



Address: Station Road, Broadclyst, nr Exeter, EX53AJ

Outbreak Management Plan

This plan is based on the Department for Education's [contingency framework for managing local outbreaks of COVID-19](#),

Date completed:

23rd August 2021

This document remains under constant review.

Written by **Kevin Bawn**,
Principal

Please note: like the Risk Assessment, this document is neither perfect nor ever finished; it will be under constant review as national or local guidance changes.

1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19, provided by the Department for Education (DfE).

These measures could be enacted in the following circumstances, for example:

- To help manage a COVID-19 outbreak within the College
- If COVID-19 infection rates in the community are extremely high, and other local measures have failed to reduce transmission
- As part of a package of measures responding to a 'variant of concern' (VoC)

2. Key Principles and Intentions

The health and well-being of students, staff, and the wider College community is of paramount importance.

Given the detrimental impact that restrictions on education can have on children and young people, any measures will be considered as a last resort, with impact on as few students as possible, and for the shortest amount of time possible.

We will only implement some, or all, of the measures in this plan in response to recommendation or instruction provided by our local authority (Devon County Council), director of public health (DsPH), Public Health England (PHE), or national government.

If there is an outbreak, or potential outbreak, the Principal has responsibility for liaison with public health and other relevant external agencies. The Principal has the ultimate responsibility for introducing any measures in the event of an outbreak, including the decision to close or part-close if necessary (in liaison with the Chair of Governors). If the Principal is indisposed, the responsibility passes to a Deputy Principal.

If a new variant of concern (VoC) emerges, it is possible that this plan could be "short-circuited" to introduce more extreme restrictions quickly. This would almost certainly be as part of a coordinated national response.

3. Guidance on what constitutes an outbreak

The government guidance reads as follows: "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".

The guidance continues, "Identifying a group that is likely to have mixed closely will be different for each setting... a group will rarely mean a whole setting or year group." And, "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."

4. Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#). Shielding is currently paused, and can only be reintroduced by national government.

For vulnerable individuals required to shield on specialist medical advice, both students and staff, we will discuss additional protective measures in College or arrangements for home working or learning. Individual risk assessments will be revisited.

5. Initial measures in the event of an outbreak

As per the government guidance, if a threshold approaches the College will review and reinforce the testing, hygiene and ventilation measures already in place.

Where possible, some activities will be moved outdoors (Performing Arts, PE, assemblies)

Further consideration of improved ventilation

Further enhancement of cleaning regimes, focusing on “hotspot” or heavy use areas

Contact with PHE and/or the DfE Coronavirus helpline

6. Additional measures

If recommended, we will reintroduce

- Social distancing measures
- Use of face coverings at all times, or all times except lessons, for a defined period
- Restrictions in PE and Music
- Year Group bubbles
- A full site one-way system to reduce mixing
- Staggered breaks and lunchtimes to reduce mixing
- Year group “zones” around the site and on the field
- Enhanced on-site LFD testing
- A hybrid College uniform to reduce changing for PE

If recommended, we will limit:

- Mixed year group activities
- Assemblies
- Open days, transition or taster days
- Visitors coming into school, including parents

- Educational visits
- Live performances
- Access points to the site

7. Restrictions on Student Attendance

Attendance restrictions will only be recommended as a last resort; our intention is to remain open to all students. If recommended, we will implement the measures as below.

7.1 Eligibility to remain in school

In priority order, we will remain open for:

- Vulnerable pupils
- Children of critical workers
- Students in Examination Years (Years 13 and 11; Years 12 and 10)
- Students in Years 7, 8 and 9.

7.2 Education and support for students at home

Students required to stay at home will receive remote education.

Remote education will be the provision offered between January and March 2021. It will use Microsoft Teams as the platform. The aim is for all lessons to be live or interactive, with students logging on at their usual lesson time.

The College will continue to provide food parcels for students eligible for free school meals while they are not attending school because of COVID-19 isolation guidelines.

Pastoral support, including for students with mental health concerns, will be provided through the welfare team and counsellor: on-site if possible, remotely if not.

7.3 Before and after-school activities

Unless the College is closed, it is likely that the breakfast service would continue with some restrictions.

However, after-school activities including Homework Club would be discontinued for a defined period of time.

7.4 Safeguarding

We will review our child protection approaches to make sure they reflect local restrictions and remain effective. Members of staff will be reminded of safeguarding expectations during remote learning. Pastoral staff will make frequent contact, including daily, with vulnerable students and families of most concern.

There will be a level 3 trained safeguarding lead on site each day that the College is open.

8. Lifting Restrictions

The lifting of any measures will be taken in consultation with public health. Depending on the severity of the outbreak, measures may be lifted gradually over time, or more immediately.

9. Communication

There will be strengthened communication through existing channels. There has been previous experience of this at different times throughout the pandemic. The weekly Newsletter, Staff Bulletin and Student Bulletins will continue and would carry covid-related information and updates. These will be supplemented as necessary by additional letters to parents, information to students from tutors, and website updates – daily if required. Communications are channelled through the Principal or designated Deputy.

KB

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