



Covid-19 Operational Guidance

September 2021

This plan should be read in conjunction with the school's Covid-19 Risk Assessment, the Remote Learning Action Plan, the Outbreak Management Plan and all other documentation relating to the pandemic.

GODINTON PRIMARY SCHOOL

OPERATIONAL GUIDANCE

This document outlines key operational measures that will be taken to ensuring that high quality education and support can continue to be provided for children at Godinton Primary School during the Covid-19 pandemic.

This document is informed by 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). It should be read in conjunction with the schools other documentation relating to the pandemic which can be found on the school website.

SECTION ONE – MIXING OF GROUPS WITHIN THE SCHOOL

1.1 As of September 2021, bubbles will not need to be used in schools and many aspects of school life will return to pre-Covid normality. This means:

- we will no longer need to implement staggered start or finish times or one way systems of entry,
- assemblies can resume,
- children from different year groups may mix at playtimes and lunchtimes, including in the dining hall,
- children can mix with children from other year groups at Breakfast Club, After School Clubs and in extra-curricular activities.
- Visitors can be welcomed back to school
- Face to face meetings can resume
- Staff can mix in the staff room

The school will take a common sense approach to any activities involving the whole school and where possible these will take place outside rather than inside.

1.3 In the event that cases of Covid-19 within a group within the school should rise and meet one of the triggers identified in our Outbreak Management Plan, then, upon the advice of the Local Health Protection Team (LHPT) or Public Health England (PHE) it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups. Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly and would need to take account of the detrimental impact they can have on the delivery of education.

SECTION TWO – MEASURES TAKEN TO REDUCE THE TRANSMISSION OF COVID-19

1.2 In order to reduce transmission of Covid-19, the school will continue to:

- Ensure that there is a rigorous system of handwashing / sanitising in place which takes place throughout the day
- Promote good respiratory hygiene. The 'catch it, bin it, kill it' approach continues to be very important. The e-Bug COVID-19 website contains free resources, including materials to encourage good hand and respiratory hygiene.
- Be vigilant to those displaying symptoms of Covid-19 and send individuals home to self-isolate and test in the event they show symptoms.
- Use personal protective equipment (PPE) where required. Most staff will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19.
- Continue to ensure a system of enhanced cleaning measures is in place throughout the school day. PHE has published guidance on the cleaning of non-healthcare settings, which we follow.

- Keep occupied spaces well ventilated. It is important to ensure school is well ventilated and that a comfortable teaching environment is maintained. Opening external windows can improve natural ventilation, and in addition, opening internal doors can also assist with creating a throughput of air. If necessary, external opening doors may also be used. We will balance the need for increased ventilation while maintaining a comfortable temperature and will monitor temperatures within the classrooms.
- Follow public health advice on testing, self-isolation and managing confirmed cases of **COVID-19**.

CONTACT TRACING AND SELF-ISOLATION MEASURES

2.1 Education settings will no longer be expected to undertake contact tracing when schools reopen in September 2021. As with positive cases in any other setting, NHS Test and Trace will work with a positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting **COVID-19** due to the nature of the close contact.

2.2 From August 16th 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive **COVID-19** case. Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We will encourage all individuals to take a PCR test if advised to do so. Further guidance on what is meant by a close contact can be found in the following document:

<https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person/guidance-for-contacts-of-people-with->

[possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person](#)

2.3 Staff who are double vaccinated will not need to self-isolate if they are a close contact. Double vaccinated means that 14 days has passed since an individual received their second vaccination.

2.4 All pupils and staff (regardless of vaccinations) who display symptoms of Covid-19 will need to self-isolate and take a PCR tests. If they display symptoms whilst at school, they will be sent home, asked to have a PCR test and should self-isolate. They will need to self-isolate for a period of 10 days in the event that they test positive. If they test negative, they may return to school if they are well enough to do so.

2.5 If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children's social care settings guidance. Any rooms they use should be cleaned after they have left.

2.6 In most cases, parents and carers will agree that a pupil with symptoms should not attend school, given the potential risk to others. If a parent or carer insists on a pupil attending our school, we will take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19.

2.7 For all cases relating to staff, the school will call the Self-Isolation Service Hub on 020 3743 6715 as soon as they are made aware that any of their workers have tested positive.

2.8 We will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in school or if central government offers the area an enhanced response package, PHE might advise us to temporarily reintroduce some control measures. The

school's Outbreak Management Plan provides further information taken in the event of an increase in the number of cases.

SECTION THREE – FACE COVERINGS

Face coverings will no longer be advised for staff and visitors either in classrooms or in communal areas.

However if we have an outbreak in school, PHE might advise that face coverings should temporarily be worn in communal areas or classrooms by staff and visitors, unless exempt. This will be included in our risk assessment.

SECTION FOUR – STEPPING MEASURES UP OR DOWN

Given the detrimental impact that restrictions on education can have on children, any measures in school should only ever be considered as a last resort, kept to the minimum number of groups possible, and for the shortest amount of time possible. Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission.

If we have several confirmed cases within 10 days, we may have an outbreak. The school's outbreak management plan provides further details about this and outlines how, if triggers are met, the school will contact the DfE (Tel 0800 046 8687) and/or the LHPT (Kent Tel 0344 2253861) for advice on the next steps to be taken.

The DfE contingency framework describes the principles of managing local outbreaks of COVID-19 in education and childcare settings. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual education settings as part of their outbreak management responsibilities.

SECTION FIVE – TESTING

5.1 Asymptomatic Testing

Testing remains important in reducing the risk of transmission of infection within schools. That is why, whilst some measures are relaxed, others will remain, and if necessary, in response to the latest epidemiological data, we all need to be prepared to step measures up or down in future depending on local circumstances.

All staff will be encouraged to complete twice weekly lateral flow testing, from 3 days prior to the start of the new academic year.

5.2 Confirmatory PCR tests

Staff and pupils with a positive lateral flow test result should self-isolate in line with the stay at home guidance. They will also need to get a PCR test to check if they have COVID19. Whilst awaiting the PCR result, the individual should continue to self-isolate. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms.

SECTION SIX – ATTENDANCE

School attendance is mandatory for all pupils of compulsory school age and it is our priority to ensure that as many children as possible regularly attend school. Where a child is required to self-isolate or quarantine because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC they should be recorded as code X (not attending in circumstances related to coronavirus).

Clinically extremely vulnerable (CEV) children should attend their education setting unless they are one of the very small number of children

and young people under paediatric or other specialist care who have been advised by their GP or clinician not to attend.

SECTION SEVEN – TRAVEL AND QUARANTINE

Parents travelling abroad should bear in mind the impact on their child's education which may result from any requirement to quarantine or isolate upon return.

SECTION EIGHT – REMOTE EDUCATION

Not all people with COVID-19 have symptoms. Where appropriate we will support those who need to self-isolate because they have tested positive or are quarantining, to work or learn from home if they are well enough to do so. We will provide remote education to these children. The remote education provided will be equivalent in length to the core teaching pupils would receive in school. We will work collaboratively with families and put in place reasonable adjustments so that pupils with SEND can successfully access remote education. The school's Remote Learning Action Plan provides further information on how and when remote learning tasks will be set.

SECTION NINE – SCHOOL WORKFORCE

Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus. Staff who are CEV should currently attend their place of work if they cannot work from home.

We encourage vaccine take up and enable staff who are eligible for a vaccination to attend booked vaccine appointments where possible even during term time.

SECTION TEN – SCHOOL MEALS

We will continue to provide free school meal support to any pupils who are eligible for benefits-related free school meals and who are learning at home during term time.

SECTION ELEVEN – EDUCATIONAL VISITS

Schools have been advised to ensure that any new bookings for educational visits have adequate financial protection in place. Educational visits can commence. Risk assessments are completed prior to the start of any visit.

SECTION TWELVE – WRAP AROUND PROVISION AND EXTRA-CURRICULAR ACTIVITY

Wrap around provision and extra-curricular activity will continue unless national guidelines requires this to change.