



COVID-19: outbreak management plan

Sir Thomas Boteler Church of England High School

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1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19, published 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), director 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
 - 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 measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC)

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. Jen Muckley will be responsible for seeking this advice, and will do so by contacting either publichealth@warrington.gov.uk or education@warrington.gov.uk

2. Testing

If recommended, we will increase the use of home testing by pupils and staff. If it is advised that we reintroduce an asymptomatic testing site (ATS) at our school, we will consult with the director of public health (DsPH) to discuss any further support we need to do this.

If we reintroduce on-site asymptomatic testing, we will establish the test centre in the following way:

- The venue for the test centre will be Old Gym
- The test centre will be staffed by our trained and experienced staff and volunteers who will all be given refresher training. Staff and volunteers new to the testing site processes will be given full training in accordance with DfE guidance and training materials.
- On-site testing will be offered to staff and pupils as directed and agreed with DsPH but could include all staff and pupils.
- The centre will organise the testing sessions in accordance with the maximum capacity of a session. Each session is 6 hours long with a testing capacity of 300 tests in the session.
- Staff and/or students will be invited to attend sessions to ensure that the maximum capacity is not breached.
- Pupils and staff will maintain social distancing throughout the process and will be asked to wear face coverings whilst in the centre.

3. Face coverings

If recommended, pupils, staff and visitors who are not exempt from wearing a face covering:

- Will be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in communal areas

4. Shielding

We will adhere to national guidance on 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.

Where appropriate and taking into account advice from the DsPH, the TCAT Staff Risk Assessment will be reintroduced for individuals who are on the shielded patient list or have other significant and relevant risk assessment measures will be put into place as appropriate.

5. Other measures

If recommended, we will limit:

- Residential and/or day educational visits
- Open days
- Transition or taster days
- Parents and visitors coming into school
- Live performances
- Large assemblies and gatherings in school.

If recommended, we will consider re-introducing social distancing measures:

- Year group/ class bubbles
- One-way systems in corridors

6. Attendance restrictions

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

6.1 Eligibility to remain in school

In the first instance, we will stay open for:

- Vulnerable pupils
- Children of critical workers
- Year 10 and 11 pupils
- Any other pupils due to take external exams this academic year

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

- Vulnerable pupils
- Children of critical workers

6.2 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 on our website www.boteler.org.uk.

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. This will either be in the form of vouchers or as a lunch bag that can be delivered to the home.

6.3 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.

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

6.4 Safeguarding

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

We will aim to have a trained DSL or deputy DSL on site wherever possible. If our DSP cannot be on site we will either

- Provide a contact email and numbers where they can be contacted remotely
- Advise the contact details of a DSL from another TCAT school who will be able to provide support

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.