

Brabyns Preparatory School COVID Outbreak Plan **January 2022**

The Government has made it a national priority that education and childcare settings should continue to operate as normally as possible during the COVID-19 pandemic. As of September 2021, the school will be operating under Step 4 guidelines and will return to typical operations. [Current government guidance](#) specifies that schools should develop Outbreak Plans so that they can take appropriate steps to mitigate the effect of any Outbreak, while maintaining their education offer.

Definition of an Outbreak

An Outbreak may be identified through one of the following

- discussion with Public Health England or other bodies highlights an issue specific to school
- if there is extremely high prevalence of COVID-19 in the community and this impacts on the operation of the school
- a Variant of Concern (VoC) is identified on a regional or national basis that may impact the school

This Outbreak Management Plan outlines the steps Brabyns Preparatory School may take to mitigate the impact of the above. This plan includes how Brabyns Preparatory School will ensure every child receives the quantity and quality of education and care to which they are normally entitled.

Guidance

Brabyns Preparatory School continues to seek guidance from: Bellevue Education, National Government Guidance ([Jan 2022](#)) COVID-19 Contingency Framework: Education and Childcare December 2021, Public Health England (PHE), School Risk Assessments. Any changes to education provision as a consequence of this Plan will be agreed with these bodies prior to enactment.

Prioritising Education

The impacts of having missed education during the pandemic are severe for children, young people and adults. We will seek to keep any measures in education and childcare to the minimum number of settings or groups possible, and for the shortest amount of time possible. We will monitor any measures and lift them as soon as the evidence supports doing so.

Adjustments to the School Day

The school may consider reintroducing ways of limiting contact between large groups within school. This may include adjusting break and lunch arrangements or adjusting the timetable to limit the amount of movement around schools. These measures should be taken without restricting the timetable and educational opportunities for children. A return to separate bubbles may be considered as part of this following discussion.

Attendance Restrictions

Measures affecting education and childcare settings across an area should not be considered in isolation, but as part of a broader package of measures. Attendance restrictions should only ever be considered as a last resort;

- Early Years - If attendance restrictions are needed, vulnerable children and children of critical workers should be allowed to attend.

- Prep Schools - If some attendance restrictions are needed, all vulnerable children, children of critical workers, children in Reception, Year 1, Year 2 and exam groups should still be allowed to attend. If, by exception, attendance is restricted further, vulnerable children and children of critical workers

As with other periods of restricted attendance, Brabyns Preparatory School will provide high quality remote education for all pupils or those not attending. If restrictions on pupil attendance are needed, Brabyns Preparatory School will determine the workforce required onsite and if it is appropriate for some staff to work remotely.

School Meals

Brabyns Preparatory School will continue to provide meal options for all pupils who are in school, if staffing allows.

Additional Measures:

This Outbreak Management Plan outlines how Brabyns Preparatory School would operate if any of additional measures were recommended for the school site from national guidance due to a Variant of Concern or extended lockdown measures.

COVID-19 Risk Assessment

Brabyns Preparatory School continues to update site specific COVID-19 Risk Assessments in line with national guidance. COVID-19 Risk Assessments are updated in consultation with school leaders.

Home Testing

Schools will continue to provide testing kits to staff twice a week and encourage their use. Additional use of home testing by staff may be advised and will be encouraged by schools. Evidence of negative test results may be requested for access to school sites for events such as taster days and school events.

Face Coverings

Brabyns Preparatory School may introduce the use of face masks in schools for staff and pupils in cases of including communal areas and classrooms. This would take into consideration the guidance on face masks issued by the government, and the school would consider the age groups that this would apply to within this decision. COVID-19 Risk Assessments will be updated in line with guidance and parents/carers will be informed of the reintroduction of face coverings. Brabyns Preparatory School will ensure that it has sufficient stock of PPE including face masks. School COVID-19 Risk Assessments still state that all visitors to school sites including parents and contractors are to wear face coverings at all times.

Shielding

Shielding is currently paused and can only be reintroduced by National Government. Shielding would be considered in addition to other measures to address the residual risk to people on the SPL, once the wider interventions are taken into account. Risk Assessments will be updated to include shielding and Brabyns Preparatory School will support individuals with remote working if required.

Education Workforce

Brabyns Preparatory School will continue to support staff and pupils through Risk Assessments and support who are and will continue to implement the system of controls set out in the COVID-19 operational guidance for educational settings. The COVID-19 Risk Assessments explain to staff the

measures that have been put in place to reduce risks to staff, including how these protective measures have been reviewed.

Other Measures

Fixtures and Competitions

In most circumstances, children should be allowed to attend fixtures and competitions as arranged as planned. The school will work closely with other schools and associations, considering guidance from relevant sporting organisations. Schools will consider factors including the facilities being used e.g. indoor vs outdoor, and level of contact in considering whether it may be necessary to postpone or cancel fixtures in the event of an outbreak.

Educational Visits

Risk Assessments for trips include COVID-19 procedures and are updated following national guidance.

- Educational Day Visits were able to resume from 12th April 2021
- Domestic Residential Educational Visits can be undertaken from 17th May 2021
- International Visits can resume from 5th September 2021*

Any visits must be conducted in line with relevant COVID-secure guidelines and regulations and a full risk assessment in relation to all educational visits must be undertaken to ensure they can be undertaken safely; this will include considering steps taken by any venues. As part of this risk assessment, schools will need to consider what control measures need to be used and follow wider advice on visiting indoor and outdoor venues. School Leaders should consult the health and safety guidance on educational visits when considering visits.

Educational Visits will be reviewed and potentially postponed in the event of an outbreak within the school or local community.

*With due consideration going to the ongoing status of countries on the red, amber and green list rules for entering England.

Open Days and On-Site Events

In the event of an outbreak, transitional, taster and open days will be managed through the completion of a thorough risk assessment in line with agreed system of controls. Open days will be reviewed and potentially postponed/cancelled in the event of an outbreak. In the event of cancellation, remote transitional, taster and open days will be managed by school leaders.

Individual site risk assessments will be completed and will include:

- parents/carers will be asked to produce a negative COVID-19 test before entry to site
- separate entry and exit points to school
- maximum number of participants (if any)
- all visitors to wear face coverings
- outline of locations where attendees can regularly wash/sanitise hands

Parental Attendance in Settings

In the event of an outbreak, parents/carers will be advised to limit their access to site as much as possible.

Parents/carers or visitors permitted on school site by invitation only and must have an arranged appointment. All visitors will be expected to wear a face covering and will be informed of this when a meeting is booked. This can be removed in the venue for the meeting if social distancing is possible.

Where possible settings should consider if conversations with parents/carers staff will be either over the phone or via the school's post-box email address. Parents/carers will not be permitted to attend school fixtures or competitions.

Performances in Settings

If the school is planning an indoor or outdoor face-to-face performance in front of a live audience, staff should continue to follow the latest performing arts guidance, and the guidance on delivering outdoor events. Performances will be reviewed and potentially postponed/cancelled in the event of an Outbreak.

Outdoor Events

Outdoor events are generally lower risk. Once the school have undertaken a risk assessment and planned the event in line with the system of controls, the school may consider an outdoor event that caters for more than one bubble or consistent group, as long as the groups continue to be kept separate.

Summer Schools

In most circumstances, children should be allowed to attend holiday activities as planned. Facilities and activities should reflect any local or national restrictions. If attendance restrictions are needed as a last resort holiday provision should still remain open to groups as specified in the Attendance Restriction section on page 2.

Clubs and Wraparound Childcare

In most circumstances, children should be allowed to attend Clubs and Wraparound Childcare as planned. If attendance restrictions are needed, vulnerable children and young people should be allowed to attend. For all other children, parents and carers should only be allowed to access these providers for face-to-face provision for their children for a limited set of essential purposes, such as to allow them to go to or seek work, attend a medical appointment, or undertake education and training. Restrictions on attendance may need to vary depending to ensure sufficient childcare provision remains available to those that need it most.

Cleaning

Brabyns Preparatory School continues to follow robust cleaning regimes in schools and will continue in the event of an outbreak within the school.