



COVID-19: Outbreak Management Plan

Wombwell Park Street Primary School

September 2021

1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance from step 4](#), 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), director 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
- 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).

The impact of having missed education during the pandemic is still unknown for many children and adults. It is clear however that there is still work to be done to ensure all children are where they should be academically and that any gaps in their attainment and progress are being rapidly addressed.

This Covid-19 Outbreak Management Plan describes what Wombwell Park Street Primary School (WPSPS) would do if children, pupils, students or staff test positive for COVID-19, or how they would operate if they were advised to reintroduce control measures to help break chains of transmission.

Any control measures put in place will be regularly reviewed and changed as and when it is safe to do so. Schools will continue to respond to the evidence being provided at a local and national level and act accordingly in line with guidance.

Aims of the plan:

To ensure that WPSPS continues to provide high quality Education whilst providing a safe working and learning environment for staff and students

To aid the prevention and mitigation of the spread of Covid-19 cases by through effective engagement with our community on Government, public health and school rules

To support the health and wellbeing of students and staff who become infected, and their contacts, in line with current Government guidance.

To prepare for any community or school outbreak in partnership with BMBC, NHS and PHE.

To support staff and students beyond immediate outbreak control (health and wellbeing, equality, diversity, and inclusion).

To identify strategic ownership and leadership of the School's Outbreak Management Plan and clear escalation protocols.

School's Roles and Responsibilities

WPSPS has responsibility for ensuring basic infection prevention and control measures are in place, as per the national guidance.

WPSPS has responsibility for implementing secure data management systems to keep a record of confirmed cases. Ensuring that managers recognise the sensitive personal nature of this information and that it is collected ethically and securely, with the appropriate governance, regulatory and security measures in place.

WPSPS has responsibility for updating school specific Covid-19 risk assessments in line with national guidance. Covid-19 risk assessments are updated in consultation with School Leaders and BMBC colleagues where necessary. Risk assessments should be in place for vulnerable individuals (clinically vulnerable, pregnant women and BAME).

WPSPS has a responsibility to ensure Lateral Flow Test (LFT) home testing kits are provided to staff for twice a week testing, and to pupils where consented.

The school's SLT have responsibility for the updating, implementation, and evaluation of this Plan.

2. Guidance

WPSPS School will continue to respond to the latest guidance and advice from:

National Government
Public Health England (PHE)
Local Authority Public Health (Barnsley Council)
Department for Education

Any member of the school community (children, pupils, staff and other adults) **should not attend the setting** if they:

- Have any of the main Covid-19 symptoms (i.e., a high temperature (37.8 or higher), a new, continuous cough and a loss or change to sense of smell or taste).
- Have tested positive for Covid-19 (less than 11 days ago).
- Have been contacted through NHS Test and Trace and been advised to stay at home, unless exempt from self-isolation-

Asymptomatic contacts do not need to self-isolate if either:

- they're under 18
- they had their second vaccine dose from the NHS more than 14 days ago.

Single Confirmed Covid-19 Case

If there is a single positive case identified in an individual attending WPSPS the setting **does not need to notify any other agency**.

The school may seek support from the DfE helpline if necessary (accessible 7 days a week) 0800 046 8687 (option 1) or the [DfE Portal](#).

The following steps will be taken in line with the latest guidance:

- All contact tracing will be undertaken by NHS Test and Trace.
- From 16 August 2021, asymptomatic children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, they will be informed that they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.
- A remote learning plan will be implemented for those isolating.
- From 16 August 2021, asymptomatic staff members who are fully vaccinated will also not need to self-isolate following close contact with a positive case. They will however be asked to take a Lateral Flow Test/ PCR test before returning to school.
- Any individual who has symptoms or who has tested positive for Covid-19 must self-isolate in line with Government guidance.

All settings should seek advice if a pupil or staff member is admitted to hospital with Covid-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1). Hospitalisation could indicate increased severity of illness or a new VoC. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.

Multiple Confirmed Covid-19 Cases

If there are multiple linked confirmed cases amongst individuals attending WPSPS within 14 days, the school **may** have an outbreak.

The school may seek support from the BMBC Children and Young People's Public Health team via Covid19childrenandeducationreporting@barnsley.gov.uk **when one of the following thresholds is reached:**

- For most education and childcare settings, whichever of these thresholds is reached first:
 - 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 (35 children).

The school will work in collaboration with BMBC Public Health to reach a decision around what measures **may** need to be put in place in line with this plan.

3. Measures that School has planned for

The table below outlines: measures that may be reintroduced following a discussion with BMBC Public Health; actions to be taken to put the measure in place quickly; how WPSPS would ensure every pupil receives the quantity and quality of education and support to which they are normally entitled; and how changes would be communicated with children, parents, carers and staff.

The Government's [Covid-19 Contingency Framework for education and childcare settings](#) has been used to complete the table below (from page 12).

Measure to be planned for	Action	How we would ensure every pupil receives the quantity and quality of education and support to which they are normally entitled	How we would communicate changes to children, parents, carers and staff
School closure	<p>In the first instance, we will stay open for:</p> <ul style="list-style-type: none"> • Vulnerable children • Children of critical key workers • Reception, Year 1, Year 2 and Year 6 children <p>If further restrictions are recommended, we will stay open for:</p> <ul style="list-style-type: none"> • Vulnerable children • Children of critical key workers 	<p>All other pupils will be required to stay at home and will receive remote education via Seesaw and Zoom.</p> <p>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 Policy.</p> <p>The school will continue to provide meals / vouchers for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.</p>	<p>Email / letter correspondence to parents.</p>
<p>Testing – may be advised:</p> <ul style="list-style-type: none"> • for an individual setting or a small cluster of settings only, by directors of public health as part of their responsibilities in outbreak management (in most cases a 'cluster' will be no more 	<p>LFT to be completed by staff willing to undertake testing – 2 x per week (and any additional where necessary). Completed each Sunday and Wednesday.</p> <p>SLT to organize any further testing as and when recommended.</p>	<p>Cover Supervisors / HLTAs to step in to teaching roles if needed for testing as a short term measure.</p> <p>Anything longer than a day may require supply costs.</p> <p>If support staff are absent then a restructure would maybe necessary or the use of supply staff.</p>	<p>If any member of staff had to be off for a long period of time, the class' parents would be notified and informed of the school's plan of action.</p>

<p>than 3 or 4 settings linked in the same outbreak), or</p> <ul style="list-style-type: none"> for settings across areas that have been offered an enhanced response package, where settings and directors of public health decide it is appropriate 			
<p>Face coverings – may be advised:</p> <ul style="list-style-type: none"> for an individual setting or a small cluster of settings only, by directors of public health as part of their responsibilities in outbreak management (in most cases a ‘cluster’ will be no more than 3 or 4 settings linked in the same outbreak), or for settings across areas that have been offered an enhanced response package, where settings and directors of public health decide it is appropriate 	<p>As a school we have agreed to continue to wear face masks in shared / busier areas of school eg the school street / staff room etc, purely to support each other and to reduce any potential risks to the school.</p> <p>Staff in class may wear face masks if they wish, but this is not essential.</p> <p>Should the need arise to wear them again (advice given by PHE for ‘Stepping Measures up and down’ due to a substantial increase in the number of positive cases through school), we would revert back to a communication to all staff to inform them.</p>	<p>Face shields are available in school for staff to wear in class, should they want to protect others, feel more comfortable, but still want to teach effectively for children who need to see facial expression, for hearing purposes or to see the movement of the mouth when speaking.</p>	<p>Email / letter correspondence to parents.</p>
<p>Shielding – can only be reintroduced by national Government.</p>	<p>We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the shielded patient list (SPL).</p> <p>We will speak to individuals required to shield about additional protective measures in school or arrangements for</p>	<p>SLT will devise staffing plan to cover staff who need to shield.</p>	<p>NA</p>

	home working or learning, should the need to shield arise again.		
Bubbles	Classes will begin to mix from September 2021 in a measured approach. Assemblies will be limited temporarily. Should the need arise to revert back to class 'bubbles' then this can be done immediately, reverting back to classes being treated as separate teams to learn and play in different spaces to others.	Bubble arrangements perfected in previous lockdowns (2120-21) will be reverted to, to minimise the impact this system has on the teaching and learning for staff and children.	Email / letter correspondence to parents.
Residential Educational Visits	Any visit or residential would be fully risk assessed and school would ensure we took full advice from PHE regarding hygiene and ventilation requirements. We would also consult Government restrictions at the time so as school was abiding by any local or national restrictions.	If residential trips can't take place, school will look to alternative ways in which the children's school experience could be enriched further.	Email / letter correspondence to parents.
Transition or taster days	Currently transition days are being held at the beginning of the term, rather than mixing classes (September 2021). Supportive videos, letters and Zoom / Team meeting with parents have been completed and this approach will be used as an alternative for the foreseeable.	SLT have ensured that all families have had the opportunity to meet key staff and gain information for the start of the new year through the systems and processes which have been in place in the summer term 2021. The transition days have also been moved to September to slowly ease the children in to schooling again. Additional transition for children with SEND has also been offered through the summer holidays.	Email / letter correspondence to parents.
Parental Attendance in settings	This is currently being limited and questions / queries are being resolved by other means eg via emails / texts and calls. If	Staff are attempting new and different ways of communication / presenting the children's learning to parents – eg singing videoed	Email / letter correspondence to parents.

	<p>essential (eg for the welfare of the child / family), then meetings are being organized face to face in a room which can be well ventilated.</p> <p>If this needed to be limited further, this could be implemented immediately and meetings done remotely via Teams / Zoom.</p>	and a link sent to parents for them to watch.	
Performances in Settings / Assemblies	For the time being, performances and assemblies will continue to be done remotely (whole school) and through collective worship each day in class. As the term progresses and if cases remain lower, then phase assemblies will be reintroduced, moving towards whole school assemblies again.	<p>Staff are ensuring that collective worship is done daily in class from 2.45pm.</p> <p>Anything which requires the full school together will be done remotely, so the same key messages are given to the full school.</p>	Risk Assessment
Places in MAC and Kidz Club	Places currently remain slightly more limited, however there are plans for these numbers to increase soon. In the event of the school having to revert back to lockdown measures, places will be limited once again and spaces being 2m apart in the hall.	Individual equipment will be given to the children and cleaned down after the session by staff.	Email / letter correspondence to parents.

4. Control Measures

Ensure good hygiene for everyone: frequent and thorough hand cleaning is regular practice and will be continued. Staff will ensure children continue to clean their hands regularly with soap and water / hand sanitizer. The 'Catch it, bin it, kill it' approach will continued to be adhered to by staff and children. PPE will continue to be available to staff should they wish to (eg in crowded spaces or when providing intimate care).

Maintain appropriate cleaning regimes: cleaning sprays will still be provided at 8am each morning by the caretaker, for staff to use as they see fit in class (eg on frequently touched surfaces). Twice daily cleans on hot spot areas will be completed by the Caretaker.

Keep occupied spaces well ventilated: staff will continue to ensure that spaces in school are well ventilated, whilst ensuring a comfortable teaching environment is maintained.

Follow Public health England advice on testing, self-isolation and managing confirmed cases of COVID-19 (as above).

4. Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

Eligibility to remain in school

In the first instance, we will stay open for:

- Vulnerable children
- Children of critical key workers
- Reception, Year 1, Year 2 and Year 6 children

If further restrictions are recommended, we will stay open for:

- Vulnerable children
- Children of critical key workers

Education and support for pupils at home

If children are off school due to having a positive PCR for COVID-19, or are identified as a close contact and therefore have to self-isolate for 10 days, then teachers will ensure work which mirrors that which is being completed in class, is posted on Seesaw. Remote learning on Zoom may also be used to help support the children when possible, depending on the situation.

5. Safeguarding

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

We will aim to have a trained DSL (Designated Safeguarding Lead) or deputy DSL on site wherever possible.

If our DSL (or deputy) can't be on site, then they can be contacted remotely through their school email or mobile phone.

On occasions where there is no DSL or deputy on site, the most senior leader on site will take responsibility for co-ordinating safeguarding on site and liaise with DSLs/Deputies or other staff trained to the standard of DSLs/Deputies.

Approved by:	Mrs E Oliver (CoG)	Date: 2.9.21
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