

Lancot Academy

COVID OUTBREAK PLAN

In addition to the updated risk assessment, Lancot Academy below lists the actions that will be immediately in place in the event of a local outbreak of COVID-19, which would result in either a partial or full lockdown.

Area of Consideration	Action	Person Responsible
Testing	<ul style="list-style-type: none"> • Staff to have access to test kits via school • PHE Testing, isolation and quarantine guidance to be followed at all times • Updated guidance to be shared on release 	Admin SLT
Social distancing and bubbles	<ul style="list-style-type: none"> • KS and/or class bubbles to be reintroduced • Staff to teach at the front of classrooms and socially distance whenever possible • Social distancing to be encouraged between pupils • Social distancing during staggered breaktimes and lunchtimes to be reintroduced • Limited access to staffrooms and facilities • Social distancing between staff in communal areas • Drop-off and collection times to be staggered, using both entrances and the one-way system No parents present on site during these times (excl. N, F1 and F2) 	SLT – sharing and monitoring
Face coverings and PPE	<ul style="list-style-type: none"> • Face coverings to be worn in communal areas • PPE to be worn when in close contact with pupils • PPE to be worn by anyone accessing the COVID room 	SLT Admin - stock
Shielding – staffing implications	<ul style="list-style-type: none"> • Advice regarding shielding criteria to be followed • HLTAs to be used in class, with virtual teaching timetabled as appropriate 	SLT Teaching Team (support)



Visitors	<ul style="list-style-type: none">• All visits, including open-days and parent consultation, must be virtual• No visitors on-site, aside from urgent safeguarding related visits• No assemblies	SLT
Safeguarding	<ul style="list-style-type: none">• Timetables for monitoring of vulnerable pupils to be reintroduced with CPOMs a central recording system (virtual calls weekly)• Links to local support shared	DSL Deputy DSL SENDCo SLT
FSM	<ul style="list-style-type: none">• During partial lockdown, food banks, meal collections and/or vouchers to be reintroduced	SLT Catering
Remote Learning	<ul style="list-style-type: none">• In full lockdown, asynchronous and synchronised teacher structures are to be reintroduced. Timetables for access to be complete as phases.• Parent workshops (virtual) to be uploaded• All pupils to access Google Classroom/Tapestry. If there are issues re: access to technology, paper packs are to be posted to families (3-4 hours per day, minimum)• E-Safety policy revisited• Virtual assemblies• Weekly Google Hangouts• Swift gap analysis to follow on return	SLT Staff