

# Brooksward School



## COVID-19: outbreak management plan

Approved by:

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Last reviewed on:

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Next review due by:

September 2022

## 1. Introduction

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 either of the following thresholds are met:

- There are 5 positive cases amongst pupils or staff who are likely to have mixed closely within a 10-day period
- 10% of pupils or staff who are likely to have mixed closely test positive 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)
- 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. Heads of School will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or the Senior Officer For Public Health Children & Young People on 01908 252026.

## 3. 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.

## 4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via email/letters sent home with pupils / Class Dojo / ParentMail once a decision has been made.

If recommended, we will limit:

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

If recommended, we will (re)introduce:

- Testing, including the use of an asymptomatic test site (ATS)
- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

Full details of the measures that would be introduced in the event of an outbreak are outlined in the Covid Risk Assessment September 21 – Outbreak Management. This is a maximum set of measures and we would be guided by PHE or Senior Officer For Public Health Children & Young People on whether all or some of these would be implemented.

## 5. Attendance restrictions

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

### 5.1 Eligibility to remain in school

If restrictions are recommended, we will stay open 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.

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

These vouchers are generated by the school's finance team and distributed to parents by email. School meal packs will be collected from school or in certain circumstances dropped to families' homes.

### 5.3 Wraparound care

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 communicate who will be eligible to attend once the 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 aim to have a number of trained DSL's (Designated Safeguarding Lead) on site wherever possible.

If our DSL's can't be on site, they can be contacted remotely by emailing [office@brooksward.org.uk](mailto:office@brooksward.org.uk) or by calling the school office on 01908 605605 who will connect them.

On occasions where there is no DSL on site, a senior leader will take responsibility for co-ordinating safeguarding on site.

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, providing equipment and connectivity whenever possible
- Maintain contact, and check regularly that the pupil is able to access remote education provision

## 6. Covid19 Control Measures September 2021

This guidance supports the most recent Covid19 risk assessment (September 21). We will undertake the following preventative measures from September 2021 to limit the spread of Covid19:

- One way systems at the start and end of the day to minimise the time spent on site for parents and carers.
- High levels of ventilation will be maintained throughout the school. Windows will be open whenever possible, maintaining a balance between ventilation and comfortable temperature. CO2 monitors (when provided by DFE) will be used to monitor the air quality.

- Frequent handwashing will be encouraged throughout the day and hand sanitizer will continue to be available around the school
- All adults in the school (staff and volunteers) will be encouraged to continue with twice weekly lateral flow tests.
- Enhanced cleaning will be maintained – see enhanced cleaning schedule
- If staff or children have Covid Symptoms they will be asked to get a PCR test and should isolate until the result is returned
- Support with managing individual issues will be sought by telephoning the DfE helpline (0800 046 8687) or Public Health England (Milton Keynes) on 01908 252026