

## Outbreak Management Plan

This plan outlines the procedures and steps, which Petersgate Infants School will implement, based on the principles in the Contingency framework, which describes how local outbreaks of COVID 19 (including responding to variants of concern) will be managed.



Measures affecting education may be necessary, these could include:

- Managing a Covid-19 outbreak within a setting
- An extremely high occurrence of COVID-19 in the community and other measures have failed to reduce transmission.
- Part of a package of measures responding to a variant of concern (VOC)

The school will follow the advice from Public Health England and Dept. for Education at all times should additional protective measures need to be implemented.

This management plan describes how Petersgate Infant School will operate should any measures affecting education are recommended and how the Senior Leadership Team (SLT) will ensure that every pupil receives the quantity and quality of education and care, to which they are entitled.

### Face Coverings

In the event of an outbreak, and should guidance advise that face coverings **must** be worn by adults whilst on schools grounds, parents will be immediately informed via Parent Mail. Staff will be informed by SLT using WhatsApp and email. Visitors will be informed by office staff.

### Shielding

In the event of a major outbreak, the national government could reinstate shielding for people on the Shielded Patient List. If this does happen, staff will be advised to work from home where possible. Teachers will be supported to work remotely by LSAs and SLT. Learning Support Assistants will be supported by the class teacher and SLT. Pupils will be provided with remote learning which will be appropriate for their age and/or stage of development.

### School Trips

In the event of a local outbreak, trips would be risk assessed, including the use of the minibus for pupils of the school. The minibus would not be hired out to other schools. Local walks could also be permitted and would be arranged with consideration to distance and ensuring pupil adult ratios could be implemented appropriately. If a trip cannot take place, any monies paid by parents will be refunded.

### Transition

Transition events will be planned according to guidance. If the guidance is altered, planned events will reflect this. Parents will be informed of any changes via Parent Mail. Virtual tours and parent information have been uploaded onto the school's web site.

Internal transitions will take place in accordance with the current risk assessment. Any local outbreaks may mean internal transition has to take place outside or virtually.

### Visitors

In the event of a local outbreak, parental or meetings with visitors will be held virtually if they cannot take place outside with social distancing and the wearing of masks.

## Performances

In the event of a local outbreak, performances that parents would have attended will be recorded and be available through the school's communication apps. Internal assemblies will be recorded by staff.

## Attendance

Attendance restrictions would only be considered as a last resort and only undertaken upon advice from the Local Authority and Public Health England. Remote learning will be introduced for pupils unable to attend school. In the first instance all pupils at Petersgate Infant School will be able to attend school, subject to staffing availability and whether class size restrictions are reintroduced. If attendance is restricted further, vulnerable children and children of critical workers should still be allowed to attend.

## Wrap Around Care (Sea Urchins)

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

## Remote Education

In the event of attendance restrictions, remote learning will be used for pupils who cannot attend school. This will consist of:

- All teaching accessible through videos in Seesaw(KS1) and Tapestry (EYRS)
- Assemblies will be uploaded to Seesaw and Tapestry.
- Work packs provide for pupils upon request
- The loaning of laptops as appropriate to ensure on-line access for all.
- Teachers to monitor pupil engagement and the school to contact families to offer support.

## Safeguarding

In the event of attendance restriction, the DSLs will meet regularly to ensure all children are monitored and any concerns highlighted and addressed. This will also apply to pupils who are not engaging with remote learning. The DSL or deputies will be on site daily to ensure safeguarding concerns are responded to and addressed. If in the unlikely event that a DSL or one of the deputies are not in school, they will be available by telephone. All staff have the relevant contact numbers and know how to report and record concerns using CPOMS.

## Vulnerable Children

Where vulnerable children are absent, the school will

- Follow up with the parent or carer, working with the local authority and social worker to establish reasons for absence and discuss concerns.
- Encourage the child to attend education provision and discuss when attending school would be beneficial.
- Focus discussions on the welfare of the child, ensuring that they can access appropriate education and support while they are at home.

If vulnerable children, and children just below the threshold, are not attending school and not engaging with remote education, the Family Support Leader will contact parents/carers and maintain regular contact with the families to check on well-being and to offer support.