



**Athena**  
Sixth Form College



DOWNHAM MARKET  
ACADEMY

# Covid-19

## Outbreak Management Plan

**Downham Market Academy**

**Athena Sixth Form College**

<b>Approved by Eastern Learning Alliance</b>	August 2021 <a href="#">and updated for January 2022</a>
<b>Review cycle</b>	Ongoing and as needed dependent on national guidance

## Downham Market Academy & Athena Sixth Form College

### Covid-19 Outbreak Management Plan

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#### Document Control

New Version Number	Key changes from previous version	Date of ratification
1	New document	August 2021
2	<ul style="list-style-type: none"> <li>• Addition of criteria for implementation of the contingency plan</li> <li>• Clarification of thresholds for this advice will be sought from the Outbreak Management Team</li> <li>• Staggered starts to terms where onsite testing is requested by PHE and the DfE</li> <li>• More additional measures that could be implemented under the contingency plan</li> <li>• Attendance restrictions and criteria for determining onsite provision clarified</li> </ul>	December 2021 for January 2022 return to school

## 1. Introduction

This plan is based on the [contingency framework for managing local outbreaks](#) of COVID-19, published 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:

- 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)
- [to prevent unsustainable pressure on the NHS](#)

## 2. Thresholds for considering measures within the Contingency Plan

Any of the measures outlined below will be considered, after consultation with the local Outbreak Management Team within Norfolk County Council if the following thresholds are reached:

- 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period
- 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period

## 3. Testing

If recommended, we will increase the use of home testing by students and staff. If it is advised that we reintroduce an asymptomatic testing site (ATS) at our school, we will consult with the director of public health (DsPH) to discuss any further support we need to do this. This will be monitored by the use of the "Test Register" website to remind parents and carers to test their children and then report the result to both the school and the NHS.

If we reintroduce on-site asymptomatic testing we will:

- Contact all volunteers from the local community and implement a plan based on their availability as solely using school staff means that other school functions cannot happen
- Arrange any refresher training as necessary dependent on the time since we last tested students on site
- Set up one or both of the gyms with exam desks for participants to self-administer their tests
- Arrange a timetable for groups of students to attend the onsite test site that minimises the disruption to learning
- [Implement a staggered return to school in January 2022 to ensure that testing is safe and does not negatively impact on the day to day running of the school](#)

## 3. Face coverings

If recommended, students, staff and visitors who are not exempt from wearing a face covering:

- Will be asked to keep on or put on a face covering when arriving at school and moving around indoors in places where social distancing is difficult to maintain, such as in corridors or whilst in the queue for lunch

And/or:

- Will be asked to wear a face covering in classrooms or during activities, unless social distancing can be maintained or a face covering would impact on the ability to take part in exercise or strenuous activity

We will encourage all students and staff to bring in their own face coverings but provide spares to those who are not able to provide their own.

## 4. 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. Individual risk assessments will be undertaken with students or staff to mitigate any risks should they choose to ignore shielding advice.

## 5. Other measures

If recommended, we will limit:

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

We will determine the impact of any cancellations and try to minimise disruption as much as possible whilst keeping everyone safe.

[Additional ventilation will be considered but balanced with the need to maintain a comfortable working environment inside classrooms during inclement or colder weather.](#)

[One off, enhanced cleaning regimes may be introduced in parts of the school or to cover all inside spaces in the school.](#)

## 6. Attendance restrictions

Attendance restrictions will only be implemented as a last resort. If recommended, we will implement the measures in this section. [Working from home for staff will be considered depending on the level of restrictions for student attendance and the number of students working on site as set out in the section below.](#)

### 6.1 Eligibility to remain in school

In the first instance, we will stay open for:

- Vulnerable students, [as determined by the school](#)
- Children of critical workers, [the definition of which shall be determined by national guidance](#)
- [Year 11 & 13 students](#)
- [Year 7 students](#)
- [Year 10 & 12 students](#)
- Any other students due to take external exams this academic year

If further restrictions are recommended, we will stay open for:

- Vulnerable students, [as determined by the school](#)
- Children of critical workers, [the definition of which shall be determined by national guidance](#)

### 6.2 Education and support for students at home

All other students 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 students would receive in school, as outlined in remote learning page on the [Academy website](#).

The school will continue to provide meals or lunch parcels for students eligible for benefits-related free school meals while they are not attending school because of Covid-19 isolation guidelines. The meals and distribution will depend on the number of students affected and the likely duration of any period of closure and will be communicated to parents at the time.

### **6.3 Extra-curricular activities**

The school day will be restricted to lesson times only and all extracurricular activities will move to virtual sessions wherever possible but the priority will be in ensuring high-quality remote learning.

## **7. 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. We will ensure that all parents and students are fully aware of how to report any concerns with their own welfare or that of other students. On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding on site.