

Outbreak Management Plan – started September 2021

Measures	Baseline	Covid Cases within the setting but not at threshold level	Covid Cases at threshold level	Unmitigated spread of Covid	Additional Planning considerations
<p>Cleaning regimes</p>	<p>Cleaning Risk Assessment to be completed by Direct Clean and monitored by Office Manager</p>	<p>All staff have been told to be vigilant with enhanced cleaning focusing on touch points e.g. door handles, computer key boards etc</p>	<p>All classes to follow enhanced cleaning of touch point areas. If any child is unwell, cleaning of the area must take place immediately.</p> <p>Follow advice from Public Health Team</p>	<p>Continue as per previous levels</p> <p>Follow advice from Public Health Team</p>	<p>Office Manager to liaise with Direct Clean re: cleaning of school Staff to be responsible for cleaning high touch areas as needed throughout the day. At the end of the days all high touch surfaces must be cleaned down</p> <p>Recommendation from Wiltshire LA to: <i>4) Continue social distancing and good infection prevention control (ventilation, touchpoint cleaning) amongst staff (and in areas where staff gather) as much as possible due to the large numbers of staff who are contracting the virus.-</i> <i>as above with continued ventilation advice followed in classrooms, school hall etc. High touch point cleaning to continue regularly throughout the day</i> <i>received 13.10.21 and extended from 11.11.21 until end of Nov</i></p>

Ventilation	Windows to be kept open for through air, not to discomfort of children and staff	Ensure inside doors are left open for through air and all external doors are open during break and lunchtimes to air the classroom	Continue as per previous levels Follow advice from Public Health Team	Continue as per previous levels Follow advice from Public Health Team	All staff to ensure classes / hall to be sensibly ventilated while using the area Recommendation from Wiltshire LA to: <i>4) Continue social distancing and good infection prevention control (ventilation, touchpoint cleaning) amongst staff (and in areas where staff gather) as much as possible due to the large numbers of staff who are contracting the virus.- as above with continued ventilation advice followed in classrooms, school hall etc. High touch point cleaning to continue regularly throughout the day</i> received 13.10.21 and extended from 11.11.21 until end of Nov
Contact tracing of staff cases	Staff cases to be reported to isolation hub 020 3743 6715 Teacher to be covered by supply teacher where possible	Continue as per previous levels Provide staff details to the NHS Self Isolation Hub when: A staff member is a close contact of a positive case and has indicated they are not exempt from self-isolation (e.g. not fully vaccinated), and the positive case was unable to provide staff	Continue as per previous levels Follow advice from Public Health Team	Continue as per previous levels Follow advice from Public Health Team	Office Team to complete the daily Snap survey Teachers to report illness to Head of School / Executive Headteacher asap Tas / Office Team / MDSAs to report illness to Business Manager asap

		<p>members detail to NHS Test and Trace. OR</p> <p>It is difficult for the positive case to identify or provide details of some members of staff they were in close contact with, for example, because they are temporary staff self-isolation hub (020 3743 6715)</p> <p>NHS Test and Trace will then make contact to advise on isolation (if not vaccinated or not fully vaccinated) and testing.</p>			<p>Meerkatz staff to report illness to Meerkatz Manager asap</p>
<p>Testing, self-isolation and managing confirmed cases of Covid-19</p>	<p>Follow and promote public health guidance</p>	<p>Continue as per previous levels</p> <p>Staff to be vigilant re: social distancing and mixing e.g. staff room and to wear face masks if advised or if they believe appropriate for their own health</p>	<p>If advised to do so by public health</p> <p>Strengthen communications to encourage pupils/staff to undertake more regular LFD testing and reinforce advice on symptoms and case isolation if there is evidence of significant spread within the setting this may include increasing testing to daily for a well-defined cohort.</p>	<p>Follow further advice from Public Health Team</p>	<p>All staff to continue to complete LFT and send in results to NHS and school covid email covid@st-patricks.wilts.sch.uk LFT to be reported on a Sunday evening and Wednesday evening</p> <p>LFT kits to be signed out from the school office. Any issues contact Barb White. Staff advised to order their own LFT kits online at https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests</p> <p>If an outbreak occurs, school to follow Outbreak Management Plan and</p>

					<p>contact PHT to advise on further actions e.g. reintroduction of masks or increased LFT</p> <p>Recommendation from Wiltshire LA to: <i>To promote the advice that if unwell stay at home until symptom free. Where individuals test negative for COVID-19, and they have had a fever, they should still wait until 24 hours post fever to go back into a setting. Colds and other non-Covid symptoms are circulating but in the first instance new persistent cough and high temperatures should be treated as possible COVID-19 and trigger isolation and testing. This is the case even if others in the setting/group have tested negative for similar symptoms. – Advice on winter illnesses from NHS shared with parents again in newsletter week ending 05.11.21 with links to NHS advice sites received 13.10.21 and extended from 11.11.21 until end of Nov</i></p>
Messaging about signs	Continue deliver strong to	School to provide a warn and inform letter to the parents and	Continue as per previous levels	Continue as per previous levels	Parent Newsletters to always contain covid updates from Public

<p>and symptoms of Covid 19</p>	<p>messaging about signs and symptoms of COVID-19, isolation advice and testing to support prompt isolation of suspected cases</p> <p>School newsletters deliver strong messaging about signs and symptoms of Covid-19, isolation advice and testing to support prompt isolation of suspected cases</p>	<p>guardians of any group affected by the COVID cases (e.g. class, year group, common activities group).</p>	<p>Follow advice from Public Health Team</p>	<p>Follow further advice from Public Health Team</p>	<p>Health, NHS, Government or Local Authority</p> <p>All families have been informed of advice to vaccinate and of what to do if they or a member of their household develops symptoms – see Newsletter 01.09.21 onwards</p> <p>If an outbreak occurs, school to follow Outbreak Management Plan and contact PHT to advise on further actions e.g. warn and inform letter to parents</p>
<p>Vaccinations</p>	<p>Encourage vaccination uptake for eligible students and staff</p>	<p>Encourage vaccination uptake for eligible staff. Flu vaccination booked for 12th October but postponed by Virgin Care to 7th January All staff advised to get flu vaccination, school to reimburse</p>	<p>Continue as per previous levels</p> <p>Follow advice from Public Health Team</p>	<p>Continue as per previous levels</p> <p>Follow further advice from Public Health Team</p>	<p>All staff and families have been informed of advice to vaccinate and of what to do if they or a member of their household develops symptoms – see Newsletter 01.09.21</p> <p>Recommendation from Wiltshire LA to: <i>Promote and publicise the effectiveness of vaccination as the best protection for all eligible cohorts including staff and students.</i> – all vaccination advice has been shared and will be continue to be shared with parents</p>

					received 13.10.21 and extended from 11.11.21 until end of Nov
Promotion of PCR testing for close contacts for over 5-year-olds	Promotion of PCR testing for close contacts identified by NHS Test and Trace	Continue as per previous levels	If there is clear transmission between a group and contact can be clearly defined, school will follow Public Health advice and communicate to parents that the recommendation is that their child gets a PCR test	Continue as per previous levels Follow further advice from Public Health Team	<p>If a staff member receives a positive LFT, they are aware that they should organise a PCR test and inform school of the result. If they are not symptomatic they continue to attend work, but recommended to take a daily LFT if other household members test positive</p> <p>All families have been recommended to book a PCR test if they develop symptoms and to inform school. Children are to stay at home if symptomatic or unwell, if not they may attend school while awaiting PCR result</p> <p>Recommendation from Wiltshire LA to: <i>Continued efforts on testing, including:</i></p> <ul style="list-style-type: none"> <i>• close contacts of confirmed cases (including siblings of confirmed household cases) are advised to take daily LFD tests while awaiting their PCR test results and to continue to attend school</i>

					<p><i>(unless they test positive). This is also advised for primary school aged children but is at the discretion of the parent/guardian</i></p> <ul style="list-style-type: none"> <i>• during an outbreak and following a risk assessment with the Local Authority Public Health team or the UK Health Security Agency Health Protection Team, to extend testing for certain groups where advised</i> <i>• promotion of twice weekly asymptomatic (LFD) testing (for those aged 11 years and over). – all PCR / LFT advice has been shared and will be continue to be shared with parents received 13.10.21 and extended from 11.11.21 until end of Nov</i>
<p>Moving activities outdoors</p>	<p>Staff to always consider moving activities outdoors, including exercise, assemblies and classes when feasible (e.g. not in wet or cold weather) with priority given to activities where large groups gather, there is contact between those who would not usually mix</p>	<p>Assemblies and Collective Worship to take place via Zoom or in individual classes.</p> <p>No mixing of large groups that wouldn't normally mix</p> <p>School may consider moving activities outdoors or move an individual class to the hall for more space and ventilation</p>	<p>Continue as per previous levels</p> <p>Follow advice from Public Health Team</p>	<p>Continue as per previous levels</p> <p>Follow further advice from Public Health Team</p>	<p>If an outbreak occurs, school to follow Outbreak Management Plan and contact PHT to advise on further actions.</p>

	or where singing, shouting or exercise may be taking place	Assemblies may be moved to online and singing / indoor PE etc may be moved outdoors or postponed for a set time			
Social distancing and reducing crowding and mixing			<p>If transmission is seen within the setting, school may decide to reduce mixing. Classes will not mix with other classes and outdoor areas for classes to be adhered to</p> <p>School may limit staff face to face meetings or move to online</p> <p>Follow advice from Public Health Team</p>	<p>Continue as per previous levels</p> <p>Follow further advice from Public Health Team</p>	<p>If an outbreak occurs, school to follow Outbreak Management Plan and contact PHT to advise on further actions.</p> <p>This may involve a warn and inform letter being sent to parents and to inform them of any changes being implemented to their child/ren year group</p> <p>Recommendation from Wiltshire LA to</p> <p><i>1) Halt on 'whole school' assemblies for the time being and any other 'large gatherings and mixing - Assemblies moved to Zoom platform</i></p> <p><i>2) Introduce face coverings in communal areas such as corridors when movement occurs between lessons (for secondary school and college settings) – Staff to wear face coverings on school gate and recommended when moving throughout the school</i></p>

					<p><i>3) Reduce mixing between groups of students as much as possible - Staggered KS1 and KS2 breaktimes in place. Separate KS1 and KS2 lunches, hot dinners in Hall / Green Room and packed lunches in classrooms</i></p> <p><i>4) Continue social distancing and good infection prevention control (ventilation, touchpoint cleaning) amongst staff (and in areas where staff gather) as much as possible due to the large numbers of staff who are contracting the virus.- as above with continued ventilation advice followed in classrooms, school hall etc. High touch point cleaning to continue regularly throughout the day received 13.10.21 and extended from 11.11.21 until end of Nov</i></p>
<p>Limitations of residential education visits, open days, parents' evenings, live performances</p>			<p>Following advice from Public Health Team any visits or visitors to the school will be restricted or halted</p>	<p>Continue as per previous levels</p> <p>Follow further advice from Public Health Team</p>	<p>Residential Visits to recommence in 2022 – subject to risk assessments</p> <p>Open Days to recommence 14th October 2021 – these were then postponed following Wiltshire LA advice received 13.10.21</p>

					<p>and further advice received 11.11.21</p> <p>Parents Evening to continue to use School Cloud (online platform)</p> <p>Live performances to be individually risk assessed to ensure they are safe to proceed</p>
Attendance restrictions	<p>All parents to be made aware of importance attendance through school newsletter</p> <p>Covid guidance to be included for circumstances in which a child can or cannot attend school – see newsletters from 1st September onwards</p>		Follow advice from Public Health Team	<p>Any restrictions to the attendance of pupils (non-cases) may only be considered in extreme cases 'as a short-term measure and as a last resort'. where other measures have been implemented and have not broken chains of transmission ** IMT required**</p> <p>Follow further advice from Public Health Team</p>	<p>Attendance to be a priority for the school year 2021-22</p> <p>Staff are responsible for monitoring attendance and lateness in class and to follow up with parents</p> <p>Head of School to liaise with Attendance Officer to contact families where attendance is a concern</p> <p>Remote provision to remain in place using Google Classrooms, however this is a last resort as priority is to keep children in school for their learning</p>
Partial closure				Should a large number of children and/or staff need to go home, there will	If an outbreak occurs, school to follow Outbreak Management Plan and contact PHT to advise on further actions.

				<p>be high quality remote learning due to stepped up measures to break a chain of infection.</p> <p>All parents have been provided with access to Google Classrooms / Tapestry (EYFS) for remote learning plans</p> <p>Those in receipt of FSM will be eligible for supermarket vouchers or the equivalent, while they are not attending because of COVID-19 isolation guidelines. Parents will be contacted to collect these from school office</p> <p>In implementing a partial closure state the school will ensure: Equal access to teaching and learning for all – hard</p>	<p>Remote learning will be in place for children to access learning following remote learning procedure in place. Platform is Google Classrooms / Tapestry (EYFS) – all families have received details of logins</p> <p>Lunches for those children entitled to FSM would available as either a lunch to be collected or a voucher system. School to decide on occasion of outbreak which is appropriate</p> <p>Website to have any information re: updates for covid – newsletters of current information and details of access to remote learning</p> <p>Parents have been advised to contact school if they encounter difficulties with accessing remote learning- a parent help sheet is available</p> <p>EHCP / SEN children will have differentiated work available either on Google Classrooms or in a hard</p>
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				<p>copies provided where necessary</p> <p>Support to be in place for those children with EHCP requirements</p> <p>DSL or DDSL will be contactable at school during any closure for CiN, CYP on CP Plan, and LAC will be met</p>	<p>copy format to be collected from school</p> <p>Safeguarding during remote learning will still be in place. Teachers have concern sheets emailed to them to complete and know to send in to Head of School / DSL or speak directly. All staff are aware that safeguarding is everybody's responsibility and remains a priority in a remote learning situation</p> <p>DSL or a DDSL will be onsite at all times</p>
Full Closure				<p>Should a large number of children and/or staff need to go home, high quality remote learning will be available due to stepped up measures to break a chain of infection.</p> <p>All parents have been provided with access to Google Classrooms / Tapestry (EYFS) for remote learning plans</p>	<p>Remote learning details can be found on the school website. Covid -19 news tab -> Remote Learning Guide from Autumn 2020 and St Patrick's Information for Parents on How to Access Google Classrooms</p> <p>Lunches for those children entitled to FSM would be available as either a lunch to be collected or a voucher system. School to decide on occasion of outbreak which is appropriate – this information is available to</p>

				<p>Those in receipt of FSM will be eligible for supermarket vouchers or the equivalent, while they are not attending because of COVID-19 isolation guidelines. Parents will be contacted to collect these from school office</p> <p>There will be clear communications to parent/carers through ParentMail and on the school website of these arrangements</p> <p>In implementing a partial closure state the school will ensure: Equal access to teaching and learning for all – hard copies provided where necessary</p> <p>Support to be in place for those</p>	<p>parents on the school website Covid -19 news tab</p> <p>Parents have been advised to contact school if they encounter difficulties with accessing remote learning- a parent help sheet is available</p> <p>EHCP / SEN children will have differentiated work available either on Google Classrooms or in a hard copy format to be collected from school</p> <p>Safeguarding during remote learning will still be in place. Teacher have had concern sheets emailed to them to complete and know to send in to Jennie Courtney or speak directly. All staff are aware that safeguarding is everybody's responsibility and remains a priority in a remote learning situation</p> <p>DSL or a DDSL will be onsite at all times</p>
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				children with EHCP requirements DSL or DDSL will be contactable at school during any closure for CiN, CYP on CP Plan, and LAC will be met	
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Remote Learning:

High-quality remote learning in schools, further education and higher education settings should be provided for all pupils and students if:

- They have tested positive for COVID-19 but are well enough to learn from home; or
- Attendance at their setting has been temporarily restricted
- If the DSL (or deputy) can't be on site, they can be contacted remotely by a member of staff (**DSL Jennie Courtney / DDSL Rita McLoughlin / Charly Sykes**).