



## Woodbridge School COVID-19 Outbreak Management Plan (whole school including Prep, Pre-Prep and EYFS)

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<b>Author (s):</b>	Operations Bursar
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<b>Approved on (date):</b>	Subject to ongoing review and revision
<b>Committee (s) Responsible:</b>	Compliance and Risk
<b>References (including legal and others eg ISBA).</b>	All relevant national guidance including DfE guidance and Government Guidance/Roadmap
<b>ISI Reg:</b>	N/A
<b>Other related policies and documents:</b>	WBS Covid-19 Policy – Roadmap Update May 2021; WBS Covid-19 Policy – Operational Policy 6 December 2021; H & S Policy; Behaviour Policy; Safeguarding Policy.

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## 1) Introduction

This plan is based on the contingency framework for managing local outbreaks of COVID-19 and the school's operational guidance from step 4, published 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), director 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:

- To help manage a COVID-19 outbreak within the school
- 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

COVID-19 resilience and planning remain critically important, and these measures will be reviewed regularly in detail by the Senior Leadership Team (SLT) to allow rapid implementation.

## 2) Routine Control Measures

- Ensure good hand hygiene for everyone
- Maintain appropriate cleaning regimes
- Keep occupied spaces well ventilated
- Follow PHE advice on:
  - Testing
  - Self-isolation
  - Managing confirmed cases of COVID-19

## 3) Testing

- All secondary school pupils should be tested on-site on their return from Christmas holiday.
- All secondary school pupils should then continue to test twice weekly at home until further notice
- All school staff should undertake twice-weekly home tests whenever they are on site until further notice
- There is still no need for primary age pupils (those in year 6 and below) to take routine tests.
- Confirmatory PCR tests following a positive lateral flow device test result are to be

temporarily suspended from Tuesday 11 January. This will mean that anyone who receives a positive LFD test result will be required to self-isolate immediately and will not be required to take a confirmatory PCR test. Anyone who develops 1 of the 3 main COVID-19 symptoms should stay at home and self-isolate and take a PCR test. They must self-isolate if they get a positive test result, even if they have had a recent negative lateral flow test - these rules have not changed

- 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 (unless the positive case is a suspected or confirmed case of the Omicron variant of COVID-19). They will be strongly advised to take a PCR test and, if positive, will need to isolate. 18-year-olds will be treated in the same way as children until 6 months after their 18th birthday, to allow them the opportunity to get fully vaccinated

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

If we reintroduce on-site asymptomatic testing:

- When testing will take place - Testing will take place twice weekly to ensure the best opportunity for capturing positive cases and isolating accordingly.
- Where testing will take place - Testing will take place in an appropriate sized building/area in building dependent on the requirements at the time decided by SMT. This may be in the School Dome as at start of term testing.
- Who will receive on-site testing - On-site testing will be in place for all students, staff will continue to test from home to alleviate the strain on the test centre resources.

#### **4) Face coverings**

If recommended, pupils, 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
- 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. Pupils may remove face coverings when participating in PE lessons.

#### **5) 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.

#### **6) Other measures**

If recommended, we will limit:

- Residential educational visits
- Open days

- Transition or taster days
- Parents coming into school live performances
- External visitors
- Performances in settings

If recommended, we will reintroduce:

- Bubbles, to reduce mixing between groups
- Staff able to work from home
- 2m social distancing in all or part of the school

## **7) Attendance restrictions**

The school will only consider restricting pupil attendance as a short-term measure and as a last resort on PHE advice and in extreme cases where other measures have not broken the transmission chain.

## **8) Eligibility to remain in school**

In the first instance, we will stay open for:

- Vulnerable pupils
- Children of critical workers
- Children in reception, year 1 and year 2

When prioritising year groups, we will initially focus on bringing back year 6 and year students whom will be taking exams during the academic year.

## **9) 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 Learning Plan.

## **10) Wraparound care**

We will limit access to before and after-school activities and wraparound care during term time to those that need it most. We will communicate who will be eligible to attend once the restrictions are confirmed.

## **11) Safeguarding**

We will review our child protection & safeguarding 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 email.

On occasions where there is no DSL or deputy on site, the Head of Woodbridge School will take responsibility for co-ordinating safeguarding on site.

## **12) Transport**

Transport services (the school minibus) will continue to be provided as normal where children are attending the school setting. The transport to school and other places of education: 2020 to 2021 academic year guidance remains in place.

## **13) Educational visits**

Any attendance restrictions will be reflected in the visits risk assessment and the Educational Visits Coordinator should consider carefully if the educational visit is still appropriate and safe.

## **14) Compliance and Monitoring arrangements**

This policy will be subject to a thorough review process including consideration at the Compliance and Risk Committee on an annual basis. This will ensure that practice across the whole School is in line with this policy, the Complaints procedure and with current guidance and legislation.