COVID-19 Outbreak Management Plan (V1 September 2021)

Queensbury School – Outbreak Management Plan

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Introduction

As per Step 4 of government's plan, all measures have been lifted from 19 July 2021 for the full return of all pupils :
https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidanceschools operational guidance, published by the Department for Education (DfE).

Schools and settings will only need to implement some, or all, of the measures in this plan in response to recommendations provided by the 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:

› To help manage a COVID-19 outbreak within the school / setting. Actions will need to be considered when either of the following thresholds are met:

For most settings:

- 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

For special schools, residential settings, and settings with 20 or fewer pupils and staff, use:

- There are 2 positive cases among 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)

› To prevent unsustainable pressure on the NHS

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

We recommend all school leaders and staff members to regularly review the latest information produced by Public Health:
https://www.birmingham.gov.uk/COVID-19_schools_faqs.

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The latest checklist and flowchart can be found here for guidance on dealing with suspected or confirmed cases within staff or pupil cohorts, and their contacts: **https://www.birmingham.gov.uk/downloads/download/3527/public_health_flowchart_for_schools**

The completion of this plan should not be undertaken in isolation by one individual and should involve staff who understand the risk of an outbreak. Once completed, the plan should be shared with the school's workforce. If possible, schools should consider publishing it on their website to provide transparency of approach to parents, carers and pupils.

Version No.	Page – Edits (page numbers correct at point of publication of that version)	Published
1	Original	31.08.21

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Setting Name:	Queensbury School		
Date Completed:	1st September 2021	Review Date:	1st November 2021
Plan Owner:	Chris Wilson – Executive Head teacher		

Measures	Comments
1. Testing	

In the event of an outbreak, schools and settings will need to adhere to national guidance on the reintroduction of home testing and onsite asymptomatic testing
• If recommended, increase the use of home testing by pupils and staff.
• If it is advised, reintroduce an asymptomatic testing site (ATS) at the school.
• Work with the director of public health (DPH) on any further support needed regarding testing
• If on-site asymptomatic testing is reintroduced, outline your plans including:
    o   When testing will take place?
    o   Where testing will take place?
	On site Lateral Flow testing will be retained in school
	
	Students with consent will be tested in Week 6th – 10th September (Test 1)
	
	Students with consent will be tested in Week 13th – 17th September (Test 2)
	
	Testing will be operated by the COVID Testing team in school.
	
	Further Testing will be completed in medical room for any suspected infections.
	
	Families can also test at home and submit results via
	    https://queensburysch.com/students-covid-19-form/
	
	Staff will test twice weekly on Wednesday evening and Sunday evening,
	
	Staff submit results via our Microsoft Forms system.

o Who will receive on-site testing? o What additional control measures are needed to accommodate on-site testing?	
2. Face Coverings	
If recommended, pupils, staff and visitors who are not exempt from wearing a face covering: • Should be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas And/or: • Should be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would impact on the ability to take part in exercise or strenuous activity • In some circumstances, transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. Transparent face coverings may be effective in reducing the spread of COVID-19. • Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission.	**In the event of an outbreak (more than two linked cases) all staff and adults in school will immediately be instructed to revert to wearing face coverings in communal areas (face coverings will be provided by school)** **Pupils use of face coverings will be optional due to the special educational needs and disabilities.** **All adult visitors will be required to wear a face covering unless they are exempt.** **All staff have FFP2 Masks available in PPE lockers in classrooms** **Medically Vulnerable Staff with individual Risk Assessments have FFP3 Masks available**

• No pupil or student should be denied education on the grounds of whether they are, or are not, wearing a face covering.	
3. Shielding	
In the event of an outbreak, Schools and settings will need to adhere to national guidance on the reintroduction of shielding. • Follow national or local guidance on the reintroduction of shielding which would apply to those on the **shielded patient list (SPL)**. • Introduce additional protective measures in school for individuals required to shield • Consider home working for members of staff requiring to shield • Consider remote learning offer for pupils unable to attend school due to shielding	**School leaders collect information from staff on individual risk factors and will consult with individual staff members who are clinically extremely vulnerable in the event of an outbreak.** **Home working for pregnant staff over 28 weeks pregnant will continue for the autumn term 2021.**
4. Other Measures	

Parents, carers, pupils and staff should be informed promptly about the introduction of control measures.
 	
Pay due consideration to limiting:
 	
    o All visits, i.e. residential educational visits etc.
 	
    o Open days
 	
    o Transition or taster days
	We recognise that our pupils need consistency and can find unplanned changes challenging. The school community also reflects the finding of research referenced in the Government's national strategy for autistic young people and adults, in that there have been some benefits for autistic people resulting from lockdown restrictions. (https://www.gov.uk/government/publications/national-strategy-forautistic-children-young-people-and-adults-2021-to-2026/thenational-strategy-for-autistic-children-young-people-and-adults-2021-to-2026)

- Parents coming into school - Live performances - If recommended, be prepared to reintroduce Bubbles to reduce mixing between groups **Cleaning** – (In addition to existing robust cleaning regimes) Following the identification of the person with COVID-19 symptoms, clean and disinfect: - All surfaces that the symptomatic person has come into contact with, including objects which are visibly contaminated with body fluids; and - All potentially contaminated high-contact areas such as toilets, door handles, telephones, grab-rails in corridors and stairwells	**With this in mind, we will continue with some of the existing control measures invoked during the pandemic – Info on Website https://queensburysch.com/corona-virus/** **In the event of an outbreak, all pupils will be asked to participate in lateral flow testing in order to access off site indoor learning.** **In the event of an outbreak, all non essential visits (such as for annual reviews, school visits or parents evenings) will be carried out remotely rather than face to face.** **In the event of an outbreak, live performances will be streamed and not carried out face to face.** **The enhanced cleaning regime will continue in the autumn term. Frequent touch areas are cleaned frequently during the school day with antibacterial products.** **In the event of an outbreak parents will be informed individually via WEDUC communication platform**
5. Attendance Restrictions	
Attendance restrictions will only be recommended as a last resort. If recommended, implement the measures in this section:	
5.1 Eligibility to remain in school If restrictions are recommended, school will stay open for: Vulnerable pupils	**In the event of a local lockdown or similar, the school will ensure home learning is immediately accessible to all.** **The lead DSL will keep an ongoing record of pupil vulnerability and in the event of local or national restrictions, the pupil vulnerable list**

- Children of critical workers - Year 10 and 11 pupils - Year 12 and 13 pupils (delete if inapplicable) - Any other pupils due to take external exams this academic year If further restrictions are recommended, school will stay open for: - Vulnerable pupils - Children of critical workers	**will be reviewed and face to face learning will be offered to all those pupils who are classed as vulnerable. Those who are the children of critical workers will also be offered face to face provision.**
5.2 Education and support for pupils at home - All pupils required to stay at home will receive remote education. - remote education will meet the same quality and quantity of education that pupils would receive in school - The school will continue to provide meals or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.	**A school laptop or tablet has been issued to all pupils that require one.** **We recognise that some pupils and students with SEND may not be able to access remote education without adult support and so we will work 12 collaboratively with families and put in place reasonable adjustments so that pupils (all with SEND) can successfully access remote education appropriate for their level of need.** **Free school meal vouchers will be issued to any eligible family whose child is unable to access school due to covid. Vouchers will be issued within 1 school day of covid related absence.**
5.3 Wraparound care	**N/A**

• Access to before and after-school activities and wraparound care during term time and the summer holidays will be offered to those that need it most. • Eligibility to attend will be communicated once the restrictions are confirmed.	

5.4 Safeguarding
 	
• Review child protection policy to make sure it reflects the local restrictions and remains effective.
 	
• Aim to have a trained DSL or deputy DSL on site wherever possible.
 	
• On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.
 	
• When vulnerable pupils are absent:
 	
  ❯ Speak to parents/carers and, where appropriate, social workers and the local authority, to work out the reason for absence
 	
  ❯ Encourage attendance
 	
  ❯ Ensure 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
	The school safeguarding and child protection policy contains a section relating to covid-19. https://queensburysch.com/safeguarding-e-safety/
	
	There is 1Lead and 7 DSLs. Staffing contingency plans will ensure at least one is available on site at all times pupils are present.
	In the event of a local outbreak or covid related absence, all families will receive a daily safe and well call from the keyworker, designed to check on the wellbeing and support needs of each family as well as offering home learning individual guidance and support.
	
	Feedback from daily safe and well calls will be shared with DSL team and support needs triaged on a daily basis.
	
	In the event that a child with a CP or CIN plan is absent from school with a covid related absence, the social worker will be notified by email.

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Links to related published guidance notes to be referred to alongside the Outbreak Management Plan	As per Risk Assessment
Links to DfE Guidance As new guidance is produced weekly, please refer to **www.gov.uk** for updates Note from DFE: Schools are not required to use these guides, and may choose to follow alternative approaches to preparing for wider opening, or to use some sections of this guidance alongside other approaches	**Full opening (updated 6 July 2021 and applies until Step 4):** https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools **Early Years and Childcare:** https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures **Special Schools:** https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings **Out of School settings:** https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak **Testing in primary and nursery schools:** https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-for-staff-in-primary-schools-and-nurseries/rapid-asymptomatic-coronavirus-covid-19-testing-for-staff-in-primary-schools-school-based-nurseries-and-maintained-nursery-schools **Safe working in education and childcare:** https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care **Compilation of all guidance notes for schools:** https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings **Advice for parents:** https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak

	Advice for parents attending Out of School settings: https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak
	Ofsted guidance and update: https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update
	Providing meals to pupils: https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools
	School reports: https://www.gov.uk/guidance/school-reports-on-pupil-performance-guide-for-headteachers
	Safeguarding and remote learning: https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19
	EYFS disapplication: https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2/early-years-foundation-stage-coronavirus-disapplications
	Keeping children safe in education for schools and staff: https://www.gov.uk/government/publications/keeping-children-safe-in-education--2
	Shielding and guidance for CEV: https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
	Curriculum and teaching guidance: https://www.gov.uk/guidance/remote-education-practice-for-schools-during-coronavirus-covid-19
	Remote learning support for schools and staff: https://www.gov.uk/guidance/remote-education-during-coronavirus-covid-19

	Remote learning support for parents: https://www.gov.uk/guidance/supporting-your-childrens-education-during-coronavirus-covid-19
	Transport to schools: https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/transport-to-school-and-other-places-of-education-autumn-term-2020
	General travel guidance: https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
	Recording attendance: https://www.gov.uk/government/publications/school-attendance/addendum-recording-attendance-in-relation-to-coronavirus-covid-19-during-the-2020-to-2021-academic-year
	Enhanced area of response: https://www.gov.uk/government/news/further-support-for-birmingham-blackpool-cheshire-east-cheshire-west-and-chester-liverpool-city-region-and-warrington-to-tackle-delta-b16172-v
	BCC: https://www.birmingham.gov.uk/news/article/890/covid-19_birmingham_listed_as_enhanced_response_area

Governance and other resources	Link to Public Health flowchart in case of coronavirus symptoms within pupils or staff: https://www.birmingham.gov.uk/downloads/download/3527/public_health_flowchart_for_schools
	Safeguarding policy addendum: https://www.birmingham.gov.uk/downloads/file/16735/covid-19_safeguarding_policy_addendum
	Useful contacts in BCC:
	• If subscribing schools have questions / queries about governance, contact School and Governor Support (S&GS) at governors@birmingham.gov.uk
	• Nursery Schools and Nursery Classes should contact the Early Years' Service for EYFS queries via email: EYDuty@birmingham.gov.uk
	• Education Safeguarding questions please contact the Education Safeguarding Team via email: EducationSafeguarding@birmingham.gov.uk
	Other resources:
	ACAS guidance on mental health: https://www.acas.org.uk/acas-launches-new-guidance-on-mental-health-during-coronavirus
	HSE guidance on working during coronavirus and related links: https://www.hse.gov.uk/coronavirus/working-safely/index.htm
	NAHT guidance on health and safety duties and schools: https://www.naht.org.uk/advice-and-support/management/health-and-safety-duties-and-schools/
	RCPH COVID-19 - 'shielding' guidance for children and young people: https://www.rcpch.ac.uk/resources/covid-19-guidance-clinically-extremely-vulnerable-children-young-people#children-who-should-be-advised-to-shield