



COVID-19 Outbreak Management Plan



(To be kept in conjunction with Coronavirus Risk Assessment)

School : Swaffham Bulbeck and Swaffham Prior CCE Primary Schools

Approved by : [Click or tap here to enter text.](#)

Written date : 30.8.21

Last Reviewed Date : [Click or tap here to enter text.](#)

Next Review Due date: [Click or tap here to enter text.](#)

This form is based on the [Contingency framework: education and childcare settings - GOV.UK](#) published by the DfE (Department of Education).

It will only be implemented in response to recommendations by relevant authorities including LA (Local Authority) , PHE(Public Health England) or the National Government

Reasons to implement part or all of the plans may include

- Manage a Coronavirus outbreak in the school
- Local community infection rates are very high, and we are instructed to do so.
- Part of a package of measures to combat a VoC (Variant of concern)

1-Attendance Restrictions.

1.1 Attendance Groups

If required to do so, we will as a last resort, restrict attendance in school and stay open for the following groups in order

- Vulnerable pupils
- Children of Critical workers
- Reception
- Year 1 pupils
- Year 2 Pupils

If further restrictions are required, the school will only remain open for the following

- Vulnerable pupils
- Children of Critical workers

1.2 Remote Education and Support

Children not able to attend school due to restrictions will be taught via remote education, whilst still ensuring quality and quantity of work received is matched to what would be received in school learning.

Details of Remote learning policy, plans and any other relevant information can be found in the following location

The Remote Learning Policy and Remote Learning Plans are published on the school website

All families have access to Class Dojo for daily communication with their teacher.

Lesson plans are published weekly on the school website.

If a child does not have technology at home, it will be provided by the school.

We will continue to provide lunch for those pupils eligible whilst remote learning.

The school admin team will liaise with families to ascertain their preference out of the following options:

- a. Families can collect a hamper of food for the duration of their isolation from school
- b. Lunch can be delivered or collected daily
- c. Families can choose a supermarket voucher

1.3 Wraparound Care

The school will if required limit before and after school activities to those groups eligible under relevant authority guidance.

This information will be communicated to all parties once decisions on restrictions are made.

1.4 Safeguarding

We will ensure safeguarding is always prioritised to remain effective. If required, policies and procedures will be adapted to coincide with current restrictions.

Where possible, a Trained DSL or deputy DSL will be always on site. Where this is not possible a member of SLT will take responsibility for ensuring safeguarding on site.

All Safeguarding Policies are published on the school website and will be sent via email to parents at the start of the year.

A DSL or Deputy DSL will be on site or on standby at all times between the two schools:

DSL: Helen Bartley

Swaffham Prior Deputy DSL: Donia Mercer

Swaffham Bulbeck Deputy DSL: Susie Sugg

All staff have access to CPOMs and use this for recording concerns.

2. Shielding

The school will continue to follow guidance in relation to those on the SPL (Shielded Patients List) [People at higher risk from coronavirus \(COVID-19\) - NHS](#)

We will liaise with those required to shield to ensure appropriate controls measures are in place or arrangements are made for home working.

3. Other Measures

If required to do so, we will implement these additional measures to minimise risk and increase control in the short term.

- Restriction of on-site governor visits unless essential
- School open days
- Transition days
- Live performances
- Sports days
- Parents coming onto site.
- Educational visits involving overnight stays.

These will only be restricted as a last resort and only for a short a time as required to bring infection rates under control or as given guidance by relevant authorities.

4. Additional Controls

If required to do so, we will reimplement these additional controls to minimise risk and increase control in the short term.

All these controls will be temporary and only after guidance from relevant authorities/persons

- Use of bubbles/groups as per Risk Assessment
- Use of face coverings in areas where social distancing cannot be maintained
- Reintroduction of social distancing as required by current guidelines
- Restriction on school attendance
- Restriction on school attendance