



COVID-19 School Outbreak Management Plan

Strategic Risk Management



SURREY
COUNTY COUNCIL

Name of School:	<i>St Clement's Catholic Primary School</i>	Date of assessment:	9 th December 2021	Date of review:	4 th January 2021
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When St Clement’s will consider extra action

The following thresholds based on the [Contingency Framework](#) will be used by St Clement’s as an indication for when to seek public health advice if concerned. 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

St Clement’s may wish to seek additional public health advice if we are concerned about transmission in the setting, either by phoning the DfE helpline (0800 046 8687, option 1) or in line with other local arrangements. A director of public health or an HPT may give settings advice reflecting the local situation.

Identifying a group that is likely to have mixed closely will be different for each setting. The Contingency Framework gives examples for each sector, for schools this could include:

- A form group or subject class
- A friendship group mixing at breaktimes
- A sports team
- A group in an after-school activity

St Clement’s will review and reinforce the testing, hygiene and ventilation measures we already have in place. These controls are documented in the Protective Measures Risk Assessment.

St Clement’s will seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19. We can do this by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.

Testing

The school has planned for the possibility of increased use of testing by staff and, where they are already being offered testing, for pupils and students. This could include advice on more frequent testing, or on the reintroduction of asymptomatic test sites (ATS) (where they have been stood down).

Testing is documented in the School's Protective Measures Risk Assessment section: 9. Promote and engage in asymptomatic testing, where available.

Additional comments from school:

Staff are currently testing two times a week. This will continue during December and staff will test before they come back to school in January.

Face coverings

The school has planned for the possibility that it may be advised by a director of public health that face coverings should temporarily be worn in settings in their area. This may include face coverings in communal areas and/or classrooms, for pupils, students and staff. Children of primary school age and early years children should not be advised to wear face coverings

The use of face coverings in such outbreak circumstances is documented in the school's Protective Measures Risk Assessment section: 2. Where recommended, use face coverings.

Additional comments from school:

Staff are now wearing face coverings in all communal areas. Some staff are also wearing them in the classrooms. In the event there is a significant number of cases in class/es face coverings will resume in all areas of the school.

Shielding

Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, 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.

The school has planned for this and is documented in the School's Protective Measures Risk Assessment section: Workforce and Attendance.

Additional comments from school:

Any staff or pupils who have been identified as vulnerable will be monitored carefully. Parents will be informed if there is a case in a class. Staff and parents will seek advice from the appropriate medical professionals in the event that a case occurs within a class.

Other measures

The school has planned for the possibility that they are advised to limit:

- residential educational visits
- open days
- transition or taster days
- parental attendance in settings
- live performances in settings

This is documented in the School's Protective Measures Risk Assessment section 6. Minimise contact and will follow the controls set out by specific DfE and Government guidance for these activities.

Additional comments from school:

Parents are currently accessing the school site at the end of the school day. All meetings with parents will take place outside. Meetings whereby a significant number of adults would attend are currently suspended and all meetings will continue to take place virtually. This is to safeguard the parents and staff to ensure that staffing is protected so that learning can continue uninterrupted.

Attendance restrictions

High quality face-to-face education remains a government and schools priority. Attendance restrictions will only ever be considered as a short-term measure and as a last resort:

- for individual settings, on public health advice in extreme cases where other recommended measures have not broken chains of in-setting transmission; or
- across an area, on government advice in order to suppress or manage a dangerous variant and to prevent unsustainable pressure on the NHS.

In all circumstances, priority will continue to be given to vulnerable children and young people and children of critical workers to attend to their normal timetables. Where measures include attendance restrictions, DfE may advise on any other groups that should be prioritised.

The school should have planned for the possibility that they are advised, temporarily, to limit attendance and should ensure that high quality remote education is provided to all pupils or students not attending.

Additional comments from school:

Google Classroom continues to operate throughout the school. Children who are isolating have work uploaded to Google Classroom.

Remote education

High-quality remote learning will be provided for all pupils and students if:

- they have tested positive for COVID-19 but are well enough to learn from home; or
- attendance at their setting has been temporarily restricted

On-site provision will in all cases be retained for vulnerable children and young people and the children of critical workers. If settings have to temporarily stop onsite provision on public health advice, they will discuss alternative arrangements for vulnerable children and young people with the local authority.

Additional comments from school:

Google Classroom is used to provide high quality remote learning for those pupils who have to isolate or who cannot attend school.

Education workforce

If restrictions on child, pupil and student attendance are ever needed, leaders of the school will determine the workforce required onsite and if it is appropriate for some staff to work remotely. This is documented in the School's Protective Measures Risk Assessment section: Workforce. The school will refer to the guidance on clinically extremely vulnerable people.

Additional comments from school:

Vulnerable staff identified and prioritised. Staff numbers on site will depend on number of children attending the setting.

Safeguarding and designated safeguarding leads

There will be no change to local multi-agency safeguarding arrangements, which remain the responsibility of the 3 safeguarding partners:

- Local Authorities
- Clinical commissioning groups
- Chief officers of police

If attendance restrictions are needed in any education or childcare setting, the school expect all local safeguarding partners to be vigilant and responsive to all safeguarding threats with the aim of keeping vulnerable children and young people safe, particularly as more children and young people will be learning remotely.

The school will continue to have regard to any statutory safeguarding guidance that applies to them, including:

- Keeping children safe in education

- Working together to safeguard children
- Early Years Foundation Stage (EYFS) framework

The school, ideally led by the designated safeguarding lead (DSL) or a deputy, will review the child protection policy so that it reflects the local restrictions and remains effective. It is expected that the school, will have a trained DSL (or deputy) available on site. However, it is recognised that for some schools there may be operational challenges to this. In such cases, there are two options to consider:

- A trained DSL (or deputy) from the early years setting, school, out-of-school settings or FE provider can be available to be contacted via phone or online video, for example working from home
- Sharing trained DSLs (or deputies) with other settings, schools or FE providers (who should be available to be contacted via phone or online video)

Where a trained DSL (or deputy) is not on site, in addition to one of the above options, a senior leader should take responsibility for co-ordinating safeguarding on site

Additional comments from school:

There are currently 4 trained DSLs on site. In the event that pupil attendance is restricted, there will always be two trained DSLs onsite together.

Vulnerable children and young people

Where vulnerable children and young people are absent, the school will:

- Follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns
- Encourage the child or young person to attend educational provision, working with the local authority and social worker (where applicable), particularly where the social worker and the Virtual School Head (where applicable) agrees that the child or young person's attendance would be appropriate
- Focus the discussions on the welfare of the child or young person and ensuring that the child or young person is able to access appropriate education and support while they are at home
- Have in place procedures to maintain contact, ensure they are able to access remote education support, as required, and regularly check if they are doing so

If settings have to temporarily stop onsite provision on public health advice, they should discuss alternative arrangements for vulnerable children and young people with the local authority.

Additional comments from school:

Vulnerable children identified and monitored carefully. Attendance will be tracked and appropriate professionals contacted if concerns arise.

Transport

Transport services to education settings will continue to be provided as normal where children are attending education settings. The guidance on transport to schools and colleges during the COVID-19 pandemic guidance remains in place and is documented in the School's Protective Measures Risk Assessment section: Managing School Transport.

Additional comments from school:

School and FE meals

The School will provide meal options for all pupils who are in school. Meals will be available free of charge to all infant pupils and pupils who meet the benefits-related free school meals eligibility criteria.

The school will continue to provide free school meals support in the form of meals or lunch parcels for pupils who are eligible for benefits related free school meals and who are not attending school because they have had symptoms or a positive test result themselves.

Additional comments from school:

Meal times have returned to normal and all children eligible for accessing free school meals have been identified. When a child is unable to attend school vouchers will continue to be provided to the parent.

Educational visits

Any attendance restrictions will be reflected in the visit's risk assessment and setting leaders should consider carefully if the educational visit is still appropriate and safe.

Only students who are attending the setting will go on an educational visit. Education settings should consult the health and safety guidance on educational visits when considering visits.

This is documented in the School's Protective Measures Risk Assessment section: 6. Minimise contact.

Additional comments from school:

Educational visits will be risk assessed in light of Covid restrictions. If it is deemed unsafe, the visit will not take place.