



South Gosforth First School

'Roots to grow and wings to fly'

COVID-19: Outbreak Management Plan

September 2021

1. Introduction

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

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), directors of public health (DsPH), 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 a COVID-19 outbreak within the school. Actions will be considered when either of the following thresholds are met:
 - There are 5 positive cases amongst pupils or staff who are likely to have mixed closely within a 10-day period
 - 10% of pupils or staff who are likely to have mixed closely test positive within a 10-day period (e.g. 3 individuals per class)
- 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)
- To prevent unsustainable pressure on the NHS

2. Seeking public health advice

When one of the thresholds above is met, we will review the testing, hygiene and ventilation measures already in place.

We will also seek public health advice from a director of public health or health protection team. The Head Teacher will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or submitting a support request via the SPOC email. In the Head Teacher's absence, other members of the Senior Leadership Team will carry out these actions.

3. 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.

4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via letters which will be emailed to each family once a decision has been made.

If recommended, we will limit:

- Residential educational visits
- Open days
- Transition or taster days
- Parents coming into school
- Live performances

If recommended, we will (re)introduce:

- Testing
- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

5. Attendance restrictions

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

5.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils (LAC, PLAC, CSC, EHCP, SEND and those deemed vulnerable by the school staff.
- Single parent families
- Children of critical workers (priority will be given to those families who have two front line medical key workers in the NHS or education industry)

5.2 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 Education & Live Learning Policy' and associated documents (http://www.southgosforth.newcastle.sch.uk/web/covid-19_risk_assessment_documents/502485 and http://www.southgosforth.newcastle.sch.uk/web/south_gosforth_first_school_policies/529604)

The school will continue to provide meals or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

If food vouchers are not available, school will operate a drop off / collection system.

5.3 Beyond the School Day

We will limit access to before and after-school activities to those that need it most.

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

Breakfast Club and After School Clubs are run by an independent organisation ('PlaySafe'), so will also use their own criteria when establishing their staffing capacity and which pupils can attend.

5.4 Safeguarding

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

We will aim to have a trained DSL or deputy DSL on site wherever possible.

If our DSL (or deputy) can't be on site, they can be contacted remotely by the school office team or any member of staff. If our DSL (or deputy) is unavailable, contact can be made with a Headteacher within the Gosforth Schools' Trust who will advise accordingly. Clennell Education Solutions can also be contacted 0191 2146724.

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure vulnerable pupils can access appropriate education and support while at home
- Maintain contact, and check regularly that the pupil is able to access remote education provision

6. Monitoring and Review

This plan was adopted by South Gosforth First School in September 2021. It will be reviewed on at least a half termly basis and will reflect the updated guidance.

The school's latest 'COVID-19 Operational Risk Assessment – September 2021' document can also be read in conjunction with this plan.