

Bournemouth School for Girls - Outbreak Management Plan

Updated October 2021

This document details key areas of review should the Local authority, Directors of Public Health (DsPH) or our PHE Health Protection Team (HPT) recommend measures in our school– or a small cluster of settings – as part of their outbreak management responsibilities. This will also include a need to address more widespread issues across an area, the decision on which will be made by ministers and will be made on an area-by-area basis.

The school will also seek to take public health advice and extra action when there is a rising number of cases amongst students or staff, who are likely to have mixed closely, and who test positive for COVID-19 within a 10-day period. Advice will also be taken should a student or member of staff be admitted to hospital with COVID-19.

The government has made it a national priority that education and childcare settings should continue to operate as normally as possible during the COVID-19 pandemic. The measures detailed in this document may be necessary in the following circumstances:

- To help manage a COVID-19 outbreak within the school
- If there is extremely high prevalence of COVID-19 in the community and other measures have failed to reduce transmission
- As part of a package of measures responding to a Variant of Concern (VoC)

Measure	Organisation/ Decision Making	Operational Comments	Contact Needed
Reintroduction of asymptomatic testing on site or at home is advised in the area/ increased frequency of testing	<ul style="list-style-type: none"> • SLT • Office Staff • Premises Staff 	<p>Ensure school holds sufficient stocks of home test kits for distribution to students and staff</p> <p>Increased at home testing would require increased communication to encourage students and staff to maximise uptake and reporting.</p> <p>Close contacts advised to take PCR and consider daily (rather than twice weekly) LFD testing</p>	<ul style="list-style-type: none"> • Trained staff & volunteers for supervision • Parents
Face coverings to be recommended to staff and students in communal and/or	<ul style="list-style-type: none"> • SLT 	<p>If directed to, the recommendation to wear a face covering will be reinstated.</p> <p>Decision explained to parents and students in line with managing transmission.</p>	<ul style="list-style-type: none"> • Staff • Parents • Students

classroom settings			
In school events/ activities (students & staff)	<ul style="list-style-type: none"> • SLT 	<p>These will be amended to minimise social contact, restricted to individual year groups or cancelled.</p> <p>If a threshold of cases is met it will also be considered what activities could take place outdoors and ventilation will also be reviewed (where this would not significantly impact thermal comfort). One-off enhanced cleaning focussing on touch points and any shared equipment.</p> <p>In the light of any outbreak we will also re-evaluate our latest risk assessment and introduce additional control measures as required.</p>	<ul style="list-style-type: none"> • Staff • Parents • Students
Reintroduction of shielding - students	<ul style="list-style-type: none"> • SLT 	<p>Ensure staff are following the 'Remote Learning Policy' to limit impact to the education of these students.</p> <p>Ensure students have access to computer equipment, and supply a laptop should this be required.</p>	<ul style="list-style-type: none"> • Staff • Parents • Students
Reintroduction of shielding - staff	<ul style="list-style-type: none"> • SLT 	<p>Evaluate the time shielding has been provisionally implemented for as to whether to explore long term cover.</p> <p>Ensure staff are set up with the right computer equipment to deliver their lessons remotely.</p> <p>Put cover in place to manage the access of the class to the teacher on Teams.</p>	<ul style="list-style-type: none"> • Staff
Advised to limit attendance	<ul style="list-style-type: none"> • SLT 	<p>This will depend of the attendance recommendations that are made based on the scientific and public health advice.</p> <p>The 'Remote Learning Policy' will be reinstated to support the education of any students not being educated on site.</p> <p>If some attendance restrictions are needed, all identified vulnerable students, children of critical workers, and students in examination years will still be allowed to</p>	<ul style="list-style-type: none"> • Governors • Staff • Parents • Students

		<p>attend (unless there is an outbreak associated with that year group). If attendance is restricted further, vulnerable students and children of critical workers will still be allowed to attend; unless advised that the school should be completely closed.</p> <p>Decisions will be made by the SLT, based on the required student body attendance, of what members of the educational workforce will be required on site; giving regard to the 'guidance on clinically extremely vulnerable people'.</p> <p>The DSL will continue to coordinate safeguarding when attendance is limited, reiterating to students how they can contact the safeguarding team when not on site.</p> <p>When attendance is limited welfare calls to vulnerable students who are absent, SEND students, bursary students and Pupil Premium students will be prioritised. Pastoral staff will continue to manage the wellbeing and welfare of all students through a contact plan.</p> <p>With limited attendance reinstated, computer equipment will be reissued as quickly as possible to students with limited access; pupil premium and bursary students will be prioritised.</p> <p>The school will continue to provide the means, for eligible students, of accessing free school meals when attendance is restricted.</p>	
<p>Residential educational visits/Off-site Trips</p>	<ul style="list-style-type: none"> • SLT 	<p>If required these will be amended to minimise social contact, restricted to individual year groups or cancelled.</p> <p>Amendments will be reflected in any risk assessment.</p>	<ul style="list-style-type: none"> • Parents • Students • Staff • External Companies

Open days	<ul style="list-style-type: none"> • SLT 	If required these will return to running remotely.	<ul style="list-style-type: none"> • Parents • Students • Website Announcement
Transition/ Taster Day	<ul style="list-style-type: none"> • SLT 	If required these will return to running remotely.	<ul style="list-style-type: none"> • Parents • Students • Website Announcement
Parental attendance	<ul style="list-style-type: none"> • SLT 	<p>Parents evenings are currently organised to run remotely for the academic year 2021/22.</p> <p>Year Group Information Evenings will run in school. In the event of an outbreak, or if recommended, they may return to running remotely; either as a whole or for particular year groups</p> <p>Parental pastoral meetings are arranged where necessary in person; in light of an outbreak this will further be restricted to virtual and telephone communication only.</p> <p>Parents are permitted in to school to collect their child when there is a medical need and where they may need to access Reception; in light of a local outbreak parents would be asked not to enter the building.</p>	<ul style="list-style-type: none"> • Parents • Students • Staff
Visitor attendance	<ul style="list-style-type: none"> • SLT • Business Manager 	<p>In light of an outbreak any visits would be evaluated for their necessity and need to be approved by the Headteacher; except in the event of an emergency.</p> <p>In light of an outbreak all external meetings would be virtual unless a safeguarding necessity was expressed by an external agency to visit in an individual capacity.</p>	<ul style="list-style-type: none"> • Students • Staff