



St John's CE (A) Primary School

Dedication - Courage - Joy

Coronavirus (COVID-19): Contingency Plan

Linked Documents:

School Covid-19 Risk Assessment

St John's Remote Learning Statement

Safeguarding Policy

Health and Safety Policy

DOCUMENT ADOPTED: March 2021

REVIEWED: 1st September 2021

Dedication - Courage - Joy

Contents

1.	Overview	3
2.	Roles and Responsibilities	3
3.	Clinically Extremely Vulnerable	4
4.	Other Measures	4
5.	Deployment of Staff	4
6.	Use of Supply	4
7.	Attendance Restrictions	5
8.	Eligibility to Remain in School	5
9.	Education and Support for Pupils at Home	5
10.	Wraparound Care	5
11.	Safeguarding	5
12.	Health and Safety	6
13.	Communication	6
14.	Monitoring and Review	6

1. Overview

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19, provided by the Department for Education (DfE) and will be used alongside the latest Government Guidance and the controls that are already in place for hand hygiene, ventilation and enhanced cleaning in the Covid Risk assessment (The most update version can be found on the school website).

The purpose of this plan is due to the government making it a national priority that education and childcare settings continue to operate as normal during the COVID-19 pandemic. The DfE's COVID Contingency Framework states that schools should have an outbreak management plan, which describes how they would operate if there was an outbreak in school.

The measures in this plan will be implemented in response to recommendations provided by the 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 these measures in the following circumstances, for example:

- To help manage increased transmission of COVID-19 within the school when the current at the time thresholds are reached. For example:
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) or a variant under investigation (VUI);
- If thresholds are exceeded an outbreak occurs, we will work with the relevant bodies to help identify individuals who may have been in contact with known infectious individuals;
- We will notify the appropriate body if we are aware of any staff or pupil that has been hospitalized due to Covid -19.

2. Roles and Responsibilities

Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing localised outbreaks. They provide health protection support and advice to education and childcare settings. We will notify the relevant bodies of all confirmed positive cases in staff and pupils.

Role	Who
Production of the plan	Headteacher/ Deputy Headteacher
Authorisation of the plan	Headteacher
Review and updating the plan in the light of new guidance and situations	All staff Headteacher/Deputy Headteacher
Implementation of the plan	Headteacher

3. Clinically Extremely Vulnerable

We are aware of the CEV pupils and staff within the school setting and we will follow national guidance on CEV pupils and staff.

<https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3>.

Shielding is currently paused. 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. In the event that shielding is re-introduced we will refer to the latest guidance and communicate this with our staff and parents in order to meet develop individual risk assessment to meet individual's needs.

4. Other Measures

If recommended, we will:

Review:

- cleaning and infection control measures and respond to any suggestions for additional measures from PHE
- whether any activities could take place outdoors, including exercise, assemblies, or classes
- ways to improve ventilation indoors, where this would not significantly impact thermal comfort

Limit:

Educational visits

Open days

Transition or taster days

Parents coming into school

Live performances

Reintroduce:

- For those who are not exempt, face coverings for parents and staff in the outdoor areas.
- Tighter bubbles and increased social distancing.
- Follow public health advice on testing, self-isolation and managing confirmed cases of Covid 19.

All changes to risk assessment and procedures and systems will be communicated to staff, parents and pupils through an updated risk assessment or summary of changes. Governors will also be included within this communication.

5. Deployment of Staff

Depending on the nature of the incident staff may be deployed differently.

6. Use of Supply

After reviewing the risk assessment and government and DFE guidelines, the school would use supply to support short falls in staffing.

7. Attendance Restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section. Currently face to face restriction only lie with children and adult (staff or parents) of a positive case. Or an adult who has not received a double vaccinations.

8. Eligibility to Remain in School

If a partial closure is needed, in the first instance, we will stay open for:

- Vulnerable pupils
- Children of critical workers
- Possible other year groups in determination with the relevant bodies. E.g. this could be Reception.

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

- Vulnerable pupils
- Children of critical workers

If the school is directed to completely close then remote teaching will take place.

9. 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 school's remote learning policy which can be found on our school website. Devices (e.g. laptops, tablets) may be distributed to families to support remote learning.

Where possible the school will continue to provide lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines. Parcels can be collected from the school.

Class teachers and relevant staff (e.g. SENCos, Home School Link Worker) will also make regular wellbeing calls to pupils where need). Especially for families who have not chosen live learning opportunities.

10. Wraparound Care

At times we may need to limit access to 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 when there is a need for this and any further government guidance is confirmed.

11. Safeguarding

Ensuring safeguarding arrangements remain effective while the school is partially or fully closed is a key priority. We will review our safeguarding and child protection policy to make sure it reflects the local restrictions and remains effective. Our Safeguarding Policy (see our latest version on the website) was updated to include provisions for keeping pupils safe during the coronavirus pandemic, both at home

and in school – we will continue to follow these procedures for pupils who remain at home, where appropriate, until all pupils are able to return to school.

We will continue to ensure that:

- If anyone in the school has a safeguarding concern about a pupil, they act immediately.
- A DSL or deputy DSL is always available. On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.

12. Health and Safety

The Health and Safety policy will be followed including the continuation of routine compliance checks- although these may be done at different times of day to avoid/ reduce risk of transmission. Health and Safety will be considered in lines with government advice following any reopening of a building an/or grounds eg. Legionella testing.

13. Communication

The school will communicate its plan for addressing any imposed restrictions with staff, parents and where relevant pupils, including in relation to:

- Opening arrangements.
- Access for specific targeted groups where applicable, such as certain year groups, vulnerable pupils and children of critical workers.
- Any reviews of the school's protective measures as part of our risk assessments.
- The arrangements for remote working.

All relevant stakeholders will be kept up-to-date with the circumstances of any imposed restrictions and how these affect the school as the situation develops.

If any member of the school community wishes to discuss any concerns relating to the school's provision during this period, they should contact the following as appropriate:

- Staff – their line manager
- Pupils – their class teacher or member of pastoral staff through **Google Classroom**
- Parents – **email office@stjohnscea.org.uk , call the office on 01782-238889 or Google Classroom mail address.**

Communication for staff will be via: email, staff meetings, face-to-face verbally, paper format, phone.

Parents will be communicated via: email, Parent Pay, letters/ newsletters.

14. Monitoring and Review

This plan will be reviewed continually in line with guidance from the government and Public Health England (PHE) and the school's individual risk assessment.

Any changes to the plan will be communicated to all relevant stakeholders.