



## COVID-19: Outbreak Management Plan

Approved by:	Governing Body	Date: 12 January 2022
Last reviewed on:		
Next review due by:	Summer Term 2022	

### 1. Introduction

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

- 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
- If COVID-19 infection rates in the community are extremely high, and other control measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC) we are alerted to
- 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 within our current **Bush Hill Park Primary School Risk Assessment**.

We will also seek public health advice from a director of public health or health protection team. The SBM or Headteacher are responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) or Enfield Public Health.

### 3. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#).

## APPENDIX 1

We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

### 4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of additional control measures. This will be done by sending letters to parents by email and if urgent by SMS message, once a decision has been made.

If recommended, we will limit:

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

If recommended, we will (re)introduce:

- Testing for all staff
- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

### 5. Attendance restrictions

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

#### 5.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

#### 5.2 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, available on our school website.

The school will continue to provide meals or lunch parcels for pupils eligible for Free School Meals (FSM) while they are not attending school because of COVID-19 isolation guidelines.

The Local Authority will provide vouchers to families via Edenred or meals may be collected from school.

#### 5.3 Wraparound care

We will limit access to Breakfast Club and After-School Club during term time and the summer holiday camps to those who need it most.

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

#### 5.4 Safeguarding

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

## APPENDIX 1

We will aim to have a trained DSL or deputy DSL on site wherever possible. We have 3 trained DSLs.

Anastasia Neocleous, Anna Theodosiou and Sophie Smart. See link below for more details  
<https://www.bushhillpark.enfield.sch.uk/our-school/safeguarding>

If our DSL (or deputies) can't be on site, they will be able to be contacted remotely by phone, Teams, and email.

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 effectively