

The Holy Spirit Catholic Primary School

COVID-19: OUTBREAK MANAGEMENT PLAN



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This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance from step 4](#), provided by the Department for Education (DfE).

The Holy Spirit Catholic Primary School will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), director of public health (DPH), 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
- 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)

The school will continue to review its Covid-19 Risk Assessment as and when required.

Approved by:	Lorraine Connolly	Date: 1.09.2021
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Last reviewed on:	
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Next review due by:	01.09.22
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1. Seeking public health advice

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

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. Lorraine Connolly will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687)

2. Shielding

The Holy Spirit Catholic Primary School will adhere to national guidance on the reintroduction of shielding, which would apply to those on the shielded patient list (SPL).

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

3. Other measures

If recommended, The Holy Spirit Catholic Primary School will limit:

- Residential and/or Educational visits;
- Transition Days;
- Parents coming into school: parent/carer consultation, assemblies, collective worship, school meal;
- Christmas Production and/or other live performances

If recommended, we will reintroduce:

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

4. Attendance restrictions

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

4.1 Eligibility to remain in school

In the first instance, we will stay open for:

- Vulnerable pupils
- Children of critical workers
- Reception, Year 1 and Year 2 pupils

If further restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

4.2 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. School staff will organise school vouchers to be sent and, where necessary organise central points where parents/carers can collect food.

4.3 Wraparound care

We will limit access to before and after-school activities and wraparound care during term time and the summer holidays to those that need it most and booking will be required.

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

4.4 Safeguarding

The Holy Spirit Catholic Primary School will review our Safeguarding (inc.Child Protection) Policy to make sure it reflects the local restrictions and remains effective.

The Holy Spirit Catholic Primary School will aim to have a trained DSL or deputy DSL on site wherever possible.

If the DSL (or Deputy DSL) is unavailable, they can be contacted remotely by email or phone or on occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.

Control measures

You should:

1. Ensure good hygiene for everyone.
2. Maintain appropriate cleaning regimes.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

1. Ensure good hygiene for everyone

Hand hygiene

Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.

Respiratory hygiene

The 'catch it, bin it, kill it' approach continues to be very important.

The [e-Bug COVID-19 website](#) contains free resources for you, including materials to encourage good hand and respiratory hygiene.

Use of personal protective equipment (PPE)

Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the [use of PPE in education, childcare and children's social care settings](#) provides more information on the use of PPE for COVID-19.

2. Maintain appropriate cleaning regimes, using standard products such as detergents

You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.

PHE has published guidance on the [cleaning of non-healthcare settings](#).

3. Keep occupied spaces well ventilated

When your school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.

You should identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas, giving particular consideration when holding events where visitors such as parents are on site, for example, school plays.

Mechanical ventilation is a system that uses a fan to draw fresh air or extract air from a room. These should be adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated.

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.

Where mechanical ventilation systems exist, you should ensure that they are maintained in accordance with the manufacturers' recommendations.

Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used (if they are not fire doors and where safe to do so).

You should balance the need for increased ventilation while maintaining a comfortable temperature.

The [Health and Safety Executive guidance on air conditioning and ventilation during the COVID-19 pandemic](#) and [CIBSE COVID-19 advice](#) provides more information.

DfE is working with Public Health England, NHS Test and Trace, and the Scientific Advisory Group for Emergencies (SAGE) on a pilot project to measure CO₂ levels in classrooms and exploring options to help improve ventilation in settings where needed.

4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

When an individual develops COVID-19 symptoms or has a positive test

Pupils, staff and other adults should follow public health advice on [when to self-isolate and what to do](#). They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).

If anyone in your school develops [COVID-19 symptoms](#), however mild, you should send them home and they should follow public health advice.

For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household.

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. This will be in the main reception area. 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.

The household (including any siblings) should follow the PHE [stay at home guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).

Asymptomatic testing

Testing remains important in reducing the risk of transmission of infection within schools. That is why, whilst some measures are relaxed, others will remain, and if necessary, in response to the latest epidemiological data, we all need to be prepared to step measures up or down in future depending on local circumstances.

Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed.

Confirmatory PCR tests

Staff and pupils with a positive LFD test result should self-isolate in line with the [stay at home guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#). They will also need to [get a free PCR test to check if they have COVID-19](#).

Whilst awaiting the PCR result, the individual should continue to self-isolate.

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 return to school, as long as the individual doesn't have COVID-19 symptoms.