive cases in our school, a director of public health might advise you that face coverings should temporarily be worn in communal areas or classrooms (by pupils staff and visitors, unless exempt).

In these circumstances, transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. Transparent face coverings may be effective in reducing the spread of COVID-19. However, the evidence to support this is currently very limited. Face coverings (whether transparent or cloth) should fit securely around the face to cover the nose and mouth and be made with a breathable material capable of filtering airborne particles.

## **Stepping measures up and down**

This plan outlines what we would do if children, pupils, students or staff test positive for COVID-19, or how you would operate if we were advised to take extra measures to help break chains of transmission. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible.

Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission.

## **Testing**

This may include the possibility of increased use of testing by staff

These measures may be advised:

- for an individual setting only, by Directors of Public Health as part of their responsibilities in outbreak management, or
- for settings across areas that have been offered an enhanced response package or are in an enduring transmission area, where settings and directors of public health decide it is appropriate

## **Shielding**

Shielding is currently paused. In the event of a major outbreak or VoC that poses a significant risk to individuals on the shielded patient list (SPL), ministers can agree to reintroduce shielding. Shielding would be considered in addition to other measures to address the residual risk to people on the SPL, once the wider interventions are taken into account

## **Other measures**

During an outbreak, we will limit:

- residential educational visits
- open days
- transition or taster days
- parental attendance in settings
- performances in settings

Local authorities, Directors of Public Health (DsPH) and PHE Health Protection Teams (HPTs) may recommend these precautions in one setting, a cluster of settings, or across an entire area.

Any activities that can be moved online will happen via our Microsoft Teams or Website depending on year group. Meetings with parents will happen online. The school has recorded a virtual tour as an alternative to open days. Transition days will be risked assessed and moved online if required.

### **Attendance restrictions**

Attendance restrictions should only ever be considered as a last resort.

High quality face-to-face education remains a government priority and a priority for us at school. Attendance restrictions should only ever be considered as a short-term measure and as a last resort:

- for individual settings, 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.

In all circumstances, priority should continue to be given to vulnerable children and young people and children of critical workers to attend to their normal timetables.

Where measures include attendance restrictions, DfE may advise on any other groups that should be prioritised.

If we are advised, temporarily, to limit attendance and high quality remote education is provided to all pupils or students not attending

### **Out-of-school settings and wraparound childcare**

Our school operates a Breakfast club run by school staff and will therefore come under the remit of our current guidance and risk assessment. If attendance restrictions are needed, vulnerable children and young people should be allowed to attend. For all other children, parents and carers should only be allowed to access these providers for face-to-face provision for their children for a limited set of essential purposes, such as to allow them to go to or seek work, attend a medical appointment, or undertake education and training.

### **Remote education**

Full detail on remote education expectations and the support available to schools, colleges and further education providers is available at Get Help with Remote Education. Our school has used these guidelines to produce a Home Learning Policy.

### **Education workforce**

If restrictions on child, pupil and student attendance are needed, leaders of childcare and education settings will be best placed to determine the workforce required onsite and if it is appropriate for some staff to work remotely.

We will have regard to the guidance on clinically extremely vulnerable people.

We will continue to implement the system of controls set out in the COVID-19 operational guidance for your education setting. We will explain to staff the measures we are putting in place to reduce risks to staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment.

### **Safeguarding and designated safeguarding leads**

There should be no change to local multi-agency safeguarding arrangements, which remain the responsibility of the 3 safeguarding partners:

- local authorities

- clinical commissioning groups
- chief officers of police

If attendance restrictions are needed in any education or childcare setting, we would expect all local safeguarding partners to be vigilant and responsive to all safeguarding threats with the aim of keeping vulnerable children and young people safe, particularly as more children and young people will be learning remotely.

We will continue to have regard to any statutory safeguarding guidance that applies to us, including:

- Keeping children safe in education
- Working together to safeguard children
- Early Years Foundation Stage (EYFS) framework We will review our child protection policy so that it reflects the local situation

We will aim to have a trained DSL (or deputy) available on site. However, it is recognised that for some schools and FE providers there may be operational challenges to this. In such cases, there are two options to consider:

- a trained DSL (or deputy) from the school can be available to be contacted via phone or online
- sharing trained DSLs (or deputies) with other schools (who should be available to be contacted via phone or on line video)

Where a trained DSL (or deputy) is not on site, in addition to one of the above options, a senior leader will take responsibility for co-ordinating safeguarding on site.

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

Where vulnerable children and young people 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 our concerns
- encourage the child or young person 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 or young person's attendance would be appropriate
- focus the discussions on the welfare of the child or young person and ensuring that the child or young person 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, we will discuss alternative arrangements for vulnerable children and young people with the local authority.

### **Transport**

Transport services to education settings should continue to be provided as normal where children are attending education settings. The transport to school and other places of education: 2020 to 2021 academic year guidance remains in place.

### **School Meals**

We will provide meal options for all pupils who are in school. Meals will be available free of charge to all infant pupils and pupils who meet the benefits-related free school meals eligibility criteria.

We will also continue to provide free school meals support in the form of meals or lunch parcels for pupils who are eligible for benefits related free school meals and who are not attending school because they:

- are self-isolating
- have had symptoms or a positive test result themselves
- are a close contact of someone who has COVID-19

### **Educational visits**

Any attendance restrictions should be reflected in the visits risk assessment and setting leaders will consider carefully if the educational visit is still appropriate and safe. Only children who are

attending the setting should go on an educational visit. We will consult the health and safety guidance on educational visits when considering visits.

### **When should a setting consider extra action**

For most settings, including ours, it will make sense to think about taking extra action if the number of positive cases substantially increases. This is because it could indicate transmission is happening in the setting. The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned. For most education and childcare settings, 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

For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time:

- 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period

All settings should seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.

### **Actions to consider once a threshold is reached**

At the point of reaching a threshold, we, as an education and childcare settings should review and reinforce the testing, hygiene and ventilation measures they already have in place. We will also consider:

- whether any activities could take place outdoors, including exercise, assemblies, or classes
- ways to improve ventilation indoors, where this would not significantly impact thermal comfort
- one-off enhanced cleaning focussing on touch points and any shared equipment

Settings may wish to seek additional public health advice if they are concerned about transmission in the setting, either by phoning the DfE helpline (0800 046 8687, option 1) or in line with other local arrangements.

A director of public health or an HPT may give settings 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. They might advise the setting to take some of the other measures described in this document.

Member of staff responsible: P A Speed