

Kea School

COVID-19: outbreak management plan



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| Approved by: | Katherine Hunkin | Date: September 2021 |
| Last reviewed on: | [Date] | |
| Next review due by: | [December 2021] | |

1. Preventative measures/risk assessment- September 2021

From September 2021 the following measures will be in place to reduce the impact of Covid 19:

- Ensuring good hygiene for everyone including handwashing, hand sanitizer and information for parents/carers
- Cleaning regime – enhanced cleaning especially of handles/frequently touched areas. Toilet areas to be cleaned at lunchtimes as well as after school. Any room hosting a suspected case will be deep cleaned prior to being used again.
- Staff will continue to use PPE to support pupils with medical/personal needs and also to support pupils with symptoms.
- We will continue to be vigilant to symptoms for all
- Ventilation – windows and doors to be open as long as comfortable
- Use of outside will be encouraged as much as possible
- Children will be dropped off and collected by parents in the playground or carpark (rather than in classrooms)
- Parents will be encouraged to continue to wear masks when inside the school, regularly test and to practice enhanced hygiene
- Encouraging staff to use LFD to test regularly
- All symptomatic persons will be sent home and a PCR test requested
- Staff meetings/inset days will be held in person but in a large room and class teams will sit together.
- Toilets will be available for use by all and we will supply disinfectant spray to use after each use.
- Staffroom will be available for use by all but we will encourage staff to use discretion with regards to how busy it is.
- Bubbles will no longer exist but most of the mixing of children will be outside of their mixing will be outside.
- There will be no events involving groups of parents in school for at least half a term this is to allow children to settle. We aim to resume all events after half term.
- Shielding and clinically vulnerable no longer applies however we will consult with medical teams should we feel that a staff member or child is more vulnerable to ensure we follow their guidance.

2. 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

3. 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. The Headteacher will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or contacting Public Health for Cornwall.

4. 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.

5. 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] once a decision has been made.

If recommended, we will limit:

- Open days
- Transition or taster days
- Parents coming into school

If recommended, we will (re)introduce:

- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

6. Attendance restrictions

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

6.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

6.2 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 remote learning policy

6.3 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 DSL or deputy DSL on site wherever possible and always available by phone.

On occasions where there is no DSL or deputy on site, a senior teacher 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
- Maintain contact, and check regularly that the pupil is able to access remote education provision

7. References

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf

<https://www.cornwall.gov.uk/backtoschool>

8. Appendices

1. Advice to All Parents - warn and inform

Dear Parents,

We wish to inform you there has been a number of confirmed cases of COVID-19 within the school.

We know that you may find this concerning but we are continuing to monitor the situation and are working closely with Public Health. This letter is to inform you of the current situation and provide advice on how to support your child. Please be reassured that for most people, coronavirus (COVID-19) will be a mild illness.

Following the change in guidance on 19 July 2021, the school/nursery/child-care/Early Years setting will continue to ensure confirmed cases of COVID-19 do not attend until the end of their self-isolation period but contact tracing within the school setting will no longer continue. To help prevent avoidable spread, we encourage staff and families to continue with the twice weekly LFD testing, to inform us of the result and to follow-up any positive results with a confirmatory PCR test. Please note that LFD tests are not suitable for children under the age of 11.

I would like to encourage all parents to consider taking up the offer of protection with two doses of the covid vaccine. You can book through the NHS portal Book or manage your coronavirus (COVID-19) vaccination - NHS (www.nhs.uk)

If you have any concerns about the vaccine then please find links to the NHS Kernow website which has some Frequently Asked Questions to help you. COVID-19 vaccine - Frequently asked questions - NHS Kernow CCG - NHS Kernow CCG

The school remains open and your child should continue to attend as normal if they remain well.

What to do if your child develops symptoms of COVID-19

If your child develops symptoms of COVID-19 at any time, however mild, please isolate as a household and book a test for the person with symptoms (even if they have already taken a test). Symptoms of COVID-19 are:

- A new, continuous cough, and/or
- A temperature, and/or
- A loss of, or change to, sense of taste and/or smell.

You can book a test through <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119.

If the test is negative, your child can return to school/Early Years setting once they are well and have been fever free (without the support of paracetamol or Calpol) for at least 24 hours.

If the test is positive only unvaccinated members of your household over the age of 18 years must self-isolate for 10 days from the date symptoms started. If other household members become unwell they need to extend their isolation period as shown in this infographic. Those who are clinically extremely vulnerable should be supported to minimise their contact with other people in the household during this period, regardless of whether others have symptoms or not. Further information is available at: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

If you are concerned about your child's symptoms, or they are worsening you can seek advice from NHS 111 at <https://111.nhs.uk/> or by phoning 111. For most people, coronavirus (COVID-19) will be a mild illness.

Household members staying at home for 10 days will greatly reduce the overall amount of infection the household could pass on to others in the community

How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

Do

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards
- Keep indoor spaces as well ventilated as possible – let the fresh air in, even if for a short period a day
- Participate in twice weekly LFD testing following national guidelines (recommended for 11 years and over). We encourage you to log your results here: <https://www.gov.uk/log-test-site-covid19-results>

Further Information Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Yours sincerely

Headteacher

2 Flowchart - Cornwall

PHE SW HPT: Guidance for Childcare and Educational Settings in the Management of COVID-19

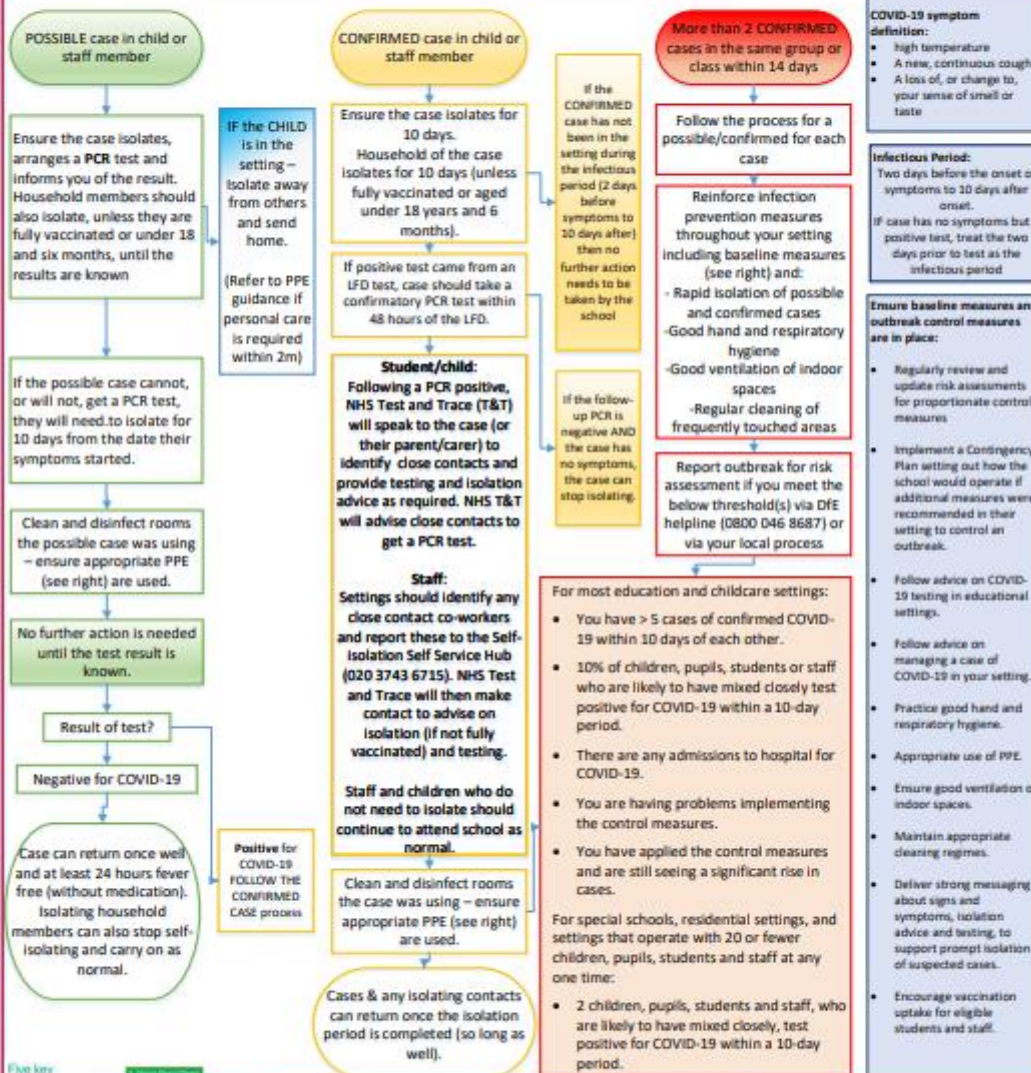
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Prevent the spread of all infections by maintaining high standards of hygiene, including hand washing and regular cleaning and disinfection of surfaces. If you have any infection control concerns or questions please call the **Department for Education (DfE) advice line on 0800 046 8687** or, **Your local process or the DfE will escalate to the South West Health Protection Team (HPT) as necessary for further risk assessment. Please only call the HPT if they advise you to do so.**

GUIDANCE: Visit <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance#stepping>

FOR TESTING: Visit <https://www.gov.uk/get-coronavirus-test> or call 119.

BEFORE USING THE FLOWCHART – PLEASE CHECK THE DEFINITION OF A POSSIBLE AND CONFIRMED CASE – SEE BOX AT BOTTOM OF PAGE



Five key principles



Possible case: A child or staff member with a new continuous cough and/or high temperature and/or loss of, or change in, normal sense of taste or smell (asymptomatic) prior to PCR testing.

Confirmed case: PCR or LFD positive case with or without symptoms.

LFD testing: seek a follow-up PCR test following an LFD positive test at home or at an assisted site. Staff and pupils with a positive LFD test result should self-isolate in line with the <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>. If the PCR is negative, and the case remains symptom free, the case can stop isolating.

NB: If any staff or pupils develop COVID19 symptoms ALWAYS seek a PCR test. LFD tests should not be used on people with symptoms. LFD tests should not be used on children under the age of 11 years old.