



Outbreak Management Plan

Blackmoor Park Infant School
& Kindergarten
September 2021



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Introduction

The Government has made it a national priority that education and childcare settings should continue to operate as normally as possible during the COVID-19 pandemic.

Measures affecting education and childcare may be necessary in some circumstances, for example:

- to help manage a COVID-19 outbreak within a setting
- as part of a package of measures responding to a Variant of Concern (VoC) or to extremely high prevalence of COVID-19 in the community
- to prevent unsustainable pressure on the NHS

This Outbreak Management Plan describes how we would operate if we were advised to reintroduce any measures described in the Contingency Framework: education and childcare settings.

This should be completed and in place before term starts so schools can quickly mobilise contingent measures. The Outbreak Management Plan should be regularly reviewed to keep up to date. Schools are advised to have this as part of their School Emergency Management Plan.

Roles and responsibilities

Local authorities, Director of Public Health and Health Protection Teams are responsible for managing localised outbreaks. They play an important role in providing support and advice to education and childcare settings.

Local authorities, Director of Public Health and Health Protection Teams can work with their regional partnership teams (RPTs) to escalate issues from the local level into the central Local Action Committee command structure. RPTs support local areas in managing outbreaks and provide advice and insights from across the country to the Chief Medical Officer and the Secretary of State for Health and Social Care to inform decision making.

Through the Local Action Committee command structure, ministers consider and take decisions on measures on an area-by-area basis in light of all available evidence, public health advice and the local and national context.

In rare circumstances, it may be necessary to escalate issues to ministers through other central government committees (for example incident management teams), but this should be by exception only.

Liverpool schools should have in place a Covid-19 lead who oversees a response team in the case of an outbreak. In addition to the Covid-19 other staff may be involved in different elements of the outbreak management plan.

Risk Assessment

Our school risk assessment can be found here: www.bpinfant.com

Our risk assessment has been developed in line with national guidance and local advice. We have consulted with staff, unions and our governing body in order to apply national guidance and local advice to our setting.

Our risk assessment will be reviewed fortnightly in the first instance or if there are any incidents, near misses or changes to procedure.

In the case of any outbreak, schools should revisit their risk assessment to ensure that controls are being followed effectively, particularly

- Ensuring good hygiene for everyone
- Maintaining appropriate cleaning regimes
- Ventilation
- Following public health advice on testing, self-isolation and managing confirmed cases of covid-19

Contingency planning

A good plan should cover:

- roles and responsibilities
- when and how to seek public health advice
- details on the types of control measures you might be asked to put in place (described in measures that settings should plan for and your sector's guidance)

For each control measure you should include:

- Actions you would take to put it in place quickly.
- How you would ensure every child, pupil or student receives the quantity and quality of education and support to which they are normally entitled.
- How you would communicate changes to children, pupils, students, parents, carers and staff.

If extra action is needed, this will be advised by the Director of Public Health or the Local Health Protection Team.

The Director of Public Health or Health Protection Team may give schools advice reflecting the local situation. In areas where rates are high, this may include advice that local circumstances mean that the thresholds for extra action can be higher than set out above.

When settings should consider extra action

For most education and childcare settings, whichever of these thresholds is reached first:

- 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

Liverpool Public Health will regularly review local data including number of positive cases, testing uptake, testing positivity and local hospital admissions. This data will influence threshold levels for additional action.

All positive cases will continue to be reported to the local authority via the online MDS form <https://www.smartsurvey.co.uk/s/covid-19-schools/>

Public Health and School Improvement Liverpool will liaise with schools when there are concerns about an outbreak in a school setting.

Close mixing

Identifying a group that is likely to have mixed closely will be different for each setting. Below are some examples.

For schools, this could include:

- a form group or subject class
- a friendship group mixing at breaktimes
- a sports team
- a group in an after-school activity

Reporting a confirmed case

For COVID-19 queries related to educational settings – Single Point of Contact (SPOC)

School Improvement Liverpool

SPOC@si.liverpool.gov.uk

0151 233 3901

Notifying a confirmed case

All confirmed cases should be notified via the online MDS form below:

www.smartsurvey.co.uk/s/covid-19-schools/

DfE helpline

Telephone: 0370 000 2288

Monday to Friday, 9am to 5pm

School Covid-19 Lead Details

Primary Contact

Name: Mrs J. Hitchmough

Telephone Number: 0151 228 8576

Secondary Contact

Name: Mr S. Ross

Telephone Number: 0151 228 8576

Reintroducing bubbles / reduce mixing between groups

Lead Person:		Key contacts:	
J. Hitchmough		SPOC@si.liverpool.gov.uk	
Communications:			
Consider communications to parents about changes to the school day such as: <ul style="list-style-type: none"> • staggered start / finish • impact on lessons 			
Additional Information:			
One way system Requesting continuation of wearing of face coverings at start and ends of sessions; if entering the office. Telephone conversations were possible rather than at the school office			
Considerations:			
Organisation		How will this impact: <ul style="list-style-type: none"> • dining arrangements • playtime • lessons • intervention groups • staffing • space • movement through school 	
Resources		Would resources be needed such as signage?	
Other:		Separate year group lunchtimes Consistent staffing arrangements Limited contact on corridors	

Attendance restrictions

Lead Person:		Key contacts:	
J. Hitchmough		Remote education – paul.bradshaw@si.liverpool.gov.uk ;	
Communications:			
Email and text message to parents informing of changes to attendance			
Additional Information:			
Paper packs provided fortnightly to all families with Read, Write Inc. video links and story zooms (Remote Learning Policy on website) https://get-help-with-remote-education.education.gov.uk/statutory-obligations.html https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools			
Considerations:			
Access to computers and internet		Teachers have daily contact and weekly phone calls to support with remote learning Remote Learning Offer not requiring computer engagement.	
Free School Meals:		Children eligible for free school meals provided with Vouchers (Wonde); Food Hampers if self-isolating Staff hand delivery when required.	
Key Worker and Vulnerable Children:		School can cater for 15 children in a “bubble” thus providing 75 EYFS places and 90 KS1 places delivered across 11 rooms. Staff rota providing delivery from home/workplace equitably shared across the site. All children receive the same offer.	
Safeguarding provision:		See Covid Appendix to Safeguarding Policy	

Educational Visits

Lead Person:		Key contacts:	
A. Wilkins		Educational Visits: Nicola.horton@si.liverpool.gov.uk	
Communications:			
Letter home to parents			
Additional Information:			
Outdoor Education Advisors Panel: www.oeap.ng https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits			
Considerations:			
Cost implications:	Roll the trip forward to another date or virtual tour in place		
Risk Assessment	Submitted to Evolve 2 weeks before trip along with site to be visited Risk Assessment		
Other:	Staff to attend trip without mixing contacts		

Other restrictions:

If the Director of Public Health or Health protection team advise additional measures, they may also advise restrictions on the activities below. If this is the case, then please consider

- open days
- transport
- transition or taster days
- parental attendance in settings
- live performances in settings