



Woburn Lower School

Contingency Plan (Covid - 19)

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 our Local Authority (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:

- To help manage a Covid – 19 outbreak within the school. Actions will be considered when either of the following thresholds are met: 1) There are five positive cases amongst pupils or staff who are likely to have mixed closely within a 10 – day period 2) 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 measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC)
- To prevent unsustainable pressure on the NHS

Seeking Public Health advice

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 the Health Protection team. Mrs Sharon Longmuir/Mrs Paula Black will be responsible for seeking this advice via the DfE helpline (0800 046 8687) or Bedfordshire LA

Shielding

We will adhere to National guidance of the reintroduction of shielding, which would apply to those on the shielded patient list (SPL).

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

Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via email/letters sent home with pupils once a decision has been made.

If recommended, we will limit:

- Educational visits
- Parents coming into the school grounds
- Visitors to the school

If recommended, we will re-introduce additional measures such as bubble groups, additional testing, use of face masks and follow any new guidelines with regard to self-isolation. Increased measures may also be put in place regarding cleaning, hygiene and ventilation/outside learning.

If a member of staff tests positive for Covid – 19, a member of the office staff (Mrs Lunn/Mrs Doyle) will inform the Self-Isolation Service Hub on 020 3743 6715.

Attendance restrictions

Attendance restrictions will only be considered as a last resort, in accordance with PHE recommendations. On – site provision will be retained for vulnerable children and the children of critical workers unless we are advised to close the site to all children, in which case we will discuss alternative arrangements with the LA. Staff attendance will be according to guidelines.

Education and support for pupils at home

Children asked to stay at home will receive remote education. We are committed to delivering high quality education for all pupils, as outlined in our Remote Learning Plan.

The school will continue to provide vouchers or lunch parcels for pupils eligible for benefits – related free school meals while they are not attending school because of Covid – 19 isolation guidelines.

Wrap – around care

We will follow advice from PHE with regard to before and after school clubs.

Safeguarding

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

The DSL (Mrs Sharon Longmuir) or the deputy DSL (Mrs Katrina Grant) will be on site or contactable at all times. On occasions where there is no DSL or deputy on site, our senior leader, Mrs Paula Black, will take responsibility for co-ordinating safeguarding on site.

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the Local Authority, to establish 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

We will continue to have regard to statutory safeguarding guidance, including KCSIE (2021), Working together to safeguard children (2018) and the EYFS Framework.

Any measures undertaken will be kept under regular review and lifted as soon as advice from PHE allows.