

COVID-19 Outbreak Management Plan

ST STEPHEN'S JUNIOR SCHOOL, CANTERBURY

Approved by:	Sarah Heaney & Laura Cutts	Date: August 2021
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Last reviewed on:	August 2021
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Next review due by:	30 September 2021
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1. Introduction

This plan is based on the contingency framework for managing local outbreaks of COVID-19 and the schools operational guidance from step 4, 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)

We will be referring to the 'Contingency Framework: Education and Childcare Settings' along with our current risk assessment and this document to continue to assess and evaluate the measures in place and whether or not further actions are necessary.

2. 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 who are required to shield about additional protective measures in school or arrangements for home working or learning. As and when the use of these measures becomes necessary, we will complete individual risk assessments for all staff to which this applies.

3. Other measures

If recommended, we will limit or suspend:

- Residential educational visits
- Open days
- Transition or taster days
- Parents and other visitors coming into school
- Live performances

If recommended, we will reintroduce:

- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)
- One-way systems of entry and exit to our school premises
- Staggered entry times for year groups to limit number of people on site
- Social distancing expectations for those on site and accessing site
- Maximum occupancy notices for shared areas including toilets
- Additional risk assessments for kitchen and enhanced risk assessment for extended schools.

In the instance of an outbreak in our school or the local area, the impact of measures will be carefully considered prior to implementation. We will continue to seek guidance and advice from both the DfE and Public Health England to ensure that the steps taken are proportionate and avoid a detrimental impact to students and their learning wherever possible.

4. Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

4.1 Eligibility to remain in school

In the instance of restrictions of school attendance, we will stay open for:

- Vulnerable pupils
- Children of critical workers

Our senior leadership team will ensure that vulnerable pupil families are contacted and are encouraged to continue to attend the setting. Our school will use a dedicated email address system to enable critical workers to advise as to required spaces and eligibility.

4.2 Education and support for pupils at home

All other pupils will be required to stay at home and will receive remote education.

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 food vouchers for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines. The majority of these will be sent directly to email addresses of parents/carers. For any families who are unable to access the vouchers in this way, a printed alternative will be available for collection from our school office.

4.3 Wraparound care

In the instance of restrictions, we will limit access to before and after-school activities and wraparound care during term time and the summer holidays to those that need it most. We will set out our assessment of need so that this process is clear and consistent for all families and carers. We will communicate who will be eligible to attend once the restrictions are confirmed.

4.4 Safeguarding

We will review our child protection policy to make sure it reflects any local or national restrictions and remains effective.

We will have a trained DSL or deputy DSL on site wherever possible.

If our DSL (or deputy) can't be on site, they can be contacted remotely. On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.

5. Control Measures & Risk Assessments

We will ensure that control measures remain in place. These are contained within 'Schools COVID-19 Operational Guidance Updated 19 July 2021' and are as follows:

1. Ensure good hygiene for everyone
2. Maintain appropriate cleaning regimes.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

All of the control measures above feature within our current risk assessment. This is a 'living document' that is monitored and reviewed on a regular basis. The most up to date version is available on our website and reflects that we are currently at Step 4 of the government road map.

We also have a risk assessment that is held in reserve for the instance that measures need to be stepped up in relation to either a local or national outbreak. This includes the areas outlined in section 3, other measures and we are able to divert to this whenever necessary.