

Clee Hill Community Academy



Shropshire
Gateway
Educational Trust

COVID-19 Outbreak management plan

Approved by:	Ceri Little	Date: 17/08/21
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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.

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 Contingency Framework states that schools should have an outbreak management plan, which describes how they would operate if there was an outbreak in school.

The measures in this plan will be implemented in response to recommendations provided by the local authority (LA), director of public health (DPH), 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 increased transmission of COVID-19 within the school when either of the following **thresholds** are reached:

- 5 children, pupils or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period
- 10% of children, pupils or staff who are likely to have mixed closely test positive for COVID-19 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) or a variant under investigation (VUI)

This plan outlines how we will manage single cases, clusters and outbreaks of COVID-19. It also provides detail on how we plan to operate if we are required to reintroduce measures/mitigations in our setting or area to prevent transmission of COVID-19 in the context of an outbreak. This includes how we would ensure that every child receives the quantity and quality of education and care to which they are normally entitled.

An 'outbreak' is where **two or more** test confirmed (PCR+ve) cases of COVID-19 occur that are associated with an education setting with illness onset dates within 14 days and one of the following:

- Identified direct exposure between at least two of the test-confirmed cases in that setting during the infectious period of one of the cases.
- No sustained local community transmission & the absence of an alternative source of infection outside the setting for the initially identified case.

An '**incident**' has a broader meaning and refers to events or situations which warrant investigation to determine if corrective action or specific management is needed.

Seeking public health advice

Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing localised outbreaks. They provide health protection support and advice to education and childcare settings.

Outbreaks can differ significantly in terms of numbers of cases and locations of cases within an education setting. We will continue to report any cases, clusters / outbreaks to Public Health in Shropshire Council so that they can provide us with assistance in risk assessing when we have reached the **threshold** for initiating targeted interventions as described in the Contingency Framework for education & childcare settings & Shropshire Council's SOP for schools and early year settings (Appendix 2).

In the case of a local outbreak, we will work with Shropshire Local Authority Public Health and Public Health England Health Protection Teams. We will notify the Public Health Team and the DfE helpline if we are aware of any staff or pupil that has been hospitalised due to Covid -19.

When one of the thresholds is met, we will review the testing, hygiene and ventilation measures already in place.

Ceri Little (Headteacher) will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) and the Shropshire Public Health Team.

Below sets out all the possible measures/mitigations that will be considered in the case of a local outbreak. The actual measures implemented will be determined jointly and based on the specific situation. They will also balance carefully the impact on the delivery of education with the need to minimise transmission. Most importantly any measures will only ever be considered for the shortest time possible, to allow the outbreak to be managed and minimise transmission of COVID-19. In all cases measures / mitigations will only be implemented to prevent larger scale school closure.

Preventing school transmission

Our refreshed risk assessments include how to promote COVID-19 vaccination uptake, effective hand hygiene, cleanliness of the environment and improving ventilation where possible.

Reporting cases and when trigger thresholds have been met

We will continue to report **all** cases, clusters and outbreaks to Shropshire Public Health as per SOP for management of cases, clusters and outbreaks in education & early years settings and will work with their health protection team to risk assess when the thresholds described in the Contingency Framework should initiate targeted interventions. We will also receive notification of positive cases from the health protection team and keep records of all confirmed cases. We will attend and contribute to incident management meetings with Shropshire Local Authority and PHE when required.

Response to positive cases

Pupils & staff who have **mixed closely** with positive cases (note that interrogation of seating plans will not be required) will be asked to have a PCR test, in addition to the routine twice weekly LFD testing. Examples of what is considered as mixing closely can be found in the annex of the Contingency Framework. Staff contacts will be identified and will isolate for 10 full days following their last contact with the confirmed case if they do not meet the requirement for self-isolation exemption (please refer to table 1 & 2 of SOP). Exemption to self-isolation does not apply to suspected, possible/probable cases of COVID-19. It only applies to contacts.



Reintroduction of consistent groups 'bubbles'

It may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.

Reintroduction of face coverings

Consideration will be given to whether face coverings should temporarily be worn in communal areas or classrooms by staff and visitors (unless exempt).

The use of face coverings may have an impact on those who rely on visual signals for communication. Those who communicate with or provide support to those who do, are exempt from any recommendation to wear face coverings in education and childcare settings.

No pupil will be denied education on the grounds of whether they are, or are not, wearing a face covering.

Reasonable adjustments will be made for disabled pupils to support them to access education successfully. Where appropriate, you should discuss with pupils and parents the types of reasonable adjustments that are being considered to support an individual.

Reintroduction of testing/Additional PCR testing

Consideration will be given as to whether the increased use of home testing by staff, and pupils is necessary. *We will also continue with our local recommendation that all pupils take twice weekly asymptomatic testing.*

Where these measures are necessary, it will be important to work jointly with the LA and PH to identify any support required (e.g. supply of additional tests). Where onsite testing is reintroduced, we will look to do this in a way that does not negatively impact on the education for pupils.

There may also be occasions where a mobile symptomatic testing unit/service is made available on the school site and pupils are invited to take a PCR test, or additional PCR tests may be organised through other means.

Contact tracing/isolating

From the 16th August people who are fully vaccinated against COVID-19 (second dose more than 14 clear days prior to day of last contact with case), and children and young people under the age of 18 and 6 months are no longer required to isolate when they are a close contact / household contact of a positive case. We will keep records of vaccination doses and times of everyone > 18 years and 6 months to allow us to identify those who are exempt from self-isolation. It may be necessary for us to provide additional records of confirmed cases and their contacts during an outbreak to allow the Local Authority Public Health Team to help us manage an outbreak.

Other restrictions

We may need to limit activities that require bringing parents and carers onto site (other than for drop off and pick up) e.g. open days, performances, open evenings. We may also reintroduce staggered start and finish times if not already in operation to minimise the number of people on the school site at the start and finish of the day.

We will also review any activities bringing pupils together in addition to the normal school day, or that required transportation for larger numbers of pupils (e.g. school trips / holidays - including residential educational visits). This could also include any activities bringing together pupils from a few different schools (e.g. transition/taster days).

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.

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 pupils
- Children of critical workers
- Reception, Year 1 and Year 2 pupils

If further restrictions are recommended, 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 policy/statement.

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.

Wraparound care

We will, if necessary use bubbles or limit access to before and after-school activities and wraparound care during term time and the summer holidays as appropriate.

We will communicate who will be eligible to attend once the restrictions are confirmed.

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 will be contactable remotely. If our DSL (or deputy) is unavailable, we will share a DSL across the trust.