

Outbreak Management Plan for Ark Evelyn Grace Academy

Introduction

This Outbreak Management Plan (OMP) has been prepared in accordance with the [Contingency Framework: Education and Childcare Settings](#) and the [Schools COVID-19 Operational Guidance](#).

Our COVID-19 Main Academy Risk Assessment reflects the current controls we have in place to mitigate the risks posed by COVID-19 so that our students, staff, and other members of the school's community can have confidence that our school is a safe place to study and work.

Our local authority (LA), directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing outbreaks in the local area. Both they and central Government may direct or encourage us to adapt our existing control measures or introduce additional control measures to:

- to help manage a COVID-19 outbreak within a setting; or
- as part of a package of measures responding to a Variant of Concern (VoC) or to extremely high prevalence of COVID-19 in the community; or
- to prevent unsustainable pressure on the NHS.

We recognise that the Government's stated overarching objective is "*to maximise the number of children and young people in face-to-face education or childcare and minimise any disruption, in a way that best manages the COVID-19 risk.*"

This OMP sets out our plan to promptly respond to an outbreak of COVID-19 at our school, or to promptly respond to directions from our LA, DsPH or HPT to vary our control measures. It will:

- set out key roles and responsibilities for implementing the OMP;
- explain when and how we will seek further public health advice; and
- provide details on the types of control measures we may be asked to put in place and how we will put these measures in place quickly, communicate the changes, and ensure that every student continues to receive a high-quality education.

Roles & Responsibilities

The Principal is ultimately responsible for activating our OMP and deciding which control measures to adapt or adopt.

On a day-to-day basis John Rowley is responsible for notifying the Principal when any of the thresholds [below](#) are met, or when the LA/DsPH/HPT direct or advise us to adapt/adopt further control measures.

When & How We Will Seek Further Public Health Advice

The thresholds set out below will only apply after students have taken a test in our Asymptomatic Test Site (ATS) at the start of term. This is because increased social contact over the holiday period may cause an increase in the number of cases of COVID-19 detected through testing in the ATS, which would not be representative of increased transmission in the school.

We will seek further public health advice if any of the thresholds below are met:

- 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
- Any child, pupil, student, or staff is admitted to hospital with COVID-19 (as this could indicate increased severity of illness or a new VoC).

In some cases, our LA/DsPH/HPT may advise us that these thresholds should be revised upwards.

In line with the guidance contained in the Contingency Framework, we consider people may have mixed closely where an individual with confirmed COVID-19 is involved in any of the scenarios listed below.

In EYFS settings:

- a childminder minding children, including their own
- childminders working together on the same site
- a nursery class
- a friendship group who often play together
- staff and children taking part in the same activity session together

In primary and secondary settings:

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

Where we determine that one of the thresholds listed above has been met, we will:

1. call the DfE Coronavirus Helpline (0800 046 8687) or call our LA/DsPH/HPT to seek advice;
2. report this to Mike Burden in the head office of Ark Schools;
3. review and reinforce the testing, hygiene, and ventilation control measures that we already have in place;
4. consider adapting existing control measures or adopting new ones (see [below](#)) and update our COVID-19 Main Academy Risk Assessment if we do so; and
5. communicate with parents and staff that a threshold met and what action we have taken and are taking.

Possible Control Measures

If we implement any of the control measures noted below, we will communicate with students and their parents/carers by email. Additional control measures may sometimes be required across the whole school, or only in certain year groups or classes.

Testing

As well as reminding students and staff about the importance of taking rapid lateral flow tests twice weekly (3-4 days apart), we may ask students and staff to increase the frequency of tests.

We will communicate the importance of testing directly via the following methods:

- Parents – Email/Text messages
- Students – Assemblies/Tutor time
- Staff – Staff bulletin/Principal briefing meetings

Candice Laidley is responsible for ensuring that we have an adequate supply of LFD tests for home testing, ordering more tests when needed, so that we can issue additional packs if we ask staff to increase the frequency of tests.

Face Coverings

We may ask staff, visitors, and students (or any combination of these) to wear a face covering when at school in particular scenarios, such as in corridors and other tight spaces, or in classrooms. If we do this, we will be mindful that some individuals may be exempt from wearing a face covering. We will not ask children in a primary setting to wear face coverings.

We will also ensure we have adequate supply of face coverings at the main reception area in order to ensure all visitors and students have access to one, if required.

Educational Visits

We may suspend non-residential and/or residential educational visits until further advice and guidance is provided and or the threshold has decreased significantly.

Open, Transition and Taster Days

We may suspend in-person open, transition and taster days. If we do this, we will work to provide an online experience for students and their families in order to ensure engagement with parents/students remains in place. Teams licenses are provided to all teaching staff to ensure communication can take place at all times via this method, if required.

Parental Attendance in Settings

We may restrict parents from attending the school by conducting meetings online or by phone. If we do this, we will ensure that parents who have difficulty accessing meetings online or not disadvantaged and phone calls are offered as an alternative.

Live performances in Settings

We may suspend live performances e.g., music and drama performances. If we do this, we will endeavour to provide an alternative way for our students to perform and for families to take part either by providing a live stream or a pre-recorded performance and uploaded to YouTube. We may also consider holding live performances outdoors, 2m apart, weather permitting.

Meetings

We may suspend all meetings in person and staff to conduct meetings virtually instead. However, we will allow 'essential' meetings to take place eg social workers/counsellors but ensure a negative LFT is provided before allowing entry to the Academy.

Increase in Outdoor Activities

We may arrange for some activities to be carried outdoors e.g., exercise, assemblies, classes, performances.

Social Distancing

We may re-introduce social distancing, encouraging staff and students to keep at least 2m away from one another. If we do this, we will facilitate this by rearranging furniture in teaching spaces and classrooms. We may put one-way systems in place around parts of the school.

Assemblies

We may suspend in-person assemblies and move these to a virtual experience.

Bubbles

We may re-introduce "bubbles", keeping certain year groups or classes separate, so that students do not mix with one another whilst at school.

Staggered Start/End Times

We may revise the school timetable to stagger the start and end times of the school day in order to reduce the number of people entering and exiting the school at the same time.

Shielding

In response to a major outbreak or Variant of Concern (VoC) posing significant risk to individuals on the Shielded Patient List (SPL), the Government may direct that “shielding” is re-introduced. If this happens, we will follow Government guidance, but this is likely to mean that students who are on the SPL will be asked to revert to remote learning and not attend school in person, and staff who are on the SPL will be asked to work from home.

Attendance Restrictions

In the short term and as a last resort we may be required to restrict access to face-to-face education and move students to remote learning. This will only be considered in extreme cases where other measures have not stopped an increase in the transmission of COVID-19, and where there is a particularly dangerous VoC or to prevent unsustainable pressure on the NHS.

If it becomes necessary to restrict access to face-to-face education for some or all groups of students, we will:

- provide high quality remote learning by MS Teams.
- prioritise face-to-face education for vulnerable children and the children of critical workers. If we cannot deliver this on site, we will work with Ark and the LA to agree an alternative location where these children can have face-to-face education. We recognise that the DfE may also direct other groups to be prioritised for face-to-face education.
- continue to provide free school meals for any eligible students either by providing vouchers or by providing food parcels.
- have a trained Designated Safeguard Lead (DSL) available on site (or a deputy DSL). If this is not possible, then a trained DSL (or deputy DSL) will be available by phone or video, and additionally, a senior leader will take responsibility for co-ordinating the safeguarding on site.
- continue to maintain contact with vulnerable children and their families or carers, working with the local authority and social worker (where applicable).