



Slingsby Community School  
Covid-19 Outbreak Management Plan  
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### Introduction

The Government has made it a national priority that education and childcare settings should continue to operate as normally as possible during the COVID-19 pandemic. Measures affecting education and childcare may be necessary in some circumstances, for example:

- to help manage a COVID-19 outbreak within a setting
- 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
- to prevent unsustainable pressure on the NHS, all education and childcare settings should have contingency plans (sometimes called outbreak management plans) describing what they would do if children, pupils, students or staff test positive for COVID-19, or how they would operate if they were advised to reintroduce any measures to help break chains of transmission.

This plan has been created in line with the latest government advice regarding contingency planning as set out in the DfE's 'Contingency framework: education and childcare settings' and 'Schools COVID-19 operational guidance' documents.

### Aims

The DfE describes the 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. The impacts of having missed face-to-face education during the pandemic are severe for children, young people and adults. In all cases, any benefits in managing transmission should be weighed against any educational drawbacks. Therefore, any decisions made should endeavour to keep any measures in education and childcare to the minimum number of settings or groups possible, and for the shortest amount of time possible. Any measures that are introduced in response to positive cases of Covid-19 will be regularly reviewed and lifted as soon as the evidence supports doing so. Measures affecting education and childcare settings across an area should not be considered in isolation, but as part of a broader package of measures. **Attendance restrictions should only ever be considered as a last resort.**

This Outbreak Management Plan, also known as a 'Contingency Plan', details how Slingsby CP School will operate if further restrictions are implemented. The school will work closely with the Local Health Protection team (HPT) and implement provisions as advised by the team. The Outbreak Management Plan will be reviewed by the Headteacher, in conjunction with other key stakeholders, as and when the situation develops.

### Infection Prevention and Control

The school will continue to adhere to the current Covid-19 risk assessments in place, which are monitored and reviewed regularly by the Headteacher and LA.

All staff will continue to ensure good hygiene for everyone, maintain appropriate cleaning regimes, keep occupied spaces well ventilated, and follow public health advice on testing and managing confirmed cases of COVID-19.

The school will continue to use strong messaging about signs and symptoms, isolation advice and testing, to support prompt isolation of suspected cases. The school will also continue to encourage vaccination uptake for eligible students and staff; and will continue to provide information for parents in the weekly newsletter correspondence.

All staff will continue to use lateral flow tests twice weekly (Wednesday and Sunday evening) and report their test result to the School Business Managers via [admin@slingsby.n-yorks.co.uk](mailto:admin@slingsby.n-yorks.co.uk).

### **Responding to Suspected Positive Cases**

Any member of the school community who displays symptoms of Coronavirus will be required to self-isolate and be encouraged to get a confirmatory (PCR) test. Tests can be booked online or ordered by telephone via NHS 119. Critical workers, including school staff, have priority access to testing.

If a variant of coronavirus classed as a variant of concern (VoC) is identified locally, the school will partake in targeted testing by the Department of Health and Social Care (DHSC) to help suppress and control any possible new cases. The school will also follow advice from Directors of Public Health (DsPH) in relation to the temporary reintroduction of face coverings.

If a pupil develops symptoms of coronavirus while on site, they will be taken to a designated isolation area (PPA room, opposite the main office) while they wait to be collected. The pupil will be supervised while they await collection. Should the pupil's age or needs result in the supervising member of staff being unable to socially distance, they will wear PPE. Any areas where the child has been will be sanitised after they have been collected. Parents will be encouraged to get their child tested with a confirmatory PCR test as soon as possible. The pupil will be required to self-isolate for at least 10 days.

If a staff member develops symptoms while on site, they will be directed to go home immediately to self-isolate and to get a PCR test. Cover arrangements will be put in place by the Headteacher and SBM (School Business Manager).

Any staff members or pupils who have been in close contact with a symptomatic individual at school will not need to self-isolate unless they develop symptoms themselves.

Fully vaccinated adults, and pupils under the age of 18, who have been identified as close contacts of a positive case via the NHS Test and Trace service, will not need to self-isolate unless advised by a healthcare professional.

Individuals do not need to self-isolate if:

- They live in the same household as someone who has tested positive for Coronavirus, unless they develop symptoms themselves.
- They have taken part in or are currently part of an approved COVID-19 vaccine trial.
- They are not able to get vaccinated for medical reasons.

Adults who have recently received their second dose of the vaccine will need to continue to follow the same rules as unvaccinated adults until two weeks after their second dose. Unvaccinated adults and adults who have only had one dose of the vaccine will need to continue to follow the rules on self-isolation if they have been identified as a close contact of a positive case.

Those aged 18 will continue to follow the same rules as under-18s until six months after their 18th birthday, when they will begin to follow the self-isolation rules for adults.

If an individual tests positive, the school will contact the DfE Helpline on 0800 046 8687 and select Option 1, where a team of NHS advisers will decide what action is needed based on the latest public health advice. The school will follow the expert advice, which could include working with the local health protection team if the situation is escalated by the advisers.

The school will consider taking extra actions if the number of positive coronavirus cases in the school substantially increases, as this could indicate that coronavirus transmission is happening in school.

In accordance with DfE recommendations, the school will consider seeking extra advice on actions when:

- 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

The school will contact the DfE helpline on 0800 046 8687 or local health team and refer to the DFE contingency framework for further information.

### **Face coverings**

In cases that it may be advised that face coverings should temporarily be worn in our setting, children of primary school age and early years children should not be advised to wear face coverings. A temporary requirement could be implemented for staff to resume wearing face coverings in areas other than crowded spaces where they are likely to come into contact with others they would not normally meet. This may include face coverings being reintroduced in communal areas and classrooms for members of staff. Any guidance should allow for reasonable exemptions for their use. These measures may temporarily be advised:

- for an individual setting only, by Directors of Public Health (DsPH) as part of their responsibilities in outbreak management, or
- for settings across areas that have been offered an enhanced response package, or are in an enduring transmission area, where settings and DsPH decide it is appropriate.

In all cases, any educational and wellbeing drawbacks in the recommended use of face coverings will be balanced with the benefits in managing transmission.

The school will continue to keep its supply of face masks up to date in order to respond quickly to changes of policy.

### **Shielding**

Shielding is currently paused. In the event of a major outbreak or VoC that poses a significant risk to individuals on the shielded patient list (SPL), government ministers can agree to reintroduce shielding. Shielding would be considered in addition to other measures to address the residual risk to people on the SPL, once the wider interventions are taken into account.

In the event of Shielding being reintroduced, affected staff will be advised to work remotely from home. Currently, the school does not have one member of staff on the SPL list.

### **Other measures**

The Local Authority, DsPH and HPTs may recommend precautions in individual settings or across an entire area. These may include restrictions to:

- attending residential visits
- open days
- transition or taster days
- parental attendance in settings
- live performances in settings

In these instances, the school will endeavour to reschedule any missed visits/residentials to a later date (when it is safe to do so); use the Microsoft Teams to ensure parental interviews and discussions can take place safely; and post videos of performances to the school You Tube 'invite only' page.

The school is well-prepared to respond at short notice to any recommendation that class bubbles should be put in place in order to reintroduce social distancing and limit transmission. The school may also revert back to the movement restrictions which were in place before Stage 4 of the Covid Pandemic. The school will follow any conditions directed by the local HPT.

During a local outbreak, further restrictions may be enforced with regards to certain musical and drama activities, e.g. singing, for pupils attending on-site provision, to help reduce the risk of transmitting Coronavirus via aerosols. Restrictions may also be reintroduced to contact and indoor sports. The school will follow the advice from the local HPT.

### **Attendance restrictions**

The Government has advised that high quality face-to-face education remains their priority; therefore, our school will operate as normally as possible and restrictions to attendance will only ever be considered as a short-term measure and will only be used as a **last resort**. Pupils will continue to attend school unless they are required to self-isolate.

The aim of the Outbreak Management Plan is to act swiftly in using further measures to contain positive cases of Covid-19 where measures detailed in our Covid-19 risk assessment have already been implemented or there is a need to minimise any impact from new Coronavirus variants.

In the extreme event of school closure / partial opening, priority of places on site will continue to be given to **vulnerable children, children of critical workers** and pupils in **Reception, Year 1 and Year 2** to attend to their normal timetables within the school setting. The school will continue to provide the maximum number of places possible, based on advice from the LA, Directors of Public Health and Health Protection Team. Unless the school is advised to put attendance restrictions in place, the school will allow all children to attend.

In the event of any closure / partial opening, the school will lift any restrictions as soon as it is advised to do so by the Government, LA Directors of Public Health or Health Protection Team. Parents/carers will be updated regularly via email and text.

If the Local Authority judge that wider containment action is needed and wish to limit attendance within an contextual area, they will work with their Regional Partnership Team to escalate a proposal to the central Local Action Committee command structure.

### **Teaching and learning: School Online/Remote Learning Provision**

In the occurrence where pupils are required to work remotely, the school will continue to follow the Remote Learning Policy to immediately provide high quality remote education to pupils not attending the setting. Teachers will continue deliver a planned, coherent and well-sequenced curriculum which allows skills to be built incrementally.

Teachers will ensure lessons are suitable to the class group's age and ability, inclusive for all pupils, and will be adapted, where necessary, to account for the needs of disadvantaged pupils and pupils with SEND. This may include, but not be restricted to:

- The school will use a range of remote teaching methods to cater for all different learning styles, including full access to: Sumdog maths, reading and spelling and Phonics Play
- Live teaching (online lessons) and recordings from class inputs in school via MS Teams, Class Dojo and Slingsby Youtube channel
- Recorded assemblies by the class teachers and Headteacher
- Recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers, BBC materials)
- Printed paper packs produced by teachers (e.g. workbooks, worksheets)
- Textbooks and reading books pupils have at home
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- Long-term project work and/or internet research activities (as per the school's full opening guidance, schools are expected to avoid an over-reliance on these approaches)
- Formative assessments and/or quizzes to assess level of learning and progress

Teachers will provide remote learning that is ambitious and meaningful each day, which is equivalent to the length of time to the core teaching pupils would receive in school. Daily feedback and support will be given by the class teacher through the Class Dojo platform.

On occasions where individual pupils are required to self-isolate, work will be emailed home or paper copies / workbooks provided. The Headteacher will contact parents on the day of isolation to determine whether any digital resources are needed in order to complete and submit work set by the class teacher.

Where required, the school will 'loan' a laptop to pupils. Parents will be required to sign a short loan contract on receipt of the laptop. Before distributing devices, the school will ensure that devices are set up:

- With the programmes required to allow full access to the planned remote learning.
- Appropriate safeguarding controls and support are in place to help pupils and their families use the devices safely. All devices are prepared and checked by the N Yorks School's ICT Team.

Once devices are ready for collection, the school will either arrange for them to be collected by families from school or delivered to pupils' homes, ensuring infection control measures are adhered to as part of this process.

The Class Dojo platform will be used to post completed tasks which will be closely monitored by teaching staff and the SLT to identify where additional learning support is needed. In the event of bubbles isolating, all work will be posted on the Class Section of the Slingsby CP website.

In the 'last resort' of a whole school lockdown, priority of places will be given to **vulnerable children, children of critical workers** and pupils in **Reception, Year 1 and Year 2** to attend to their normal timetables within the school setting. In the case of our school, 'vulnerable children' includes those who are unable to complete their learning at home (this may be due to a range of circumstances). Completion of tasks will be closely monitored through daily review of work posted on the Class Dojo platform by the class teacher and through evidence collected during daily class meetings on the MS Teams platform. The Headteacher will contact parents where there is a cause for concern and provide additional advice and support; this may result in the pupil being invited to attend school.

In **exceptional circumstances**, the school may reduce its curriculum offering to enable pupils to cope with the workload. Any decision to reduce the school curriculum will not be taken without careful consideration by the Headteacher, who will assess this need, and any decision will be made taking the pupils best interests into consideration.

### **Education Workforce**

If restrictions on child, pupil and student attendance are ever needed, the Headteacher and LA will determine the workforce required onsite and if it is appropriate for some staff to work remotely.

### **Safeguarding**

Ensuring Safeguarding arrangements continue to be effective remains a key priority at all times in the event of pupils self-isolating or partial/full school closure.

There will be no change to local multi-agency safeguarding arrangements, which remain the responsibility of the 3 safeguarding partners:

- local authorities
- clinical commissioning groups
- chief officers of police

If attendance restrictions are needed in our setting, all local safeguarding partners will be vigilant and responsive to all safeguarding threats with the aim of keeping vulnerable children and young people safe, particularly as more children and young people will be learning remotely.

Slingsby CP School will continue to have regard to any statutory safeguarding guidance, including:

- Keeping children safe in education (KCSIE)
- Working together to safeguard children
- The Early Years Foundation Stage (EYFS) framework

The Headteacher (DSL) has reviewed and updated the school Child Protection and Safeguarding policy so that it includes provisions for keeping pupils safe during the Coronavirus pandemic at home and at school. Any future changes will reflect the local restrictions and remain effective.

In instances of partial or full closure, the school will have a trained DSL (The Headteacher) or deputy (Senior teacher – Class 2) available on site. In such circumstances when operational challenges may occur due to the DSL/deputy DSL self-isolating:

- A trained DSL (or deputy) will be available to be contacted via phone or MS Teams video call, for example working from home. In the event that the DSL or deputy is unavailable for contact, the school will ensure a DSL or deputy from a local school are available (Nawton CP School Headteacher).
- Where a trained DSL (or deputy) is not on site, in addition to the above option, a senior teacher will take responsibility for co-ordinating safeguarding on site, following guidance from the DSL

All staff will continue to ensure that if anyone in the school has a safeguarding concern about a pupil, they act immediately; and pupils who remain at home are protected when they are online.

### **School Meals**

We will continue to provide meal options for all pupils who are in school. Meals will be available free of charge to all infant pupils and pupils who meet the benefits-related free school meals eligibility criteria.

We will also continue to provide free school meals support in the form of FSM vouchers or lunch parcels for pupils who are eligible for benefits related free school meals and who are not attending school because they have had symptoms or a positive test result themselves. This also includes pupils who are not attending due to the implementation of local restrictions advised by the government.

### **Communication**

The school will continue to communicate any changes/imposed restrictions with parents via the school newsletter, text, email and website updates in relation to:

- Opening arrangements and changes to drop-offs (entrances and times)
- Access for specific targeted groups where applicable, such as certain year groups, vulnerable pupils and children of critical workers
- Any reviews of the school's protective measures as part of our risk assessments
- The arrangements for remote working

Parents/carers, staff and the FGB will be kept up-to-date with the circumstances of any imposed restrictions and how these affect the school as the situation develops.

### **Monitoring and review**

This plan will be reviewed continually, by the Headteacher, in line with guidance from the government and Public Health England (PHE). Any changes to the plan will be communicated to all relevant stakeholders as soon as possible.