



**Sunningdale**  
School

**COVID-19:  
Outbreak Management  
Plan**

<b>Approved by:</b>	J. Waller	<b>Date:</b> 21.10.2021
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<b>Next review due by:</b>	01.12.2021	

## 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 our local authority (LA) via Together for Children (TfC), 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 there are **2 positive cases (confirmed by PCR test) among pupils or staff who are likely to have mixed closely 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

## 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.

We will also seek public health advice from a director of public health or health protection team. The Headteacher, Deputy Headteacher or Assistant Headteacher will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687). Senior leaders will also report suspected or confirmed cases of covid-19 to [covidenquiry@sunderland.gov.uk](mailto:covidenquiry@sunderland.gov.uk), giving a brief summary of the situation in your school and providing contact details (including a mobile number if possible) or call the Customer Service Network on 0191 520 5527 (available Monday to Friday from 8.30am to 5pm).

**Advice from DfE or Public Health regarding actions related to implementing measures will take precedence over any of the other actions, measures or criteria outlined elsewhere in this document.**

### 3. 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.

### 4. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via the Parent Mail system (Email and/or text) once a decision has been made.

If recommended, we will limit:

- External educational visits
- Open days including transition or taster days
- Provision of or attendance at external training courses
- Parents coming into school
- Visitors in school
- Live performances

If recommended, we will (re)introduce:

- The use of an asymptomatic test site (ATS) beyond November 2021.
- Smaller class based bubbles and related timetables, to reduce mixing between groups.
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt) including therapists.

### 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 (based on factors beyond simply the possession of an Education Health and Care Plan)
- Children of critical workers
- Pupil attendance may be via a rota system.

## 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 needs of individual pupils, as outlined in our remote learning package:

- Weekly 'Home Learning Activity Guidance' (.pdf document) linked to the class Curriculum Connector theme.
- A box of physical resources linked to the activities and ideas contained in the Home Learning Guidance. These are compiled by the Be More Connected team in school.
- A weekly timetable of Virtual Learning Sessions with the rest of each child's class that can be joined via the Zoom Meetings App.
- A weekly support call from our Family Partnership Advisor, Jan Patterson, to talk through the activities for your child and to answer any questions parents might have about how you can successfully use them.
- A half termly updated copy of their child's PLP to reflect the progress they have made towards their developmental milestones whilst learning from home.
- Guidance and feedback on individual activities via the Evidence Me App which is used for parents to report on what has been done at home and for teachers to inform developmental formative and summative assessment.

The school will continue to provide school meal vouchers for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

## 5.3 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.

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