Jubilee Primary School COVID-19: outbreak management plan



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| **Approved by:** | [Name] | **Date:** [Date] |
| **Last reviewed on:** | [Date] | |
| **Next review due by:** | [Date] | |

# 1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings) of COVID-19 and the [schools operational guidance](https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak), 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.

For avoidance of doubt, where this document refers to “School” this will include all maintained settings, children centres, resource base and HI provisions.

This outbreak management plan coincides with the school’s COVID-19 Risk assessment. This outbreak management plan will be deployed where mitigation of an outbreak is no longer possible or where the conditions set below have met threshold.

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 confirmed 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
* If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission and where Lambeth council health teams have advised the school to implement this outbreak management plan.
* 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. The Headteacher will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or contacting the public health team seven days a week (9am – 5pm) at [publichealth@lambeth.gov.uk](mailto:publichealth@lambeth.gov.uk) or on 020 7926 2900.

# 3. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list (SPL)](https://digital.nhs.uk/coronavirus/shielded-patient-list).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

# 4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via Groupcall communications system 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:

* Testing, including the use of an asymptomatic test site (ATS)
* Bubbles, to reduce mixing between groups
* Face coverings in communal areas and classrooms for staff and visitors (unless medically 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 through google classrooms.

We will aim to deliver remote education that meets the same quality and quantity of education that pupils would receive in school through Chromebook distribution and our google classroom platform, as outlined in our school remote learning plan:

# 6. Remote Learning

* There should be between 10 and 20 mins input (approx) of teacher input at the start of sessions - live using Google Meets. Teachers may also use  Loom and Jam Board (which preloaded and extension programmes) in order to provide more personal resources which include their own voice to support the child's understanding.
* In EYFS the teacher-led section will be longer in most cases usually up to 20 minutes.
* Teachers can also use pre recorded slides and then talk through the slides with the children.
* After initial input the staff members stay on line so that if there are other questions they can be there.
* At the outset of a bubble or wider closure, teachers and additional adults should set  expectations that the interaction is between children and teachers. Parental queries are to be typed and then time given to talk through issues after the scheduled lesson time has finished.
* Teachers should remind pupils that google meets, Loom and White Rose Maths lessons can be accessed  later if the pupil was not online at the time.
* If you are delivering lessons live via Google Meets teachers should ensure you are recording your screen via either the recording function on Google Meets or the Loom extension so that pupils can watch back later.  This also means that previous learning can be revisited at any time, to facilitate pre/ post teaching, that could be delivered as an intervention.

**School day**

**YEARS 1-6**

* 10:00-10:30 Reading Masters/Phonics
* 10:30-11:15 English
* 11:15-11:30 Break
* 11:30-12:15 Maths
* Lunch 12:15-1:00pm
* 1:15-Topic/Science/ Art/PE/Wellbeing including Circle Time
* 2pm-3pm  allocated for reviewing learning, marking work handed in and response/feedback to pupils.
* 3 until 3:30 would be marking and feedback to individual pupils who need additional support

**EYFS**

* 10:00-10:30 Phonics
* 10:30-11:15 English
* 11:15-11:30 break
* 11:30-12:15 Maths
* Lunch 12:15-1:00pm
* 1:15-UW/EAD/ PD/ related to termly topic
* 2pm-3pm allocated for reviewing learning, marking work handed in and response/feedback to pupils.
* 3 until 3:30 would be marking and feedback to individual pupils who need additional support.

* Teachers need to complete the register on google sheets in the staff drive school closure folder.
* The office will collect email addresses so that parents  can have a weekly update on what their child has accessed and  handed in on google classroom each week.  This should be automatically generated by google but we will confirm with you if this is applicable.
* Manipulatives, stationery and jottings books available in each classroom ready to go home in the event of a bubble closure.

SEN Pupils

* TAs and LSAs within each class will be directed to support individuals and groups of pupils with SEN needs. This may involve TAs and LSAs setting individual work or setting up their own virtual classrooms for their groups, providing additional contact to support the children during the whole class online learning,  or more tailored online support via Google Meets. The provision for each SEN pupil will be tailored to their individual needs.

Wellbeing

* In the event of a lockdown - suggestions should be given to children for outdoor learning activities (that can be done in the park/on a balcony) - please speak to DSY if you need support for ideas about this. Please note this will not be  possible during a bubble closure as children will need to self isolate in this instance.
* Classroom interactions should be monitored for children showing signs of anxiety. Any concerns by a teacher should initially be followed by a phone call home, and then referred to SLT (via email).
* Any family that has not logged into online learning will be followed up with by the office, but should also receive a wellbeing check in phone call from teachers. If teachers find they are unable to reach families please again refer to your phase AHT/DHT.
* Parents will be informed that they may request a phone call from a teacher if they have any concerns, this will happen via the office.
* We would encourage any staff member that is struggling with their own wellbeing during a closure to get in touch with a member of the SLT to discuss support that can be put into place.

During a closure 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.

The school will distribute weekly meals or lunch parcels to pupils (parents collect from school). Where FSM vouchers are distributed by Lambeth council. FSM vouchers will be sent to parents via the school meal vouchers system.

5.3 Wraparound care

We will limit access to before and after-school activities and wraparound care during term time and the summer holidays to those that need it most.

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

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 DSL or deputy DSL on site wherever possible.

If our DSL (or deputy) can’t be on site, they can be contacted remotely by email or phone:

**Alia Zakir**

[azakir@jubilee.lambeth.sch.uk](mailto:azakir@jubilee.lambeth.sch.uk)

**Inclusion Manager**

**SEND, Inclusion and Safeguarding Lead**

Jubilee Primary School

Tulse Hill.  SW2 2JE

Tel: 020 8678 6530 ext 207

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