



Ebor Primary Academy

COVID-19: outbreak management plan

Updated January 2022

1.0 Introduction

We continue to respond to the latest guidance and advice from:

1. National Government
2. Public Health England (PHE)
3. Local Authority Public Health (Leeds City Council)
4. Department for Education

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 (updated 15th December 2021) and the [schools operational guidance](#) (updated on 2nd January 2022), provided by the Department for Education (DfE).

Although we recognise 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, measures affecting education and childcare may be necessary in some circumstances. We will implement some, or all, of the measures in this plan in response to recommendations provided by our 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:

1. To help manage a COVID-19 outbreak within the school. 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
2. If COVID-19 infection rates in the community are extremely high, and other measures have failed to reduce transmission.
3. As part of a package of measures responding to a 'variant of concern' (VoC).
4. To prevent unsustainable pressure on the NHS.

This Covid-19 Outbreak Management Plan describes what Ebor Gardens Primary Academy would do if children, pupils, students or staff test positive for COVID-19, or how they would operate if they were required to reintroduce control measures to help break chains of transmission.

2.0 Principles

Any control measures put in place will be regularly reviewed. We will continue to respond to the evidence being provided at a local and national level and act accordingly in line with guidance.

Aims

- To ensure that Ebor Gardens Primary Academy continues to provide high quality Education whilst providing a safe working and learning environment for staff and pupils
- To aid the prevention and mitigation of the spread of Covid-19 cases through effective engagement with our community on Government, public health and school rules
- To support the health and wellbeing of students and staff who become infected, and their contacts, in line with current Government guidance.
- To prepare for any community or school outbreak in partnership with Leeds City Council, the NHS and PHE.
- To identify strategic ownership and leadership of the Academy's Outbreak Management Plan and clear escalation protocols

3.0 Roles and Responsibilities

Executive Vice Principal, Natalie Wathen, has responsibility for:

- 3.1 Ensuring basic infection prevention and control measures are in place, as per the national guidance.
- 3.2 Implementing secure data management systems to keep a record of confirmed cases. Ensuring that managers recognise the sensitive personal nature of this information and that it is collected ethically and securely, with the appropriate governance, regulatory and security measures in place.
- 3.3 Updating school specific Covid-19 risk assessments in line with national guidance, including individual risk assessments for vulnerable individuals and children.
- 3.4 To ensure Lateral Flow Test (LFT) home testing kits are provided to staff for twice a week testing.
- 3.5 The updating, implementation, and evaluation of this Plan

4.0 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 local health protection team. Executive Vice Principal, Natalie Wathen, will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or by notifying the local authority via dc.alert@leeds.gov.uk.

4.1 Single Confirmed Covid-19 Case

If there is a single positive case identified in an individual attending Ebor Gardens Primary Academy, the setting does not need to notify any other agency.

The school may seek support from the DfE helpline if necessary (accessible 7 days a week) 0800 046 8687 (option 1) or the [DfE Portal](#).

The following steps will be taken in line with the latest guidance:

1. All contact tracing will be undertaken by NHS Test and Trace.
2. From 16 August 2021, asymptomatic children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, they will be informed that they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.
3. Adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.
4. A remote learning plan will be implemented for those isolating.
5. Any individual who has symptoms or who has tested positive for Covid-19 must self-isolate in line with Government guidance.

We will follow Government guidance to seek advice if a pupil or staff member is admitted to hospital with Covid-19 by phoning the DfE helpline (0800 046 8687, option 1). This is because hospitalisation could indicate increased severity of illness or a new Variant of Concern (VOC). Settings may be offered public health support in managing risk assessments and communicating with staff and parents.

4.2 Multiple Confirmed Covid-19 Cases

If there are multiple linked confirmed cases amongst individuals attending Ebor Gardens Primary Academy within 14 days, the school may have an outbreak.

The school may seek support from Leeds City Council Public Health team.

- For most education and childcare settings, whichever of these thresholds is reached first:
 - 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; OR
 - 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period.

The school will work in collaboration with Public Health to reach a decision around what measures may need to be put in place in line with this Plan (see section 6.0 below).

5.0 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.

6.0 Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via Arbor communications sent directly to all parents once a decision has been made.

If recommended, we may limit:

- Residential educational visits
- Open days
- Transition or taster days
- Parents and other visitors coming into school
- Live performances

If recommended, we will introduce:

- Bubbles, to reduce mixing between groups – this might include the temporary suspension of Breakfast and After School Clubs, assemblies and a return to eating in the classroom environment.
- Face coverings for staff in shared spaces and parents whilst on the school site.

These lists are not exhaustive and we will follow advice given to us in the particular circumstances we find ourselves.

7.0 Attendance restrictions

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

7.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

7.2 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.

The school will continue to provide meals for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines. School meal vouchers will be provided to parents as soon as possible once we have confirmed an absence is due to COVID-19 isolation guidelines.

7.3 Wraparound care

We will limit access to before and after-school activities and wraparound care during term time and the summer holidays to those that need it most.

We will communicate who will be eligible to attend once the restrictions are confirmed.

7.4 Safeguarding

We will review our child protection 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. We will write to you to let you know who this will be, in the event of a change in circumstance.

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

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.