

## **Grazebrook Primary School**

### **COVID19 Contingency Plan**

<b>Approved by: Nicole Reid</b>	<b>Date: 4th January 2022</b>
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<b>Next Review:</b>	<b>Date: 26th January 2022 (or earlier if necessary)</b>

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## Introduction

This plan is based on the **contingency framework** for managing local outbreaks of COVID-19 and the **schools operational guidance**, 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), directors of public health (DsPH), UK Health Security Agency (UKHSA) 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. Actions will be considered when either of the following thresholds are met:
  - There are 5 positive cases among pupils or staff who are likely to have mixed closely 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.

### 1. Seeking public health advice

When one of the thresholds above is met, we will review the testing, hygiene and ventilation measures already in place.

We will also seek public health advice from a director of Public Health or the Health Protection Team. Mrs Katie Beecroft, the head teacher, will be responsible for seeking this advice, and will do so by telephoning the DfE helpline (0800 046 8687) and Hackney Council Health and Safety Department (testandtrace@hackney.gov.uk).

### 2. Testing

Currently staff are being asked to test twice weekly using lateral flow devices, for seven days after being in close contact with or if they live in the same household as someone with a confirmed case as long as they are fully vaccinated and on

days 6 and 7 of self-isolation if they have no symptoms after a confirmed case themselves. (They will stop testing and self-isolating if they receive two negative tests 24 hours apart).

If recommended, we will increase the use of home testing by staff and will also encourage members of the community to increase the testing of family members at home.

### **3. Other measures**

Parents, carers, pupils and staff will be informed promptly about the introduction of additional control measures. This will be done via email, letters sent home with pupils and direct text messaging 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
- Any other event that are a risk to public health

Under our current risk assessment and following guidance from the local public health team, we are:

- Requiring staff to regularly wash and/or sanitise their hands and providing additional soap and sanitiser in classrooms, staff rooms and staff toilets
- Ensuring children to regularly wash and/or sanitise their hands and timetable this for all children and providing additional soap and sanitiser in classrooms, toilets and in shared areas across the school
- Encouraging all staff to take twice weekly lateral flow tests
- Continuing with additional enhanced cleaning of high contact surfaces in the middle of the day as well as end of day cleaning
- Minimising staff gatherings – including the reintroduction of online meetings, restricting numbers in communal spaces
- Minimising family mixing on site by holding virtual parent consultations and webinars rather than workshops
- Requiring staff (unless exempt) to wear masks in all communal spaces and when in close contact with other members of staff or the community
- Requiring 1m social distancing in communal spaces between staff
- Reintroduce the wearing of face masks for all families and visitors on the school premises

If recommended, we will:

- Reintroduce a shift pattern in working practices for vulnerable staff.
- Reintroduce bubbles, to reduce mixing between groups at break times and during lunchtime.

#### 4. **Attendance restrictions**

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

##### 5.1 Eligibility to remain in school

If restrictions are recommended, we will stay open for:

- Vulnerable pupils.
- Children of critical workers (as previously defined by the governments key worker list). Families will be asked to apply via a Google form and will be offered a place according to the local authority priority list which will be shared with the Google form.

##### 5.2 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.

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. This will be via the school's catering unit providing packed lunches for collection OR if advised to reinstate a school food voucher.

##### 5.3 Safeguarding

We will review our child protection policy 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.

If our DSL (or deputy) can't be on site, they can be contacted directly via the school office number 020 8802 4051.

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

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.
- Provide 1:1 regular video calls.

## **5. Staff Absences**

If staff are absent, other Grazebrook staff will be redeployed following the school staff absence contingency plan. We will ensure that there is a member of admin staff on the school reception desk. We will ensure that children with high educational or emotional needs due to having an EHCP have the required adult support. Where necessary and if possible, staff may work 1-to-2 or in a small group with these children.

In rare circumstances, staff from other New Wave schools may be redeployed to Grazebrook for a short period of time or agency staff may need to be used.