Birmingham City Council

COVID-19 Outbreak Management Plan (V1 September 2021)

Birmingham City Council's Outbreak Management Plan Template

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Introduction

As per Step 4 of government's plan, all measures have been lifted from 19 July 2021 for the full return of all pupils : **https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidanceschools operational guidance**, published by the Department for Education (DfE).

Schools and settings will only need to implement some, or all, of the measures in this plan in response to recommendations provided by the local authority (LA), directors 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 / setting. Actions will need to be considered when either of the following thresholds are met:

For most settings:

- There are 5 positive cases amongst pupils or staff who are likely to have mixed closely within a 10-day period

- 10% of pupils or staff who are likely to have mixed closely test positive within a 10-day period

For special schools, residential settings, and settings with 20 or fewer pupils and staff, use:

- There are 2 positive cases among 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

When one of the thresholds above is met, schools and settings will need to review the testing, hygiene and ventilation measures already in place.

We recommend all school leaders and staff members to regularly review the latest information produced by Public Health: **https://www.birmingham.gov.uk/COVID-19_schools_faqs.**

The latest checklist and flowchart can be found here for guidance on dealing with suspected or confirmed cases within staff or pupil cohorts, and their contacts: **https://www.birmingham.gov.uk/downloads/download/3527/public_health_flowchart_for_schools**

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The completion of this plan should not be undertaken in isolation by one individual and should involve staff who understand the risk of an outbreak. Once completed, the plan should be shared with the school's workforce. If possible, schools should consider publishing it on their website to provide transparency of approach to parents, carers and pupils.

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1	Original	31.08.21

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Setting Name:	Sladefield Infant School		
Date Completed:	September 2021	Review Date:	
Plan Owner:			

Measures	Comments
1. Testing	

In the event of an outbreak, schools and settings will need to adhere to national guidance on the reintroduction of home testing and onsite asymptomatic testing
• If recommended, increase the use of home testing by pupils and staff.
• If it is advised, reintroduce an asymptomatic testing site (ATS) at the school.
• Work with the director of public health (DPH) on any further support needed regarding testing
• If on-site asymptomatic testing is reintroduced, outline your plans including:
    o   When testing will take place?
    o   Where testing will take place?
    o   Who will receive on-site testing?
	As an Infant School, we will not be requesting asymptomatic testing in the school.

○ What additional control measures are needed to accommodate on-site testing?	
2. Face Coverings	
If recommended, pupils, staff and visitors who are not exempt from wearing a face covering: • Should 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 And/or: • Should 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 • In some circumstances, transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. Transparent face coverings may be effective in reducing the spread of COVID-19. • Face visors or shields can be worn by those exempt from wearing a face covering but they are not an equivalent alternative in terms of source control of virus transmission. • No pupil or student should be denied education on the grounds of whether they are, or are not, wearing a face covering.	**As a precautionary measure, visitors into school are requested to sanitise their hands in the front conservatory before entering the school site, and wear a mask in communal areas where social distancing is difficult to maintain. This request is sent to the visitor in advance of their visit.** **All staff at the school were provided with 2 transparent face coverings, and the school would purchase and provide more if required.**

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3. Shielding	
In the event of an outbreak, Schools and settings will need to adhere to national guidance on the reintroduction of shielding. • Follow national or local guidance on the reintroduction of shielding which would apply to those on the **shielded patient list (SPL).** • Introduce additional protective measures in school for individuals required to shield • Consider home working for members of staff requiring to shield • Consider remote learning offer for pupils unable to attend school due to shielding	**There is currently one member of staff who is pregnant with an ongoing Risk Assessment in place. If an outbreak occurred, we would complete additional risk assessments and consider what was in the best interests of the colleague.** **There are no staff members that are required to shield (based on the last lockdown situation).**
4. Other Measures	

Parents, carers, pupils and staff should be informed promptly about the introduction of control measures.
 	
Pay due consideration to limiting:
 	
    o   All visits, i.e. residential educational visits etc.
 	
    o   Open days
 	
    o   Transition or taster days
 	
    o   Parents coming into school
 	
    o   Live performances
 	
• If recommended, be prepared to reintroduce Bubbles to reduce mixing between groups
 	
Cleaning – (In addition to existing robust cleaning regimes)
	Parents will not be invited into school en mass. When they are invited into school, they will meet with staff on a 1-1 basis in a meeting room above the school Office, meaning that they don't have to officially enter the main school building.
	
	The school may provide opportunities for a small number of parents/carers entering the school at the same time, eg. for parent workshops. In so doing, it will be stipulated that the parents/carers will be asked to sanitise their hands on arrival, and also wear their mask when moving around school.
	
	There will be no whole-class educational visits without receiving guidance from the recipient as to what requirements they have whilst on their site. Colleagues at the school will ensure that they are following the guidance provided by other settings.

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Following the identification of the person with COVID-19 symptoms, 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	**Parents' Evenings will continue to be held remotely, at least during the Autumn Term.** **Staff will be given the option as to whether they travel on public transport prior to visits, with staffing being re-organised to allow for the visits to take place. If guidelines suggest not travelling on public transport, trips will be cancelled or postponed.** **Open Days will be held 1-1 across the time period specified with individual sets of parents/carers being offered specific times where they will be shown around the school. They will be advised of the school's expectations with regards to COVID safety measures.** **Enhanced cleaning across the day of regular touch-points and toilets have continued, including the daily fogging of the staff room.**
5. Attendance Restrictions	
Attendance restrictions will only be recommended as a last resort. If recommended, implement the measures in this section:	
5.1 Eligibility to remain in school If restrictions are recommended, school will stay open for: • Vulnerable pupils • Children of critical workers • Any other pupils due to take external exams this academic year If further restrictions are recommended, school will stay open for: • Vulnerable pupils • Children of critical workers	

5.2 Education and support for pupils at home • All pupils required to stay at home will receive remote education. • remote education will meet the same quality and quantity of education that pupils would receive in school • 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. <mark>[school may wish to insert details of how meals or lunch parcels will be distributed to pupils (e.g. parents collect from school).]</mark>	**A 'grab-bag' lunch will be available from the school front conservatory for those eligible.**
5.3 Wraparound care • Access to before and after-school activities and wraparound care during term time and the summer holidays will be offered to those that need it most. • Eligibility to attend will be communicated once the restrictions are confirmed.	**If restrictions are confirmed, any after-school clubs will either cease, or will revert to be maintained in 'bubbles'.**
5.4 Safeguarding • Review child protection policy to make sure it reflects the local restrictions and remains effective. • Aim to have a trained DSL or deputy DSL on site wherever possible.	**All children will receive a weekly 'safe and well' call from their class teacher if they are not accessing the 'live' remote learning sessions.** **A rota system will be put into place that will ensure that there will always be a DSL in school every day.**

If our DSL (or deputy) can't be on site, they can be contacted remotely by ringing the school mobile number: 07920227262 or 07393520439. If our DSL (or deputy) is unavailable, we will share a DSL with Thornton Primary School. Their DSL can be contacted by calling 0121 327 0824. • On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site. • When vulnerable pupils are absent: ➤ 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	**The Learning Mentor and Family Support Worker will have a list of vulnerable children not attending school who they will maintain greater contact with, and who will be offered remote support.** **Home visits will be carried out by a DSL for those children who are identified as most vulnerable and DSLs feel would benefit from weekly face-to-face contact.**

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Links to related published guidance notes to be referred to alongside the Outbreak Management Plan	As per Risk Assessment
Links to DfE Guidance As new guidance is produced weekly, please refer to **www.gov.uk** for updates Note from DFE: Schools are not required to use these guides, and may choose to follow alternative approaches to preparing for wider opening, or to use some sections of this guidance alongside other approaches	**Full opening (updated 6 July 2021 and applies until Step 4):** https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools **Early Years and Childcare:** https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures **Special Schools:** https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings **Out of School settings:** https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak **Testing in primary and nursery schools:** https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-for-staff-in-primary-schools-and-nurseries/rapid-asymptomatic-coronavirus-covid-19-testing-for-staff-in-primary-schools-school-based-nurseries-and-maintained-nursery-schools **Safe working in education and childcare:** https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care **Compilation of all guidance notes for schools:** https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings **Advice for parents:** https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak

	Advice for parents attending Out of School settings: https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak **Ofsted guidance and update:** https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update **Providing meals to pupils:** https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools **School reports:** https://www.gov.uk/guidance/school-reports-on-pupil-performance-guide-for-headteachers **Safeguarding and remote learning:** https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19 **EYFS disapplication:** https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2/early-years-foundation-stage-coronavirus-disapplications **Keeping children safe in education for schools and staff:** https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 **Shielding and guidance for CEV**: https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19 **Curriculum and teaching guidance:** https://www.gov.uk/guidance/remote-education-practice-for-schools-during-coronavirus-covid-19 **Remote learning support for schools and staff:** https://www.gov.uk/guidance/remote-education-during-coronavirus-covid-19 **Remote learning support for parents:** https://www.gov.uk/guidance/supporting-your-childrens-education-during-coronavirus-covid-19

	Transport to schools: https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/transport-to-school-and-other-places-of-education-autumn-term-2020
	General travel guidance: https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
	Recording attendance: https://www.gov.uk/government/publications/school-attendance/addendum-recording-attendance-in-relation-to-coronavirus-covid-19-during-the-2020-to-2021-academic-year
	Enhanced area of response: https://www.gov.uk/government/news/further-support-for-birmingham-blackpool-cheshire-east-cheshire-west-and-chester-liverpool-city-region-and-warrington-to-tackle-delta-b16172-v **BCC:** https://www.birmingham.gov.uk/news/article/890/covid-19_birmingham_listed_as_enhanced_response_area

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Governance and other resources	Link to Public Health flowchart in case of coronavirus symptoms within pupils or staff: https://www.birmingham.gov.uk/downloads/download/3527/public_health_flowchart_for_schools
	Safeguarding policy addendum: https://www.birmingham.gov.uk/downloads/file/16735/covid-19_safeguarding_policy_addendum
	Useful contacts in BCC:
	• If subscribing schools have questions / queries about governance, contact School and Governor Support (S&GS) at governors@birmingham.gov.uk
	• Nursery Schools and Nursery Classes should contact the Early Years' Service for EYFS queries via email: EYDuty@birmingham.gov.uk
	• Education Safeguarding questions please contact the Education Safeguarding Team via email: EducationSafeguarding@birmingham.gov.uk
	Other resources:
	ACAS guidance on mental health: https://www.acas.org.uk/acas-launches-new-guidance-on-mental-health-during-coronavirus
	HSE guidance on working during coronavirus and related links: https://www.hse.gov.uk/coronavirus/working-safely/index.htm
	NAHT guidance on health and safety duties and schools: https://www.naht.org.uk/advice-and-support/management/health-and-safety-duties-and-schools/
	RCPH COVID-19 - 'shielding' guidance for children and young people: https://www.rcpch.ac.uk/resources/covid-19-guidance-clinically-extremely-vulnerable-children-young-people#children-who-should-be-advised-to-shield