

Laygate Community School



COVID 19 Outbreak Management Plan

Date: September 2021

Review Date: September 2022

1. **Introduction**

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [school's operational guidance](#), 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), 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, for example:

*To help manage a COVID-19 outbreak within the school. Actions will be considered when either of the following thresholds are met:

- 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

2. **Seeking Public Health Advice**

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

We will also seek public health advice from a director of public health or health protection team. The head teacher will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687).

3. **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. Shielded pupils will be required to learn remotely from home. Shielded staff will be required to work from home.

4. **Other Measures**

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via email and letters sent home with pupils once a decision has been made.

If recommended, we will limit:

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

If recommended, we will (re)introduce:

*Testing, including the use of an asymptomatic test site (ATS) 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.

Please refer to the section covering testing in your current risk assessment.

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.

And/or

There may be a requirement for asymptomatic testing to take place at school. This may include scaling up the asymptomatic test site retained at school, the reintroduction of an asymptomatic test site or setting up a new asymptomatic test site. This would be agreed with the school and support would be available from DCC.

- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)
- Contact tracing may be reinstated and in this situation, school will work with South Tyneside Council to ascertain the contacts of cases during their infectious period and will provide a 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 could be considered contacts of a case.

5. Attendance Restrictions

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

5.1 Eligibility to Remain in School

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

5.2 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. If necessary, children will be provided with ICT equipment to enable them to access remote learning.

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.

Parents will be able to collect meals from school, when required.

5.3 Wraparound Care

We will limit access to any before and after-school activities and wraparound care during term time to those who most need it.

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

It may also be necessary to stop these provisions.

5.4 Safeguarding

We will review our Safeguarding 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.

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, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure 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

6. Communication

We will continue to communicate with parents via email and using social media. At times, it may also be appropriate to contact parents via letter.