



Kenilworth Primary School

Outbreak Management and Supplementary Risk assessment

Introduction

DfE guidance states that schools should have an outbreak management (contingency) plan outlining how to operate if there were an outbreak in your school or local area. See [Actions for schools during the coronavirus outbreak - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/actions-for-schools-during-the-coronavirus-outbreak)

Given the detrimental impact that restrictions on education can have on children and young people, any further control measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible.

This document can be used to guide you in deciding which measures you could re-introduce should you have an outbreak in your setting in addition to your on-going controls already in place as part of your existing COVID risk assessment.

Your outbreak management plan should be specific to your school and outline the measures you would implement based on the principles set out in the [Contingency framework](#), which describes how local outbreaks of Covid19 will be managed.

In the event of an outbreak or if there are concerns about the operational running of the setting or the impact on education and learning as a result of case numbers, a request for support should be requested by emailing COVID.EYSEducation@hertfordshire.gov.uk From the Autumn term the LA will require you to attach a copy of your outbreak management plan.

What is an outbreak?

For most education and childcare settings an outbreak is likely to be identified, whichever one of these thresholds is reached first:

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

**Single confirmed cases in these settings can be actioned as a priority to prevent an outbreak as these settings are considered higher risk.*

Settings may also contact the LA for advice and support if they have concerns about the operational running of the setting or the impact on education and learning or impact on vulnerable pupils as a result of case numbers

NB- The LA will also be monitoring cases in settings through the surveillance data and will contact the setting if information suggests there is an outbreak. The template below is a guide on what measures you **may** be able to introduce if there is an outbreak in your setting and not an exhaustive list and must be adapted to make it relevant to your setting .

Supplementary Risk assessment - additional controls in the event of an Outbreak

Review your existing risk assessment controls for effectiveness (E.g. hand hygiene, cleaning regimes and ventilation) ensure these are robust, reinforced to staff and students and enhanced if / where required.

Additional control measures

In the event of an outbreak the school's COVID-19 risk assessment will be reviewed and updated. There may be a need to introduce additional measures to mitigate the risk of transmission, examples of these are detailed below and should be introduced as appropriate based on the circumstances of the outbreak. **Any restrictions on attendance would only be considered in extreme circumstances and as a last resort.**

Additional Outbreak controls	Action by who?	Action by when?	Done
<p>Face Coverings</p> <p>No longer needed in communal areas and classrooms unless staff wish to wear them.</p> <p>Those wearing face coverings should clean hands before and after touching – including to remove or put them on – and store them in individual, sealable plastic bags between use.</p> <p>Primary schools Visitors can wear face coverings if they wish too.</p>	All staff		
<p>Enhanced cleaning</p> <p>This will continue on a daily basis with all cleaning logs being shared with the HT regularly</p> <p>School's cleaning schedule reviewed and enhanced during the duration of the outbreak. In-particular for rooms used by multiple groups / classes.</p>	Site manager and HT		
<p>Limit the use of some shared areas for example</p> <ul style="list-style-type: none"> • Designated toilets for year groups • Students coming to school in PE kit to avoid use of changing rooms etc. 	SLT/ Class teachers		
<p>Resources that are shared between different groups/classes such as sports, art, and science equipment, should be cleaned frequently and between use by different classes / groups.</p>	All staff		
<p>Limiting activities</p>			

Additional Outbreak controls	Action by who?	Action by when?	Done
<p>Planned events / activities (e.g. open days, transition, or taster days) will now continue with measures in place to mitigate the risk.</p> <p>Multiple year / whole school assemblies will now be face to face. If there is an outbreak in a year group these children will join remotely.</p> <p>All planned offsite visits reviewed and are to include COVID-19 controls, residential visits will not be postponed unless there is an outbreak in a specific year group.</p> <p>Sports fixtures with other schools will be reviewed and possibly be postponed if there is an outbreak in specific year groups.</p>	HT/SLT		
<p>Reduction in interaction / close contact situations</p> <p>Re-introduction of space at the front of the class to enable staff to maintain distance from students.</p> <p>Face to face meetings can now take place but in well ventilated spaces.</p>	All staff		
<p>Visitors / parental attendance</p> <p>Access to school will be limited, parents/ carers and visitors can now take place for year groups where there is no outbreak.</p> <p>Any additional controls required of visitors in response to an outbreak will be communicated to them.</p>	HT/DHT		
<p>Hire / lettings</p> <p>Areas used by hirers to be subject to cleaning before / after use.</p>	HT/DHT		
<p>Re-introduction of bubbles (detail how this would be achieved, nature and size of bubbles to be as small as practicable to reduce transmission risk whilst delivering full curriculum). Groups to remain clear and consistent and separated from other groups. This would only be for individual classes, no children will now move to online learning. Children will be bubbled in school.</p> <p>Limiting interaction between groups by: Staggering breaks and lunch;</p>	HT/All staff		

Additional Outbreak controls	Action by who?	Action by when?	Done
<p>Minimise rooms / spaces being shared across groups; Cleaning shared spaces between use by different groups e.g. canteen, school library etc.</p> <p>Should a move to bubbles be made then enhanced cleaning and/or quarantining of shared equipment would be required alongside the introduction of bubbles.</p>			
<p>Testing</p> <p>Home testing: LFT is now optional although advice for parents is that children who display symptoms should take an LFT, if positive the pupil should isolate for 5 days before taking another test. If this is then positive the pupil should continue to isolate. If the test is negative then the pupil can return to school. This covid advice will also be implemented for staff.</p>	HT/All Staff		

Restrictions on attendance

Restrictions on attendance would only be considered in extreme circumstances and as a last resort.

Additional measures would be implemented based on advice from the Local Authority, Director of Public Health (DsPH), Public Health England or Central Government.

If advised to limit attendance due to COVID cases the school's remote learning plans will be reintroduced.

Self-isolation

NHS test and Trace will not advise adults who have been double vaccinated or children under 18 identified as close contacts to self-isolate from the 16th August 2021. However the LA may identify close contacts and advise they do not attend the setting in an outbreak situation.

Prioritising certain year groups

DfE has stated in their contingency framework that Early years and primary settings should be prioritised to continue to operate as normal. The DfE may advise that other groups should be prioritised.

Early Years

If attendance restrictions are needed, vulnerable children and children of critical workers should be allowed to attend.

Primary Schools

If some attendance restrictions are needed, all vulnerable children, children of critical workers, children in reception, year 1 and year 2 should still be allowed to attend. If, by exception, attendance is restricted further, vulnerable children and children of critical workers should still be allowed to attend.

Limits on Attendance

If attendance needs to be restricted further then in all circumstances, priority should continue to be given to vulnerable children and young people and children of critical workers to attend to their normal timetables.

If attendance restrictions are required across an area the Government will publish detailed operational guidance for schools.

Should restrictions on site be needed the school will determine the workforce required on site and if it is appropriate for some staff to work remotely.

School meals

The school will continue to provide meal options for all pupils in school.

Free school meals support in the form of meals or lunch parcels for those eligible for free school meals and not attending school.