



## Version 5 School Outbreak Plan

SBPS Jan 2022

### 1. Purpose

The outbreak plan template for schools aims to guide schools in the actions which they need plan for to respond to either a local outbreak of COVID-19 (including variants of concern) or an outbreak in their setting.

This V5 template has been revised in accordance with the most recent version of the national contingency framework for education and childcare settings and should be read alongside this national document.

#### ***Contingency framework: education and childcare settings (updated 14<sup>th</sup> December 2021)***

Link: [www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings)

The contingency framework describes the principles of managing local outbreaks of COVID-19 (including responding to variants of concern) in education and childcare settings and sets out that local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing localised outbreaks and that they play an important role in providing support and advice to education and childcare settings. The measures described in the contingency framework are reflected in this template.

### 2. Context

#### ***Schools COVID-19 operational guidance (updated 14<sup>th</sup> December 2021)***

Link: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak>

The preventative measures which schools need to maintain are outlined and covered in this guidance. Schools require a current risk assessment and proportionate control measures including: good hand hygiene, good respiratory hygiene, environmental cleaning, good ventilation, testing in accordance with current guidance and the management of cases and contacts in line with current public health advice.

In addition, if there is an outbreak of coronavirus in school then some additional measures which may be advised on a temporary basis in an outbreak situation. These measures are reflected in this template.

### 3. Thresholds for Action

National guidance recommends that for most settings it will make sense to think about taking extra action if the number of positive cases substantially increases. The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned and appendix 1 provides details of the process for contacting Durham County Council.

#### **Adult & Health Services**

Durham County Council, County Hall, Durham DH1 5UG

Main Telephone 03000 26 0000

[www.durham.gov.uk](http://www.durham.gov.uk)

**Mainstream primary and secondary schools:**

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

Or

If any case of COVID-19 in school has resulted in that person being hospitalised

\*in the same cohort, for example class/year group/activity group/friendship group/home to school transport

**4. Outbreak definition**

A standard outbreak definition is two or more confirmed COVID-19 cases associated with the setting with an onset of illness in the last 14 days and:

- where the cases are likely to have been exposed to each other using the close contact definition (within 2m for more than 15 minutes, within 1m for 1 minute, within 1m and face to face for any amount of time, shared a small vehicle for any amount of time)

Or

- where there is no sustained community transmission

**5. Outbreak assessment**

An assessment of an outbreak is undertaken, in most instances when the threshold for action is reached, by working with public health who will advise on public health actions and this assessment is made taking into account the current position regarding COVID-19 in the population.

**6. Outbreak assessment in periods of exceptional demand**

Periods of exceptional demand schools will be notified by the Head of Education and the DPH.

Special schools will continue to report cases as usual and will be directly supported by the public health team.

Mainstream schools where there are any cases associated with the setting who are hospitalised will continue to report cases as usual and will be directly supported by the public health team.

Mainstream schools without cases associated with the setting who are hospitalised will be requested to assess their outbreak using the checklist provided at appendix 2

The revised reporting process for mainstream schools in periods of exceptional demand is provided in appendix 3.

## **7. Outbreak Management Plan**

All education and childcare settings should have outbreak management plans outlining how they would operate if any of the measures described below were recommended for their setting or area.

This includes how they would ensure every child, pupil or student receives the quantity and quality of education and care to which they are normally entitled.

Public Health Actions to be included:

### **1) Prevention measures:**

We review our current COVID-19 risk assessment and ensure that all prevention measures are fully implemented. Where needed we seek advice from our health and safety advisor.

We review individual risk assessments for staff and pupils. Where needed we seek advice from our occupational health advisor and/or health and safety advisor.

### **2) Bubbles**

Bubbles may need to be reintroduced.

### **3) Face coverings**

Face coverings may need to be reintroduced for staff (all schools) and students (secondary age pupils/schools and colleges), and as previously there will be reasonable exemptions for their use.

This may include face coverings in communal areas (for pupils, students and staff) and/or classrooms (for both pupils, students and staff).

### **4) Testing:**

Increased testing may be advised this may include:

Increased use of home testing by staff (all schools) and pupils and students (secondary age pupils/schools and colleges).

In accordance with the testing guidance in the current risk assessment schools may be advised to:

Request more frequent use of home LFD testing by some staff (all schools) and pupils and students (secondary age pupils/schools and colleges) for a specified period, for example 7days.

**And/or**

Request the use of home PCR testing by some staff (all schools) and some pupils (all schools) by accessing testing via NHS 119.

### **5) Shielding**

People previously considered to be clinically extremely vulnerable (CEV) will not be advised to shield again.

Individuals previously identified as CEV are advised to continue to follow the guidance on how to stay safe and help prevent the spread of COVID-19. Individuals should consider advice from their health professional on whether additional precautions are right for them.

### **6) Other activities**

A range of activities may be paused or restricted during an outbreak including: educational visits, residential educational visits, open days, transition days, parental attendance, live performances, after school clubs and use of the school premises by other organisations.

### **7) Contact tracing**

Contact tracing may be reinstated and in this situation DCC will work with schools to ascertain the contacts of cases during their infectious period and will provide a template letter for schools to share with identified contacts advising the contact to seek a PCR test and where not exempt, to self-isolate.

For primary school age pupils, the whole class would usually be considered contacts of a case. At times this may be the whole year-group.

For secondary school age pupils, contacts would usually be those pupils/staff who meet the standard contact tracing definition which is a person who has been within 2m for more than 15minutes, within 1m for 1minute, within 1m and face to face for any amount of time, shared a small vehicle for any amount of time during the infectious period for the case.

### **8) Attendance restrictions**

Our setting's outbreak management plan covers the possibility we are advised to limit attendance, although this would be a measure of last resort.

High-quality remote education will be provided for all pupils or students not attending.

In all circumstances, priority will continue to be given to vulnerable children and children of critical workers to attend to their normal timetables.

### **9) Safeguarding**

Ensuring safeguarding arrangements remain effective during periods of absence is a key priority. Our Child Protection and Safeguarding Policy has been updated to include provisions for keeping pupils safe during the coronavirus pandemic, both at home and in school – we will continue to follow these procedures for pupils who remain at home, where appropriate, until all pupils are able to return to school.

We will continue to ensure that:

- The best interests of pupils always come first.
- Wellbeing calls will be made regularly (in line with individual pupil risk assessments) to ensure that pupils are safe and well at home.
- A designated safeguarding lead (DSL) or deputy DSL will be onsite during the school day to ensure that any safeguarding concerns are addressed.
- In the extremely unlikely event that all DSLs/deputies are not in school, then the Head teacher (DSL) & Deputy head teacher (Deputy DSLs) will be available on the phone at all times. All staff have these numbers and are aware of the procedures to report concerns.

### **10) Meals**

Children in receipt of a free school meal (not those children in R, Y1 and Y2 receiving the national Universal Free Meals), will be provided with a food pack/hamper to be collected from school.

### **11) IT Access**

Where children do not have access to a laptop at home, they can be borrowed from school during the period of absence. This laptop must be signed for and returned to school when the child is well enough to return.

**12) Communications**

All staff meetings/INSET/staff training may take place via Microsoft Teams.

**13) Contingency plans for staff absence**

Where a member of staff is absent, other members of SBPS staff will take on their role until the time of their return. Where this is not possible, supply teachers and supply teaching assistants may be provided by a supply agency.