POLICY TITLE: COVID-19: Outbreak Management Plan

STATUS: Non-Statutory

DATE of REVIEW: September 2021

Contents

1.   Introduction

1.1   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.

1.2   However, it may be necessary to implement some measures in some circumstances, for example:

- To help manage a COVID-19 outbreak within the College 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
  - There are 2 positive cases among pupils or staff who are likely to have mixed closely 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)

- To prevent unsustainable pressure on the NHS

1.3   This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance from step 4](#), published by the Department for Education (DfE).

1.4   We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), director of public health (DsPH), Public Health England (PHE) health protection team or the national government.

2.   Testing

2.1   If recommended, we will increase the use of home testing by students and staff. If it is advised that we reintroduce an asymptomatic testing site (ATS) at our College, we will consult with the director of public health (DsPH) to discuss any further support we need to do this.

2.2   If we reintroduce on-site asymptomatic testing we will need to consider the year groups that need targeting, the timing of the testing and how to integrate testing with the normal running of a school day. Testing procedures may therefore need to be flexible, however we would intend to run testing by:

- Carrying it out prior to students attending lessons to identify any students who are positive before they mix with students
- Inviting students in for their testing slot in bubble or year groups to minimise risk
- Testing for any identified year groups, once we have discussed any possible outbreak with PHE or the LA

3.   Face coverings

3.1   If recommended, students, staff and visitors who are not exempt from wearing a face covering:

- Will be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas

And/or:

- Will be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would impact on the ability to take part in exercise or strenuous activity
- We will liaise with any staff who are deemed clinically Extremely Vulnerable to review if face coverings are appropriate for their classes if there is a local rise in cases.

4.   Shielding

4.1   We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the shielded patient list (SPL).

4.2   We will speak to individuals required to shield about additional protective measures in College or arrangements for Remote Education or working from home.

5.   Other measures

5.1   If recommended, we will limit:

- Residential educational visits
- Open evenings/days
- Transition or taster days
- Parents and carers and visitors coming onto the College site

5.2   If recommended, we will reintroduce Year Group Learning Zones to reduce mixing between groups.

6.   Attendance restrictions

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

6.1   Eligibility to remain in school

6.1.1   Those students who remain in College will be provided with access to IT equipment so that they can engage in our Remote Education processes. As such we will review the numbers of students and the access to IT equipment available.

6.1.2   In the first instance, we will stay open for:

- Vulnerable students
- Children of critical workers
- Year 11 students
- Year 13 students

- Any other students due to take external exams this academic year

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

- Vulnerable students
- Children of critical workers

6.2   Education and support for students at home

6.2.1   All other students will be required to stay at home and will receive remote education.

6.2.2   We will aim to deliver remote education that meets the same quality and quantity of education that students would receive in College, as outlined in our Remote Education Policy.

6.2.3   The College will continue to provide food vouchers for students eligible for benefits-related free school meals while they are not attending College because of COVID-19 isolation guidelines. These will be posted out to them at regular intervals.

6.3   Before and after school activities

6.3.1   We will limit access to before and after-school activities, such as clubs and homework club, during term time.

6.3.2   We will communicate who will be eligible to attend once the restrictions are confirmed, and we have reviewed our staffing restraints due to any lockdown restrictions.

6.4   Safeguarding

6.4.1   We will review our Safeguarding and Child Protection Policy to make sure it reflects the local restrictions and remains effective.

6.4.2   We will aim to have a trained DSL or deputy DSL on site whenever students are on site, or if this is not possible, a DSL will be available remotely.

6.4.3   DSL and deputy DSL will continue to monitor our 'My Concern' system throughout any lockdown so that staff can continue to report any safeguarding concerns whilst remote education is taking place.

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