

Polam Hall School: 2021/22 Covid-19 Outbreak Management Plan

Contents

1. Introduction	1
2. Testing	1
3. Face coverings	1
4. Shielding	2
5. Other measures	2
6. Attendance restrictions	2

1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance from step 4](#), published by the Department for Education (DfE).

It may be necessary to implement these measures in the following circumstances:

To help manage a COVID-19 outbreak within the school (defined by meeting these thresholds:

- Either 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.

If COVID-19 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).

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), director of public health (DsPH), Public Health England (PHE) health protection team or the national government. We will contact our DsPH/LA contact [Ken Ross (Public Health Principal) 01325 406200] or DfE helpline (0800 046 8687, option 1)

2. Testing

If recommended, we will increase the use of home testing by Senior School pupils and staff, and increase communications to encourage uptake. If it is advised that we reintroduce an asymptomatic testing site (ATS) at our school, we will consult with the director of public health (DsPH) to discuss any further support we need to do this.

If we reintroduce on-site asymptomatic testing:

- Testing will take place during the school day. A rota for testing will be created dependent on the size and context of the local outbreak.
- Testing will take place in the Asymptomatic Testing Site which is located in the Main Building.
- Senior School Pupils and staff may receive on-site asymptomatic testing, depending on the size and context of the local outbreak.

3. Face coverings

If recommended, Senior School pupils, staff and visitors who are not exempt from wearing a face covering:

Will be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas

And/or:

Will be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would impact on the ability to take part in exercise or strenuous activity

4. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#).

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

5. Other measures

If recommended, we will limit or suspend:

- Residential and/or day educational visits.
- Open days, transition and/or taster days.
- Parents and other visitors coming into school, including parents' evenings.
- Live performances and other school events such as the Christmas Fair or Carol Concerts.
- Whole school assemblies/Readings and other large gatherings of pupils such as Prizegiving.
- Fixtures and other sporting events that take place with other schools.
- Extra-curricular activities (although the use of bubbles will be a measure before suspension).

The Senior Leadership Team will take responsibility for limiting or suspending these activities.

If recommended, we will reintroduce:

- Bubbles in both Junior and Senior Schools, to reduce mixing between groups during the school day. In this case we will revert to the 2020/21 Polam Hall School Covid-19 protocols. The 2021/22 School Day (as detailed on the School Day Spreadsheet) has been designed so that pupils in both Junior and Senior Schools can be moved into bubbles with relative ease. The Senior Leadership Team have responsibility for the re-introduction of bubbles.
- Bubbles in Wraparound Care and in extra-curricular activities. The responsibility for Wraparound care lies with the Business Manager. The responsibility for the re-introduction of bubbles in extra-curricular activities lies with the Senior Leadership Team.
- Lunches which are delivered to the classroom for Junior School pupils in order to limit the use of shared spaces and interactions as pupils move around the school. The responsibility for this lies with the Senior Leadership Team.

If recommended, we will increase:

- Education taking place in well-ventilated environments by ensuring that larger teaching spaces are used and monitoring the ventilation in classrooms and other spaces. The Senior Leadership Team have responsibility for implementing increased ventilation.
- Frequency of cleaning by increasing the number of Day Cleaners. The Business Manager has responsibility for increasing the frequency of cleaning.
- The time between staggered drop offs and pick ups to limit interactions between pupils and also parents. The responsibility for implementing this lies with the Senior Leadership Team.

6. Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

6.1 Eligibility to remain in school

In the first instance, we will stay open for:

- Vulnerable pupils. *This category will include SEND pupils, those with a social worker and any other pupils who the Welfare Team agree are vulnerable.*
- Children of critical workers *As defined by the DfE*

We expect that the DfE will advise on priority year groups; if no advice is received, Polam Hall School will prioritise:

- Reception, Year 1 and 2
- Year 6
- Year 10 and 11 pupils

Any other pupils due to take external exams this academic year.

If further restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

We will encourage on-site attendance for these and other pupils who are struggling with engagement with remote learning, with attendance and engagement monitored by the Vice Principal for Teaching and Learning.

6.2 Education and support for pupils at home

All other pupils will be required to stay at home and will receive remote education.

We will aim to deliver remote education that meets the same quality and quantity of education that pupils would receive in school, as outlined in our Remote Learning Policy.

The school will provide vouchers which can be used to purchase meals for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

6.3 Wraparound care

We will limit access to before and after-school activities and wraparound care during term time and the summer holidays to those that need it most.

We will communicate who will be eligible to attend once the restrictions are confirmed.

6.4 Safeguarding

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

We will aim to have our Designated Safeguarding Lead (Mrs Sara-Jane Hardy) or a deputy DSL on site wherever possible. The Principal and the Vice Principals are all Deputy Designated Safeguarding Leads.

If our DSL (or a DDSL) cannot be on site, Mrs Hardy can be contacted remotely by telephone or text on: 07496109427.

On occasions where there is no DSL or DDSL on site, a middle leader (Head of Faculty, Phase or KS) will be given responsibility for co-ordinating safeguarding on site. This decision will be made by the Principal.

We will institute our procedures for maintain contacting with vulnerable children and young people, to ensure they are able to access remote education support, as required, and regularly check if they are doing so.

6.5 Communications

We will communicate that the contingency framework is in operation to pupils, parents and the Academy Council by email and, where necessary, by telephone.