



RCT Covid-19 Contingency Plan

Introduction

The RCT Covid-19 Contingency Plan (RCTCP) set out below describes the immediate action should students or staff test positive for COVID-19. In addition, it outlines the measures designed to help break the chains of transmission. This document only applies after the initial two Lateral Flow Tests are completed on return to school.

Plan

The plan covers the following:

1. Roles and responsibilities
2. When to implement the RCT Contingency Plan
3. The control measures
4. Student access to education

Roles and Responsibilities

The EHT, HoS, DoFAR and Operations Manager are responsible for implementing the RCT Contingency Plan.

When to implement the RCT Contingency Plan (Increases in positive cases)

If the number of positive cases substantially increases, it could indicate that transmission is happening in the setting and therefore public health advice is required.

For the RCT whichever of these thresholds is reached first:

- 5 students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or
- 10% of students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period (where the group is of a substantial size)

Identifying a group that is likely to have mixed closely will be different for each setting. For RCT schools, this could include: • a form group or subject class • a friendship group mixing at breaktimes • a sports team • a group in an after-school activity.

The RCT will seek public health advice if a student or staff member is admitted to hospital with COVID-19. This will be done by phoning the DfE helpline (0800 046 8687, option 1.) Hospitalisation could indicate increased severity of illness or a new variant of concern. It follows that the RCT may then be offered public health support in managing risk assessments and communicating with staff and parents.

Actions to consider

When the thresholds are reached, the RCT will contact the Health Protection Team (HPT) and seek advice on, review and, as necessary, reinforce the testing, hygiene, shielding, mixing and ventilation measures they already have in place.

The Directors of Public Health (DsPH) or a Health Protection Teams (HPT) may give settings advice reflecting the local situation. In areas where rates are high, this may include advice that local circumstances mean that the thresholds for extra action can be higher than set out previously.

In the event an RCT school meets the reporting threshold above the school will report this to the LCC Health Protection Team in the usual way. For each confirmed positive case we will be required to report the individuals' name, date of birth, the date that the test was taken and any further information which may be relevant to the case such as whether shared transport was used.

If the HPT judges that additional action should be taken, they might advise the setting to take some or all of the other measures described in this document, for example further additional testing.

All settings will seek public health advice if a pupil, student, child or staff member is admitted to hospital with Covid-19.

Staff

For cases relating to staff the RCT will call the Self-Isolation Service Hub on 020 3743 6715 as soon as they are made aware that any staff have tested positive. Close contacts will now be identified by NHS Test and Trace

If cases amongst staff mean a setting meets the threshold, described above the RCT will need to provide the 8-digit NHS Test and Trace Account ID (sometimes referred to as a CTAS number) of the person who tested positive, alongside the names of co-workers identified as close contacts. This will ensure that all workplace contacts are registered with NHS Test and Trace and can receive the necessary public health advice, including the support available to help people to self-isolate. Further guidance is available on page 11 of this document [Contingency framework: education and childcare settings \(publishing.service.gov.uk\)](#)

Testing

It is intended that 2 x tests at the start of September followed by twice weekly testing will be sufficient. However, testing may be increased on the advice of DsPH or HPT as part of their responsibilities in outbreak management.

Face coverings

In the event that the thresholds are reached face coverings will be temporarily worn in communal areas and/or classrooms by students and staff.

Ventilation

Every effort will be made to ensure there is a balance between a comfortable working temperature and a good flow of fresh air. Further information will be provided on CO2 monitors which are expected to be

rolled out to schools. If necessary, if a room is particularly unsuitable, students will be taught in a different location.

Hygiene

Routine handwashing will continue, and additional measures will be implemented (e.g. cleaning) should it be deemed necessary and thresholds are met.

Shielding

Although currently paused it is possible that national government may advise if this is to be reintroduced. Shielding can only be reintroduced by national government.

Other measures

In the event that the thresholds are reached there will be a further review by the EHT, HoS, DoFAR and Operations Manager to advise further on the following areas:

- residential educational visits
- open days
- parental attendance in settings
- live performances in settings

Attendance restrictions

As a general principle high quality face-to-face education remains a government priority. Attendance restrictions should only ever be considered as a short-term measure and as a last resort. However, High-quality remote learning will be provided for all students if:

- they have tested positive for COVID-19 but are well enough to learn from home; or
- attendance at their setting has been temporarily restricted

Remote education

Remote learning in RCT schools will be provided for all students **via Microsoft Teams** if:

- they have tested positive for COVID-19 but are well enough to learn from home; or
- attendance at their setting has been temporarily restricted

On-site provision will in all cases be retained for vulnerable children and young people and the children of critical workers.

Communication with parents/carers will be through:

- Letters or messages from senior staff sent via Bromcom
- The school website and social media channels

Communication with staff and students will be through:

Regular or additional staff and student briefings

Contacts

DfE Helpline 0800 8687 Option 1

HPT at LCC 01522 552993

Appendix

Coronavirus Action Card - Secondary Schools v11