









Bishop Bronescombe CofE School

Covid Contingency Plan – Sept. 2021

The overarching objective is to maximise the number of children and young people in face-to face education or childcare and minimise any disruption, in a way that best manages the COVID-19 risk. We will operate in accordance with our most recent operation plan and risk assessment and will keep up-to-date with DfE and government guidance, liaising with PHE when positive cases occur. **We will inform parents of any changes to Covid measures via email and Class Dojo should any change in procedures be needed.**

<p>When should my child self-isolate or miss school?</p> 	<p> NO</p> <ul style="list-style-type: none"> • All children MUST attend school unless they are ill. • From 16th August 2021, children under 18 (or double-vaccinated adults) do not need to self-isolate or miss school if a member of their household or a contact, has Covid. • Instead, they will need to book a PCR test but can continue coming to school so long as they have no symptoms and the test result is negative.
	<p> YES</p> <ul style="list-style-type: none"> • If your child develops Covid symptoms at home, they should <u>stay at home</u> and should book a PCR test), NOT a Lateral Flow test. • If your child develops Covid symptoms at school, they will be sent home and you should book them a PCR test. • If your child tests positive for Covid, they will need to self-isolate. The rest of the household does not need to self-isolate if they are under 18 or fully vaccinated – but instead should book a PCR test. If members of the household are not full vaccinated, they should self-isolate.

Community Covid Risk	Description	Actions
 <p>Low Community Transmission. No School Cases.</p>	<ul style="list-style-type: none"> • There have been no cases of Covid within school for 10 school days. • Cases of Covid locally are low and/ or stable. • Hospitalisation/ Deaths due to Covid nationally are low. 	<ul style="list-style-type: none"> • Reminding children of good respiratory / hand-hygiene. • Ensuring good ventilation throughout school. • Maintain regular cleaning of frequently touched surfaces. • Ensuring children / staff stay at home if they have Covid Symptoms (and to book a PCR test). • Staff to continue to test themselves using Lateral flow tests until the end of September when the DfE will review this recommendation.
 <p>Rapidly Rising Community Transmission</p>	<p>No current Covid cases have been recorded at school, but...</p> <ul style="list-style-type: none"> • Cases of Covid are rising rapidly in the community causing disruption to other local schools. • Public Health England or local PHE issue warnings of expected local/ national infection wave. 	<ul style="list-style-type: none"> • Ventilation of classrooms is checked (using DfE-issued CO2 detectors). • Staff and visitors wear face coverings in communal areas. • Encourage parents to wear face coverings • Hand-washing practice regularly reinforced. • Large indoor public performance audience numbers reduced. • Staff-room capacity reduced. • Phase lunchtimes in the hall. • Whole-school assemblies replaced with Key Stage assemblies and/or online assemblies. • Clinically Vulnerable staff meet with Line-Managers to review their individual risk assessment & discuss additional protection (e.g. reduction in movement between classes/ groups). • Staff members to sit in phases in meetings. • Remind all staff of need to conduct LFD tests and recommend family members of pupils access twice-weekly testing.

Number of Cases:	Description:	Actions:
 <p>A single child tests positive</p>	<ul style="list-style-type: none"> A single child tests positive for Covid in a class. There are fewer than 5 cases in the year group. No other year groups are affected. 	<ul style="list-style-type: none"> The child self-isolates for 10 days. Remote learning will be provided if they are well enough to complete it as outlined here. The parents of the child are contacted directly by NHS Track and Trace to establish likely contacts. Likely contacts will be contacted by NHS Track & Trace and advised to book a PCR Test. The school will contact parents to advise this if close contacts are known. Children do not need to miss school or self-isolate whilst they wait for the result of the PCR test unless they have Covid Symptoms.
 <p>5 or 10% of children or staff within a year group test positive within 10 days of each other.</p> <p><u>OR</u></p> <p>3 children or staff in a single Class/ Club within 10 days.</p>	<ul style="list-style-type: none"> There have been 5 cases of Covid across a year group within 10 days which could mean that Covid is spreading within that group of children. 	<ul style="list-style-type: none"> As above for each positive case. The school will discuss the outbreak with Public Health England and agree strengthening protective measures <u>for 10 school days</u>, including: <ul style="list-style-type: none"> Staff and visitors wear face coverings in communal areas. Encourage parents to wear face coverings Adapting, limiting or postponing indoor sporting events, trips, open days and performances. Reverting to video-link assemblies in classrooms. Phase lunchtimes in the hall. Review the amount of classes staff work across. Resuming twice-weekly Staff Lateral flow testing (if DfE review no longer recommends) and recommend family members of pupils undertake testing. Enhanced cleaning of areas/equipment used by pupils testing positive. Increase cleaning of frequently touched surfaces / equipment. Consider re-introducing class bubbles. Clinically vulnerable staff risk assessments will be reviewed. Staff members to sit in phases in meetings.
 <p>Covid cases continue to increase rapidly within a 10-day period.</p>	<ul style="list-style-type: none"> Despite the measures indicated above, Covid cases within the school continue to rise within a 10-day period with multiple classes and staff affected, suggesting that Covid is spreading widely throughout the school. 	<ul style="list-style-type: none"> Discuss with Public Health England to agree further measures, <u>for a further 10 school days</u>, including: <ul style="list-style-type: none"> Re-introducing class bubbles, including staggered starts/end of day. Reverting to class-based school lunches. Limiting all non-essential visitors to school. Postponing all non-essential events. Re-introducing remote learning for individual classes for 10 school days considered, as outlined here. Further attendance restrictions may be employed on the recommendation of PHE or the DfE/government. In this case, we will reintroduce remote learning and provision for vulnerable pupils and children of critical workers. The contingency staff rota will be implemented.

- Any staff/pupils needing to shield will be encouraged to do so.

Attendance restrictions / Remote Education

Depending on restrictions/PHE advice, we would follow the guidance and likely implement a staff rota in place to cover key worker / vulnerable pupils as well as Remote Education support.

DSL will undertake an emergency safeguarding risk assessment, in liaison with Deputy DSLs, and identify welfare and support provision. A DSL or Deputy DSL will be on site each day and DSLs will meet at least weekly to review welfare of and provision for vulnerable pupils.

Lateral Flow Device Testing would continue with staff testing twice-weekly and reporting results so staff available are known by school leaders.

No visitors will be admitted to school unless for safeguarding / welfare reasons.

If directed by the DfE, provision for Reception, Year 1 and Year 2 children will also be in place. For all other year groups, provision for vulnerable children and children of critical workers will be maintained with a staff rota in place. Wraparound provision, in phase bubbles, will be maintained for children of critical workers and vulnerable children and for those pupils attending in years R, 1 and 2.

Remote Education Plan in place for pupils that need to self-isolate.

Use Oak National Academy / BBC Bitesize / other resources and identify these to align with weekly in-school planning.

The platform used to set learning and receive submissions of work will be Class Dojo.

Printed resources can be made available for collection and devices can be made available for loan. Materials / activities to be age/stage appropriate and regular check-ins with vulnerable / SEN children would take place.

Full details held within [Remote education plan](#), including expectations, resources and platform (Class Dojo).

Devices provided for any pupils that need them so they can access work and submit it for assessment and feedback.

Action	Who responsible	Communication
Remote Education Will be provided if: • a pupil has tested positive for COVID-19 but are well enough to learn from home; or • attendance at their setting has been temporarily restricted	DC/SC / all staff	Email to teacher Class Dojo to parents
Education workforce If restrictions on child, pupil and student attendance are ever needed, we will implement planned rota and engage with supply agencies if number of staff needing to isolate / shield means we cannot cover with available staff.	DC	Meeting with staff / email to confirm. Rota on shared drive
Safeguarding Fortnightly DSL meetings will take place and convert to weekly if attendance restrictions are resumed. Any class or school closures will be addressed with a safeguarding risk assessment (see above) to identify those that should be offered vulnerable pupil	DC/RJ/TAO/RM/TH	Liaise with relevant staff

attendance and those that need additional welfare checks / support. DSLs to be aware of local vulnerabilities and statutory guidance. A DSL will be onsite daily.		
Vulnerable pupils If identified vulnerable pupils are absent during normal times or if attendance is restricted, school secretary will alert DSL who will: <ul style="list-style-type: none"> - follow up with the parent or carer - work with the local authority and social worker to explore the reason for absence and discuss their concerns - encourage the child or young person to attend educational provision - focus the discussions on the welfare of the child - 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 we have to temporarily stop onsite provision on public health advice, we will discuss alternative arrangements for vulnerable children with the local authority.	DC/TAO/RJ/RM	Safeguarding risk assessment shared Weekly meetings Phone calls to parents
School meals We will continue to provide free school meals support in the form of meals or lunch parcels for pupils who are eligible for benefits related free school meals and who are not attending school because they have had symptoms or a positive test result themselves. We will arrange this with our caterer.	DC/SC/LM	SC to liaise with parents via phone
Educational visits Any attendance restrictions should be reflected in the visits risk assessment and setting. We will consider carefully if the educational visit is still appropriate and safe. We will consult the health and safety guidance on educational visits when considering visits.	DC / EVC / teacher leading visit	Email communication to parents if cancellation necessary

Baseline measures in place:

1. Staff should test themselves using LFD twice a week at home until the end of September, when this will be reviewed. This is critical for identifying positive cases early and ensuring they isolate.
2. Those who test positive should isolate, take a confirmatory polymerase chain reaction (PCR) test, and continue to isolate if the result is positive. Remote education arrangements will be provided for any child who is well enough to learn from home.
3. Under-18s, irrespective of their vaccination status, and double vaccinated adults will not need to self-isolate if they are a close contact of a positive case. They will be strongly advised to take a PCR test and, if positive, will need to isolate. Further guidance can be found [here](#) for close contacts of someone who has tested positive when they do not live together.
4. We will continue to ensure good hygiene for everyone, maintain appropriate cleaning regimes, keep occupied spaces well ventilated, and follow public health advice on testing and managing confirmed cases of COVID-19.
5. We will continue strong messaging about signs and symptoms, isolation advice and testing, to support prompt isolation of suspected cases. We will encourage vaccination uptake for staff.

<ol style="list-style-type: none"> 1. Promote and engage in asymptomatic testing 	<p>All staff are encouraged to participate in the voluntary Lateral Flow Device testing programme. The issue and ordering of tests as well as the recording of results is maintained in school.</p> <p>Covid Coordinator manages any positive cases, including communication, close contact communication, bubble closure and provision of remote education.</p> <p>Staff to test twice-weekly at home and report results to NHS reporting line and to school admin via Google form.</p> <p>If they test positive, they should access a PCR test via 119.</p> <p>Reporting and record-keeping procedures are in place to manage the issue of tests and results. Procedures are in place to manage positive cases, including communication, close contact identification, liaison with PHE and remote education provision.</p> <p>Staff will be requested to administer and report outcomes of tests the evening prior to being in work to enable SLT to action close contact communication re self-isolation etc.</p>
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<p>2. Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.</p>	<p>If any child or adult becomes unwell with any COVID-19 symptoms must not enter school must call 119 or access link via NHS 111 online. If they present with symptoms in school, they should be immediately isolated from others whilst awaiting collection. This will be in the staff toilets. When in use as an isolation room, a sign will be displayed to advise people not to enter. The window should be opened to allow good ventilation. This room has easy access to a toilet and handwashing, and ensures supervision whilst maintaining 2m distance and close to exit for parents collecting. This room is easy to clean once vacated and will be cleaned by the supervising adult wearing appropriate PPE.</p> <p>If anyone in the school becomes unwell with a new and persistent cough or a high temperature, or has a loss of or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p> <p>If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10-day isolation period from the day they develop symptoms.</p> <p>School can operate as usual at this time.</p> <p>Anyone that tests positive MUST ensure the school is informed at which time, the Head or member of SLT should contact PHE Health Protection for advice and support.</p> <p>All staff and parents have been informed of the need to access advice and a test if necessary if they suffer from COVID-19 symptoms. Admin staff liaise with the staff member / adult and record keeps outcomes of tests. Admin liaises with PHE for advice and further action / engagement with Test and Trace.</p>
<p>3. Promote and engage with the NHS Test and Trace process.</p>	<p>All staff have been informed of the need to access advice and a test if necessary if they suffer from COVID-19 symptoms. They must engage with NHS Test and Trace to identify those deemed to be a close contact. If they are identified as a close contact they should access a PCR test but do not need to isolate if they have received 2 vaccinations. We would encourage all individuals to take a PCR test if advised to do so.</p>
<p>4. Ensure everyone is advised to clean their hands thoroughly and more often than usual.</p>	<p>Handwashing protocols in place. Pupils are instructed to wash hands at set times / before or after identified activities such as eating, and toileting etc. Hand sanitiser can be used at other times – beginning / end of day, coming in from breaks. Systems in place to ensure soap and sanitiser available at all times. Where there are 2 sinks, pupils can wash hands alongside one another. Handwashing stations available outside. Staff reminded to adhere to these measures, especially for CV and BAME pupils</p>

Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.

Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.

Keep occupied spaces well ventilated.

All classes have cleaning materials and clean frequently touched surfaces at regular intervals during the day (minimum of x2 per day). Cleaning schedule in place and this needs to be updated to record when cleaning has taken place.

It includes:

- cleaning of rooms or shared areas that are used by different groups
- frequently touched surfaces being cleaned more often than normal
- cleaning toilets regularly
- encouraging pupils to wash their hands thoroughly after using the toilet

Cleaning products used are designed to kill viruses.

Cleaning staff ensure these are also cleaned thoroughly at the end of the day.

Resources are cleaned after use by a class and/or quarantined for 72 hours before being used by another class.

Staff reminded to adhere to these measures

Reminders to all pupils and posters are on display in and around classrooms.

Lidded bins are in place in all areas for tissue disposal.

Staff reminded to adhere to these measures / remind children, especially for CV and BAME pupils.

All occupied rooms must be well ventilated by:

- opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air
- if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so)

To balance the need for increased ventilation while maintaining a comfortable temperature, consider:

- opening high level windows in colder weather in preference to low level to reduce draughts
- 'staggering' open windows
- increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused)
- providing flexibility to allow additional, suitable indoor clothing
- rearranging furniture where possible to avoid direct draughts

<p>5. Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community.</p> <p>Contain any outbreak by following local health protection team advice.</p> <p>Promote staff vaccinations</p>	<p>See 2. and 3.</p> <p>Swift action to be taken. Liaise with PHE as and when a case occurs. Records kept by admin. Positive case must self-isolate for minimum of 10 days. Close contacts to self-isolate for 10 days. If they develop symptoms, they must advise school and access a test.</p> <p>Head of School liaises with PHE to determine need for further actions / instigate remote education provision / close classrooms / ensure deep cleaning and fogging.</p> <p>Liaise with PHE as and when a possible outbreak occurs. Schools with two or more confirmed cases within 14 days may have an “outbreak”, and should call the dedicated advice service via the DfE’s helpline. Head of School will consult with PHE and take advice re bubble or school closure. HoS will communicate advice to all relevant stakeholders.</p> <p>Where a class needs to close or individual needs to isolate but is well, remote education plan will be implemented. See contingency actions above.</p> <p>The pupil or staff member who tested positive for coronavirus (COVID-19) must self-isolate for 10 days and can return to their normal routine and stop self-isolating after they have finished their isolation period and their symptoms have gone or if they continue to have only a residual cough or anosmia. This is because a cough or anosmia can last for several weeks once the infection has gone. If they still have a high temperature after 10 days or are otherwise unwell, you should advise them to stay at home and seek medical advice.</p> <p>Evidence of negative test results or other medical evidence before admitting pupils or welcoming them back after a period of self-isolation cannot be requested.</p> <p>In the event that a parent or carer insists on a pupil attending school, we can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect our pupils and staff from possible infection with coronavirus (COVID-19). Any decision would need to be carefully considered in the light of all the circumstances and current public health advice.</p> <p>We would encourage all staff to access a covid vaccination and enable staff who are eligible for a vaccination to attend booked vaccine appointments where possible even during term time.</p>
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