

Recommended Actions for Secondary School Settings		Action Taken & Date	Action Recom'd
Context: The interventions below are based on the Schools COVID-19 operational guidance (updated 27 th September 2021) Schools COVID-19 operational guidance - GOV.UK (www.gov.uk) and the UK Health Security Agency Briefing Note 2021/067. They are intended to break chains of transmission of COVID-19 in schools while maximising face-to-face education for all settings which remains a national priority.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Notes	The recommended interventions listed below are linked to the stages of an outbreak, starting at Stage 0 (below threshold) consisting of important preventative measures, to Stage 3 where case levels are substantial and continuing to rise. While the staged approach is designed to ensure that the response to an outbreak is both proportionate and effective, it is not intended to be overly rigid, and may need to be adapted to individual circumstances and settings. The Council's Outbreak Management Hub (OMH) will assess your situation and work with you to identify appropriate measures from the suite of measures listed below.		
Stage 0 School below threshold case levels	<ul style="list-style-type: none"> monitor case levels to determine whether threshold is met 		
	<ul style="list-style-type: none"> issue regular reminders to parents/carers and staff to be diligent looking out for symptoms; if anyone has symptoms or is generally unwell with cold-like symptoms, headache and/or body aches – advise to get a PCR test 		
	<ul style="list-style-type: none"> 2 x weekly LFD testing for staff 		
	<ul style="list-style-type: none"> LFD testing for a total of 10 consecutive days in addition to a PCR test (on day 3-5 after first exposure) for pupil household contacts (please see letter to headteachers dated 20.10.2021). A child can continue to attend school if their results (PCR & LFD) are negative 		
	<ul style="list-style-type: none"> if cases start to rise, reinforce messaging to staff and parents to look out for symptoms, incl. wider symptoms, and get a PCR test 		
	<ul style="list-style-type: none"> maintain good levels of ventilation, use CO₂ monitors where available to identify poor air quality 		
	<ul style="list-style-type: none"> maintain good levels of cleaning 		
	<ul style="list-style-type: none"> maintain good standards of hand hygiene (all staff and pupils) 		
Stage 1 School at threshold. – early experience suggests that those schools that put in place the following measures quickly reduce cases levels in the shortest timeframe	Notify the local OMH that the threshold has been reached and supply the case data; a copy of your contingency plan; details of any additional measures already taken and numbers of pupils in each year group.		
	Whole School Measures for a stated period		
	<ul style="list-style-type: none"> increase levels of ventilation 		
	<ul style="list-style-type: none"> increase levels and frequency of cleaning classrooms, toilets and common areas 		
	<ul style="list-style-type: none"> increased levels of hand hygiene and sanitiser stations 		
	<ul style="list-style-type: none"> letters to parents/carers (whole school template) 		
	<ul style="list-style-type: none"> students wear face coverings moving around the school and in common areas e.g. libraries (not in classrooms when seated) 		
	<ul style="list-style-type: none"> one-way systems in corridors and high-volume areas 		

Stage 1 cont'd		Action Taken & Date	Action Recom'd
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Affected classes (stipulate year groups / class names) for a stated period:		
	<ul style="list-style-type: none"> letter to parents/carers (affected year groups template) 		
	<ul style="list-style-type: none"> enhanced cleaning in affected classroom(s) 		
	<ul style="list-style-type: none"> enhanced ventilation and staff reminded to ventilate classrooms 		
	<ul style="list-style-type: none"> enhanced frequency of hand hygiene 		
	<ul style="list-style-type: none"> move to remote assemblies for affected class 		
	<ul style="list-style-type: none"> introduce segregation of affected year groups including during assembly; lunchtimes and breaktimes i.e. social spaces per year group; new canteen rotas 		
	<ul style="list-style-type: none"> reduce staff working across more than one class/year group (where practicable) 		
	<ul style="list-style-type: none"> outdoor PE only for the affected classes 		
	<ul style="list-style-type: none"> after school clubs for designated year groups only 		
	<ul style="list-style-type: none"> no singing/similar activities indoors involving increased respiratory secretions 		
	<ul style="list-style-type: none"> risk assessments for any school trips/open events or consider postponing or delivering online 		
	<ul style="list-style-type: none"> 6th form – consider allowing 6th form to leave setting when not in classes. 		
	<ul style="list-style-type: none"> 6th form – wear face coverings in common rooms 		
	If there are staff cases or evidence of staff-to-staff transfer, for a stated period:		
	<ul style="list-style-type: none"> review staff risk assessment to prevent mixing outside of class and re-introduce 2m social distancing and face 		
	<ul style="list-style-type: none"> coverings in common areas where social distancing cannot be achieved (not in classrooms) 		
	<ul style="list-style-type: none"> monitor twice weekly LFD testing and reporting 		
	<ul style="list-style-type: none"> reinforce messaging to staff not to come into school if experiencing the wider symptoms and to get a PCR test 		
Stage 2 Enhanced measures - if cases are continuing to increase or outbreak is starting to affect multiple classes	In conjunction with advice from the Outbreak Management Hub or following a case review – introduce for a limited period:		
	<ul style="list-style-type: none"> affected year group measures to be extended/applied to the whole school for a specified period 		
	<ul style="list-style-type: none"> use separate entrances and exits if possible 		
	<ul style="list-style-type: none"> introduce fixed seating plans in classrooms 		

Stage 2 cont'd		Action Taken & Date <input checked="" type="checkbox"/>	Action Recom'd <input checked="" type="checkbox"/>
	<ul style="list-style-type: none"> consider wider testing options, stand up on-site supervised LFD testing for affected classes 		
	<ul style="list-style-type: none"> introduce staggered access and egress times 		
	<ul style="list-style-type: none"> if students arrive to school early, they will be asked to meet in designated outside areas (to proceed direct to class if weather inclement) 		
	<ul style="list-style-type: none"> all staff wear face coverings in communal areas 		
	<ul style="list-style-type: none"> suspend school sports or residential away trips in any of the affected class groups. 		
	<ul style="list-style-type: none"> stagger form times if possible, for affected years 		
	<ul style="list-style-type: none"> ensure best practice on school transport, wearing of face coverings 		
	<ul style="list-style-type: none"> school trips restricted to year groups. 		
Stage 3 If case levels are substantial and continue to rise	Only in conjunction with advice from the Outbreak Management Hub as part of an elevated enquiry or case review		
	<ul style="list-style-type: none"> reintroduce contact tracing within the school setting 		
	<ul style="list-style-type: none"> including daily testing of contacts (PH advice required) 		
	<ul style="list-style-type: none"> reintroduction of smaller groupings in classes ("bubbles") 		
	<ul style="list-style-type: none"> short term attendance restrictions (measure of last resort) 		
Stage 4 School returns to below threshold levels	Following review in conjunction with the Outbreak Management Hub return to Stage 0		