

Wookey Primary School - Covid Contingency Plan September 2021

The purpose of this plan is to describe what actions would be taken should children or staff test positive for COVID-19 and to outline how we would operate if we were advised to reintroduce any measures to help break chains of transmission.

This plan covers:

- roles and responsibilities
- when and how to seek public health advice
- details on the types of control measures we might be asked to put in place

For each control measure we have included:

- actions we would take to put it in place quickly.
- how we would ensure every child receives the quantity and quality of education and support to which they are normally entitled.
- how we would communicate changes to children, parents, carers and staff.

The [Operational Guidance](#) sets out the measures that all education settings should have in place to manage transmission of COVID-19 day to day. For most settings it will make sense to think about taking extra action if the number of positive cases substantially increases. The threshold we will be using as an indication for when to seek public health advice will be:

- 5 children or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period;

or

- 10% of children or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period

All settings should seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.

Actions to consider

If the above thresholds are reached, we will review and reinforce the testing, hygiene and ventilation measures we already have in place. We will seek additional public health advice if we are concerned about transmission in the setting, either by phoning the DfE helpline (0800 046 8687, option 1) or in line with other local arrangements.

For all cases relating to staff, please also see the guidance for workplaces:

[NHS Test and Trace in the workplace](#)

Employers should call the Self-Isolation Service Hub on 020 3743 6715 as soon as they are made aware that any of their workers have tested positive.

If cases amongst staff mean a setting meets the threshold, described above, employers will need to provide the 8-digit NHS Test and Trace Account ID (sometimes referred to as a CTAS number) of the person who tested positive, alongside the names of co-workers identified as close contacts.

This will ensure that all workplace contacts are registered with NHS Test and Trace and can receive the necessary public health advice, including the support available to help people to self-isolate. Further guidance is available [here](#)

We will also consider:

- whether any activities could take place outdoors, including exercise, assemblies, or classes
- ways to improve ventilation indoors without significantly impact thermal comfort
- one-off enhanced cleaning focussing on touch points and any shared equipment

A director of public health or an HPT may give advice reflecting the local situation. In areas where rates are high, this may include advice that local circumstances mean that the thresholds for extra action can be higher than set out above. They might advise us to take some of the other measures described in this document.

Additional action that could be advised by public health experts

1. **Strengthened communications** to encourage pupils to undertake twice weekly rapid asymptomatic home testing and reporting
2. **Temporarily reinstating face coverings** for staff. This should be for two weeks in the first instance, pending regular review.
3. **Increased frequency of testing.**

They may also recommend the actions listed under Other Measures in the contingency framework, or other proportionate measures to support continuing face-to-face education.

In extreme cases, and as a last resort where all other risk mitigations have not broken chains of in-school transmission, a DPH may advise introducing short-term attendance restrictions, such as sending home a class.

High-quality remote learning will be provided for all students well enough to learn from home. On-site provision should in all cases be retained for vulnerable children and young people and the children of critical workers.

Where they have advised settings to take extra measures, DsPH and HPTs will work closely with their Regional Partnership Teams and keep the situation under regular review. They will inform us when it is appropriate to stop additional measures, or if they should be extended.

Testing

Staff will test themselves using LFD twice a week at home until the end of September, when this will be reviewed. Those who test positive will be asked isolate, take a PCR test, and continue to isolate if the result is positive.

Under-18s and double vaccinated adults will not need to self-isolate if they are a close contact of a positive case. Further guidance can be found [here](#) for close contacts of someone who has tested positive and lives in the same household, and [here](#) for those who do not live together.

Hygiene

We will maintain procedures in place 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.

We will continue our strong messaging about signs and symptoms, isolation advice and testing, to support prompt isolation of suspected cases.

Close mixing

Identifying a group that is likely to have mixed closely will be different for each setting. For our school the groups are likely to include:

- class groups
- friendship groups who often play together
- staff and children taking part in the same activity session together

- a sports team
- a group in an after-school activity
- a coach offering tuition to multiple children at the same time
- staff and children taking part in the same after school activity session together

Scenario 1 - Pupil displaying covid symptoms in school

Action	Responsibility
Parents will be contacted immediately and child will be placed in isolation in school	School
Child will be collected and parents will book a confirmatory PCR test for child. Child will isolate pending result of test. If positive result then parents will inform school.	Parents
High quality online learning provision through Seesaw platform will be maintained for a child during any period of isolation	Class teacher
If isolating child is deemed to be vulnerable, SENCO and DSL will maintain close contact with family during period of isolation	SENCO / DSL
Parent will contact NHS and close contacts of child will be identified and contacted by NHS T&T contact tracers.	Parents / NHS T&T

Scenario 2 - Staff absence due to confirmed covid case

Action	Responsibility
If displaying covid symptoms in school, staff member will be asked to immediately book PCR test and begin isolation. Alternative staffing arrangements will be put in place to ensure minimisation of disruption to children's education.	Staff member, SLT
If positive test result occurs from twice weekly testing, staff member informs SLT of positive LFT covid test result. Staff member will immediately book PCR test and begin isolation.	Staff member
In both situations described above, staff member will isolate pending result of test. If positive result then isolation will continue for 10 days. If negative result then isolation will end.	Staff member
If staff member is a class teacher, they will provide learning for their children through Seesaw during isolation period. This learning will be accessed through Seesaw platform whilst children remain in school. This will minimise disruption to learning during staff absence.	Class teacher

Scenario 3 - 'outbreak' threshold reached

Action	Responsibility
<p>If threshold has been reached in terms of number of cases, school will seek public health advice</p> <ul style="list-style-type: none"> • 5 children or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; <p>or</p> <ul style="list-style-type: none"> • 10% of children or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period 	SLT
<p>School will instigate the following measures</p> <ul style="list-style-type: none"> • adapt activities where possible so that they could take place outdoors, including exercise, assemblies, or classes • take steps to improve ventilation indoors without significantly impact thermal comfort • instigate one-off enhanced cleaning focussing on touch points and any shared equipment <p>reintroduce arrangements to ensure that mixing is reduced</p>	SLT / class teachers / cleaning staff
<p>School will instigate any further measures, as directed by public health</p>	SLT
<p>If attendance restrictions are required we will ensure that the following procedures are followed:</p> <p>high quality education will be provided, equivalent to that which would be provided in school, for all children not in school, through our Seesaw platform</p> <p>places in school will be offered to all children identified as vulnerable in affected classes</p> <p>SENCO and DSL will maintain close contact with families of vulnerable children not in school</p> <p>school lunch provision will be maintained for all children not in school</p> <p>maintaining close communication between school and home will be a priority for all staff</p> <p>close contact with public health will be maintained, to ensure that face to face education would return at the earliest possible opportunity.</p>	All staff