



## Crofton Hammond Infant School – Outbreak Management Plan - September 1<sup>st</sup> 2021

This plan outlines the procedures that and steps that Crofton Hammond Infant School will put into place based on the principles set out in the Contingency Framework of August 2021, which outlines how local outbreak of Covid 19 will be managed. These measures may be necessary in the following circumstances:

- To help manage a COVID outbreak in our setting (an outbreak being defined as 5 pupils or staff who are likely to have mixed closely, test positive for COVID 19 within a 10 day period or 10% of pupils or staff who are likely to have mixed closely test positive for COVID 19 within a 10 day period)
- If there is extremely high prevalence of COVID 19 in the community and other measures have failed to reduce transmission
- As part of a package of measures responding to a Variant of Concern (VoC)

At all times when these measures are implemented the school’s leaders will follow the advice of the Local Authority, the Department for Education and Public Health England. The DfE helpline is: 0800 046 8687.

The aim of this management plan is to ensure that every pupil at Crofton Hammond Infant School is able to access the quantity and quality of education and care that they are entitled to and that we as educators wish to provide.

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| Bubbles        | In the event of a local or school outbreak the school will revert to the introduction of year group bubbles – Year R, Year 1 and Year2.<br>Lunches will revert to being taken in class rooms and children will need to revert to year group playtimes. Staff and children will be limited in their movement around school and assemblies will revert to year group sessions. All previous measures will be put in place for the period of the outbreak management session. Staff will be required to remain in their bubbles during break and lunchtimes. |
| Face Coverings | Parents will be asked to resume wearing masks on the school grounds and will be asked not to enter the school building, but make contact through phone or email only.   |
| Testing        | Staff should continue to test using AFL tests which are provided. This should be done either on a Monday or Thursday morning or the evening before and reported via the Government website. Anyone with symptoms should arrange a PCR test.   |
| Shielding      | Shielding can only be introduced by National Government. If it is reinstated then staff who have previously shielded and are advised to do so, will be supported to work from home if possible. If this is a teacher then they will continue to deliver lessons remotely with the support of their TA and the SLT.  |

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| School meals                  | Children who are entitled to Free School Meals will continue to have them provided should an outbreak occur.   |
| Vulnerable children           | Parents should work with the school if they are concerned about their child attending and support put in place wherever possible. If the child needs to be kept at home school will liaise with the family to ensure as little disruption to education as possible.  |
| School Trips                  | In the event of a local outbreak any planned school trips will be postponed and the same will apply to extra-curricular clubs. If the school risk assessment allows it then local trips to outside venues only would still be allowed if within a sensible walking distance. If the trip has to be cancelled then parents will be reimbursed if possible.  |
| School performances           | In the event of a local outbreak, all school activities that may have involved a parental audience will need to be cancelled and replaced with an online alternative.  |
| Parental attendance in school | Parents are currently encouraged to communicate with the school via email or by telephone. We would currently aim to invite parents into school for face to face parents' evenings and for meetings about personal plans or EHCP meetings. If an outbreak were to occur then this would be reviewed and the meetings would either take place outside of school and outside of school hours or virtually using either Teams or Zoom.  |
| Attendance restrictions       | These can only be considered as a last resort and in consultation with the LA and PHE. If we are advised to limit attendance due to Covid case our remote learning plan will be reintroduced using Tapestry in Year R and Seesaw in years 1 and 2.   |
| Safeguarding                  | The three DSLs in school will meet regularly to identify children who may be at risk. The ELSA, Di Bosustow, and Family Liaison Officer, Lisa Noice, will be available to offer support to families in need. Class teachers will be responsible for ensuring that any child or family not engaging with home learning is reported to the SLT for consideration and follow up phone calls will take place. In the unlikely event that all three DSLs are not in school then they will carry out these responsibilities from home. All staff have access to CPOMS and will be expected to continue to use it to report concerns.   |
| Remote Education              | If remote learning needs to be used in the event of a whole school closure the school will identify families who may need support with accessing IT. There will be daily lessons, using a mixture of filmed sessions and set work. There will be daily opportunities for Reading, Writing and Maths, with the re-introduction of 'Wind down Wednesdays' for a focus on outdoor and practical learning. Teachers will track the children who are engaging with the learning and report to the SLT any children who are not engaging or struggling. Those children struggling may be able to have additional support via Zoom. A class Zoom lesson will be in place each week so that the children can stay in touch with one another. |
| Additional measures           | Depending on the situation our school may need to look at whether any lessons can be carried out outdoors; check ways of improving ventilation; provide a one of enhanced cleaning programme for the classrooms affected. We could also encourage parents of the affected year group or class to test their children using LFTs twice a week.  |

Risk assessor:

Date:

Signed: