

COVID19: Contingency Plan

SCHOOL NAME: Stanbridge Lower School

OWNER: R Godwin (Head Teacher)/ Governors of Stanbridge Lower School

DATE: 1st September 2021

Issue	Impact on School	Contingency Plan
Spread of infection amongst staff in school	Disruption to the teaching Disruption to the children's education.	Staff to continue to use LFT twice weekly. Those who test positive should isolate and have a PCR test and isolate for 10 days if the result is positive. All contacts will be advised by the Head Teacher/SLT to have a PCR test as soon as possible.
One or more children have COVID -19 symptoms and need to self-isolate until a PCR test result is obtained or 10 days of isolation.	Disruption to each child's education.	The Head Teacher/Class Teacher will contact parents to arrange remote blended learning following the Remote Learning Policy
Member(s) of the teaching team have COVID -19 symptoms and need to self-isolate until a PCR test result is obtained or 10 days of isolation.	Disruption to the teaching Disruption to the children's education.	Teachers will take part in remote blended learning from home following the remote learning policy Children will receive these lessons supported by another member of staff.
Member(s) of the premises team have COVID -19 symptoms and need to self-isolate until a PCR test result is obtained or 10 days of	Problems opening the building Cleaning and hygiene measures may be compromised. Other staff may be needed to help clean school	Staff from across the team will work collaboratively to maintain high standards of enhanced cleaning and hygiene. Members of the SLT will open the building assuming key holding responsibilities. BASC will secure school at the end of each day.
Member(s) of the admin team / finance have COVID - 19 symptoms and need to self-isolate until a PCR test result is obtained or 14 days of isolation.	Disruption to front of house procedures. Disruption to finance procedures. Cover will be assumed across the team	Where possible staff will work remotely following the Remote Learning Policy
Member(s) of the SLT team have	Disruption to the whole school	Where possible staff will work remotely

COVID -19 symptoms and need to self-isolate until a PCR test result is obtained or 14 days of isolation.		Deputisation procedures will take place , staff may move across the team and supply cover will be used to infill staff.
Member(s) of the Catering team have COVID -19 symptoms and need to self-isolate until a PCR test result is obtained or 14 days of isolation.	Disruption to school meal provision.	Cover will be provided by Hobbs the school meal provider
Staff/Adult/Child comes into contact with a positive case	Disruption to each child's education.	The Head teacher or a member of the SLT will take the following actions: <ul style="list-style-type: none"> • Staff/Adult/Parents of child advised to arrange a PCR test as soon as possible. Those who test positive should isolate for 10 days • All contacts will be advised by the Head Teacher/SLT to have a PCR test as soon as possible. Any person who is not double jabbed will be advised to have a PCR test and self-isolate for 10 days.
Staff/Adult/Child has come into contact with a positive case, but refuses to have a PCR test.	Disruption to each child's education. Disruption to teaching	The Head teacher or a member of the SLT will take the following actions: <ul style="list-style-type: none"> • If parent or carer insists on a pupil attending school, the Head Teacher can take the decision to refuse the pupil, if in their reasonable judgement, it is necessary to protect other pupils and staff from possible infection from COVID 19 • If a staff member insists on attending school. The same applies.
Multiple positive child/staff cases of COVID-19.	Disruption to teaching and learning across the whole school or classes For most settings it will make sense to think about taking extra action if the number of positive cases substantially increases. This is because it could indicate transmission is happening in the setting. The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned	The Head teacher or a member of the SLT will take the following actions: Take extra actions by contacting PHE if the number of positive cases substantially increases. This could indicate transmission is happening in our setting. We will seek public health advice, as stated in educational guidance when <ul style="list-style-type: none"> • 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 Close Mixing For schools, this could include: <ul style="list-style-type: none"> • a form group or subject class

		<ul style="list-style-type: none"> • a friendship group mixing at break times • a sports team • a group in an after-school activity <p>Actions to consider once a threshold is reached At the point of reaching a threshold, we will</p> <ul style="list-style-type: none"> • review and reinforce the testing, hygiene and ventilation measures they already have in place. . • consider whether any activities could take place outdoors, including exercise, assemblies, or classes • consider ways to improve ventilation indoors, where this would not significantly impact thermal comfort • consider one-off enhanced cleaning focussing on touch points and any shared equipment <p>In extreme cases, and as a last resort where all other risk mitigations have not broken chains of in-school transmission, a PHE may advise introducing short-term attendance restrictions in a setting, such as sending home a class or year group (as they could any workplace experiencing a serious infectious disease outbreak)</p> <p>Teachers will take part in remote learning from home following Remote Learning Policy. If staff unwell and cannot teach remotely. Plans will be provided for parents to following.</p>
Cleaning and Ventilation	Good Hygiene Practices	<p>The Head teacher, Class Teachers, LSAs and the cleaning staff/Site Agent will ensure ...</p> <p>Established cleaning routines across the day, as detailed in the school's COVID 19 Risk Assessment and Action Plan will continue including the cleaning of</p> <ul style="list-style-type: none"> • Frequently touched surfaces • Toilets will have an extra clean at lunchtimes • Cleaning of shared equipment after use • Staff use PPE when cleaning a space that has been occupied

		<p>by a positive case.</p> <p>Occupied spaces will be well ventilated and air will be purged at periods across the day.</p>
Reducing the spread of germs	Good Hygiene Practices	<p>The class teacher, cover supervisors and LSAs will take the following actions:</p> <ul style="list-style-type: none"> • Children will be supervised washing/sanitising their hands across the day including when they arrive in school and before/after lunch. • Tissues will be supplied in classrooms for catch it, kill it, bin it. • Anti-bacterial wash will continue to be available to use around the school site. • Use PPE/facemasks as necessary when managing a child who is symptomatic.
Extreme cases of covid outbreak and local outbreaks of COVID 19.	Disruption to the teaching Disruption to the children's education.	<p>The Head teacher or a member of the SLT will take the following actions:</p> <p>Reintroduce parts of or the full COVID Risk Assessment and Action Plan introduced Sept 2020, reintroducing restrictions to drastically reduce the risk of spreading COVID 19. This could include</p> <ul style="list-style-type: none"> • Reintroducing bubbles • Reintroducing bubbles into playtimes and lunchtimes to avoid children mixing • Ceasing assemblies, singing, live performances, visits, trips and residential field trips, parent consultations and reverting to zoom consultations • Re-arranging transition and taster days with the possibility of reverting to a remote arrangement for these • Staff wearing face masks in communal areas • Entry and Exit pick up points for parents. • Stopping visitors/volunteers to school

		<ul style="list-style-type: none"> • Liaise with parents and carers to ensure the correct information is given <p><u>Shielding</u> In the event of a major outbreak that poses a significant risk to individuals on the shielded patient list (SPL), ministers can agree to reintroduce shielding. The Head Teacher will consider this when dealing with a local outbreak and take further advice as necessary, then advise vulnerable staff/children to shield.</p> <p><u>Attendance at School</u> Attendance restrictions will only ever be considered as a short-term measure and as a last resort:</p> <ul style="list-style-type: none"> • for individual settings, on public health advice in extreme cases where other recommended measures have not broken chains of in-setting transmission; or • across an area, on government advice in order to suppress or manage a dangerous variant and to prevent unsustainable pressure on the NHS. • 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. <p><u>Safeguarding</u> A DSL will be available at all times either on site, remotely or both during local outbreaks</p>
Vulnerable Children	Protecting vulnerable children Ensuring children are safe Engaging children with education	<p>The Head teacher, Family Liaison Officer and/or class teacher will take the following actions:</p> <p>Where vulnerable children and young people are absent, we will</p> <ul style="list-style-type: none"> • follow the school's Remote Education Policy and • follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the

		<p>reason for absence and discuss their concerns</p> <ul style="list-style-type: none">• encourage the child to attend educational provision, 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'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 <p>A DSL will be available in school hours and after school hours to deal with safeguarding and child protection issues. The deputy DSL will also be available to support or deal with issues in the absence of the DSL.</p>
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