



# The Oak-Tree Group of Schools Covid-19 Outbreak Management Contingency Plan

Government guidelines state that it is a national priority for education and childcare settings to continue to operate as normally as possible during the Covid-19 pandemic. The overarching objective is to maximise the number of children in face-to-face education and minimise any disruption.

The Oak-Tree Group has prepared its schools for a full return of pupils from 6 September 2021. Signage has been removed, bubbles will not operate, there will be no social distancing and face coverings will not be required on site.

A number of measures have been retained to prevent, as far as is reasonably practicable, further cases arising. The measure taken are documented in our Covid 19 Risk Assessment that is updated periodically and/or when there are significant changes to the guidelines issued.

This Outbreak Management Contingency Plan details further action(s) that may be implemented should a Covid-19 Outbreak occur.

For the purpose of clarity an Outbreak is defined by whichever of these thresholds is reached first:

- 5 pupils or staff members, who are likely to have mixed closely, test positive for Covid-19 within a 10 day period; or
- 10% of pupils or staff members, who are likely to have mixed closely test positive for Covid-19 within a 10-day period.

It is important that staff continue to monitor both pupils and colleagues, and communicate known and suspected cases of Covid-19 to the school office. The Oak-Tree Management Team can then take the appropriate actions as and when necessary.

The actions to be considered and how they might be implemented in accordance with The Oak-Tree Group structure are:

Guidance	Action Considered	Period of Implementation	Review of Outcome
<p><b>Self-isolation of close contacts</b>  <i>In some cases, health protection teams may recommend that a number of other pupils self-isolate at home as a precautionary measure. This could be the class or year group. It is important to note however that this action will be a last resort and that a recent 'event' within the Oak Tree Group resulted in the school receiving advice from the DfE Helpline to retain the cohort affected and implement additional measures as detailed within this Contingency Plan.</i></p>	<p><i>Advice sought from Public Health, Local Authority and/or DfE Helpline.</i></p> <p><i>X no of pupils isolating from X-date to X-date</i></p>	<p>10 days</p>	<p><i>To be determined</i></p>
<p><b>Re-introduction of face coverings</b>  <i>The reintroduction of face</i></p>	<p><i>Face coverings advised for pupils and staff in corridors, school hall and crowded areas.</i></p>	<p>10 days</p>	

coverings for pupils, or staff may be advised for a temporary period in response to particular localised outbreaks, including variants of concern.	Also consider reintroducing face masks when travelling in school vehicles.		To be determined
<b>Re-introduction of asymptomatic testing</b> At school and home testing may be recommended to identify any asymptomatic cases in the school community.  The frequency of asymptomatic testing may be increased during a confirmed outbreak	Letter to parents advising that home/school testing will be introduced for targeted class or cohort  Lateral Flow Device Self- test kits provided and or administered from stock held  This may be increased to testing every other day for the period of the outbreak.	4 tests / 2 weeks  7 tests over a 14 day period	To be determined
<b>Increased ventilation</b> The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE COVID-19 advice provides more information.	Reminded to keep windows opened as much as possible.  Investigating options for improving mechanical ventilation system.	From X/X/XX	To be determined
<b>Increased cleaning</b>	Re-introduce the cleaning of multi-touch points and the Steam cleaning of soft items and furnishings.  Reinforce the importance of cleaning in-between groups.	From X/X/XX	To be determined
<b>Reduce mixing of students</b> Possible re-introduction of 'bubbles to reduce group sizes and control possible increase in the size of outbreak.	Review of start and end times, lunch and break arrangements and exclude from singing and assemblies	From X/X/XX	To be determined
<b>Communications to staff</b>	All staff advised of potential outbreak and mitigating actions.	Immediately outbreak confirmed	To be determined
<b>Communications to pupils</b>	All pupils within the cohort affected or the identified outbreak and mitigating actions.	Immediately outbreak confirmed	To be determined
<b>Communications to parents</b>	Letter to all parents. Advised of outbreak and mitigating actions.	Immediately outbreak confirmed	To be determined
<b>Remote Education</b>	Consider the provision of remote education for those pupils required to self-isolate.	From X/X/XX	To be determined

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