



Salford City Council

OUTBREAK MANAGEMENT PLAN

June 2021

Brentnall Community Primary School

CHECKS AND BALANCES: RESPONDING TO COVID-19

Version 1 10th June 2021

Staying COVID Secure – Our Commitment

- ✓ We recognise the risk posed by Coronavirus (COVID-19) to our staff, pupils and their families. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.
- ✓ We will put in place appropriate protective measures to ensure, as far as is reasonably practicable, the Health, Safety and Wellbeing of our staff and pupils.
- ✓ We will share this Risk Assessment and its findings with employees and consult on its contents.
- ✓ We will continue to comply with all relevant Health and Safety Legislation.
- ✓ We will have regard to statutory guidance in particular the guidance issued by the Department of Education regarding school reopening and implementing protective measures in education and childcare settings against COVID-19.
- ✓ We have regard to advice and guidance issued by Public Health England.

COVID-19: Outbreak management plan

Please note: this document is an appendix to the school's main risk assessment, it should be undertaken in conjunction with the school guidance updated by the Department for Education on 24th May 2021 as follows: [Actions for schools during the coronavirus outbreak](#). It outlines how schools would operate if any of the approaches for easing and tightening of measures, including possible attendance restrictions, become necessary in their local area. This includes how they would ensure every child, pupil or student receives the quantity and quality of education and care to which they are normally entitled, whether onsite or remotely. **ACTIONS SHOULD ONLY BE INSTIGATED IF ADVISED DIRECTLY BY DfE, PH or the LA.**

Assessment conducted by:	Nicola Platt	Job title:	School Business Manager – H&S and Premises	Covered by this assessment:	Staff, pupils, contractors, visitors, volunteers
Date of assessment:	18th June 2021	Review interval:	Every 6 weeks or as government guidance is updated	Date of next review:	September 2021

Related documents

School/Trust/Local Authority documents/ : COVID-19 risk assessment for the re-opening of schools	Government guidance: Schools coronavirus (COVID-19) operational guidance - GOV.UK (www.gov.uk) Contingency framework: education and childcare settings - GOV.UK (www.gov.uk) This framework is separate to the processes in place for managing outbreaks and operational challenges. Any restrictions on education are always a last resort and should only be initiated following a ministerial decision. Any measures will be kept under review and should be lifted as soon as the public health and scientific advice says it is appropriate to do so.
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Record of Review

Review Date 18 th June 2021	Overview of review Implementation of outbreak management plan
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Risk matrix

Risk rating High (H), Medium (M), Low (L)		Likelihood of occurrence		
		Probable	Possible	Remote
Likely impact	Major: Causes major physical injury, harm or ill-health.	H	H	M
	Severe: Causes physical injury or illness requiring first aid.	H	M	L
	Minor: Causes physical or emotional discomfort.	M	L	L

Areas for concern	Risk rating prior to action (H/M/L)	Control measures	Please mark Y/N/NA for each bullet point	Further actions/comments needed only if N is put by a bullet point	Residual risk rating (H/M/L)
1. Minimising Transmission					
1.1 General					
Direct or Indirect transmission of COVID - 19 virus	M	<ul style="list-style-type: none"> The main risk assessment, detailing the prevention and response system of controls in place, continues to be reviewed on a two weekly basis 	Y		M
1.2 Directed to restrict attendance					
Extremely high prevalence of COVID-19 and existing measures have failed to reduce community transmission	H	<ul style="list-style-type: none"> If there is significant concern that existing or recently introduced measures in an area have failed to mitigate community transmission, or that a more robust response is required to contain the outbreak of a VoC it may be necessary to limit the number of children and young people in education or childcare settings through attendance restrictions. No educational setting should move to implement restrictive measures of the kind set out in the contingency framework without the explicit approval of DfE. Attendance restrictions of this kind should not be used to address operational challenges, including staff shortages. Early years settings 	All control measures will be NA until directed to action by DfE/PH/LA	<p>School will only restrict attendance once approval has been given by the DfE</p> <p>School will adhere to the guidance provided from the LA on the year groups that restricted access applies to and in the priority order</p>	M

Areas for concern	Risk rating prior to action (H/M/L)	Control measures	Please mark Y/N/NA for each bullet point	Further actions/comments needed only if N is put by a bullet point	Residual risk rating (H/M/L)
		<ul style="list-style-type: none"> The default position for early years settings is to allow all children to attend. If attendance needs to be limited in early years settings, DfE may advise that only vulnerable children and children of critical workers should be allowed to attend. DfE will advise when children should be permitted to return. <p>Primary schools</p> <ul style="list-style-type: none"> The default position for primary schools (including reception classes) is to allow all pupils to attend. <p>If attendance needs to be limited in primary schools, DfE may advise:</p> <ul style="list-style-type: none"> that primary schools only allow vulnerable children, children of critical workers, children in reception, year 1 and year 2 to attend; or that primary schools only allow vulnerable children and children of critical workers to attend In these circumstances, high-quality remote education should be provided for all other pupils. Where it is appropriate to increase attendance, DfE will advise which groups should be prioritised for return. 	<p>All control measures will be NA until directed to action by DfE/PH/LA</p>		
1.3 Asymptomatic testing of staff					
<p>Extremely high prevalence of COVID-19 / variant of concern (VoC)</p>	<p>H</p>	<ul style="list-style-type: none"> When a variant of COVID-19 is classed as a variant of concern (VoC), DHSC will ramp up targeted testing in that geographical area to help suppress and control any possible new cases and better understand the new variants. An increased use of home testing by staff may also be advised. 	<p>All control measures will be NA until directed to action by DfE/PH/LA</p>	<p>School continues to encourage all staff to take part in twice weekly LFT which has been incentivised from wc 21st June.</p> <p>If required, testing beyond twice weekly may increase</p>	<p>M</p>

Areas for concern	Risk rating prior to action (H/M/L)	Control measures	Please mark Y/N/NA for each bullet point	Further actions/comments needed only if N is put by a bullet point	Residual risk rating (H/M/L)
1.4 Face Coverings					
<p>Extremely high prevalence of COVID-19 / variant of concern (VoC)</p>	<p>M</p>	<ul style="list-style-type: none"> • Temporary re-introduction of face coverings. <u>In all cases any educational drawbacks in the recommended use of face coverings should be balanced with the benefits in managing transmission and should allow for reasonable exemptions for their use.</u> • Where social distancing cannot be maintained in indoor locations, face coverings will be worn by staff and visitors, unless they are exempt. • Face visors or shields will not be worn as an alternative to a face covering. They will only be worn where they have been identified as appropriate following risk assessment and will be thoroughly cleaned between uses. • Those who rely on visual signals for communication, or communicate with or provide support to such individuals, are currently exempt from any requirement to wear face coverings but can, if they choose, wear transparent face coverings. 	<p>All control measures will be NA until directed to action by DfE/PH/LA</p>	<p>It is mandatory for all staff to wear a face covering whilst moving around school & on gate duty unless exempt.</p> <p>Staff are not required to wear masks in their own classrooms & offices.</p> <p>Face masks should always be worn when a 2 metre distance can not be adhered to between adults.</p> <p>All visitors to Brentnall must wear a face mask unless exempt regardless of whether they are in or outdoors.</p> <p>A face covering must always be changed to a face mask in the event of administering first aid or intimate care and if there is a need to restrain a child, if time allows.</p>	<p>M</p>

Areas for concern	Risk rating prior to action (H/M/L)	Control measures	Please mark Y/N/NA for each bullet point	Further actions/comments needed only if N is put by a bullet point	Residual risk rating (H/M/L)
1.5 Out-of-school settings and wraparound childcare					
Extremely high prevalence of COVID-19 / variant of concern (VoC)	M	<ul style="list-style-type: none"> Providers who run community activities, holiday clubs, breakfast or after-school clubs, tuition and other out-of-school or childcare provision (including wraparound childcare), for children over the age of 5 should be able to continue to open for both indoor and outdoor provision. Where restrictions are required, these providers should only offer face-to-face provision for those children that are eligible to be in school full-time, or who are electively home educated and of equivalent age to those eligible groups. 	All control measures will be NA until directed to action by DfE/PH/LA		M
1.6 Clinically extremely vulnerable pupils					
Extremely high prevalence of COVID-19 / variant of concern (VoC)	H	<ul style="list-style-type: none"> Shielding was paused on 1 April, and those who are clinically extremely vulnerable (CEV) are no longer advised to shield. Pupils who are clinically extremely vulnerable should follow national guidance regarding formal shielding measures in place at the time. See guidance on who is at higher risk from coronavirus (clinically extremely vulnerable) and protecting people who are clinically extremely vulnerable Updated advice is for the group to continue taking extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance page to minimise their risk of exposure to the virus. 	All control measures will be NA until directed to action by DfE/PH/LA	School know the staff and children who are classed as CEV and will implement any control measures required as government and LA guidance is updated.	H

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1.7 Education workforce					
Extremely high prevalence of COVID-19 / variant of concern (VoC)	H	<ul style="list-style-type: none"> Employers should continue to implement the system of controls set out in our guidance. They should explain to staff the measures they are putting in place to reduce risks to staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment. Employers should have regard to the guidance on clinically extremely vulnerable people. Schools should also consider if the COVID-19 education contingency framework offers more opportunities for staff to work at home, given reduced numbers of pupils onsite and the use of remote education for pupils scheduled to be at home. Employers should have regard to staff work-life balance and wellbeing. This includes considering how best to balance the demands of on-site teaching and support for remote education, which should be done within the terms and conditions of teachers' and staff employment. 	All control measures will be NA until directed to action by DfE/PH/LA	<p>Every member of staff has an individual COVID risk assessment in line with their health needs. These are updated regularly as information within the RA changes.</p> <p>Well being is a key focus in school.</p> <p>School regularly consults with staff to ask for feedback & gain suggestions on keeping our school community safe.</p> <p>Staff feed into the whole school risk assessment control measures.</p>	M
1.8 Remote Education					
Extremely high prevalence of COVID-19 / variant of concern (VoC)	H	<ul style="list-style-type: none"> Refer to Remote Learning policy 	Y	School has a robust remote learning plans and policy in place which will be implemented as necessary	M
1.9 Safeguarding and designated safeguarding leads					
Extremely high prevalence of COVID-19 / variant of concern (VoC)	H	<ul style="list-style-type: none"> If restrictions are implemented in any education or childcare setting, we would expect all local safeguarding partners to be vigilant and responsive to all safeguarding threats and ensure vulnerable children and young persons are safe, particularly as more children and young people will be learning remotely. Schools (ideally led by the designated safeguarding lead (DSL) or a deputy) should review their child protection policy so that it reflects the local restrictions and remains effective. In some 	Y	School will adhere to the measures taken in previous lockdowns. SLT & the pastoral team will continue with their usual routines and class teachers and TAs will conduct welfare calls.	M

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		cases, a COVID-19 annex or addendum that summarises any key local restriction related changes might be more effective than re-writing and re-issuing the whole policy. <ul style="list-style-type: none"> It will be important that all staff working in the school or FE provider are aware of the revised policy. 		MT will review & update any changes required to the Child Protection Policy. The website will be updated with any changes and staff will be kept informed.	
2. Additional site-specific issues and risks					
<ul style="list-style-type: none"> Settings to add any site-specific issues/arrangements here and ensure mitigation strategies are in place to address them 					
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School Leadership Use Only

Approved by (Head Teacher/ Chair of Governors)	Matt Thompson	Date of Approval	20/06/2021
Date Provided to Unions	21/06/2021	Date of Review	05/07/2021