



**COWBIT ST. MARY'S (ENDOWED)  
CHURCH OF ENGLAND PRIMARY SCHOOL**

# COVID-19: outbreak management plan

**Approved by:**

Pauline Start -Chair of  
Governors

**Date:** 6<sup>th</sup> Sept 2021

**Last reviewed on:**

**Next review due by:**

16<sup>th</sup> Sept 2021

## The aim of this plan

If our school or local area sees an extremely high prevalence of coronavirus (COVID-19) infection rates and existing measures in our community have failed to reduce this, the appropriate authorities will decide which additional measures to implement to help contain the spread. These measures may involve implementing a number of restrictions, which could include the partial closure of schools and childcare settings in our area. Measures may also be necessary to help minimise the impact from new coronavirus variants.

This contingency plan, also known as an 'outbreak management plan', outlines how the school will operate if further restrictions are implemented. The school will work closely with the local health protection team (HPT) and implement provisions as advised by the team.

This is a live document that will be reviewed by the headteacher, in conjunction with other key stakeholders, as and when the situation develops.

## 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.

It may be necessary to implement these measures in the following circumstances, for example:

- 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)

Unless advised otherwise, the school will allow all pupils to attend. If the contingency framework is implemented, the school will only allow the following pupils to attend on-site provision:

- Vulnerable pupils
- Children of critical workers

The above groups will be defined by up-to date DfE guidance and school leadership, contact the school for more information.

The next groups likely to be advised to attend by the DfE are Pupils in Reception and Years 1 and 2, this guidance will be followed when directed by the DfE, LA or Public Health.

High-quality remote education will be provided for all pupils not in attendance, in line with our Remote Learning Policy.

The school will lift restrictions as soon as it is advised by the government that it is appropriate to do so.

## 2. 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.

### 3. Other measures

If recommended, we will limit:

- › Residential educational visits
- › Open days
- › Transition or taster days
- › Parents coming into school
- › Live performances

If recommended, we will reintroduce:

- › Bubbles, to reduce mixing between groups
- › Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

### 4. Attendance restrictions

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

The government has advised that all schools should continue to operate as normal and that all pupils should attend school unless required to self-isolate.

#### 4.1 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

#### 4.2 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. The school will continue to provide food vouchers or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

Parents will be notified that the school has purchased vouchers and will make arrangements for collection/delivery.

#### 4.3 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 via email [bruce.johnson@cowbit.lincs.sch.uk](mailto:bruce.johnson@cowbit.lincs.sch.uk) or [joanne.drew@cowbit.lincs.sch.uk](mailto:joanne.drew@cowbit.lincs.sch.uk)

If our DSL (or deputy) is unavailable, we will share a DSL with Gedney Hill Church of England and Shepeau Stow Primary.

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

The [Operational Guidance](#) sets out the measures that all education settings should have in place to manage transmission of COVID-19 day to day. For most settings it will make sense to think about taking [extra action](#) if the number of positive cases substantially increases. This is because it could indicate transmission is happening in the setting. The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are 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.

Letter to Parents Sept 6<sup>th</sup> 2021

Dear Parents/Carers,

If you need to speak to someone about NHS Test and Trace (including getting a test to check if you have coronavirus (COVID-19), test results, the self-isolation and quarantine rules), booking or amending a vaccination appointment, or the NHS COVID Pass, [please call 119](#). [NHS England » Contact us](#)

**The information below is an update from the Gov website.**

[Schools COVID-19 operational guidance - GOV.UK \(www.gov.uk\)](#)

"Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:

- they are fully vaccinated
- they are below the age of 18 years and 6 months
- they have taken part in or are currently part of an approved COVID-19 vaccine trial
- they are not able to get vaccinated for medical reasons

Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a [PCR test](#). We would encourage all individuals to take a PCR test if advised to do so.

Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal. They do not need to wear a face covering within the school, but it is expected and recommended that these are worn when travelling on public or dedicated transport."

All the best,

Mr Johnson