



## Preparation for full opening of schools, September 2021 – Outbreak Management Plan

This risk assessment is not likely to cover all scenarios of all Trust Schools. Each school should consider their own unique circumstances, layouts, pupil numbers, resources, class room sizes, staffing capacity and pupils who have EHC plans and/or require intimate care. Each school is required to input their additional control measures specific to their schools in the columns provided and submit back for review by the Trust and Governors.

**We remind all schools to follow only professional guidance informed directly from Gov.uk, DfE and PHE.**

### Risk Assessment Detail

<b>Assessment Reference Number:</b>	COVID-19-01	<b>Date of Assessment</b>	16 / 11 / 2021
<b>Assessment undertaken by:</b>	Emily Harman	<b>Position:</b>	Estates, Facilities and Health and Safety Advisor
<b>Assessment undertaken with (SME):</b> (Subject Matter Expert)	Alison Chambers	<b>Position:</b>	Head Teacher
<b>Activity / Task / Topic / Detail:</b>	COVID Recovery Plan October 2021		
<b>Activity Location:</b>	English Martyrs CVA		
<b>Address:</b>	Willow Crescent, Oakham		
<b>Number of People &amp; Detail:</b> (e.g. one person, 2-5, 6-10, 11-50, 51-100)	Pupil: 25 Teacher: 1 Support: 1 ( not on all year groups )		
<b>Expert Guidance:</b> (e.g. HSE - .GOV.UK – PHE – DfE)	School COVID-19 operational guidance – 27 September 2021 <a href="https://www.gov.uk/government/publications/schools-covid-19-operational-guidance">Schools COVID-19 operational guidance - GOV.UK (www.gov.uk)</a> Face coverings in education Updated 24 May 2021 <a href="https://www.gov.uk/government/publications/face-coverings-in-education">Face coverings in education - GOV.UK (www.gov.uk)</a> Stay at Home: Guidance for households with possible or confirmed coronavirus infection, Updated 24 September 2021 <a href="https://www.gov.uk/government/publications/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection">Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk)</a> Guidance for school: coronavirus (COVID-19) updated 27 September 2021 <a href="https://www.gov.uk/government/publications/guidance-for-schools-coronavirus-covid-19">Guidance for schools: coronavirus (COVID-19) - GOV.UK (www.gov.uk)</a> Test kits for schools: 27 September 2021: <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-test-kits-for-schools-and-fe-providers">https://www.gov.uk/government/publications/coronavirus-covid-19-test-kits-for-schools-and-fe-providers</a> COVID-19 Cleaning in non-healthcare settings (19 July 2021) <a href="https://www.gov.uk/government/publications/covid-19-cleaning-of-non-healthcare-settings-outside-the-home">COVID-19: cleaning of non-healthcare settings outside the home - GOV.UK (www.gov.uk)</a>		



	<p>Shielding and protecting people who are clinically extremely vulnerable from COVID-19 (updated 20 September 2021) <a href="https://www.gov.uk/guidance/shielding-and-protecting-people-who-are-clinically-extremely-vulnerable-from-covid-19">Guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19 - GOV.UK (www.gov.uk)</a></p> <p>Children of critical workers and vulnerable children who can access schools or educational settings (updated 9 March 2021) <a href="https://www.gov.uk/guidance/children-of-critical-workers-and-vulnerable-children-who-can-access-schools-or-educational-settings">Children of critical workers and vulnerable children who can access schools or educational settings - GOV.UK (www.gov.uk)</a></p> <p>Coronavirus (covid-19) asymptomatic testing in schools and colleges (published 15 December 2020) (guidance under review following announcement on 22 February 2021) Updated 30 March 2021 <a href="https://www.gov.uk/guidance/coronavirus-covid-19-asymptomatic-testing-in-schools-and-colleges">Coronavirus (COVID-19) asymptomatic testing in schools and colleges - GOV.UK (www.gov.uk)</a> <del>(withdrawn 8 July 2021)</del></p> <p>Management of Health and Safety at Work Regulations 1999</p> <p>Personal Protective Equipment at Work Regulations 1992</p> <p>Staying alert and safe (social distancing) (published 11 May 2020) Updated 13 August 2020 <del>(withdrawn 24<sup>th</sup> November 2020)</del></p> <p>Coronavirus Restrictions: Updated 14 September 2021 <a href="https://www.gov.uk/guidance/coronavirus-restrictions-what-you-can-and-cannot-do">COVID-19 Coronavirus restrictions: what you can and cannot do - GOV.UK (www.gov.uk)</a></p> <p>Advice for pregnant employees: updated 20 July 2021: <a href="https://www.gov.uk/guidance/coronavirus-covid-19-advice-for-pregnant-employees">Coronavirus (COVID-19): advice for pregnant employees - GOV.UK (www.gov.uk)</a></p> <p>Vaccination information (updated 17<sup>th</sup> September 2021: <a href="https://www.gov.uk/government/publications/covid-19-vaccination-resources-for-schools/covid-19-vaccination-programme-for-children-and-young-people-guidance-for-schools">https://www.gov.uk/government/publications/covid-19-vaccination-resources-for-schools/covid-19-vaccination-programme-for-children-and-young-people-guidance-for-schools</a></p>
<p><b>Duration:</b> (e.g. Hr - hours - Min - Minutes)</p>	<p>From 1<sup>st</sup> October 2021 Government change</p>

Hazard	Who May be Harmed	Gov.uk Guidance and CMAT Response for Required Controls	Specific Educational Setting Response and Controls	Risk Rating
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<p>Spread of Covid-19 –Coronavirus</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	<p>Effective infection protection and control – minimise contact with individuals who are unwell, do not permit attendance to school if they are showing signs of infection or have tested positive in the last 10 days. They must then follow the guidance on self-isolation and not return to school until their period of self-isolation has been completed or they have received a negative PCR result.</p> <p>If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow <u>‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</u> and <u>arrange to have a test</u> through NHS Test and Trace and consult with PHE.</p> <p>Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance.</p> <p>They will also need to get a free PCR test to check if they have COVID19. Whilst awaiting the PCR result, the individual should continue to self-isolate.</p> <p>If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can</p>	<p>School will follow the government guidance and CMAT response for required controls. This guidance will be communicated to all staff, parents and any external contractors visiting the site during this period of time.</p> <p>All parents and staff regularly reminded of the government guidelines and the need to book a PCR test for their child or themselves should they display one of the listed symptoms.</p> <p><u>Outbreak in year 2 bubble – 15 / 11 / 2021 Additional measures put in place to isolate year 2 group to prevent further spread of virus. Children to access separate play times and lunch times and not to attend whole school collective worships. Parents asked not to sign children up for wrap around care and no after school clubs accessed by year 2 children. Separate toilets for year 2 children identified. All parents across all year groups sent home letter from public health England detailing guidelines and alerting them to the outbreak. Parents advised to wear face masks when dropping off and collecting children. All staff made aware of the outbreak and need for extra vigilance around hygiene. Extra cleaning to take place in this area of the school daily. Additional footfall into school stopped temporarily.</u></p>	
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		<p>return to school, as long as the individual doesn't have COVID-19 symptoms.</p> <p>Additional information on PCR test kits for schools and further education providers is available.</p> <p>As is usual practice, in an emergency, call 999 if someone is seriously ill or injured or their life is at risk.</p> <p>Hand washing - Clean hands thoroughly more than usual, ensure washing facilities are available for use, failing this, supply hand sanitiser, hand rub or skin friendly skin cleaning wipes to be used.</p> <p>Promote good respiratory hygiene, "CATCH IT, BIN IT, KILL IT" approach. Tissues will be made available throughout the school. Adopt recent Government advice and support HANDS-SPACE-FACE campaign.</p> <p>Clean frequently touched surfaces using standard products held in school such as detergents.</p> <p>Headteacher to ensure daily checks are made with Government updates.</p> <p>Pupils and staff updated as necessary, communication and consultation throughout the school community is key.</p> <p>Display posters, leaflets and other materials.</p>	<p>Children will be reminded how to wash hands effectively and when to do this by staff in school as outlined in required controls. Posters displayed in several places around the school and in toilet areas to remind children. Hand washing materials eg soap</p>	
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		<p>Parents are informed of hygiene expectations and for the need to communicate this message in the home environment.</p> <p>Altering the classroom layouts and timetables, staggering entry and exit times, breaks will be supported should the school decide to keep this control measure.</p> <p>All staff follow and regularly reiterate the hygiene message to pupils/students;</p> <ul style="list-style-type: none"><li>• cover your cough or sneeze with a tissue</li><li>• if you don't have any tissues available, then cough and sneeze into the crook of your elbow</li><li>• throw the tissue in a bin</li><li>• avoid touching your eyes, nose and mouth with unwashed hands</li></ul> <p>All pupils/students are asked and reminded to wash their hands;</p> <p>Schools must ensure they understand the NHS Test and Trace process and how to contact their local <u>Public Health England health protection team in the event of a possible case</u></p>	<p>available at designated hand washing areas for individual groups of children as well as hand drying facilities. Hand sanitiser dispensers are outside classrooms as well as in the foyer, hall and adult toilets as well as outside individual classrooms. Hand washing materials and portable hand sanitiser available at other designated areas in school for all adults. Any adult entering the building will hand sanitise on entry and leaving the building. Hand washing materials and tissues ordered on a rolling programme to ensure that there is no shortage during this period. Children instructed on good respiratory hygiene as well as parents informed to continually reinforce with individual children. Hand washing to take place when children enter school, after break, before and after lunch and at the end of the school day before leaving.. Allocated times to clean surfaces eg break time, lunch time, end of the day.</p> <p>Class teachers regularly remind children of hygiene expectations.</p>	
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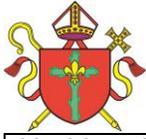
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PPE	<ul style="list-style-type: none"><li>• Staff</li><li>• Pupils</li><li>• Visitors to your school</li><li>• Cleaners</li><li>• Contractors</li><li>• Drivers</li></ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Face coverings or face masks in schools are not recommended to pupils staff or visitors in the autumn term 2021. However, should any members of your school’s community feel they would prefer to continue to use a face covering in order to alleviate stress or anxiety, the CMAT will support the decision.</p> <p>PPE will not be given to children under year 7 to use under any circumstance.</p> <p>Schools and colleges will need to communicate quickly and clearly to staff, parents, pupils and learners any new arrangements that require the use of face coverings in certain circumstances.</p> <p>PPE is still required in cases where; pupils whose care routinely <b>already</b> involves the use of PPE due to intimate care needs so will continue to receive their care in the same way.</p>	<p>Parents may choose to wear face masks dropping off and collecting their children. Staff may also choose to wear face masks on the gate at the beginning and end of the day. Visitors to school may also choose to wear face masks inside the building.</p> <p><b>During the current outbreak all parents advised to wear face masks when dropping off and picking up children.</b></p> <p>The information above will be communicated to parents and staff at the beginning of the new academic year.</p> <p>Children and staff will follow company transport requirements on face masks when travelling as part of a school excursion.</p>	



		Face coverings are still strongly advised on public transport.		
First Aid	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Please update any first aid risk assessments in line with CPR recommendations <a href="https://www.gov.uk/guidance/covid-19-guidance-for-first-responders">COVID-19: guidance for first responders - GOV.UK (www.gov.uk)</a></p> <p>Mouth to mouth is not currently recommended.</p> <p>If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children’s social care settings guidance. Any rooms they use should be cleaned after they have left.</p>	<p>First aid policy updated to reflect any changes to procedures in line with CPR recommendations.</p> <p>Isolation room will be in operation September 2021 if required. PPE accessible in this space.</p> <p>Room will be cleaned after the children have vacated it.</p>	
Class Sizes	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>The requirement for class or year sized bubbles has been removed, however as previously stated schools will avoid contact with anyone with symptoms, frequently clean hands and practice good respiratory hygiene (CATCH IT, BIN IT, KILL IT) (HANDS-FACE-SPACE) clean areas regularly and ensure good ventilation.</p> <p>Where schools use transport, it is advised that pupils travelling should reflect the measures that are adopted in school, unless on public transport when it is strongly suggested a facemask should be worn.</p>	<p>As mentioned previously all hygiene procedures will remain in place.</p> <p>Any trips / visits requiring transport off school site - school will follow company procedures regarding the wearing of face masks.</p>	



<p>Health and Safety</p> <p>Ventilation</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Ensure staff who undertake your compliance checks are continuing these as normal practice. Fire alarm testing, emergency light testing, legionella testing, running the taps, fire doors operating correctly, fire appliances in situ and in date, fire alarms are serviced, PAT testing etc.</p> <p>Where possible ensure good ventilation around the school (opening windows/doors), this is to continue in colder months as much as possible. As of September, schools will be provided with a Carbon Dioxide monitors through a government funded scheme to test air quality and ventilation in rooms of concern to help minimise the transmission.</p> <p>To balance the need for increased ventilation while maintaining a comfortable temperature, consider:</p> <ul style="list-style-type: none"> <li>• opening high level windows in colder weather in preference to low level to reduce draughts</li> <li>• increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused)</li> <li>• providing flexibility to allow additional, suitable indoor clothing – for more information see school uniform</li> <li>• rearranging furniture where possible to avoid direct draughts Heating should be used as</li> </ul>	<p>All compliance checks will take place as scheduled.</p> <p>Where possible classroom spaces will be well ventilated.</p>	
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		<p>necessary to ensure comfort levels are maintained particularly in occupied spaces.</p> <p>If possible, systems should be adjusted to full fresh air or, if this is not possible, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply.</p> <p>Where mechanical ventilation systems exist, you should ensure that they are maintained in accordance with the manufacturers' recommendations.</p> <p>Annual H &amp; S audits undertaken and completed</p> <p>Fire drills are undertaken and recorded. <b>Communicate any changes to fire procedures to all staff and children.</b></p> <p>DPS, Estate Leads and the submitted approved risk assessments for monitoring purposes and records. This will continue into any national or local lockdown where concerns are raised.</p> <p>Dynamic risk assessments will be updated in line with new government guidance released.</p>	<p>All fire drills will be undertaken in line with health and safety guidelines and recorded.</p>	
<p>Staff</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul>	<p>Staff will not report for work if feeling unwell or if in self-isolation until the full recommended period of self-isolation has expired.</p>	<p>Staff feeling unwell will not report for work and will self isolate if necessary following the government guidelines.</p>	



	<p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>If capacity of staff cannot be achieved to keep the school open, then the school will contact the Trust for further advice.</p> <p>Clinically extremely vulnerable:</p> <p>Shielding advice was paused nationally from 31 March. CEV individuals are no longer advised to shield but must continue to follow the rules in place for everyone under the current national guidance. Staff in schools who are CEV will continue to undertake individual risk assessments in line with HR procedure.</p> <p>All pregnant staff follow specific guidance <a href="https://www.gov.uk/government/consultations/coronavirus-covid-19-advice-for-pregnant-employees">Coronavirus (COVID-19): advice for pregnant employees - GOV.UK (www.gov.uk)</a></p> <p>If you are 28 weeks pregnant and beyond, or if you are pregnant and have an underlying health condition that puts you at a greater risk of severe illness from COVID-19 at any gestation, you should take a more precautionary approach.</p> <p>This is because although you are at no more risk of contracting the virus than any other non-pregnant person who is in similar health, you have an increased risk of becoming severely ill and of pre-term birth if you contract COVID-19.</p> <p>Your employer should ensure you are able to adhere to any active national guidance for pregnant women.</p>	<p>Any member of staff feeling unwell during the current outbreak to book a PCR test before returning to school and wait for a negative result.</p> <p>Capacity of staff closely monitored and trust contacted if advice needed in connection with the closure of the school on health and safety grounds. Emily Harman contacted on 16.11.2021 in connection with additional measures and concerns over staffing currently.</p>	
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		Continue to undertake individual risk assessments for pregnant workers in line with HR procedure.		
Pupils (CEV)	<ul style="list-style-type: none"><li>• Pupils</li></ul>	<p>All CEV pupils should attend their school unless they are one of the very small number of pupils under paediatric or other specialist care and have been advised by their GP or clinician not to attend. Pupils who live with someone who is CEV should continue to attend school as normal.</p> <p>As normal, you should not encourage parents to request unnecessary medical evidence such as doctors' notes from their GP when their child is absent from school due to illness. This is already set out in the <u>school attendance guidance</u> but is especially important in the context of the pandemic and the coronavirus (COVID-19) vaccination programme. If evidence is required, it can take the form of prescriptions, appointment cards, text or email confirmation of appointments, rather than a doctors' note. As usual, input from GPs should only be sought where there are complex health needs or persistent absence issues.</p>	No children on role currently falling into this category.	



<p>Cleaning</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Retain good cleaning regimes of all facilities throughout the day and at the end of each day.</p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as desks, door handles, light switches, welfare facilities, using appropriate cleaning products and methods.</p> <p>Resources being utilised must be cleaned frequently.</p> <p>Retain additional cleaning of outdoor benches in between break times.</p> <p>Review cleaner and caretaker staff hours to accommodate additional cleaning requirements throughout the working day in line with guidance.</p>	<p>All facilities and equipment cleaned throughout the day and at the end of the day. Staff briefed on this.</p> <p>Specific list of areas to be disinfected frequently to be made and discussed with cleaning staff with work rota drawn up.</p> <p>Hand sanitisers located around the school site including entrance, exit, staff toilets and staff room.</p> <p>Teaching staff periodically cleaning used surfaces in teaching areas. Lunchtime supervisors cleaning toilets at the end of lunch time.</p> <p>Cleaner working additional hours where necessary. Schedule for cleaning across the school regularly reviewed.</p>	
<p>Education Visits and public events in school.</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>In line with the roadmap, schools can resume educational visits including residential <b>and international</b>, please refer to <a href="https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england">https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england</a></p> <p>Any educational visits must be conducted in line with relevant coronavirus (COVID-19) secure guidelines and regulations in place at that time. This includes system of controls and COVID-secure measures in place at the destination should they be required.</p> <p>Schools should undertake full and thorough risk assessments in relation to all educational visits to</p>	<p>Risk assessments for any external visits will include coronavirus guidelines and regulations in place at the time. All staff will be made aware of this.</p> <p>Staff training at beginning of the academic year on external trips and visits to reflect this guidance.</p>	



		ensure they can be undertaken safely. As part of this risk assessment, schools will need to consider what control measures need to be used and follow wider advice on visiting indoor and outdoor venues. Schools should consult the <u>health and safety guidance on educational visits</u> when considering visits.		
Lettings	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	<p>School lettings are able to proceed, please ensure you have received an reviewed the hirers individual letting risk assessment and their procedures for adhering to .Gov.UK/Dfe and PHE/HSE guidance. Items to be covered on their risk assessments should include:</p> <p>Cleaning of premises, support of the NHS Test and Trace system and their communication procedures with PHE and the school directly. Check the dates on the risk assessments are current and ensure reviewed assessments are forwarded for your consideration immediately.</p>	<p>Lettings have been reviewed and lettings resumed following government guidelines.</p> <p>All risk assessments checked.</p> <p>External clubs reminded of the need to clean premises thoroughly before leaving.</p>	
Meetings	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Meeting are permitted to resume as ‘normal’ however, please be cautious of staff and parent/carers concerns should they feel anxious about convening as a group. Explore the possibilities of a phased approach for reintegration.</p>	<p>Meetings to be resumed face to face taking into consideration number of people meeting and space.</p> <p>Remote meetings to be offered as an alternative where concerns are raised.</p> <p>Remote meetings during the week of 15.11.2021 only.</p>	



Interviews	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	Remote interviewing is no longer required, please remain vigilant about inviting candidates into school and explore possibilities of asking them to take an LFD before attending. This is optional.		
Visitors to Setting	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	All planned visitors to site are now permitted if required. Please continue to ensure all relevant checks are undertaken prior to the visit.	<p>All checks carried out where appropriate.</p> <p>Face masks to be worn by visitors if preferred.</p> <p><b>Face masks to be worn by visitors currently.</b></p>	
Summer Clubs - Out of School Clubs – Wraparound care	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> </ul>	Resume all your before and after-school educational activities and wraparound childcare for your pupils, where this provision is necessary to support parents to work, attend education and access medical care, and as part of pupil’s wider	Breakfast and after school clubs will resume September 2021.	



<p>and extra-curricular activity</p>	<ul style="list-style-type: none"> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	<p>education and training. Vulnerable children can attend these settings regardless of circumstance.</p> <p>Over the summer, staff and secondary pupils should continue to test regularly if they are attending settings that remain open, such as summer schools and out of school activities based in school settings. Regular testing will then pause in schools over the summer if they are closed.</p>		
<p>Mass Testing</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Pupils</li> <li>• Visitors to your school</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Pregnant workers, those with existing underlying health conditions</li> </ul>	<p>All trust staff and secondary school pupils should continue to test twice weekly at home with lateral flow device test kits, 3 – 4 days apart. Testing remains voluntary but is strongly encouraged.</p> <p>In relation to asymptomatic testing in the school setting, a separate risk assessment has been produced to incorporate all items required under NHS Test and Trace Appendix C template, Public Health England and the Health and Safety Executive require this documentation to ensure end to end health, safety and infection control risks for mass lateral flow testing are identified, pre-assessed, managed and monitored regularly by the site owners and testing operators. Once mass testing in schools has ceased, a small apportioned ATS must be kept in school to support the requirements of any staff member or pupil having difficulty undertaking this task at home.</p>	<p>Staff will continue to test Sunday and Wednesday evenings until reviewed at the end of September.</p>	



<ul style="list-style-type: none"><li>• <b>Secondary Settings Only</b> 12-15 year olds vaccination offer.</li></ul>	<ul style="list-style-type: none"><li>• Pupils</li></ul>	All children aged 12 and over are now eligible for COVID-19 vaccination. Those aged 12 to 17 are eligible for a first dose of the Pfizer/BioNTech COVID-19 vaccine, although 12 to 17 year olds with certain medical conditions that make them more at risk of serious illness, or who are living with someone who is immunosuppressed, are eligible for 2 doses. These children will be contacted by a local NHS service such as their GP surgery to arrange their appointments. All other 12 to 15 year olds will be offered the vaccine via the school-based programme. NHS SAIS will drive and manage this delivery in school.		
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### Reaching the threshold for outbreak management

Please note you are no longer required to inform the LA Public Health Team or PHE of single cases and you do not need to call the DfE helpline to report them. DfE may continue to require you to report case numbers through the portal. Where you have single cases or cases where you know there is household transmission you are not required to take any action. Where you become concerned about cases which are linked and potential transmission in the setting you should seek additional support.

The threshold to help you monitor this is:

- 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 for special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students, and staff at any one time:
- 2 children, pupils, students, and 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 you can contact our LA Public Health phone line.

Hospitalisation could indicate increased severity of illness or a new variant of concern.

### OUTBREAK MANAGEMENT PLAN

This outbreak management plan outlines how you should operate if there were an outbreak in your school or local area. Given the detrimental impact that restrictions on education can have on children and young people, any measures in schools should only ever be considered as a last resort, kept to the minimum number of schools or groups possible, and for the shortest amount of time possible.

<b>Hazard</b>	<b>Who May be Harmed</b>	<b>Gov.uk Guidance and CMAT Response for Required Controls</b>	<b>Specific Educational Setting Response and Controls</b>	<b>Risk Rating</b>
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<p>Spread of Covid-19 -Local Outbreaks</p>	<ul style="list-style-type: none"><li>• Staff</li><li>• Pupils</li><li>• Visitors to your school</li><li>• Cleaners</li><li>• Contractors</li><li>• Drivers</li></ul> <p>Vulnerable groups – Pregnant workers, those with existing underlying health conditions</p>	<p>Possibility that in some local areas it may become necessary to reintroduce ‘bubbles’ for a temporary period, to reduce mixing between groups. Any decision to recommend the reintroduction of ‘bubbles’ would not be taken lightly and would need to take account of the detrimental impact they can have on the delivery of education. Have your previous defined bubble information ready to be reintroduced should this be required.</p> <p>If you have an outbreak in your school, a director of public health might advise you that face coverings should temporarily be worn in communal areas or classrooms (by pupils staff and visitors, unless exempt).</p> <p>Follow.Gov, PHE, DfE and HSE guidance released in relation to local or national outbreaks only.</p> <p>In the event of new restrictions being imposed, the CMAT will liaise directly with the schools initially to discuss any additional control measures required then schools will need to communicate quickly and clearly to staff, parents, pupils the new arrangements.</p> <p>Use the DfE PHE helpline number if you have any concerns or require clarification or further professional advice – 0800 046 8687</p>	<p>Outbreak in year 2 bubble – 15 /11 / 2021 Additional measures put in place to isolate year 2 group to prevent further spread of virus. Children to access separate play times and lunch times and not to attend whole school collective worships. Parents asked not to sign children up for wrap around care and no after school clubs accessed by year 2 children. Separate toilets for year 2 children identified. All parents across all year groups sent home letter from public health England detailing guidelines and alerting them to the outbreak. Parents advised to wear face masks when dropping off and collecting children. All staff made aware of the outbreak and need for extra vigilance around hygiene. Extra cleaning to take place in this area of the school daily. Additional footfall into school stopped temporarily.</p> <p>Capacity of staff closely monitored and trust contacted if advice needed in connection with the closure of the school on health and safety grounds. Emily Harman contacted on 16.11.2021 in connection with additional measures and concerns over staffing currently.</p>	
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Please use this 5 bar matrix to establish and display how you have come to the risk ratings for each hazard listed.

Likelihood	Severity					
		1	2	3	4	5
1		1	2	3	4	5
2		2	4	6	8	10
3		3	6	9	12	15
4		4	8	12	16	20
5		5	10	15	20	25

