

# Holy Trinity Catholic School

## COVID-19: Contingency Plan



Approved by: Lorna Buchanan Date: 1.9.21

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Next review due by: Ongoing

## 1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools 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), UK Health Security Agency (UKHSA) health protection team or the national government.

It may be necessary to implement the following measures, 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 among 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
- 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)
- To prevent unsustainable pressure on the NHS

## 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. Mrs Buchanan will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687).

## 3. Testing

If recommended, we will increase the use of home testing by staff.

## 4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via parentmail, website and Dojo 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

If recommended, we will (re)introduce:

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

## **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 Appendix 1.

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.

### **5.3 Isolation Periods**

Please see flow chart in appendix 2

### **5.4 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 designated safeguarding lead (DSL) or deputy DSL on site wherever possible.

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

# Appendix 1

## Procedures in event of absence due to COVID:

### **1. Children absent but poorly**

No expectation of curricular work

### **2. Children absent but well.**

Teachers to offer live lesson input for Literacy and Maths. This could also be offered for additional subjects if appropriate. Worksheets to be uploaded to Google Classroom for children to complete at home. In KS1 this could be short maths / phonics input / reading a story and may be pre-recorded.

Teachers should timetable in an hour during the day for TAs to run the class and Teacher to spend time on online learning. e.g., teacher could do live input for the afternoon activity, then leave children to complete with TA.

### **3. Teacher absent but well.**

Teacher will continue with live/ recorded inputs and uploading work onto Google Classroom from home. TA will cover general activities in class (additional TA support will be allocated in school where needed). As well as using the Oak academy and Little Wandle lessons (Reception and Key Stage 1).

### **4. Teacher absent but poorly.**

Work will be set in class / on Google Classroom e.g. from Oak Academy, by KS leader. Classes may be merged with one teacher covering two classes with TA cover in each class. There will limited live teaching.

## Appendix 2

### Changes to Isolation Periods

The isolation period is still 10 days but can be reduced **to 5 full days** (as long as your child is well enough and without a temperature) and receives **2 consecutive negative** LFD results which were **taken 24 hours apart**. The earliest they should take the first LFD test is on day 5.

Any **positive test** after a first **negative test** would mean that the first negative is **null and void**. This would **reset** the isolation period and your child would still require 2 consecutive negative tests from this point forward. You must register results with the NHS Website [here](#) and you must **e-mail** both those results to school. You can order a pack of LFD tests [here](#). **TO RETURN ON THE DAY OF A SECOND NEGATIVE TEST, BOTH TESTS WOULD NEED TO BE TAKEN BEFORE 9AM.**

Anyone who tests positive must isolate for a full 5 days.

Scenario 1 A negative test on Day 5 and then Day 6. Isolation ends on Day 6 once the 2<sup>nd</sup> LFD test is negative.

Day Zero	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10
					Negative LFD	Negative LFD				

Day Zero is the day symptoms started **or** the day the test was taken if asymptomatic. Day 1 of isolation is the day after Day Zero.

Anyone who tests positive must isolate for a full 5 days.

Scenario 2 A negative test on Day 6 and then Day 7. Isolation ends on Day 7 once the 2<sup>nd</sup> LFD test is negative.

Day Zero	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10
					Positive LFD	Negative LFD	Negative LFD			

Day Zero is the day symptoms started **or** the day the test was taken if asymptomatic. Day 1 of isolation is the day after Day Zero.

Anyone who tests positive must isolate for a full 5 days.

Scenario 3 A negative test on Day 7 and then Day 8. Isolation ends on Day 8 once the 2<sup>nd</sup> LFD test is negative.

Day Zero	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10
					Positive LFD	Positive LFD	Negative LFD	Negative LFD		

Day Zero is the day symptoms started **or** the day the test was taken if asymptomatic. Day 1 of isolation is the day after Day Zero.

Anyone who tests positive must isolate for a full 5 days.

Scenario 4 A negative test on Day 8 and then Day 9. Isolation ends on Day 9 once the 2<sup>nd</sup> LFD test is negative.

Day Zero	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10
					Positive LFD	Positive LFD	Positive LFD	Negative LFD	Negative LFD	

Day Zero is the day symptoms started **or** the day the test was taken if asymptomatic. Day 1 of isolation is the day after Day Zero.

Anyone who tests positive must isolate for a full 5 days.

Scenario 5 A negative test on Day 9 and then Day 10. Isolation ends on Day 10 once the 2<sup>nd</sup> LFD test is negative.

Day Zero	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10
					Positive LFD	Positive LFD	Positive LFD	Positive LFD	Negative LFD	Negative LFD

Day Zero is the day symptoms started **or** the day the test was taken if asymptomatic. Day 1 of isolation is the day after Day Zero.

Anyone who tests positive must isolate for a full 5 days.

Scenario 6 Isolation will end at 11:59pm on day 10 so no need to test as child can return on Day 11.

Day Zero	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10
					Positive LFD	Positive LFD	Positive LFD	Positive LFD	Positive LFD	

Day Zero is the day symptoms started **or** the day the test was taken if asymptomatic. Day 1 of isolation is the day after Day Zero.

**In any scenario, the isolation period can only end if your child no longer has a high temperature. This applies even if they have tested negative twice. If children still have a high temperature after Day 10, they should stay off school and seek medical advice such as contacting your GP or phoning 111.**