

Redbridge
High School
Outbreak
Management
Plan

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Introduction

The Government has made it a national priority that education and childcare settings should continue to operate as normally as possible during the COVID-19 pandemic.

Measures affecting education and childcare may be necessary in some circumstances, for example:

- to help manage a COVID-19 outbreak within a setting
- as part of a package of measures responding to a Variant of Concern (VoC) or to extremely high prevalence of COVID-19 in the community
- to prevent unsustainable pressure on the NHS

This Outbreak Management Plan describes how we would operate if we were advised to reintroduce any measures described in the Contingency Framework: education and childcare settings.

This should be completed and in place before term starts so schools can quickly mobilise contingent measures. The Outbreak Management Plan should be regularly reviewed to keep up to date. Schools are advised to have this as part of their School Emergency Management Plan.

Roles and responsibilities

Local authorities, Director of Public Health and Health Protection Teams are responsible for managing localised outbreaks. They play an important role in providing support and advice to education and childcare settings.

Local authorities, Director of Public Health and Health Protection Teams can work with their regional partnership teams (RPTs) to escalate issues from the local level into the central Local Action Committee command structure. RPTs support local areas in managing outbreaks and provide advice and insights from across the country to the Chief Medical Officer and the Secretary of State for Health and Social Care to inform decision making.

Through the Local Action Committee command structure, ministers consider and take decisions on measures on an area-by-area basis in light of all available evidence, public health advice and the local and national context.

In rare circumstances, it may be necessary to escalate issues to ministers through other central government committees (for example incident management teams), but this should be by exception only.

Liverpool schools should have in place a Covid-19 lead who oversees a response team in the case of an outbreak. In addition to the Covid-19 other staff may be involved in different elements of the outbreak management plan.

Risk Assessment

Our school risk assessment can be found here:

www.redbridgehighschool.co.uk

Our risk assessment has been developed in line with national guidance and local advice. We have consulted with staff, unions and our governing body in order to apply national guidance and local advice to our setting.

Our risk assessment will be reviewed fortnightly in the first instance or if there are any incidents, near misses or changes to procedure.

In the case of any outbreak, schools should revisit their risk assessment to ensure that controls are being followed effectively, particularly

- Ensuring good hygiene for everyone
- Maintaining appropriate cleaning regimes
- Ventilation
- Following public health advice on testing, self isolation and managing confirmed cases of covid-19

Contingency planning

A good plan should cover:

- roles and responsibilities
- when and how to seek public health advice
- details on the types of control measures you might be asked to put in place (described in measures that settings should plan for and your sector's guidance)

For each control measure you should include:

- actions you would take to put it in place quickly.
- how you would ensure every child, pupil or student receives the quantity and quality of education and support to which they are normally entitled.
- how you would communicate changes to children, pupils, students, parents, carers and staff.

When settings should consider extra action

If extra action is needed, this will be advised by the Director of Public Health or the Local Health Protection Team.

The Director of Public Health or Health Protection Team may give schools advice reflecting the local situation. In areas where rates are high, this may include advice that local circumstances mean that the thresholds for extra action can be higher than set out above.

Liverpool Public Health will regularly review local data including number of positive cases, testing uptake, testing positivity and local hospital admissions. This data will influence threshold levels for additional action.

For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time:

- 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period

All positive cases will continue to be reported to the local authority via the online MDS form <https://www.smartsurvey.co.uk/s/covid-19-schools/>

Public Health and School Improvement Liverpool will liaise with schools when there are concerns about an outbreak in a school setting.

Close mixing

Identifying a group that is likely to have mixed closely will be different for each setting. Below are some examples.

For schools, this could include:

- a form group or subject class
- a friendship group mixing at breaktimes
- a sports team
- a group in an after-school activity

Reporting a confirmed case

For COVID-19 queries related to educational settings – Single Point of Contact (SPOC)

School Improvement Liverpool

SPOC@si.liverpool.gov.uk

0151 233 3901

Notifying a confirmed case

All confirmed cases should be notified via the online MDS form below:

www.smartsurvey.co.uk/s/covid-19-schools/

DfE helpline

Telephone: 0370 000 2288

Monday to Friday, 9am to 5pm

School Covid-19 Lead Details

Primary Contact

Name: Amanda Hesketh

Telephone Number: 0151 3305100

Out of Hours Telephone Number: 07719514988

Secondary Contact

Name: Paul Cronin

Telephone Number: 0151 3305100

Out of Hours Telephone Number: 07791400772

Testing (secondary aged students only)

Lead Person:		Key contacts:
Ben Farley		
Communications:		
If onsite testing is requested liaise with SPOC@si.liverpool.gov.uk for most up to date communications to parents		
Additional Information:		
Further information on testing can be found in the link below: https://drive.google.com/drive/folders/1jYv0MjFyllbzgPn_1S10OuRgfrj_b5_P		
Considerations:		
Location:	SEN resource room	
Consent:	Existing consents carried over all parents especially parents of new pupils to be contacted for consent if they wish to provide it _____	
Test kits:	Yes	
Other:	SEN resource room to be prepared for testing beginning Tuesday 7 th Sept and repeated on Thursday 9 th and again the following week before moving to self-testing at home.	

Face coverings (secondary aged students and all staff)

Lead Person:		Key contacts:
M Hesketh		SPOC@si.liverpool.gov.uk
Communications:		
If you are advised to reintroduce face coverings Public Health will advise on appropriate communication to parent.		
Additional Information:		
Staff and visitors to be offered the option of wearing a mask if they wish.		
Considerations:		
Supplies	Schools should have a small number of face coverings available for children and staff who aren't able to access them	
Considerations:	Please be aware of any medical exemptions preventing people from wearing face coverings	
Other:	None	

Reintroducing bubbles / reduce mixing between groups

Lead Person:		Key contacts:	
Amanda Hesketh		SPOC@si.liverpool.gov.uk	
Communications:			
Consider communications to parents about changes to the school day such as: <ul style="list-style-type: none"> • staggered start / finish • impact on lessons 			
Additional Information:			
If required school will re-introduce previous measures that were in place before the summer break to ensure social distancing face coverings and organisation of pupils/staff in bubbles.			
Considerations:			
Organisation	How will this impact: <ul style="list-style-type: none"> • dining arrangements • playtime • lessons • intervention groups • staffing • space • movement through school 		
Resources	Would resources be needed such as signage?		
Other:	School has a daily guidance plan that details all aspects of managing social distancing bubbles management of specialist accommodation playtimes and lunchtime arrangements.		

Shielding

Lead Person:		Key contacts:
Amanda Hesketh		Supply agencies who regularly support school
Communications:		
Individuals who are advised to shield should be contacted directly by government, local authority or GP		
Additional Information:		
Staffing ratios and availability of trained and experienced will be assessed on a daily basis		
Considerations:		
Business continuity:	Daily staff risk assessment as per methodology used pre relaxation of control measures	
Staff impacted	Class group and operation of the school assessed against need	
Cover	Supply staff to be used to backfill and trained /experienced staff reassigned around school based on pupil need	
Other:		

Attendance restrictions

Lead Person:		Key contacts:
A Hesketh and Asst. Head team		Remote education – paul.bradshaw@si.liverpool.gov.uk;
Communications:		
Communication via class dojo through class teachers		
Additional Information:		
School policy on remote education available on the school website for parents !		
https://get-help-with-remote-education.education.gov.uk/statutory-obligations.html		
https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools		
Considerations:		
Access to computers and internet	Audit of pupils requiring access to computer equipment already completed from before the summer. Additional audit of new Year 7 pupils to be completed.	
Free School Meals:	FSM vouchers to be disseminated as per arrangements from pre summer electronically	
Key Worker and Vulnerable Children:	All pupils classed as vulnerable so provision to be made for all pupils unless there is insufficient trained experienced staff for a specific class group as per arrangements pre summer	
Safeguarding provision:	Pastoral links on weekly basis to be implemented for any group of pupils working remotely initial links via class teachers	
Other:		

Educational Visits

Lead Person:		Key contacts:	
Cormac Burke		Educational Visits: Nicola.horton@si.liverpool.gov.uk	
Communications:			
Via class dojo and phone call to parents by the relevant class teacher			
Additional Information:			
Outdoor Education Advisors Panel: www.oeap.ng https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits			
Considerations:			
Cost implications:	To be assessed depending on the trip no residential trips are planned as this point		
Risk Assessment	Class teachers update risk assessment accordingly prior to uploading on Evolve.		
Other:			

Other restrictions:

If the Director of Public Health or Health protection team advise additional measures, they may also advise restrictions on the activities below. If this is the case, then please consider

- open days
- transport
- transition or taster days
- parental attendance in settings
- live performances in settings