

## Kingsway Primary School and The K.E.Y Nursery



# COVID-19: Outbreak Management Plan

<b>Approved by:</b>	Mr L Pajak	<b>Date:</b> 15.7.21
<b>Last reviewed on:</b>	15 <sup>th</sup> July 2021	
<b>Next review due by:</b>	Following first use or December 2021	

## 1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19 and the [schools operational guidance from step 4](#), provided by the Department for Education (DfE).

We will only implement some, or all, of the measures in this plan in response to recommendations provided by our local authority (LA), director of public health (DsPH), Public Health England (PHE) health protection team or 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
- 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)

## 2. 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. Other measures

If recommended, we will limit:

- Residential educational visits
- Open days
- Transition or taster days
- Parents coming into school
- Live performances

If recommended, we will reintroduce:

- Bubbles, to reduce mixing between groups
- Face coverings in communal areas and classrooms for staff and visitors (unless exempt)

## 4. Attendance restrictions

Attendance restrictions will only be recommended as a last resort. If recommended, we will implement the measures in this section.

### 4.1 Eligibility to remain in school

In the first instance, we will stay open for:

- Vulnerable pupils
- Children of critical workers
- Reception, Year 1 and Year 2 pupils

If further 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 Procedure](#)

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.

Those children that have free school meals will be issued with food parcels. Parents/carers will be advised by the school office, when the parcels can be collected. Where this is not possible, then the food parcel will be delivered to the family by a member of school staff.

## 4.3 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.

## 4.4 Safeguarding

We will review our [child protection and safeguarding policy](#) and [COVID-19 additional appendix](#) to make sure it reflects the local restrictions and remains effective.

We will aim to have a trained DSL or deputy DSL on site wherever possible.

Role	Name	Contact Details
Designated safeguarding lead (DSL)	Lee Pajak - Headteacher	head@kingsway.gloucs.sch.uk 01452 881800
Deputy DSL	Lisa Smith - Deputy Headteacher Jasmine Munford – Pastoral Lead Gemma Buckingham – Nursery Manager	<a href="mailto:lsmith@kingsway.gloucs.sch.uk">lsmith@kingsway.gloucs.sch.uk</a> <a href="mailto:jmunford@kingsway.gloucs.sch.uk">jmunford@kingsway.gloucs.sch.uk</a> <a href="mailto:nursery@kingsway.gloucs.sch.uk">nursery@kingsway.gloucs.sch.uk</a>
Headteacher	Mr. Lee Pajak	<a href="mailto:head@kingsway.gloucs.sch.uk">head@kingsway.gloucs.sch.uk</a>
Local authority designated officer (LADO)	Nigel Hatton	Nigel Hatton 01452 42 6994 <a href="mailto:nigel.hatten@gloucestershire.gov.uk">nigel.hatten@gloucestershire.gov.uk</a>
Chair of governors	James Hill	<a href="mailto:CHAIR@kingsway.gloucs.sch.uk">CHAIR@kingsway.gloucs.sch.uk</a>

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