



Creswell Drive, Off South Eden Park Road, BECKENHAM, Kent, BR3 3AL  
Tel: 020 8658 0282 email: unicorn@compassacademytrust.org  
Website : [www.unicorn.bromley.sch.uk](http://www.unicorn.bromley.sch.uk)

**Compass Academy Trust**  
**Unicorn Primary School**  
**Outbreak Management Plan**

This plan outlines the procedures and steps that Unicorn Primary School will implement based on the principles set out in the DfE Contingency framework: education and childcare settings, which describes how local outbreaks of Covid19 will be managed.

Measures affecting education may be necessary in some circumstances, for example:

- To help manage a COVID-19 outbreak within a setting
- If there is extremely high prevalence of COVID-19 in the community and other measures have failed to reduce transmission
- As part of a package of measures responding to a Variant of Concern (VoC)

Irrespective of the removal of national restrictions we will continue to operate the following measures:

- Ensure good hygiene for everyone.
- Maintain appropriate cleaning regimes.
- Keep occupied spaces well ventilated.
- Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

At all times when implementing additional protective measures the school's leaders will follow the advice of the local authority, the Department for Education and Public Health England and operate in line with the DfE Contingency framework: education and childcare settings:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1011704/20210817\\_Contingency\\_Framework\\_FINAL.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf).

Unicorn Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Unicorn Primary School is part of the Compass Academy Trust  
a Charitable Company Limited by Guarantee in England 09323096



**Compass  
Academy Trust**



The principle of this outbreak management plan is to ensure that every pupil at Unicorn Primary School receives the quantity and quality of education and care that they would normally receive.

### **Bubbles**

There is now no requirement for schools to operate a 'bubble' system. However in the event of a local or school outbreak we will reintroduce a bubble system for those groups of children or staff where it is necessary. Staff and children within identified bubbles will have their movement around the school limited for example we will restrict any mixing with other bubble groups and reinstate separate break/lunch times.

### **Face coverings**

At present there is no requirement for staff or parents to wear masks on site unless they wish to do so. Should guidance change or a local outbreak occur staff and parents may be asked to wear masks in communal areas. Should this be required staff and parents will be informed via parent mail as soon as is reasonably possible.

### **Shielding**

Shielding can only be introduced by the national government. If it is reinstated then staff who have previously shielded and are advised to do so, will be supported to work from home where possible. If this is a teacher then they will continue to deliver lessons remotely. If a pupil needs to shield, then they will be provided with remote learning which is explained later in this document.

### **School trips**

In the event of a local outbreak, the school will postpone all school trips that involve the use of transport. Where the risk assessment allows then local visits to outside locations would still be permissible as long as it was within a sensible walking distance of the school. If a trip cannot be postponed, then it will be cancelled and the school will work with any providers to secure refunds for parents.

### **Parental attendance in school**

Parents are now being allowed into school for meetings etc. If a local breakout was to occur all on-site parental meetings will not continue unless they can be undertaken outside whilst maintaining social distancing or they will be offered

Unicorn Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Unicorn Primary School is part of the Compass Academy Trust  
a Charitable Company Limited by Guarantee in England 09323096



discussions via teams or the telephone. Parents would be prevented from volunteering in school and attending assemblies or large group meetings. Appropriate to the nature of the outbreak, prospective parents visits may be reduced to smaller group size, be held outside of pupil hours, include the wearing of masks and/or be changed in style. This could mean holding virtual or outdoor Q&A sessions and only allowing parents to view outside spaces - EYFS outdoor learning area/playground.

### **School performances/assemblies**

In the event of a local outbreak all school activities, that may have included a parental audience, will be cancelled or recorded or revert to online. If an event is recorded, then parents/carers will be provided with a copy at the earliest opportunity. All internal assemblies will be held over Microsoft Teams .

### **Attendance restrictions**

These will only be considered as a last resort and in consultation with the Trust, the local authority and Public Health England. If we are advised to limit attendance due to Covid cases our remote learning plans will be reintroduced. If it is a local lockdown all children will attend unless advised otherwise. Staffing issues will be taken into consideration with each year team. A designated safeguarding lead (DSL) or deputy DSL will be onsite during the school day to ensure that any safeguarding concerns are addressed. In the extremely unlikely event that either DSLs or deputies are not in school, then the Executive Head teacher will be available on the phone. All staff have these numbers and are aware of the procedures to report concerns.

### **Remote learning**

Should we need to restrict attendance then remote learning will be used for all pupils who are not attending the onsite provision. The school will:

- Identify pupils and families that require IT equipment support.
- Provide weekly work which follow the school's long-term curriculum map.
- Provide daily lessons and teams support where staffing allows.
- Teachers will maintain an attendance register for all sessions and those pupils who do not attend will be contacted by the school to establish reasons for non-attendance and to offer support.

### **Attendance of vulnerable pupils**

Where vulnerable pupils are absent, the school will:

Unicorn Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Unicorn Primary School is part of the Compass Academy Trust  
a Charitable Company Limited by Guarantee in England 09323096



- Encourage the child to attend educational provision and discuss benefits with parents or carers.
- Focus discussions on the welfare of the child, ensuring that they can access appropriate education and support whilst they are at home.
  - Ensure that the parent / carer of any vulnerable child who is not attending school and who is not engaging with remote learning will be contacted by in order to check the children's welfare.
- Follow up with a parent or carer, working with the local authority and social worker to establish the reasons for absence and discuss concerns.

Unicorn Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Unicorn Primary School is part of the Compass Academy Trust  
a Charitable Company Limited by Guarantee in England 09323096

