

# COVID-19: outbreak contingency plan

The Children's Hospital School (Willow Bank)



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## 1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance](#), 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), 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:

- To help manage a COVID-19 outbreak within the school. Actions will be considered when either of the following thresholds are met:
  - 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

## 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 health protection team. Steven McDonald will be responsible for seeking this advice and will do so by telephoning the DfE helpline (0800 046 8687) or by emailing [C19publichealth@leicester.gov.uk](mailto:C19publichealth@leicester.gov.uk)

## 3. Testing

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 this will take place in the mornings when staff & pupils arrive. The testing station will be set up outside the DHT / AHT offices and staff who have previously administered tests / completed training will be responsible – namely Steven McDonald, Cate Moss, James Stafford and Kathryn Smith.

Those who have been unable to test at home prior to attending school will have access to in-school testing.

## 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

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

## 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

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via email, letters home and information on the school website once a decision has been made.

If recommended, we will limit:

- › Educational visits
- › Open days
- › Transition or taster days
- › Parents coming into school
- › Live performances / other visiting activities
- › Cross-base working
- › Home visits

If recommended, we will reintroduce:

- › Reduced mixing between classes
- › Limitations on the movement of classes between rooms
- › Physical distancing measures

## 7. 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 policy.

The school will continue to provide meals or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of 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 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. Contact can also be made with the safeguarding team by phoning the school on 0116 2298137 or by emailing [safeguarding@childrenshospitalschool.leicester.sch.uk](mailto:safeguarding@childrenshospitalschool.leicester.sch.uk)

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where appropriate, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Ensure 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