



COVID-19: Outbreak Management Plan

Holly Lodge High School College of Science

September 2021

Approved by:

Date:

Last reviewed on:

Next review due by:

Contents

1. Introduction	2
2. Testing	2
3. Face coverings	3
4. Shielding	3
5. Other measures	3
6. Attendance restrictions	4

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](#), published 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:

- 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)
- Roles and responsibilities are as follows:-

The Head Teacher and SLT will manage the operational day to day functions following an outbreak. At all times in liaison with and following advice from Public Health England, local authority and NHS test & trace

Schools will need to be prepared to step measures up or down depending on local circumstances and have outbreak management plans in place if there was an outbreak in your school or the local area.

2. Testing

If recommended, we will increase the use of home testing by pupils and staff. If it is advised that we reintroduce an asymptomatic testing site (ATS) at our school, we will consult with the director of public health (DsPH) to discuss any further support we need to do this.

All students who have consented will be on site tested on 8th and 10th of September 2021. As per guidance to school in July, August and September 2021. Students will not be in bubbles as school will resume back to being in their classrooms. Whole year group testing available on the dates above. Mass testing will take place on-site.

This will include:

- Initially on opening
 - Mass testing in the Old Sports Hall
 - All students from all year groups
 - LFT tests will be provided to all students which will last until end September whilst awaiting further guidance. School is advising staff and students to test twice weekly on a Wednesday and a Sunday.
 - School will continue to raise awareness with parents re. testing and encourage as much take up as possible
 - We will encourage parents as government guidelines to take their children to be tested if asymptomatic for a PCR test
-

3. Face coverings

If recommended, pupils, staff and visitors who are not exempt from wearing a face covering:

Although face coverings are not compulsory in schools we will encourage staff and students to do so.

The school will respond and reintroduce face coverings and other practices if recommended or agreed by public health

- Will be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas
- This will include common rooms (sixth form) and changing rooms

And/or:

- Will be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would impact on the ability to take part in exercise or strenuous activity

4. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

5. Other measures

At this time the school will until otherwise guided act normally regarding educational visits, transition days and parents visiting school.

Existing protocols to stay in place will include:

Maintaining sanitising stations at all main entry and exit points

Enhanced cleaning protocols should still be maintained

Should positive cases be identified additional cleaning of rooms will be requested

Staff expectations, protocols will be forwarded to all staff

The advice from Public Health is that NHS Test and Trace at present may not be reliable, therefore the advice to school is for school to track and trace close contacts when a positive case is identified. If school is in an outbreak situation, revert back to the system school were using before the summer holiday 2021 with a few changes: –

A CLOSE CONTACT IS DEFINED AS

- anyone who lives in the same household as another person who has COVID-19 symptoms or has tested positive for COVID-19
- anyone who has had any of the following types of contact with someone who has tested positive for COVID-19:-
 - face-to-face contact including being coughed on or having a face-to-face conversation within one metre
 - been within one metre for one minute or longer without face-to-face contact
 - been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day)
- When a pupil tests positive for Covid (Lateral flow / PCR) and they have been in school in the previous 48 hours we will put out an email to all staff and especially those staff who have taught the pupil and the Form tutor.

- We will also identify close pupil contacts through the pupil/staff and Class Charts seating plans
- Close contacts will then need to have a PCR test
- If you **are double jabbed or under the age of 18 years and 6 months** you will **not need to self-isolate** at any time unless your PCR test is positive.
- If you are single jabbed or have had no vaccination then you will need to do 10 days isolation even if your PCR result is negative.
- If you do not wish to disclose your vaccination status to school and have been identified as a close contact you will need to seek advice from Public Health for all cases relating to staff, please also see the guidance for workplaces: [NHS Test and Trace in the workplace](#)
- School will contact the Self-Isolation Service Hub on 020 3743 6715 as soon as they are made aware that workers have tested positive.
- If cases amongst staff mean a setting meets the threshold, described above, employers will need to provide the 8 digit NHS Test and Trace account ID. This ensures that all workplace contacts are registered with NHS Test and Trace
- LFT tests will be recommended for all staff at least until the end of September 2021. Awaiting further guidance.

Recommended reading: [FAQ DATED 19TH AUGUST](#)

The school will be keenly watching guidance and open to public health guidance and if recommended, we will limit:

- › Residential educational visits
- › Open days
- › Assemblies will resume
- › Transition or taster days
- › Parental attendance in settings
- › Live performances
- › PE sessions
- › Music sessions

If recommended, we will reintroduce:

- › Bubbles, to reduce mixing between groups

6. Attendance restrictions

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

6.1 Eligibility to remain in school

In the first instance, will be fully open to all year groups and students, should circumstances change we would follow the relevant guidelines as before for vulnerable pupils and children of critical workers ensuring key groups of students in years 10-13 are in school and fully catered for where possible:

- › Vulnerable pupils
- › Children of critical workers
- › Any other pupils due to take external exams this academic year

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

- › Vulnerable pupils

› Children of critical workers

6.2 Education and support for pupils at home

Should students be required to stay at home for any future outbreak they will receive high quality 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 in our remote learning policy.

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.

School will either distribute meal boxes supplied via Autograph or provide lunch parcels for parents collect from school; or provide students with a meal voucher.

6.3 Wraparound care

This should be fully in place from September including breakfast clubs, afterschool activities etc. should circumstance change we will as before limit before and after school activities. As we have throughout the pandemic and normal times there will be continual monitoring of students welfare and well being.

6.4 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 or deputy DSL on site wherever possible.

If our DSL (or deputy) can't be on site, they can be contacted remotely by Head Teacher, DHT and any other member of the DSL Team (designated responsible officer)

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.