

COVID-19: outbreak management contingency plan

Jan 13th 2022



Approved by: HELEN DRUMMOND

Last reviewed on: Jan 13th 2022

MAIN CHANGES are highlighted

Next review due by: Jan 26th 2022

1. Introduction

Our overall aim remains simple: keep school safely open for all children and adults. Closing school and/or sending any children home to access home learning will be *an absolute last resort* and will only be implemented after consultation with the agencies below. The likelihood of disruption caused by staff absence may require changes to how children are grouped and taught in school but we will continue to prioritise keeping children in school to be taught safely with their peers.

We continue to employ the following infection control measures *as a matter of course*:

- *Lateral Flow Testing of staff and regular professional visitors continues on a twice weekly basis with results reported to Tina Donovan (this can be increased as and when necessary)*
- *minimising contact with individuals who are unwell by ensuring that all those who have coronavirus symptoms access a PCR test and follow isolation rules*
- *cleaning and sanitising hands more often than usual (5-6 times a day)*
- *ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach;*
- *cleaning frequently touched surfaces often*
- *ventilating all classrooms and internal areas throughout the day by keeping windows and doors open. In particularly cold weather we will ensure regular air exchanges take place while children are out for breaks and if necessary invite children to wear warmer layers in the classroom*
- *monitoring CO2 levels in each classroom daily with the DfE provided monitors*

1.1 Changes to the self-isolation period for individuals who test positive for Covid 19 to FIVE DAYS (since 13th Jan 2022)

Since 13th January 2022, the 10 day isolation period for people who test positive has been reduced to 5 days in most circumstances, unless you cannot test for any reason.

This means that individuals, including children over 5, can take a LFD test no earlier than day 4 and then again on day 5 of isolation and if both tests are negative they can return to school on day 6. If they can't test, or receive a positive result on either day, they must continue to isolate for the full 10 days as previously.

1.2. Changes to tracing close contacts (from 14th December 2021)

From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 by Track and Trace are strongly advised to ***take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result or develop symptoms.*** Daily testing of close contacts applies to all contacts who are:

- fully vaccinated adults – people who have had 2 doses of an approved vaccine
- all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status
- people who are not able to get vaccinated for medical reasons
- people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine

1.3. Changes to confirmatory PCR testing

You should follow the latest government guidance on confirmatory PCR tests in [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection) following a positive LFD test.

The main change being: **No follow up PCR tests required if you don't have symptoms and test positive with a LFD.**

Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts.

This plan is based on the [contingency framework](#) for managing local outbreaks of COVID-19 and the [schools operational guidance](#), 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), directors 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. Actions will be considered when the following threshold is met***
- ***There are positive cases amongst pupils or staff who are likely to have mixed closely within a 10-day period***
- 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) such as Omicron.
- To prevent unsustainable pressure on the NHS

2. Seeking public health advice

When one of the thresholds above is met, we will review the testing, hygiene and ventilation measures already in place.

We will also seek public health advice from a director of public health or health protection team. HELEN DRUMMOND will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687 dfc.coronavirushelpline@education.gov.uk) as well as contacting the local authority ESWelfareGroup@westsussex.gov.uk

3. Shielding

We will adhere to national guidance on the reintroduction of shielding. We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done **via email with a text notification** once a decision has been made.

If necessary, we will limit:

- Educational visits
- Open days
- Transition or taster days
- Parents/helpers coming into school
- Peripatetic teachers in school
- Parent consultations
- Live performances
- Sports clubs

If necessary, we will (re)introduce:

- Class bubbles, to reduce mixing between groups (including toilet use and where lunches will be eaten)
- A more staggered drop-off and pick-up
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)
- Daily morning LFD testing for pupils in bubbles

5. Remote Learning and attendance restrictions

If we face a situation where there are not enough adults to provide in-person teaching, and supply cover is unavailable, we may need to resort to sending class groups home to access remote learning. This will be an **absolute last resort**.

If recommended, we will implement the measures in this section.

5.1 Eligibility to remain in school UPDATED VULNERABLE AND CRITICAL WORKER LISTS Jan 2nd 2022

If restrictions and closures are recommended, we will stay open for those children that are eligible when attendance restrictions are put in place. An updated list can be found [here](#).

5.2 Education and support for pupils at home

Pupils who are required to stay at home 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.

Those pupils who need to borrow devices in order to access home learning can do so by contacting the school office. We have a limited number but will aim to support those most in need with this.

The school will continue to provide vouchers for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines. We will distribute these directly and contact those who are eligible.

5.3 Wraparound care in the event of school closures

We may need to limit access to before and after-school activities and wraparound care during term time to those that need it most. See list above in 5.1

5.4 Safeguarding

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

We will aim to have a trained Designated Safeguarding Lead or deputy DSL on site wherever possible.

If our DSL HELEN DRUMMOND (or deputy DSL HANNAH WOOLLARD) can't be on site, they can be contacted remotely by TINA DONOVAN (Bursar)

If our DSL (or deputy) is unavailable, we will share a DSL with Storrington First School. Their DSL can be contacted by HELEN DRUMMOND, HANNAH WOOLLARD or TINA DONOVAN

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure vulnerable pupils can access appropriate education and support while at home
- Maintain contact, and check regularly that the pupil is able to access remote education provision