

COVID-19 Contingency Plan

Kelvin Hall School

Policy reviewed and adopted by the Board of Trustees	Autumn 1 2021
Version	V1
Date of next review:	Autumn 1 2023
Responsible Committee:	Trust Board
Monitoring:	Trust Board
Policy Environment	<ul style="list-style-type: none">• Current COVID-19 risk assessments

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1 Introduction

This plan is based on the [contingency framework: education and childcare settings \(August 2021\)](#) of COVID-19 and the [Schools COVID-19 operational guidance](#), provided by the Department for Education (DfE).

Thrive is committed to minimising the disruption to education during the pandemic in a way that best manages COVID-19 risks. Attendance restrictions will only be considered as a last resort. We will only implement measures in this plan in response to recommendations provided by those responsible for managing localised outbreaks (the local authority (LA), directors of public health (DsPH), Public Health England (PHE) health protection team) or in rare circumstances the national government.

It may be necessary to implement these measures in the following circumstances, for example:

- 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 closely¹ 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 as part of ongoing risk assessment review²).

We will also seek public health advice from a director of public health or health protection team. Chris Leng (Head of School), after referring to Pat Cavanagh (Executive Headteacher), will be responsible for seeking this advice, and will do so by using the contacts given in Appendix 1.

We will always seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19.

3 Measures to be taken

3.1 Testing

We will take advice on the possibility of increased testing, more frequent testing or the (re)introduction of asymptomatic test sites.

¹ The definition of close mixing is given on p.19 of the DfE's [Contingency framework: education and childcare settings \(2021\)](#) document.

² Guidance on each of these areas is given on p.17... of the DfE's [Contingency framework: education and childcare settings \(2021\)](#) document.

3.2 Face coverings

We will take advice on the possibility of the (re)introduction of the wearing of face coverings including in communal areas and classrooms, for staff, and for secondary aged pupils.

3.3 Shielding

We will adhere to national guidance on the reintroduction of shielding, which would apply to those on the [shielded patient list \(SPL\)](#). We will speak to individuals required to shield about additional protective measures in school or arrangements for home working or learning.

3.4 Other measures

Parents, carers, pupils and staff will be informed promptly about the introduction of control measures. This will be done via text, email, letters and notification on school websites 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 (re)introduce:

- Bubbles, to reduce mixing between groups

4 Attendance restrictions

Attendance restrictions will only be actioned as recommended by local or national public health advice.

4.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils
- Children of critical workers

4.2 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 our remote learning policy.

4.3 School meals

The school will continue to provide meals or lunch parcels for pupils eligible for benefits-related free school meals while they are not attending school because of COVID-19 isolation guidelines.

4.4 Wraparound care

We will limit 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.

4.5 Safeguarding

We will review our child protection policy to make sure it reflects the local restrictions and remains effective.

We will have a trained DSL or deputy DSL available at all times.

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

4.6 Vulnerable pupils

When vulnerable pupils are absent, we will:

- Speak to parents/carers and, where applicable, social workers and the local authority, to work out the reason for absence
- Encourage attendance
- Make sure 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 and to support their welfare

Appendix 1: Public health contact details

In hours:

Local provision for general queries, to seek public health advice on a possible outbreak and providing updates on existing situations (please note you do not need to tell us about every case):

School nursing team covid duty on 01482 336634 or 344301

[local service provided by school nurses in the 0-19 team at City Health Care Partnership on behalf of the Local Authority public health team, escalation to Public Health Consultant / Director of Public Health in the LA]

Covid19.dph@hullcc.gov.uk

[emails received by LA public health team and actioned by the school nursing team or escalated to Public Health Consultant]

Alternatively, national provision:

DfE helpline 0800 046 8687, option 1 Mon-Fri 8am-6pm

[call centre staffed by NHS Business Services Authority on behalf of PHE and DfE. Script-based service, not trained public health professionals, but can escalate to regional PHE Health Protection Team]

Out of hours:

We are no longer able to provide a full out of hours offer locally and may not pick up emails consistently. Options are:

DfE helpline 0800 0468687 Sat & Sun 10am-6pm

For public health emergencies, the PHE regional Health Protection Team out of hours 0151 9091219

In an emergency situation which cannot wait until the next working day and needs a local response, email covid19.dph@hullcc.gov.uk and the out of office message will give you the phone numbers for the Public Health Consultant or Director who is covering that evening or weekend.