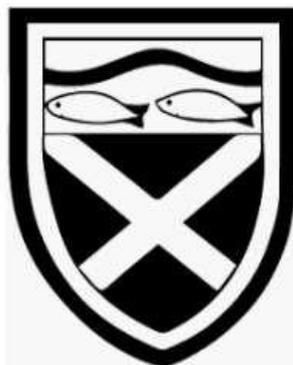


# St. Andrew's CE Primary School



## Pandemic Policy

Review Summer 2021  
Next Review Date Summer 2022

## **Pandemic Policy**

If there is the threat of a pandemic, the Headteacher will coordinate the School's response in conjunction with the Assistant Heads and the Leadership Team. The School's response will be graduated according to what may be a quickly changing situation. The primary concern of the School during a pandemic would be to minimise the risk to all members of the community whilst ensuring the continuation of normal education for as long as practically possible.

Throughout the event of a pandemic, the aim of the School is to operate as normally as possible within the following parameters:

1. The School will monitor publications from the Department of Health as well as the DfE and update continuity plans as necessary.
2. The School will inform pupils about pandemic flu/Corona virus and the School's approach through assemblies and PSHE lessons, at a level of detail appropriate to the students' age, comprehension and proximity of the threat.
3. Pupils and staff deemed to be at high risk due to pre-existing conditions will be advised to stay at home for all or part of any pandemic.
4. Pupils and staff who continue to attend school will observe increased infection control measures, such as those detailed in Annex B. Other measures include increased cleaning (particularly of hard surfaces frequently touched by hand) and additional disposal for used tissues.
5. What to do if you become unwell or develop symptoms;
  - Pupils and staff who develop flu/virus like symptoms whilst at home should remain at home, following any guidelines set by the government.
  - Staff who begin to display flu/virus like symptoms at School should speak with the Headteacher/ Line manager in regards to whether they need to go home (self-isolation), following any guidelines set by the government.
  - Pupils who become ill whilst at School should be referred to the Headteacher/ Leadership Team member. Parents of the child will be contacted immediately and asked to come into school and to take the child home. The child may be taken out of the classroom to reduce the risk of spreading the virus.
6. In the event of cases internal to the St Andrew's community, the School will follow the prevailing government guidance in respect of fixtures and school trips.
7. The Assistant Heads will manage academic staff absences on a daily basis making best use of available staff; the support staff absences will be managed in the same way.
8. Should the School close or partly close to pupils;

- The Headteacher will consider what arrangements can be made to continue educating pupils by the use of internet, school website and emails. Within this, priority will be given to pupils approaching external examinations.
- Maintain teaching and other activities by adjusting teaching groups as necessary, in line with the availability of pupils and staff and maintaining effective staff: pupil ratios, in line with Health and Safety recommendations.
- The prevailing government advice will apply to candidates sitting SATs examinations.
- Regular updates will be made available through Newsletters and Parent Mail.
- In line with workers in other sectors, staff will continue to come into School unless ill or caring for dependents.

9. The decision to close the School to pupils will be made by the Headteacher in conjunction with the governors/ Leadership Team. The decision to close will be guided by;

- Advice by Central Government and/or the local authority.
- Local conditions. For example, a general shortage of food or insufficient staff presence to ensure proper catering and supervision of pupils which dictate that a closure has become necessary.

**This policy will be reviewed daily when the need arises.**

***Any other decisions that the school makes will be with advice from the Local Authority and the guidelines of the government. These may include things like school assemblies, visitors to the school, Parent Pop-Ins and trips. Parents will be kept informed when procedures at the school change.***

## Annex A

### General Guidance on Pandemic Flu/Corona Virus

#### Background

1. Influenza (flu) is a familiar infection in the UK, especially in the winter months. The illness caused by the flu or Corona Virus can be mild to severe and can at times be fatal. Some groups of people – older people, young children and people with certain health conditions – are generally more susceptible to flu and viruses.
2. Pandemic flu/Corona virus is different from ordinary flu/viruses as it occurs when a new flu/virus emerges into the human population and spreads readily and rapidly from person to person worldwide. As it would be a new virus, no-one would have any immunity to it, and there is unlikely to be a suitable vaccine available. Everyone would be susceptible; healthy adults and children as well as those most susceptible to normal 'seasonal' flu/viruses. In comparison with seasonal flu/viruses, many more people could become severely ill, and many more could die.
3. The circumstances now exist for a new flu/viruses to emerge and spread worldwide.
4. The symptoms of influenza/corona virus are:

#### Most significant

- High fever
- Cough
- Shortness of breath leading on to more severe breathing difficulties

#### Other

- Aching muscles
- Sore throat
- Runny nose, sneezing; Please note that Corona does not always have the runny nose
- Loss of appetite
- Headache
- Malaise (lethargy, listlessness)
- Chills

Children aged 6 months or less can also have tummy aches, diarrhoea and vomiting. In very young children tiredness, poor feeding and difficulty in breathing can also be early signs of flu/virus.

5. The symptoms of Pandemic Flu/Corona virus are similar to those of seasonal flu/viruses, but they could be more severe and cause more serious complications. A key message during a pandemic should however be, that in case of doubt, one should assume that an infection is Pandemic Flu/Corona Virus, and act accordingly. It is better that someone stays at home for a couple of days with what might turn out to be a normal cold than that they go into work or school with the early symptoms of Pandemic Flu/Corona Virus and pass the disease on to other people.

Where a pupil is in self-imposed isolation, or parents have concerns for their child's welfare at the time and does not attend, it becomes an authorised absence.

6. The **incubation period** (the time from being exposed to the virus to showing symptoms of infection) for flu is one to four days: for most people, it will be 2-3 days. For the Corona Virus, presently the thinking is 14 to 21 days.

7. In terms of the **infectious period** (how long you are infectious to others), people with flu are most infectious soon after they develop symptoms, and remain infectious to some extent until the symptoms disappear. With the Corona Virus people can be infectious prior to symptoms developing.

8. Flu/virus, including Pandemic Flu/Corona Virus, is **spread from person to person** by close contact/droplets. Some examples of how it may be spread are shown below:

- Infected people can pass the virus to others through large droplets when coughing, sneezing, or even talking within a close distance (one metre or less).
- You can catch the virus by direct contact with an infected person; for example, if you shake or hold their hand, and then touch your own mouth, eyes or nose without first washing your hands.
- You can catch the virus by touching objects (e.g. door handles, light switches) that have previously been touched by an infected person, then touching your own mouth, eyes or nose without first washing your hands. The virus can survive longer on hard surfaces than on soft surfaces.

### **What you can do as an individual**

Everyone can play their part in helping to reduce the spread of Pandemic Flu/Corona Virus. There are two key things to remember:

- Good hygiene practice is essential – wash your hands regularly, particularly after coughing, sneezing or blowing your nose;

If you have flu/virus symptoms (see para 4 above), do not go into work or school; call your Line Manager/ Headteacher. If you become ill at work, inform your Line Manager and go home. If your children show flu/virus symptoms, keep them at home. You will need to contact your GP/ 111 by phone for further advice, do not go directly to the surgery.

### **What to do in a pandemic**

1. It is possible that the Government will, through local authorities, advise schools and early years/childcare settings to close to children during a pandemic. While your school or setting remains open, you should however follow the advice below.
2. You can reduce, but not eliminate, the risk of catching or spreading flu/virus by:
  - i) Regular hand-washing;
  - ii) Minimising contact between your hands and mouth/nose, unless you have just washed your hands;
3. Covering your nose and mouth when coughing or sneezing; use a tissue when possible, then dispose of the tissue promptly and carefully (bag it and bin it);

4. Staff should encourage pupils to follow the points above.
5. Staff should remain at home if they display any relevant symptoms, or inform their Line Manager and go home if they first display symptoms while at work.
6. The school will ensure that hard surfaces (door handles, light switches, taps and kitchen worktops etc) are cleaned more regularly than usual, using normal cleaning products and toilets are 'deep cleaned'.

## **ANNEX B**

### **Children: how you should cough or sneeze to avoid spreading lots of germs Cover your cough:**

- when you cough or sneeze, cover your nose and mouth with a tissue; • throw away your tissue, into a proper bag or bin, as soon as you've used it;
- wash your hands.

### **Wash your hands frequently:**

On days when you are coughing, sneezing or blowing your nose, frequently wash your hands often with soap and water; or, if you can't use soap and water, use wipes or gels. See more advice below at: "How to wash and dry your hands".

### **Remember:**

**Washing your hands is the single best way that you can help stop spreading germs that cause illness with coughs and sneezes.**

### **How to wash and dry your hands with soap and water**

1. Wet your hands with warm water, then add soap.
2. Rub in the soap, while you count to fifteen. Make sure you rub the soap into:
  - a. the backs of your hands;
  - b. the backs of your fingers;
  - c. your finger-nails;
  - d. your finger-tips;
  - e. the skin between your fingers.
3. Rinse your hands under running water.
4. Dry your hands with a disposable paper towel or a hot-air blower.

[If you are wearing any rings or bracelets, remove them before washing your hands. If you have any cuts or scratches, cover them with a clean dressing]