

COVID-19
Outbreak Management Plan
for
Woodsetton School



Approved by:	Kate Beer and Lyndon Butler	Date: September 2021
Last reviewed:	January 2022	
Next review due by:	September 2022 or sooner if guidance or situation changes	

Introduction

This Outbreak Management Plan is based on the contingency framework for managing local outbreaks of COVID-19, provided by the Department for Education (DfE) and adapted from the template provided by The Key Support Services Ltd and will be used alongside the latest Government Guidance. The DfE's COVID Contingency Framework states that settings should have an outbreak management plan, which describes how they would operate if there was an outbreak in school and when it may be necessary to implement additional measures to help manage a COVID-19 outbreak within the setting.

The purpose of this plan is to prepare for moving forwards with the government agenda. It is a national priority for education and childcare settings to continue to operate as normal during the Covid-19 pandemic.

The measures contained in this plan state the actions we will consider to be implemented in response to the following situations arising and with support and recommendations provided by the local authority (LA), Director of Public Health (DPH), Public Health England (PHE), health protection team or the national government.

It is the role of the Senior Leadership Team (Mrs K Beer, Mrs C Harding and Mrs S Allen) to oversee the coordination of this plan.

Thresholds

- For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time: • 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period
- Evidence of severe illness e.g. students or staff members admitted to hospital or a death as a result of a COVID–19 infection
- In response to a new Variant of Concern (VoC)
- Extremely high prevalence of Covid-19 in the local community / area

Mixing

It is recognised that Identifying a group that is likely to have mixed closely will be different for each setting, but a group will rarely mean a whole setting or year group. We will identify groups using the following:

For schools, this could include:

- a class
- a friendship group mixing at breaktimes
- a sports team / focus group such as school council, Anti–bullying ambassadors etc
- a group in a lunchtime activity (when deemed safe to resume)

Close contacts

Non-household contacts include any person who has had any of the following types of contacts with someone who has tested positive for Covid-19:

- face-to-face contact (within one metre), including: being coughed on, having a face-to-face conversation within one metre*
- skin-to-skin physical contact for any length of time
- been within one metre for one minute or longer without face-to-face contact*
- been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes* as a one-off exposure.

- been within 2 metres of someone who has tested positive for COVID-19 on multiple occasions during a single day (midnight to midnight) for at least 15 minutes in total (when all times added up together)
- travelled in a small vehicle together, or in a large vehicle or plane near someone*

Actions to consider:

Action to take in the event of an outbreak:

When the thresholds outlined above are reached we will review and reinforce the testing, hygiene and ventilation measures we already have in place. Further detail on these can be found in the guidance for each sector located at [cleaning of non-healthcare settings](https://www.gov.uk/coronavirus/education-and-childcare) and www.gov.uk/coronavirus/education-and-childcare

We will also consider any other additional control measures that could be revisited or introduced to reduce further transmission.

Dudley Council Public Health will work closely with our setting and provide us with advice and support on a case by case basis, taking into account the local situation. For example; if local rates are extremely high, a response is required to a 'variant of concern' (VOC) and other measures have failed to reduce transmission, then the thresholds for extra action may be higher than set out above.

Where action is necessary to help reduce transmission within our setting, these are the measures which may need to be temporarily introduced include:

- Face coverings for staff (who are not exempt) when arriving at setting and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas – this will continue to be encouraged as normal practice
- Reintroducing students/children into bubbles and/or consistent groups
- Short term attendance restrictions, such as sending home a class or year group – this would only be advised in extreme cases, and as a last resort where all other risk mitigations have not broken chains of transmission within the setting
- Shielding for vulnerable individuals (shielding can only be introduced by national government)
- If an outbreak occurs, we will work with Dudley health protection team to help identify individuals who may have been in contact with known infectious individuals
- Staggered start/finish times/exits
- One-way corridors
- Allocated toilet facilities for specific year group(s)
- Break/lunchtime e.g. staggered times
- Assemblies
- Lessons (strict seating plans, limit different classes mixing for lessons/activities)
- Inter/intra school competitions
- School/coach trips
- School transport, where possible
- Reduce movement in classroom e.g. limit practical activities
- Increase outdoor learning /activities
- Limit parental attendance in settings e.g., parents' evenings
- Stop live performances (For example, but not limited to, singing, dancing and sports)
- Limit use of staff room

We will also request that the Home2School transport team provides additional taxis so to enable bubbles to be reinstated fully and not just whilst within the school building.

Shielding/Risk assessments for vulnerable pupils and staff

We will ensure that latest national guidance is adhered to for our most vulnerable pupils and staff and seek advice as / when required. This will also include staff who are pregnant.

We will adhere to any 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 to risk assess the need for any additional protective measures in school or arrangements for home working or learning.

Other measures

If deemed appropriate or recommended, we will limit:

- Transition or taster days
- Parents coming into setting
- Live performances

Attendance restrictions

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

Eligibility to remain in setting

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 only for:

- Vulnerable pupils
- Children of critical workers

Education and support for pupils at home

For pupils required to stay at home, we will provide remote education that meets the same quality and quantity of education that pupils would receive in the setting, as outlined in our remote learning plan and remote learning policy, both of which can be found on our school website.

[School Policies | Woodsetton School](#)

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

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 by telephoning them on:

Kate Beer	07835511437
Cath Harding	07835511493
Sarah Allen	07835511424

On occasions if there is no DSL or deputy on site, the most senior member of staff will take responsibility for co-ordinating safeguarding on site and will contact the DSL / Deputy if required.

Review

This policy will be reviewed by the Senior Leadership Team and governors every year or sooner if deemed necessary / changes to government guidance are published.

Date of next review: September 2022 (or sooner if required)