



Cockfield Primary School

Outbreak Risk Management Plan

September 2021 / Reviewed Nov21 / Reviewed Jan22

Purpose

This outbreak plan outlines the actions which Cockfield Primary School will take to respond to either a local outbreak of COVID-19 (including variants of concern) or an outbreak within the setting.

Context

The preventative measures which schools need to maintain are outlined and covered in 'Actions for school during the coronavirus outbreak'

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

Schools require a current risk assessment and proportionate control measures including good hand hygiene, good respiratory hygiene, environmental cleaning, good ventilation and the management of cases and contacts in line with current public health advice.

In addition, if there is an outbreak of coronavirus in school then some additional measures which may be advised on a temporary basis in an outbreak situation.

These measures are reflected in this plan.

The contingency framework

www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings

describes the principles of managing local outbreaks of COVID-19 (including responding to variants of concern) in education and childcare settings and sets out that local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing localised outbreaks and that they play an important role in providing support and advice to education and childcare settings. The measures described in the contingency framework are also reflected in this plan.

1. Thresholds for Action

National guidance recommends that for most settings it will make sense to think about taking extra action if the number of positive cases substantially increases. The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned and appendix 1 provides details of the process for contacting Durham County Council.



Mainstream primary and secondary schools:

5 children, pupils, students or staff, who are likely to have mixed closely*, test positive for COVID-19 within a 10-day period

Or

10% of children, pupils, students or staff who are likely to have mixed closely* test positive for COVID-19 within a 10-day period

Or

If any case of COVID-19 in school has resulted in that person being hospitalised

*in the same cohort, for example class/year group/activity group/friendship group

Outbreak Definition

A standard outbreak definition is two or more confirmed COVID-19 cases associated with the setting with an onset of illness in the last 14 days and:

- where the cases are likely to have been exposed to each other using the close contact definition (within 2m for more than 15 minutes, within 1m for 1 minute, within 1m and face to face for any amount of time, shared a small vehicle for any amount of time)

Or

- where there is no sustained community transmission

Outbreak Assessment

An assessment of an outbreak is undertaken by working with public health who will advise on public health actions and this assessment is made taking into account the current position regarding COVID-19 in the population.

Outbreak Management Plan

If either school or local area see a high prevalence of coronavirus (COVID-19) infection rates and existing measures in the community have failed to reduce this, the appropriate authorities will decide which additional measures to implement to help contain the spread. These measures may involve implementing a number of restrictions, which could include the partial closure of schools and childcare settings in our area. Measures may also be necessary to help minimise the impact from new coronavirus variants.

This Outbreak Management Plan, outlines how the school will operate if further restrictions are implemented. The school will work closely with the Durham County Council and local health protection team (HPT) and implement provisions as advised by the team.

This is a live document that will be reviewed by the headteacher and SLT, in conjunction with other key stakeholders, as and when the situation develops.

In the event of a local or school outbreak, Public Health Actions include :

1. Prevention Measures

- School will continue to review their current COVID-19 risk assessment and ensure that all prevention measures are fully implemented. Where needed advice will be sought from our health and safety advisor.
- Review individual risk assessments for staff and pupils. Where needed seek advice from your occupational health advisor and/or health and safety advisor.

2. Bubbles

- Class and key stage bubbles may be implemented.
- Staff and children may be limited to movement around the school and all past Covid prevention measures will be put in place. Hands, Space, Face, Ventilation.
- Staggered start / finish times may be implemented.
- Use of multiple entrances and exits may be introduced.
- Staggered / limited use of communal areas may be introduced.

3. Face coverings

- Parents may be asked to wear face coverings on school grounds.
- All staff may be asked to wear face coverings in corridors and communal areas, where social distancing cannot be guaranteed and on the school yard when greeting or dismissing children.
- All visitors to school may be asked to wear a face mask.

Please refer to the section covering face coverings in our current risk assessment.

4. Testing:

Increased testing may be advised this may include:

Increased use of home testing by staff (all schools)

In accordance with the testing guidance in the current risk assessment schools may be advised to: request more frequent use of home LFD testing by some staff Please refer to the section covering testing in our current risk assessment.

And/or

Request the use of home PCR testing by some staff (all schools) and some pupils (all schools) by accessing testing via NHS 119.

5. Shielding

People previously considered to be clinically extremely vulnerable (CEV) will not be advised to shield again.

Individuals previously identified as CEV are advised to continue to follow the guidance on how to stay safe and help prevent the spread of COVID-19. Individuals should consider advice from their health professional on whether additional precautions are right for them.

6. Other activities

A range of activities may be paused or restricted during an outbreak including: educational visits, residential educational visits, open days, transition days, parental attendance, live performances and use of the school premises by other organisations.

7. Contact tracing

Contact tracing may be reinstated and in this situation DCC will work with schools to ascertain the contacts of cases during their infectious period and will provide a template letter for schools to share with identified contacts advising the contact to seek a PCR test and where not exempt, to self-isolate.

For primary school age pupils, the whole class would usually be considered contacts of a case.

For secondary school age pupils contacts would usually be those pupils/staff who meet the standard contact tracing definition which is a person who has been within 2m for more than 15minutes, within 1m for 1 minute, within 1m and face to face for any amount of time, shared a small vehicle for any amount of time during the infectious period for the case.

8. Attendance restrictions

Settings should make sure their outbreak management plans cover the possibility they are advised to limit attendance, although this would be a measure of last resort.

High-quality remote education should be provided for all pupils or students not attending.

In all circumstances, priority should continue to be given to vulnerable children and young people and children of critical workers to attend to their normal timetables.

9. Educational Visits

- The school may postpone all educational visits.
- If an educational visit cannot be postponed, then it will be cancelled, and parents will be refunded any contributions that they have made.

10. Parental attendance in school

- All on-site parental meetings may be paused or restricted. If necessary, they will take place online via Teams.
- Prospective parents can view school details on the school websites, and they may be offered discussions via Teams or a telephone call with the head teacher or a member of the Senior Leadership Team.

11. School performances/assemblies

- All school activities, that may have included a parental audience, may revert to online or recorded.
- If an event is recorded, then parents/carers may be provided with a copy at the earliest opportunity.
- Internal assemblies may be held over Microsoft Teams and class bubbles may remain in place.

12. Staff meetings

- All staff meetings/Inset/staff training will take place via Microsoft Teams.

13. Safeguarding

Ensuring safeguarding arrangements remain effective during periods of restricted attendance is a key priority. Our Child Protection and Safeguarding Policy has been updated to include provisions for keeping pupils safe during the coronavirus pandemic, both at home and in school – we will continue to follow these procedures for pupils who remain at home, where appropriate, until all pupils are able to return to school.

We will continue to ensure that:

- The best interests of pupils always come first.
- Wellbeing calls will be made regularly (in line with individual pupil risk assessments) to ensure that pupils are safe and well at home.
- A designated safeguarding lead (DSL) or deputy DSL will be onsite during the school day to ensure that any safeguarding concerns are addressed.
- In the extremely unlikely event that all three DSLs/deputies are not in school, then the Head teacher (DSL) & Deputy head teacher (Deputy DSLs) will be available on the phone at all times. All staff have these numbers and are aware of the procedures to report concerns.

14. Remote learning

The school will offer immediate access to high-quality remote education for all pupils who are required to remain at home, if:

- They have tested positive for COVID-19 but are well enough to learn from home; or
- If restrictions to on-site education are required.

All remote learning will be delivered in line with the school's Remote Learning Policy.

The school will also:

- Identify and provide pupils and families that require IT equipment support.



· Teachers will maintain an attendance/engagement register for all sessions and those pupils who do not attend/engage will be contacted by the school to establish reasons for nonattendance and to offer support.

15. Attendance of vulnerable pupils

Where vulnerable pupils are absent, the school will:

- Follow up with a parent or carer, working with the local authority and social worker to establish the reasons for absence and discuss concerns.
- Encourage the child to attend educational provision and discuss benefits with parents or carers.
- Focus discussions on the welfare of the child, ensuring that they can access appropriate education and support whilst they are at home.
- If a vulnerable child is not attending school and is not engaging with remote learning then the
- Senior Leadership Team will contact parents/carers daily in order to welfare check the children.

16. Wraparound care

· Wraparound care will be provided to all pupils; however, where restrictions are required, wraparound care will only be provided on-site to pupils who are eligible to attend school full time.

17. Food provision

· We will provide meal options for all pupils who are attending school.

· Meals will be available free of charge to all pupils who meet the benefits related free school meals eligibility criteria.

· We will provide FSM or food parcels to eligible pupils who are not attending school, where they:

- Are self-isolating
- Have had symptoms or have tested positive.
- Are not attending due to the implementation of local/national restrictions advised by the government.

18. Returning to school

- The headteacher will work with the local authority to ensure pupils only return to school when it is safe for them to do so. Prior to the return of more pupils and staff, all relevant risk assessments will be reviewed.
- The headteacher will inform staff, pupils and parents, prior to the return to school, whether any further restrictions, such as the use of bubbles and face coverings, have been resumed.
- After a period of self-isolation, or the relaxation of restrictions, the headteacher will inform parents when their child will return to school.
- The headteacher will listen to all concerns that parents may have about their child returning to school and will advise them of the measures in place to ensure the safety of their child.

Appendix 1

DCC reporting process.

Mainstream primary and secondary schools process:

