



Outbreak Management Plan – COVID 19: Updated January 2022

This document is written with reference to the [DfE Contingency Framework](#). Please read it carefully. The principle throughout is to prioritise ongoing high-quality education.

Testing

Testing is currently undertaken by staff and consenting students on Wednesday and Sunday evenings. Results are recorded using Microsoft Forms and we ask all to upload to NHS.

LFT kits are in good supply and where needed, additional kits are made available to staff and students.

Monitoring of deliveries demonstrates that we have sufficient kits currently.

The original trained ATS team at school remain involved in the distribution of test kits and the ATS facility has been retained. We have significant amounts of testing resources available.

In the event of a local outbreak, the following may be put in place:

- Our Asymptomatic Testing Site can be re-established. The infrastructure is all in place and the school have a sufficient number of trained staff to administer testing.
- Depending upon the guidance we receive, a testing schedule will be developed as needed. Staff are all non-teaching, and so this will not interfere severely on teaching and learning.

Face Coverings

Following Government announcement we now require all students to wear face masks in communal areas and in classrooms. Teaching and non-teaching staff are required to wear masks in communal areas and in a classroom **when 2m distance cannot be achieved from pupils**, for example one to one working.

Shielding

The school have a list of students and staff that were considered in previous shielding requests. We have good understanding of how to effectively provide blended learning through the use of Teams, lesson videos and Show My Homework – all staff and students are conversant with these technologies should they be needed.

Other Measures

Residential Educational Visits

- Following government guidance, there are no planned residential visits currently.

Open Days

- The senior leadership team will review Open Day events and consider alternatives, such as online events depending upon advice and guidance locally. Where possible we will run open day events

with control over numbers at any given time, use of face masks and sanitiser and maintaining social distance. These are crucial events for school recruitment.

- In the event of cancellations, the UTC will ensure that all parties receive communication in good time and the opportunity to experience virtual events or other remote materials.

Parental Attendance in Settings

- Parents meetings are being held remotely using Teams and Telephone communication.
- Where bespoke meetings with individual families are needed, this is arranged with social distancing in a fully sanitised meeting room.

Performances in Settings

- There are currently no planned performances within our setting.

Attendance

The school have available technology to allow blended learning where there are restrictions on attendance.

- We have knowledge of which students have access to devices, and devices to loan as required.
- Staff have the technology both at home and at school to connect in live lessons, record and upload video lessons and otherwise support students remotely.
- We do not have the ability to operate the school with bubbles this academic year as room occupancy rates are around 95%. We do, however have the ability to stagger start and finish times and lunchtime sittings have been arranged to minimise interaction between year groups.

School Meals

The school continue to provide free lunches to eligible students and will support through lunch vouchers those students in the event that they are unable to attend.

Communication

In the event of a local outbreak, the school have the ability to quickly and effectively communicate with parents. This will allow:

- Strengthened messaging where needed around parents on site and collecting students
- Messaging to communicate escalation and de-escalation of COVID measure.

Staff Absence

- In the event of significant staff absence as a result of COVID, the school will use the following strategies to maintain our provision as appropriate:
 - Where staff are able they will continue to provide delivery remotely from home with non-teachers supervising teaching rooms (LSAs, Conduct Team, etc..)
 - Creation of capacity through:
 - SLT Meetings will be cancelled where required
 - Learning Walk schedule will be suspended
 - UTC Extra sessions cancelled
 - Merging of classes where numbers allow
 - Use of the OLC to support delivery in classrooms

