

COVID-19 Contingency Plan/ Outbreak Management June 2021

Updated August 2021

Updated 15th October 2021

Updated 29th November 2021

DfE guidance issued 28th November 2021 states:

Face coverings

Face coverings should be worn in communal areas in all settings by staff, visitors and pupils or students in year 7 and above, unless they are exempt. Pupils or students (in year 7 or above) should continue to wear face coverings on public and dedicated school transport, unless they are exempt.

Testing

All educational and childcare settings should continue to encourage staff and students to test twice weekly using lateral flow device (LFD) tests.

Contact tracing and isolation

The current guidance on contact tracing and isolation remains in place. In addition to these, any suspected or confirmed close contacts of the Omicron variant will be asked to isolate for 10 days regardless of vaccination status or age. You will be contacted directly and told to isolate.

Vaccination

All eligible staff and students aged 12 and over are encouraged to take up the offer of the vaccine, including boosters.

Vaccines are our best defence against COVID-19. They help protect young people and adults, and benefit those around them. Vaccination makes people less likely to catch the virus and less likely to pass it on.

To book a vaccination, please visit: [Book or manage a coronavirus \(COVID-19\) vaccination – NHS \(www.nhs.uk\)](https://www.nhs.uk).

Changes to the red list for international travel to England

Individuals arriving in England from red list countries must follow the red list rules.

South Africa, Botswana, Eswatini, Lesotho, Namibia and Zimbabwe moved onto the red list at 12pm Friday 26 November.

Angola, Malawi, Mozambique and Zambia were added to the red list 4am Sunday 28 November.

Schools, out of school settings and colleges will want to consider whether to go ahead with planned international educational visits at this time, recognising the risk of disruption to education resulting from the need to isolate and test on arrival back into the UK.

This plan outlines the actions Greensand schools will take in response to a local outbreak of COVID-19. **Public Health England** and Local Authorities are responsible for deciding whether there is a local outbreak. This plan will **always** be activated on the direct recommendation of either of these two bodies. **Headteachers may introduce additional measures, such as those listed above, if they deem it appropriate and without waiting for direction from PHE of the local authority.**

National guidance for schools will always be adhered to.

This plan should be read in conjunction with the following documents that are specific to individual schools within the trust:

- Remote Learning Plan
- Covid-19 Risk Assessment
- Covid-19 LFD Testing risk assessment and plan

The school may be considered to have an outbreak and be required to put in place additional restrictions if:

- 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period
- 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 an individual school is advised or decides to take any of the following measures the Headteacher should

- **Consult with the CEO, or a member of the trust central team in CEO unavailable**
- **Inform Chair of the Local School Committee**
- **Review associated risk assessments and plans**
- **Consult with staff, (there may be occasions where consultation is not appropriate)**
- **Communicate with Parents**
- **Report decisions, rationale and proposed cessation date to school.relationships@surreycc.gov.uk**

The central team will call a meeting of the Trust Rapid Response Committee to review provision **when necessary**. If advice is for one specific school within the trust, the Headteacher and Chair of the Local School Committee will be invited to attend. The Local School Committee will be kept informed.

	EYFS	Primary	Secondary	Associated documents
Testing	x	x	<p>Should Reigate School be advised to set up an Asymptomatic Testing Site.</p> <p>Secondary schools have been advised (28/11/21) to do on site testing of all children once before they return to lessons immediately after the Christmas break. Preparation for this has been initiated. Previous testing regimes have been successfully implemented and will be replicated.</p>	<p>Covid-19 LFD Testing risk assessment and plan</p> <p>Asymptomatic testing Centre risk assessment</p> <p>DfE guidance documents regarding asymptomatic testing</p>
Track and trace	<p>If a member of staff is identified as a close contact by the NHS and asked to take a PCR test, they will be advised to take LFD tests daily whilst awaiting the PCR result</p> <p>The responsibility for identifying and informing close contacts remains the responsibility of the NHS.</p> <p>Headteachers may choose to inform parents of children in a class or year group if there are cases, without identifying the child</p>	<p>If a member of staff is identified as a close contact by the NHS and asked to take a PCR test, they will be advised to take LFD tests daily whilst awaiting the PCR result</p> <p>The responsibility for identifying and informing close contacts remains the responsibility of the NHS.</p> <p>Headteachers may choose to inform parents of children in a class or year group if there are cases, without identifying the child</p>	<p>Should Reigate School be advised to encourage the increased use of home testing by staff and pupils.</p> <p>The current twice weekly regime would be increased according to the advice given</p> <p>If a child or member of staff is identified as a close contact by the NHS and asked to take a PCR test, they will be advised to take LFD tests daily whilst awaiting the PCR result</p> <p>The responsibility for identifying and informing</p>	<p>Covid-19 LFD Testing risk assessment and plan</p>

			<p>close contacts remains the responsibility of the NHS.</p> <p>Headteachers may choose to inform parents of children in a class or year group if there are cases, without identifying the child</p>	
Face Coverings	<p>Should Dovers Green, Holmesdale, Milton Mount, St John's or Wray common be advised that face coverings should be temporarily worn by staff, schools would revert to their March 2021 risk assessments and protocols for staff and visitors.</p> <p>Headteachers may introduce the compulsory wearing of face coverings for adults, should they be concerned about a potential outbreak.</p> <p>All staff are required to wear face coverings in communal areas</p>	<p>Should Reigate School be advised that face coverings should be temporarily worn by staff and pupils, the school would revert to its March 2021 risk assessment and protocols for staff, pupils and visitor</p> <p>The Headteacher may introduce the compulsory wearing of face coverings for children and adults in corridors, should they be concerned about a potential outbreak.</p> <p>This could extend to classrooms if deemed necessary.</p> <p>All staff and pupils, unless medically exempt, are required to wear coverings in communal areas</p>	<p>March 2021 Covid-19 risk assessments</p> <p>Covid-19 Risk assessments continue to be updated – All updated prior to September return</p>	

Shielding	<p>NB Shielding can only be introduced by national government.</p> <p>Should this be introduced the guidance would be followed and individual risk assessments for staff and pupils covered by the shielding regulations would be undertaken.</p> <p>Schools must review and update their lists of vulnerable staff and pupils at the point of reintroduction. Government update August 2021 removes children from the clinical extremely vulnerable list. Pregnant women remain on the clinically vulnerable list and all other adults identified as clinically extremely vulnerable remain the same.</p> <p>Remote Learning plans for individuals may need to be activated There is no change to the guidance regarding shielding</p>	Remote Learning Plan
Visitors	<p>If thresholds for additional measures are met, visitors to the school may be restricted depending upon the extent of the outbreak.</p> <p>Open days - Postponed Parental attendance on site - Performances – Assemblies –</p> <p>Meetings – all meetings have will be held virtually from 29th November, unless it is absolutely necessary for the wellbeing of a child to meet face to face. This will be reviewed at the start of the Spring term</p>	<p>March 2021 Covid-19 risk assessments</p> <p>Risk assessments updated November/December 2021</p>
Additional social distancing	<p>Additional social distancing measures will be put in place if the school is considered to have an outbreak. The following restrictions may be introduced, depending upon the size of the outbreak:</p> <p>Bubbles</p> <ul style="list-style-type: none"> Individual classes of year groups could be bubbled if the outbreak is restricted to a class or year group The whole schools will revert to bubbles if 50% of year groups reach outbreak levels <p>Assemblies</p> <ul style="list-style-type: none"> Held in bubbles Stopped completely <p>Staggered Starts and different entrances for some, or all year groups Staggered breaks Social areas restricted to bubbles Movement around the site restricted to avoid congestion in corridors</p>	Risk assessments updated November/December 2021

Seating Plans introduced to minimise contacts				
Attendance	<p>If advised to limit attendance on site, remote learning plans would be reactivated.</p> <p>Provision for vulnerable children and those of critical workers would be in place.</p> <p>Schools should revert to the provision in place January 2021</p> <p style="color: green;">Schools may need to restrict attendance for groups of children if staff absence becomes too great to be able to safely accommodate all children</p>	<p>If advised to limit attendance on site, remote learning plans would be reactivated.</p> <p>Provision for vulnerable children and those of critical workers would be in place.</p> <p>If some, rather than all attendance needs to be restricted, children in Years R, 1 and 2 should still be allowed to attend.</p> <p>Schools should revert to the provision in place January 2021 for fully restricted attendance. Schools may need to restrict attendance for groups of children if staff absence becomes too great to be able to safely accommodate all children</p>	<p>If advised to limit attendance on site, remote learning plans would be reactivated.</p> <p>Provision for vulnerable children and those of critical workers would be in place.</p> <p>If some, rather than all attendance needs to be restricted, children in Years 10 and 11 should still be allowed to attend.</p> <p>Schools should revert to the provision in place January 2021 for fully restricted attendance. Schools may need to restrict attendance for groups of children if staff absence becomes too great to be able to safely accommodate all children</p>	<p>Remote Learning Plan</p> <p>January 2021 Covid-19 Risk Assessments This must be reviewed and updated following specific guidance at the time.</p>
Vulnerable children	<p>Should the school be required to restrict attendance, provision will remain in place for vulnerable children. Where vulnerable children and young people are absent, the school will:</p> <ul style="list-style-type: none"> • Follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns • Encourage the child or young person to attend educational provision, working with the local authority and social worker (where applicable) • Focus the discussions on the welfare of the child or young person and ensuring that the child or young person is able to access appropriate education and support while they are at home 1 • Have in place procedures to maintain contact, ensure they are able to access remote education support, as required, and regularly check if they are doing so 			

	If schools have to temporarily stop onsite provision on public health advice, they should discuss alternative arrangements for vulnerable children and young people with the local authority.		
Breakfast and after school clubs	If attendance restrictions in school are needed. Provision for vulnerable children should remain in place. <i>“For all other children, parents and carers should only be allowed access to the provision for a limited set of essential purposes, such as to allow them to go to or seek work, attend a medical appointment, or undertake education and training.”</i>	x	Covid-19 Risk Assessments
Summer schools	In most circumstances these would continue		
Education workforce	If attendance for children is restricted, individual schools should refer to the appropriate COVID-19 risk assessment to determine which staff are required on site and who should work remotely. Schools should revert to their systems of controls for the appropriate level of restrictions.		Covid-19 Risk Assessments
Safeguarding	All schools must continue to consider the safeguarding needs of all children, with particular regard to those that are more vulnerable. Protocols for monitoring vulnerable children must be reactivated should attendance be restricted DSLs will be contactable, including if working remotely		Covid-19 Risk Assessments
Transport	Transport services will continue Children from Year 7 upwards and adults are required to wear face coverings on public transport and any school transportation.		
Free school meals	Free school meals should continue to be provided. In the absence of a voucher scheme, schools will provide lunch parcels in the same manner as previously organised		
Educational visits	These should reflect the restrictions in place at the time and be appropriately risk assessed Any attendance restrictions will be reflected in the visit’s risk assessment and setting leaders should consider carefully if the educational visit is still appropriate and safe. Only students who are attending the setting will go on an educational visit. Education settings should consult the health and safety guidance on educational visits when considering visits. There are no educational, residential visits scheduled for the remainder of this term. Non-residential visits have been individually risk assessed.		
Vaccinations	NHS communication to encourage everyone to be vaccinated has been re-issued to all staff and parents		NHS letter



Sue Wardlow
June 29th 2021