

COVID-19 Outbreak Management Plan

(To be kept in conjunction with Coronavirus Risk Assessment)

School : Norman Church of England Academy

Approved by : Keith Curtis

Written date : 31/08/21

Last Reviewed Date : 31/08/2021

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
- Year 6 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

<https://www.trinitypartnership.norfolk.sch.uk/attachments/download.asp?file=3357&type=pdf>

<https://www.trinitypartnership.norfolk.sch.uk/page/?title=COVID%2D19&pid=848>

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

Lunch for those pupils eligible whilst remote learning will be provided in the form of a packed lunch or food parcel. If the family has somebody who is not required to isolate available, we would ask that they collect the lunch where possible. Otherwise, the school will ensure that the packed lunch is delivered where necessary.

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.

In the event of an outbreak, after school PE clubs will be cancelled.

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.

Trinity Partnership DSL: Mr Jon Davis jdavis@trinitypartnership.norfolk.sch.uk

Norman DSL: Megan Vaughan mvaughan@trinitypartnership.norfolk.sch.uk

Norman DSL: Mrs Anna Fisher afisher@trinitypartnership.norfolk.sch.uk

<https://www.trinitypartnership.norfolk.sch.uk/attachments/download.asp?file=2182&type=pdf>

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.

All shielding guidance from the Government will be adhered to. Risk assessments will be put in place before any shielding staff are allowed to return after an outbreak.

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
 - More than parents coming onto site.
 - Educational visits (including those involving overnight stays).
 - Whole school assemblies.
 - Church services.

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 re-implement 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
- Staggered start and finish to the day
- Front facing seating arrangements in classrooms
- Regular communication to parents / staff to clarify safety measures.
- Remote staff meetings / governor meetings.
- Social distancing of adults on the school site.

- Individual risk assessment for vulnerable staff.
- Staff from one school at a time using shared kitchen with pre-school and thoroughly cleaned between uses.
- Regular supply teachers used to over staff when needed.