



DUDLEY ACADEMIESTRUST

COVID-19: Outbreak Management Plan (Primary)

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Responsible:	Rebecca Meacham, Compliance & Safeguarding Officer
Approved by:	Kevin Tranter, Chief Operating Officer
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Introduction

This Outbreak Management Plan is based on the [Contingency Framework for Managing Local Outbreaks](#) of Coronavirus (COVID-19), published by the Department for Education (DfE).

The purpose of this plan is due to the government making it a national priority that education and childcare settings continue to operate as normal during the COVID-19 pandemic. The DfE's COVID-19 Contingency Framework states that schools should have an outbreak management plan, which describes how they would operate if there were an outbreak in school.

This plan outlines how Blowers Green Primary would operate if any of the additional measures, due to a Variant of Concern (VoC), were recommended for our setting or area and includes how Blowers Green Primary will ensure every pupil receives the quantity and quality of education and care to which they are normally entitled.

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), director of public health (DsPH), UK Health Security Agency (UKHSA) 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. 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.
- 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.
- If an outbreak occurs, the school will work with Dudley health protection team to help identify individuals who may have been in contact with known infectious individuals.

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 by telephoning the DfE helpline (0800 046 8687).

Guidance

Blowers Green Primary continues to seek guidance from:

- [Actions for early years and childcare providers during the COVID-19 outbreak](#)
- [Actions for schools during the COVID-19 outbreak](#)
- [Protective measures for holiday and after-school clubs, and other out-of-school settings during the COVID-19 pandemic](#)

- [Contingency framework: education and childcare settings](#)

Scenario 1: Single Confirmed COVID-19 Case

If one case is identified in the school, the following steps will be taken in line with the latest guidance:

- The school will liaise with Public Health passing on the relevant information.
- The school will follow Dudley Academies Trust reporting guidance.
- Those in close contact will be asked to isolate.
- Consideration will be given to transport and visitor contacts.
- Remote learning plan to be implemented for those isolating.
- The school's COVID-19 risk assessment to be evaluated in light of any learning from new case.

Scenario 2: Outbreak within Setting

The definition of an outbreak in a non-residential setting is:

Two or more test-confirmed cases of COVID-19 among individuals associated with a specific non-residential setting with illness onset dates within 14 days, and one of the following:

- Identified direct exposure between at least 2 of the test-confirmed cases in that setting (for example under one metre face to face, or spending more than 15 minutes within 2 metres) during the infectious period of one of the cases.
- When there is no sustained local community transmission - absence of an alternative source of infection outside the setting for the initially identified cases.

An outbreak is deemed to last 28 days from the last positive diagnosis.

The best way to avoid an outbreak in a setting is to ensure preventative measures are in place. Within the school, the following will be in place:

- A risk assessment that reflects the current government guidance
- Appropriate PPE will be provided and worn in line with guidance
- Hand sanitiser will be freely available
- Staff who can work from home will do so
- Dudley Academies Trust (DAT) COVID-19 Response procedure will be followed
- LFT testing will be available for staff and visitors.

Scenario 3 – The Setting Is Affected By A Package of Local or National Measures

The COVID-19 situation is ever changing, as are the directed responses. The school will work with Dudley Academies Trust to ensure the implementation of any local or national restrictions and guidance. The school will work in collaboration with professionals and stakeholders to limit the impact on educational delivery. This will include with the following:

- Parents/Carers

- Pupils
- Public Health
- Local Authority
- Social Care
- DfE.

The following plans are in place to support the continued delivery of education under local or national measures:

Rapid Lateral Flow Home Testing

Blowers Green Primary will continue to provide testing kits to staff twice a week and encourage their use.

If recommended, we will increase the use of home testing by all staff.

Evidence of negative test results may be requested for access to the school site for events such as open days.

Face Coverings

Blowers Green Primary will introduce the use of facemasks in the school for staff and visitors (unless exempt) in cases of Variants of Concern including communal areas and classrooms.

All staff will be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would affect the ability to take part in exercise or strenuous activity, in line with the cohort of pupils they have.

The school's COVID-19 risk assessment will be updated in line with guidance and parents/carers will be informed of the reintroduction of face coverings. The school will ensure that they have sufficient stock of PPE including facemasks.

Education Workforce

Blowers Green Primary will continue to support pupils and staff through individual risk assessments and support who are:

- Clinically Vulnerable (CV)
- Clinically Extremely Vulnerable (CEV)
- Pregnant/Expectant mothers
- BAME

We will continue to implement the system of controls set out in the COVID-19 operational guidance for educational settings. The school's COVID-19 risk assessment explains to stakeholders the measures that have been put in place to reduce risks to pupils and staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment.

Other Measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done by sending letters home via Weduc, information being published on the school's website and via staff briefing notes, once a decision has been made.

If recommended, we will limit:

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

If recommended, we will reintroduce:

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

Residential Educational Visits

Risk assessments for trips include COVID-19 procedures and are updated following national guidance.

Educational Day Visits: any educational day visits must be conducted in line with relevant COVID-19 secure guidelines and regulations and a full risk assessment in relation to all educational visits must be undertaken to ensure they can be undertaken safely. As part of this risk assessment, we will need to consider what control measures need to be used and follow wider advice on visiting indoor and outdoor venues. The school will consult the health and safety guidance on educational visits when considering visits.

Educational Day Visits: will be reviewed and potentially postponed.

Domestic Residential Educational Visits: any domestic residential educational visits must be conducted in line with relevant COVID-19 guidance and regulations and risk assessments should be undertaken.

Domestic Residential Educational Visits will be reviewed and potentially postponed in the event of a Variant of Concern.

International Visits: the government has now published [red, amber and green list](#) rules for entering England. Given the complexities attached to international travel at this stage of the pandemic, the government recommends schools do not go on any international visits this academic year up to and including 5th September 2021. The position beyond 5th September 2021 will be reviewed again in advance of Step 4.

International Visits will be reviewed and potentially postponed in the event of a Variant of Concern.

Open Days

In the event of a Variant of Concern, transitional, and open days will be managed through the completion of a thorough risk assessment in line with agreed system of controls and aligned with the advice contained from the government roadmap out of lockdown.

Open days will be reviewed and potentially postponed/cancelled in the event of a Variant of Concern.

In the event of cancellation, Dudley Academies Trust and school leaders will manage remote transitional and open days.

Individual school risk assessments will be completed and will include:

- Parents/carers will be asked to produce a negative COVID-19 test before entry to site
- Separate entry and exit points to the school
- Minimum number of participants (if any)
- All visitors to wear face coverings and regularly wash/sanitise hands.

Parental Attendance in Settings

- In the event of a Variant of Concern, parents/carers advised to limit their access to the school as much as possible.
- Parents/carers or visitors permitted on the school site by invitation only and must have an arranged appointment.
- Visitors will be collected from reception as soon as possible to avoid unnecessary waiting.
- All visitors expected to wear a face covering and informed of this when a meeting is booked. This can be removed in the venue for the meeting if social distancing is possible.
- Where possible conversations with parents/carers staff will be either over the phone or via the school's email address.
- Parents/carers are not be permitted to attend school fixtures such as football matches etc.

Performance in Settings

If the school is planning an indoor or outdoor face-to-face performance in front of a live audience, staff should continue to follow the latest [performing arts guidance](#) and the guidance on [delivering outdoor events](#).

Performances will be reviewed and potentially postponed/cancelled in the event of a Variant of Concern.

Events

Outdoor events are generally lower risk. Once the school has undertaken a risk assessment and planned the event in line with the system of controls, the school may consider an outdoor event (for example a leavers' celebration) that caters for more than one bubble or consistent group, as long as the groups continue to be kept separate.

Events will be reviewed and potentially postponed/cancelled in the event of a Variant of Concern.

Local authorities, Directors of Public Health (DsPH) and PHE Health Protection Teams (HPTs) may recommend these precautions in one setting, a cluster of settings, or across an entire area.

Attendance Restrictions

Attendance restrictions will only be recommended as a last resort. Where measures include attendance restrictions, the Department for Education (DfE) may advise on any groups that should be prioritised.

The government will try to give as much notice as possible of any changes to the way settings should operate.

As with other periods of restricted attendance, academies within Dudley Academies Trust will provide high quality remote education for all pupils or those not attending.

Local teams for individual settings or clusters of closely linked settings may advise restrictions on attendance.

If attendance restrictions are required across an area, Blowers Green Primary will determine the workforce required onsite and if it is appropriate for some staff to work remotely.

Where pupils have EHCPs and cannot attend school, a risk assessment will be undertaken to assess if they are safer at home or in the school.

If some attendance restrictions are needed, all vulnerable children and young people, children of critical workers, pupils in years 10 and 11, and other pupils who were due to take external exams this academic year should still be allowed to attend. If, by exception, attendance is restricted further, vulnerable children and young people and children of critical workers should still be allowed to attend.

Eligibility to Remain In School

In the first instance, we will stay open for:

- Vulnerable pupils
- Children of critical workers

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 plan and policy on the school's website.

Blowers Green Primary will continue to provide meal options for all pupils who are in school. Meals will be available free of charge to all pupils who meet the benefits-related free school meals eligibility criteria.

Blowers Green Primary will continue to provide free school meals support in the form of meal vouchers for pupils who are eligible for benefits related free school meals and who are not attending school because they:

- Are self-isolating
- Have had symptoms or a positive test result themselves
- Are a close contact of someone who has COVID-19

Further information is available in the guidance on '[Providing school meals during the COVID-19 outbreak](#)'. Blowers Green Primary will continue to support pupils who are eligible for, and usually receive, free meals even if pupils are studying remotely due to COVID-19.

Cleaning

Blowers Green Primary continues to follow robust cleaning regimes such as:

- Additional COVID-19 response cleaners
- Enhanced cleaning of school site
- Enhanced touch-point cleaning processes

Following the identification of the person with COVID-19 symptoms, COVID-19 response cleaners will 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.

In the event of a Variant of Concern or local outbreak, cleaning will be enhanced further:

- Deep clean of whole school and specific areas
- Additional cleaning support
- Additional training of cleaners

Waste

Blowers Green Primary continues to manage effective waste management.

All waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues) should be:

- Put in a plastic rubbish bag and tied when full. That plastic bag should then be placed in a second bin bag and tied.
- Stored safely and kept away from pupils. Waste should not be put in communal waste areas for at least 72 hours. It can then be disposed of normally.

Infection Prevention and Control Precautions

Infection prevention and control precautions continue to be implemented including:

- Good hand hygiene before entering and after leaving the school, as well as regularly throughout the day.
- Ensuring that everyone (pupils and staff) catch coughs and sneezes in tissues. If a tissue is not available, then the crook of the elbow should be used rather than hands.
- Dispose of tissues promptly in a waste bin and then perform hand hygiene.

Vulnerable Pupils

Where vulnerable pupils are absent, Blowers Green Primary will:

- Follow up with the parent/carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns
- Encourage the pupil to attend educational provision, working with the local authority and social worker (where applicable), particularly where the social worker and the Virtual School Head (where applicable) agrees that the pupils attendance would be appropriate
- Focus the discussions on the welfare of the pupil and ensuring that they are able to access appropriate education and support while they are at home
- Have in place procedures to maintain contact, ensure they are able to access remote education support, as required, and regularly check if they are doing so.

If we have to temporarily stop onsite provision on public health advice, we will discuss alternative arrangements for vulnerable pupils with Dudley Academies Trust.

Safeguarding

We will review our Child Protection and Safeguarding 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. On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site and the Trust's Senior Inclusion Manager and Safeguarding Lead will give remote support.

Wellbeing calls will be made regularly (in line with individual pupil risk assessments) to ensure that pupils are safe and well at home.

When vulnerable pupils are absent, we will:

- 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.

IT Access

As part of Dudley Academies Trust remote learning plan, details will be held of who requires a device to be provided. These will be available to be collected from the school or, if there is warning, they will be distributed prior to class/school closures.

Part of the wellbeing calls will be to monitor this provision and pupil access to the remote learning so that support can be given as required.

Additional Measures

This Outbreak Management Plan outlines how Blowers Green Primary would operate if any additional measures were recommended from national guidance due to a Variant of Concern or extended lockdown measures.

DAT COVID-19 Risk Assessment for Full Opening of Schools

Dudley Academies Trust continues to update its Trust-wide COVID-19 risk assessment in line with national guidance. The risk assessment is updated in consultation with school leaders and uploaded regularly to school websites.

The Trust-wide COVID-19 risk assessment will be updated in the event of:

- Changes to National Guidance
- Updates on COVID-19 Roadmap
- Local outbreaks
- School Related Outbreaks
- Variants of Concern.