



Charlton Kings Junior School

## COVID-19: outbreak management plan

*Latest review date: 19 April 2022*

### 1. Introduction

This plan is based on the [Emergency planning and response for education, childcare, and children's social care settings - GOV.UK \(www.gov.uk\)](#) and the [schools operational guidance](#), provided by the Department for Education (DfE). This gives guidance on how to manage local outbreaks of infectious illnesses and states that schools should have contingency plans describing how they would operate if they were advised to introduce any measures to help break chains of transmission.

### 2. Seeking public health advice

Senior leaders will seek additional public health advice if they are at all concerned about transmission of an infectious illness (such as Covid-19 or norovirus) in the setting. Advice and guidance will be sought from the local health protection team ([Healthprotection@gloucestershire.gov.uk](mailto:Healthprotection@gloucestershire.gov.uk)) to identify any control measures that may be necessary.

#### **Additional actions that could be advised by public health experts**

##### **Face coverings**

Visitors who are not exempt from wearing a face covering will temporarily be advised to wear face coverings when moving around indoor communal spaces where social distancing is difficult to maintain. Staff will be asked to wear a face covering in communal areas.

##### **Other measures**

If advised to do so, we will limit:

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

Events may take place outdoors, be rescheduled, transferred to a virtual platform, or cancelled. Local authorities, Directors of Public Health and Health Protection Teams may recommend these precautions in individual settings or across an entire area.

In the case of residential visits, visit leaders will consider carefully if the educational visit is still appropriate and safe by consulting health and safety guidance materials (<https://www.e-visit.co.uk/Gloucestershire/eVisit/Login>).

### **Attendance restrictions**

Attendance restrictions will only ever be considered as a short-term measure and as a last resort.

We are prepared to implement high-quality blended learning arrangements so that any child who is well enough to learn from home can do so. Our remote learning policy provides further information.

Temporary restrictions may be enforced:

- for individual settings, on public health advice in extreme cases where other recommended measures have not broken chains of in-setting transmission; or
- across an area, on government advice, in order to suppress or manage a dangerous variant and prevent unsustainable pressure on the NHS.

In all circumstances, priority will continue to be given to vulnerable children and children of critical workers to attend to their normal timetables.

If vulnerable children are absent from school during a period of restricted attendance, the school will contact the parent or carer and work in partnership with the local authority and social worker to explore the reasons for absence and discuss concerns. The discussion will focus on the welfare of the child and ensuring that they are able to access appropriate education and support while they are at home. The school will maintain regular contact with parents and carers if they continue to keep their child(ren) at home. This will involve phone calls and socially distanced visits to the home.

If, due to public health advice, we were forced to temporarily, completely close onsite provision, we will discuss alternative arrangements for vulnerable children with the local authority.

Where measures include attendance restrictions, DfE may advise on any other groups that should be prioritised. Under these circumstances, the senior leadership team will determine the workforce required onsite and if it is appropriate for some staff to work remotely. The school will have regard to the guidance on clinically extremely vulnerable people.

### **Remote Education**

As with other periods of restricted attendance, we will provide a high-quality remote education for pupils who are not attending via MS Teams, provided they are fit and well. We will endeavour 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.

### **School Meals**

The school will continue to provide meal vouchers for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

### **Wraparound care**

We will continue to provide wraparound care and to work with external care providers according to the recommendations in the DfE guidance.

### **Safeguarding and designated safeguarding leads**

If attendance restrictions are required, we will review our child protection policy to make sure that it reflects the local restrictions and remains effective. We will remain vigilant and responsive to all safeguarding threats with the aim of keeping vulnerable children safe.

We will aim to have a trained DSL or deputy DSL on site wherever possible, if not they can be contacted remotely via email – [head@ckjs.org.uk](mailto:head@ckjs.org.uk) or [njukes@ckjs.org.uk](mailto:njukes@ckjs.org.uk).

If our DSL (or deputy) is unavailable, we will share a DSL with Charlton Kings Infant School. Their DSL can be contacted by phoning 01242 514483 or [head@ckis.org.uk](mailto:head@ckis.org.uk)

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

### **What we will do if a large number of students need to go home and isolate:**

1. Inform families that they need to collect their child(ren) from school as soon as possible via text message
2. Ensure that the children take home the equipment that they need for remote learning e.g. their reading book, small white boards
3. If possible, remote learning devices (ipads/laptops) will be sent home with individuals that require them. If circumstances do not allow this, we will contact families that need the technology via telephone in order to organise the collection or delivery of a device.
4. Home learning will be posted on MS Teams from the beginning of the next school day. See our [Remote Learning Procedure](#) for further information.
5. To ensure procedures are in place to maintain contact and welfare checks, families will receive regular updates from school during the period of isolation and contact will be made if children are not accessing the remote learning.

**If forced to employ the contingencies outlined above, decision-makers will keep all measures under review and lift them as soon as the evidence supports doing so.**