**COVID-19: Outbreak Management Plan**

**Sidlesham Primary School**

January 2021



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| **Approved by:** | Miss Emma Ritchie | **Date:** 17/01/2021 |
| **Last reviewed on:** | January 2021 |
| **Next review due by:** | March 2022 |

# 1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings) of COVID-19 and the [schools operational guidance](https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak), 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 12 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. Miss Emma Ritchie will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687).

# 3. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list (SPL)](https://digital.nhs.uk/coronavirus/shielded-patient-list).

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 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 to volunteer and support
* After School Clubs postponed
* Trips postponed
* Live performances

Under directives of advice and guidance from WSCC, PHE or the DFE, we will (re)introduce:

* Bubbles, to reduce mixing between groups
* Changes to drop off and pickup locations
* Separate toilets and play areas for affected classes
* Separated break and lunch spaces
* Adaptations to school before and after school care to format
* Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

# 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 2 week curriculum plan.

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. These will be available for collection by parents/carers from the school office.

**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 safeguarding policy to make sure it reflects the local restrictions and remains effective.

We will have a trained DSL or deputy DSL on site wherever possible. Where this is not possible they will be available remotely via email: dsl@sidleshamprimaryschool.co.uk

Alternatively, in the event of an emergency, they can be contacted by telephone. The school office will provide you with this number.

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

All changes will be reflected within the school’s COVID-19 Outbreak Risk Assessment