



# COVID-19 OUTBREAK MANAGEMENT PLAN

<b>PHASE</b>	<b>JUNIOR</b>
<b>POLICY LEAD</b>	<b>REBECCA SCUTT ASSISTANT CEO</b>
<b>DATE OF APPROVAL BY TRUSTEES</b>	
<b>DATE OF RECEIPT BY LOCAL GOVERNING BODY</b>	
<b>NEXT REVIEW DATE</b>	<b>DECEMBER 2021</b>

## 1. Introduction

This plan is based on the [Contingency Framework for Managing Local Outbreaks](#) of COVID-19 and the [Schools Operational Guidance](#), provided 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 the relevant Local Authority (LA), Directors 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, for example:

- To help manage a COVID-19 outbreak within an academy.

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
- 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.

## 2. Seeking Public Health Advice

When one of the thresholds above is met, we will review the testing, hygiene and ventilation measures already in place.

We will also seek Public Health advice from a Director of Public Health or the Health Protection Team. The Estates Manager will be responsible for seeking this advice and will do so by telephoning the DfE helpline (0800 046 8687) and liaising with any locally agreed arrangements (dependent on the academy, either Derbyshire, Rotherham or Sheffield LA).

## 3. 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 the academy or arrangements for home working or learning.

## 4. Other Control Measures

Parents/Carers, pupils and staff will be informed promptly about the reintroduction of control measures. This will be done via the usual communication methods in use in each academy (for example, letters home with pupils/students/ text messages/email/website) once a decision has been made.

If recommended, we will limit:

- Residential/educational visits
- Open days
- Transition or taster days
- Parents/Carers and other visitors coming into the academy (with the exception of SEND specialists/ social workers)
- Live performances.

If recommended, we will (re)introduce:

- Testing, including the use of an asymptomatic test site (ATS)
- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)
- Enhanced Covid cleaning

- One way systems
- Toilet allocations – in order to limit pupils/students from different bubbles sharing toilet areas.

If recommended, we will reduce the number of pupils/staff during the following routines/parts of the academy day:

- Assemblies – we will reinstate remote assemblies.
- Lunchtime – we will revert to full social distancing measures in any hall space, which may require some classes to eat in their classrooms and the zoning of playground areas.
- Staffrooms – additional staffrooms may be reintroduced to limit the number of staff in confined areas.

## 5. Attendance Restrictions

Attendance restrictions will only be recommended as a last resort, following advice given from the National Government, Public Health or any locally agreed arrangements as advised by an individual academy's LA. If recommended, we will implement the measures in this section.

### 5.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

### 5.2 Education and support for pupils at home

- All other pupils/students 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/students would receive in the academy, as outlined in our Remote Learning Policy.
- The academy will continue to provide meals or grab bags/food parcels for pupils/students eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.
- Each academy will liaise with parents/carers to organise the collection of grab-bags/ food parcels.

### 5.3 Wraparound care

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

### 5.4 Safeguarding

The ACET Safeguarding Policy is reviewed on an annual basis and should a further review be necessary in response to any local or national safeguarding implications arising from the Covid-19 situation at the time, we will conduct an interim review immediately.

Throughout the pandemic, a DSL or DDSL will remain on site at all times in each ACET academy. Should there be a situation where there is no DSL or DDSL on site in an ACET academy (e.g. due to members of the DSL team self-isolating), a senior leader will take responsibility for co-ordinating safeguarding on site in liaison with Cheryl Barquero, ACET Safeguarding Lead.

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure vulnerable pupils can access appropriate education and support while at home
- Maintain contact, and check regularly that the pupil is able to access remote education provision.

