

Mill Lane Primary School Outbreak Management Plan Template

School Name:	Mill lane Primary School
Completed By:	C Barlow
Date Completed:	5/1/22
Review Due Date:	Ongoing as needed and in response to COVID situation but no later than 1/3/22

Introduction

This plan is based on the contingency framework for managing local outbreaks of COVID-19, provided by the Department for Education (DfE). We will implement some, or all, of the measures in this plan in response to recommendations provided by our Local Authority (LA), Director of Public Health (DPH), Public Health England (PHE) Health Protection Team or the National Government.

It may be necessary to implement measures and activate this plan in the following circumstances, for example:

- To help manage a COVID-19 outbreak within the school
- 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)

This includes how we would ensure every child, pupil or student receives the quantity and quality of education and care to which they are normally entitled.

The Governments Contingency Framework identifies three principles for outbreak management plans

- Prioritising education
- Collaboration
- Roles and responsibilities

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Prioritising education

The impacts of having missed 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. Decision-makers should endeavour to keep any disruptive measures in education and childcare to the minimum number of settings or groups possible, and for the shortest amount of time possible.

Collaboration

Decision-makers (head/CEO etc) should keep all measures under regular review, and following consultation, lift them 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.

Where measures include attendance restrictions, the Department for Education (DfE) may advise on any groups that should be prioritised. The government will try to give as much notice as possible of any changes to the way settings should operate. Local Authorities, DPH's and DfE's regional school commissioners should maintain close working relationships with DHSC.

These teams are made up of:

- Public Health England (PHE) regional directors
- Contain regional convenors
- Joint Biosecurity Centre (JBC) regional leads

Where decisions about measures in education and childcare settings are made at a national level, DfE will work with the Department of Health and Social Care (DHSC), JBC, NHS Test and Trace, the Chief Medical Officer, PHE and other government departments, as well as relevant Local Authorities and DPH's. The government will take into account the available evidence and the judgement of public health professionals.

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Roles and responsibilities

Local Authorities, DPH's and PHE Health Protection Teams (HPTs) are responsible for managing localised outbreaks. They play an important role in providing support and advice to education and childcare settings. Local Authorities, DPH and HPTs can work with their regional partnership teams (RPTs) to escalate issues from the local level into the regional and national command structure.

RPTs support local areas in managing outbreaks and provide advice and insights from across the country to the Chief Medical Officer and the Secretary of State for Health and Social Care to inform decision making.

Central Government and local partners consider and take decisions on measures on an area-by-area basis in light of all available evidence, public health advice and the local and national context. In rare circumstances, it may be necessary to escalate issues to ministers through other central government committees but this should be by exception only.

(Individual roles within the setting are listed below)

Measures that settings should plan for:

The contingency framework describes the measures that all education and childcare settings should have in their outbreak management plans outlining how they would operate if any of the measures described below were recommended for their setting or area.

This Outbreak Management Plan for Mill Lane Primary School details our operational intentions in relation to each of the measures identified by the contingency framework and needs to be read in conjunction with the most recent risk assessment for school. We recognise that this is fluid and that educational settings play a vital role in helping their immediate and wider communities come to terms with learning to live with Covid 19.

This plan will be updated as and when government advice changes.

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An outbreak will be considered if:

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

On activation of this Plan, the school/setting will dynamically consider the implementation of some, or all of the control measures listed below. In the majority of circumstances, decision about the implementation of some of the control measures will be made by central Government, or local command structures, and not the school/setting.

CONTROL MEASURE/THEME	ACTIONS/CONSIDERATIONS TO IMPLEMENT THE MEASURE	RESPONSIBLE INDIVIDUAL(S)
Shielding	<ul style="list-style-type: none"> • We will adhere to national guidance on the reintroduction of shielding. We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning. • Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be clinically extremely vulnerable (CEV) will not be advised to shield again. • Individuals previously identified as CEV are advised to continue to follow the guidance on how to stay safe and help prevent the spread of COVID-19. Individuals should consider advice from their health professional on whether additional precautions are right for them. • In the event of a major outbreak or VoC that poses a significant risk to individuals on the shielded patient list (SPL), 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. • Shielding can only be reintroduced by national government. • Mill Lane will consult with staff on an individual basis and follow national guidance/guidance from individual’s own professional healthcare expert but will also consider impact on mental health if needed. 	

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<p>Testing</p>	<ul style="list-style-type: none"> • Mill Lane will ensure their plans reflect the possibility of increased use of lateral flow device (LFD) testing by staff. This could include advice on increased LFD testing, which may be advised for an individual setting or in areas of high prevalence by DsPH as part of their responsibilities in outbreak management. • From Tuesday 14 December, a new national approach to daily testing for contacts of COVID-19 is being introduced. For more detail on daily testing, all sectors should see further information in the Schools COVID-19 operational guidance. Details are also available in specific sector guidance. This information has been shared with all staff and will be shared with parents as needed. • This could also include advice on the reintroduction of onsite LFD testing 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. <p><i>These additional testing measures would need to be agreed with settings and we encourage DsPH to consult settings and work with them to identify what support may be needed to do this.</i></p> <ul style="list-style-type: none"> • Mill Lane will promote the local testing facilities (such as Mobile Testing Units (MTU's) and Asymptomatic Testing Sites (ATS) to the school community as needed. <p style="text-align: center;"><i>testing is recommended not mandated</i></p> <ul style="list-style-type: none"> • LFT kits have been re-ordered and a plentiful supply will be maintained. 	
<p>Face Coverings</p>	<ul style="list-style-type: none"> • Children of primary school age and early years children should not be advised to wear face coverings. 	

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	<p>Any guidance should allow for circumstances where people are not able to wear face coverings.</p> <p>At Mill Lane face coverings should be worn by staff and adults (including visitors) when moving around in corridors and communal areas if social distancing cannot be adhered to.</p> <p>Face coverings in classrooms <u>may temporarily be advised by DsPH:</u></p> <ul style="list-style-type: none"> • for an individual setting as part of their responsibilities in outbreak management • 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 <p>In all cases any educational and wellbeing drawbacks in the recommended use of face coverings should be balanced with the benefits in managing transmission.</p>	
Good Hygiene inc. Hand Washing	<ul style="list-style-type: none"> • Frequent and thorough hand cleaning is now regular practice. We will continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser. • Mill Lane will maintain the 'catch it, bin it, kill it' approach 	
Enhanced Cleaning	<ul style="list-style-type: none"> • Mill Lane will continue to clean in line with Kirklees Contracted Cleaning guidance but will supplement this with in school cleaning at midday should there be a break out. 	
Use of PPE	<ul style="list-style-type: none"> • Mill Lane will use PPE as directed by the government in the case of a breakout 	
Managing Suspected Positive Cases	<ul style="list-style-type: none"> • We will follow all guidelines and advice issued by Central Government, Local Authority and Public Health • We will update parents on any changes in school 	

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<p>Contact Tracing</p>	<ul style="list-style-type: none"> • We will follow all guidelines and advice issued by Central Government, Local Authority and Public Health • As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. You may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. • From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. • Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so. • Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a DPH might advise a setting to temporarily reintroduce some control measures. 	
<p>Ventilation</p>	<ul style="list-style-type: none"> • Mill Lane School will remain well ventilated and CO2monitors will be used throughout school to monitor the atmosphere. Ventilation will be increased if needed. • Internal doors may be propped open to temporarily increase ventilation but fire regulations still need to be born in mind. <p><i>The Health and Safety Executive guidance on air conditioning and ventilation during the COVID-19 pandemic and CIBSE COVID-19 advice provides more information.</i></p>	

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Social Distancing and 'Bubble Management'	<ul style="list-style-type: none"> • We will follow all guidelines and advice issued by Central Government, Local Authority and Public Health • Mill Lane will consider grouping children differently should there be an outbreak – this may mean introducing bubbles of various sizes, re-scheduling break and lunchtimes and re-considering curriculum delivery. Our last resort will be to introduce remote learning. 	
Remote Education	<ul style="list-style-type: none"> • If a pupil has to isolate remote learning will be provided in the form of hard copy work to be completed at home and returned to school – this will be in line with in school learning. • If sections of school or groups of pupils have to learn from home we will re-introduce home learning in the same format as in previous lockdowns 	
Attendance restrictions/Remote Education	<ul style="list-style-type: none"> • Mill lane will not restrict attendance unless advised to do so by local or national government 	
Safeguarding	<ul style="list-style-type: none"> • Safeguarding remains the highest priority at Mill lane and all systems will remain active at all times. Should attendance be restricted will re-introduce remote learning so that every child is seen every day and if this is not the case school will contact the family as normal. • Mill Lane will continue to have regard to any statutory safeguarding guidance that applies to them, including: Keeping children safe in education, Working together to safeguard children Early Years Foundation Stage (EYFS) framework - read alongside Early years foundation stage: coronavirus disapplications 	

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	<ul style="list-style-type: none"> There will be a trained DSL on site at all times unless this is not possible due to isolation/illness in which case a DSL will be available by phone. There are 6 DSLs in school 	
Out of school Activities/Wraparound care – breakfast club	<ul style="list-style-type: none"> Breakfast club will continue to run. If attendance restricts are needed we will review the most in need pupils and ensure that are able to attend. 	
Education Workforce	<ul style="list-style-type: none"> Mill Lane risk assessment will be updated and shared with all stakeholder. 	
Vulnerable children and young people	<p>Where vulnerable children and young people are absent, Mill Lane will:</p> <ul style="list-style-type: none"> follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns encourage the child or young person to attend school, working with the local authority and social worker (where applicable), particularly where the social worker and the Virtual School Head (where applicable) agrees that the child or young person's attendance would be appropriate focus the discussions on the welfare of the child or young person and ensuring that the child or young person is able to access appropriate education and support while they are at home have in place procedures to maintain contact, ensure they are able to access remote education support, as required, and regularly check if they are doing so <p>If settings have to temporarily stop onsite provision on public health advice, they should discuss alternative arrangements for vulnerable children and young people with the local authority.</p>	

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	<p>In all circumstances, and in all settings, priority should continue to be given to vulnerable children and young people and children of critical workers (as defined below) to attend full time.</p> <p>Vulnerable children and young people include those who:</p> <ul style="list-style-type: none"> • are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child • have an education, health and care (EHC) plan • have been identified as otherwise vulnerable by school or local authorities (including children’s social care services), and who could therefore benefit from continued full-time attendance. This might include: <ul style="list-style-type: none"> • children and young people on the edge of receiving support from children’s social care services or in the process of being referred to children’s services or who have previously received support from children’s social care services (as identified by local authorities) • adopted children or children on a special guardianship order • those at risk of becoming NEET (‘not in employment, education or training’) • those living in temporary accommodation • those who are young carers • those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study) • care leavers • children and young people in a family circumstance presenting challenges for them, such as drug and alcohol misuse, parental offending, adult mental health issues and domestic abuse • others at the provider and local authority’s discretion including pupils and students who need to attend to receive support or manage risks to their mental health 	
<p>Educational Offsite Visits</p>	<ul style="list-style-type: none"> • Any attendance restrictions will be reflected in the visits risk assessment and setting leaders should consider carefully if the educational visit is still appropriate and safe. Only children who are attending the setting should go on an educational visit. Education settings should consult the health and safety guidance on educational visits when considering visits 	

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CONTROL MEASURE/THEME	ACTIONS/CONSIDERATIONS TO IMPLEMENT THE MEASURE	RESPONSIBLE INDIVIDUAL(S)
Communication	<ul style="list-style-type: none"> • Parents will be kept informed via “Parent Hub” of any changes to provision in school 	
Movement of Individuals Around School (including the start and end of the school day)	<ul style="list-style-type: none"> • Should a break out occur we will consider grouping pupils into bubbles – these may or may not be class based – and we may restrict movement so that bubbles do not meet – this would be dependent upon the level of outbreak • Staggered start and end times may be re-introduced if needed 	
Management of Visitors/Deliveries	<ul style="list-style-type: none"> • Dependent upon the level of breakout and subsequent measures visitors will be restricted or stopped altogether as per previous lockdowns 	
Open Days	<ul style="list-style-type: none"> • There are none planned at the moment but these would almost certainly not continue if there were a break out 	
Parental attendance in School/Setting	<ul style="list-style-type: none"> • Parents will be treated as per any other visitor unless there is a safety or safeguarding issue present 	
Transition/Taster Days	<ul style="list-style-type: none"> • Mill Lane will follow local advice 	