DITCHAM PARK SCHOOL

Where every child is known and valued

COVID-19: outbreak management plan

Approved by:	Graham Spawforth, Headmaster	**Date:**	12th January 2022
Last reviewed on:	1st September 2021		
Next review due by:	28th February 2022		

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1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance](#), 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 relevant local authorities (LA), directors of public health (DPH), UK Health Security Agency (UKHSA) 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:
  - 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).
- 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 Headmaster, Graham Spawforth, will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) and/or Hampshire and Isle of Wight HPT (South East) as appropriate or directed at the time.

3. Testing (Secondary aged pupils and staff)

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

If we are required to, or decide to, reintroduce on-site asymptomatic testing, the Headmaster will write to the whole school community (governors, all parents, staff) in advance to advise this will take place. In addition, he will write to confirm specific arrangements to be put in place to the parents of the pupils who are to be included in the testing programme.   These details might include:

- When testing will take place.
- Where testing will take place.
- Who will receive on-site testing.

4. Face coverings (secondary aged pupils, staff and visitors)

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, such as in corridors or communal areas.
- Will be asked to wear a face covering in classrooms or during activities, unless a face covering would impact on the ability to take part in exercise or strenuous activity. We will not ask teachers to wear a face covering if they're at the front of the class and able to maintain social distancing.
- If recommended, pupils who are not exempt from wearing a face covering will be required to wear a face covering on both dedicated and public transport to and from School.

5. Shielding

We would adhere to any national guidance on the reintroduction of shielding.

6. Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via email, from the Headmaster, once a decision has been made.

If recommended, we will limit:

- Residential educational visits.
- Open days.
- Transition or taster days.
- Parents coming into school.
- Live performances.

If recommended, we will reintroduce or amend:

- Bubbles, to reduce mixing between groups

7. Attendance restrictions

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

7.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

> Vulnerable pupils.

> Children of critical workers.

7.2 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 in the Home Learning Guides (the most recent edition is available on the Covid-19 Information Page on the School's website click here). These documents will be updated promptly in response to an outbreak situation and provided to the families of children involved by the Head of Seniors or Head of Juniors (or Headmaster) as appropriate.

7.3 Wraparound care

We will consider limiting 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.

7.4 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 DSL (or deputy) can't be on site, they can be contacted remotely by emailing as follows:

DSL: Mark Philips (Head of Seniors) – email: mark.philips@ditchampark.com

DDSL: Pippa Probert (Head of Juniors) – email: pippa.probert@ditchampark.com

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

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where appropriate, social workers and the local authority, to work out the reason for absence.

- Encourage attendance.

- Ensure 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.