

Outbreak Management Plan: Withinfields Primary School : Version 1.1 13.9.21

This document is to be referred to in the event of an outbreak when the DfE thresholds are reached:

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

Public Health Advice	Setting Action	Mitigations to minimise impact on education	Setting Lead & Deputy
Reinforce hand and respiratory hygiene measures	Increase handwashing to whenever the children have been outside (as in Summer 21 risk assessment)	Ensure control measures in risk assessment (R/A)are followed	HY/SB
Consider whether any activities could take place outdoors, including exercise, assemblies, or classes	Review curriculum provision	PE and Music lessons may take place outside weather permitting	HY/SB
Increase ventilation indoors		Ensure control measures in R/A are followed	Site staff/Classroom staff
Cease use of staffrooms	Limit on numbers in the staffroom (6). Consider staggered breaks and utilise France and Luxemburg for staff spaces.		HY/SB/caretakers
Enhanced cleaning focussing on touch points and any shared equipment	Classroom staff to wipe touch points regularly	Ensure control measures in R/A are followed	All staff
Strengthened communications to encourage staff to undertake twice weekly LFD testing	Reminders encouraging staff to test twice weekly via e mail Ensure staff have access to test kits	Staff encouraged to test more frequently than twice weekly	HY/SB RL
Reintroduction of 'bubbles' and limit mixing	After consulting Public health, reintroduce separate year group playtimes and lunchtimes with dedicated staff per class. See RA and rotas from Summer 21. Potentially revert to staggered start and finish times to minimise contact.	Minimise staff crossing bubbles where possible and where unavoidable, maintain social distancing as much as possible.	HY/SB
Reintroduction of face coverings in communal areas (for staff and students in secondary / post 16, and staff in primary)	Inform staff via e mail Reintroduce face coverings for visitors on site e.g. parents/carers collecting pupils	Supply in office for staff who do not have a face covering	HY/SB Admin staff

Cessation of educational residential visits	Following consultation with Public Health, residential visit will be cancelled or rearranged		HY/SB
Cessation of educational day visits	Following consultation with Public Health, visits will not take place		HY/SB
Cessation of open days and/or transition or taster days	Events to be cancelled and information circulated via website and virtual options explored		HY/SB
Close to visitors and non-essential external services	Visitors on site limited or, for essential maintenance and services, organised after or before school.	Where the visitor is linked to a class or child, seek to carryout visit virtually	HY/SB RL
No parental attendance on site	Return to staggered start and finish times to minimise parental contact Communicate that contact to school should be made via phone/e mail		HY/SB
No live performances on site	Any performances to be cancelled by the staff member organising the event.		HY/SB
Reintroduction of shielding for clinically extremely vulnerable children and staff	Follow DfE and PH advice. Organise food parcels if children are FSM.	Implement Remote Learning	HY/SB
Closure of a particular room, class, or year group	Consult with PH and inform parents of affected children and relevant staff. Organise food parcels for affected FSM families.	Implement Remote Learning	HY/SB
Closure of school to all but key worker and vulnerable children	Consult with PH. Identify Key workers and vulnerable children and communicate with them via email. Determine staffing rota according to numbers attending. Organise food parcels for affected FSM families with children at home and alter food orders to cater for FSM children in school (and others attending if required)	Implement Remote Learning	HY/SB
Closure of entire school	Consult with PH. Inform parents. Organise food parcels for affected FSM families with one member of staff organising. Cancel any deliveries, maintenance visits, service visits etc while building is closed. Inform CoG (Victoria Percival)	Implement Remote Learning. Staff available on email, clasdojo and making contact via phone.	HY/SB