

Greenfield Primary School

OUTBREAK MANAGEMENT PLAN

September 2021

Following national guidance released on 19th July 2021, educational settings are required to maintain an Outbreak Management Plan outlining how settings will operate if there were an outbreak in the school or local area.

For most education and childcare settings, whichever of these thresholds is reached first might suggest an outbreak;

- 5 children, pupils, students or staff, test positive for COVID-19 within a 10-day period;
- 10%* of children, pupils, students or staff test positive for COVID-19 within a 10-day period.

*10% is set as a benchmark, but may vary across localities and settings based on prevalence within the setting and local areas. Local Public Health Teams will monitor this under regular surveillance and advise school on next steps.

Our overarching objective is to maximise the students in face to face education and minimise any disruption, in a way that best manages the COVID-19 risk.

The following measure may be introduced following an outbreak at school or in the local area. Any measures taken will be reviewed weekly and lifted as soon as informed by scientific advice or the public health team.

| Measures | |
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| School closure | Whole school closure will only take place where directed by the local health protection team or the Regional Director of Public Health or the DFE. Every effort will be made to reopen any closed or partly closed areas of school as soon as possible but only when the safety of the students and staff can be assured. |
| Requirement to Limit Attendance | Where it is deemed student numbers are to be limited, every measure will be taken to ensure as many students as possible maintain their education face-to-face at school. |
| Priority of Year Groups | Where necessary, Year 2 and Year 6 students will be prioritised to continue with face-to-face provision in school. |

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| Priority of Pupils | <p>Where it becomes necessary to prioritise pupils within school, the following pupils will be considered in descending priority:</p> <ul style="list-style-type: none"> • CIN, ECHP, CP, LAC • Pupils of key workers • Pupils considered vulnerable but not in one of the above categories • All other pupils |
| Remote / Blended Learning | <p>Where students are unable to attend school, they will access remote education. School will ensure they are provided with the means to access online lessons either through existing resources that have been developed to ensure each child has access to blended learning and their teacher each day.</p> |
| Lateral Flow Device (LFD) testing | <p>All staff will continue to be encouraged to take a LFD twice weekly and share their results if positive. Advice re testing will also be given to parents/carers.</p> |
| Polymerase Chain Reaction (PCR) testing | <p>People who have been in close contact with someone who has tested positive with COVID-19 are advised to get a PCR test, whether or not they have symptoms. If this test is positive, they must isolate for 10 days and follow government guidance.</p> |
| Reintroduction of face masks/coverings in school | <p>Facemasks may be reintroduced at the decision of the Headteacher if there is concern about rising cases in the area. Staff will be required to use face coverings as a minimum of protection at drop-off and pick-up times, and for face to face meetings with visitors and parents.</p> <p>Should masks be advised by the local health team or similar official body, we will reintroduce their use within all areas as instructed.</p> |

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| <p>Shielding of critically extremely vulnerable pupils/staff</p> | <p>As advised by Local Director of Public Health/Government. In this eventuality, affected staff will be expected to support the delivery of the school curriculum and timetables online in conjunction with staff working in school. They will be expected to attend meetings, complete all necessary reports and follow up on safe guarding issues remotely and liaise with staff in school to ensure teaching and safeguarding remains effective.</p> <p>Extremely vulnerable students will be able to access a full-time remote learning timetable as detailed above. Return to school will be as advised by the Government or at the request of the parent/carer. Each case will be assessed on the individual's needs and will be monitored by a member of Senior Leadership.</p> |
| <p>Limit parental attendance and non-urgent contractors on site</p> | <p>Access to school grounds will be limited to essential contractors during the period of outbreak. All contractors will be expected to follow current COVID measures.</p> <p>Meetings with parents will take place remotely where possible. In the eventuality of a remote meeting not being possible or a face-to-face meeting is essential, they should take place after students have left the school building. A large, well-ventilated room should be used with seating ensuring a 2m distance between participants. All attending the meeting should follow current COVID measures. Provision will be made for any participant that needs to attend virtually.</p> <p>All meetings of larger groups may be postponed or carried out online.</p> <p>Parents Evenings, Open Days, Performances and Taster Days may be postponed or held online.</p> |
| <p>Safeguarding of Pupils</p> | <p>The DSL or a Deputy DSL will be available to school. All members of the safeguarding team will remain contactable unless illness prevents. The Headteacher will ensure there is a trained DSL or deputy available at all times.</p> <p>In the event of students having to work remotely, the following additional actions will be taken:</p> <ul style="list-style-type: none"> • Class teachers will contact parents/carers immediately should a student not attend online lessons regularly and records / log kept. • The DSL will continue to conduct all required meetings online or face to face and continue to liaise with all staff and other Professionals. • Where necessary, identified staff will make distanced home visits to check up on student welfare. |

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| Means Tested Free School Meals | <p>Students attending school will continue to receive means tested FSM where eligible. Eligible Students working remotely will be provided with a packed lunch. The guidance on “providing school meals during COVID 19” will support all actions.</p> |
| Communication | <p>All communication between school and home will take place through telephone, ParentMail, email and online.</p> |
| Workforce | <p>We will continue to provide an up-to-date risk assessment for staff working in the school. Staff will be expected to teach young people within the terms and conditions of their employment. Their role may be amended to focus on remote teaching or a blend of remote and face to face teaching. In the event of a closure, as directed/agreed admin staff may work in the office on a rota or remotely.</p> |
| Educational Visits | <p>All trips will be re-assessed in line with additional measures put in place and government guidelines.</p> |
| Out of School Clubs and Childcare | <p>If the situation demand these could be suspended or only available to vulnerable children.</p> |
| Cleaning | <p>If the Outbreak Management Plan is implemented enhanced cleaning regimes will commence, eg</p> <ul style="list-style-type: none"> • Deep clean for the school • Specific areas • Enhanced touchpoint cleaning • Additional help may be sought |

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| Other Measures | <ul style="list-style-type: none"> • Staggered start/finish times • Bubbles reintroduced • Reduce large gatherings eg assemblies • Reducing use of equipment (Science, Sports, D&T) • Reviewing room occupancy for staffroom / offices • Request parents to social distance and request wear face coverings whilst on site. |
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| Date of Review | Comments | Position | Signature |
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| 08/09/2021 | Document Reviewed and updated in line with current guidance. | Headteacher – Mr Wood Deputy Headteacher – Mrs Juster | |
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