



ELLESMERE PORT CATHOLIC HIGH SCHOOL

'I have come so that they may have life and have it to the full' John 10.10

Ellesmere Port Catholic High School

Recovery Action Plan – COVID-19 Virus

The school will at all times seek and follow the advice of the Government, PHE, NHS and CWAC.

Specific Issues	Actions	Who
Communication	<ul style="list-style-type: none"> • Daily checks with GOV.UK, NHS 111, PHE, SCC and Department of Education Hotline. • Regular updates to parents, staff and Governors via email, Arbor, website and weekly briefing notes to all. • Posters up around school and on the computer screens. • All staff to promote hygiene measures. • Respond promptly to concerns raised by students, staff and parents using advice provided by Government. • Staff and parents to inform the school of any travel to affected areas of the world or contact with coronavirus sufferers. • Risk Assessments to be updated in light of Government guidance updates, these will be reviewed daily/weekly. 	SLT, Admin, HoY.
Preventing spread in initial stages	<ul style="list-style-type: none"> • Health and Safety sessions held with all staff and students, code of conduct to be followed. • Gel based hand sanitiser in each classroom and office. • Sanitiser wipes for surfaces in each classroom and office. • Tissues in each classroom and office. • Catch it, bin it, kill it – Posters in and around school. • Increased cleaning of frequently used surfaces, such as handles, and bannisters throughout the day. • Staff should not shake hands with visitors. • School visitors asked to use sanitiser. 	Admin, Site Team

Suspected case (staff or student)	<ul style="list-style-type: none"> • Parent or staff member should notify the school of their absence by phone. • Record and keep minimum dataset (reason for absence, date of onset of symptoms, symptoms, class, etc.) • Direct to Stay at Home guidance for isolation advice for child/staff member and their households. The person with symptoms should isolate for 7 days starting from the first day of their symptoms and the rest of their household for 14 days. • Advise that the child/staff member should get tested via NHS UK or by contacting NHS 119 via telephone (if they do not have internet access). This should also apply to any parent or household member who develops symptoms. <p>There is no further action required by the school at this time, and no need to notify the Local Authority of the PHE Health Protection Team.</p>	SLT, Admin
Confirmed case of student, staff or parents of the school	<p>If a student or staff member tests positive for COVID-19 the school will be contacted by a contact tracer. This will either be in the Local Authority or the local Health Protection Team.</p> <ul style="list-style-type: none"> • The infected person (student/staff) remains at home for a fixed period of time as recommend by medical health professionals/NHS 111. • Inform staff, parents and Governors. • Reminders of hygiene. • School will remain open in line with Government guidance to schools. • Keep in regular contact with families and staff self-isolating. • If the infected person is a student, any sibling should also self-isolate. • Students/Staff who have been in contact with this person, who develops symptoms, should be tested via NHS UK or by contacting NHS 119 <p>The school does not need to notify the PHE Health Protection Team or Local Authority if they are informed of a positive test result by a parent or other source.</p>	SLT, Admin
Students with health issues	<ul style="list-style-type: none"> • Parents to keep in contact with school about any concerns. • Considered case-by-case. 	Parents, SLT
Pregnant staff and those with health conditions (Heart, diabetes, etc.)	<ul style="list-style-type: none"> • Ask staff to see/contact consultant or midwife. • Check advice from NHS 111 and PHE. • Keep in contact. 	Staff, SLT

Teacher shortage	<ul style="list-style-type: none"> • SLT cover • Larger classes • Partial closure for certain year groups. GCSE to stay in as long as possible. • Part -time opening - AM/PM. 	Staff, SLT, Admin
TA shortage	<ul style="list-style-type: none"> • Prioritise students with highest needs. 	SENCo
Admin staff shortage	<ul style="list-style-type: none"> • Don't do tasks which can be postponed. • Cover with LINK staff, SLT, TAs. • Inform parents not to contact the school unless there is an emergency. 	Admin, SLT
Site Team shortage	<ul style="list-style-type: none"> • Cleaning contractor cover arrangements. • Postpone non-essential work. 	Site Team, SLT
Other school users (lettings)	<ul style="list-style-type: none"> • Potential suspension of usage. 	Site Team, SLT
Kitchen closure	<ul style="list-style-type: none"> • Parents to be contacted • Parents to provide packed lunches. 	SLT, Kitchen
Cancellations of events, meetings, trips, etc.	<ul style="list-style-type: none"> • Cancellation, postponement if possible. • Communication with affected parties. 	SLT, Admin
School closure	<ul style="list-style-type: none"> • Staff will provide work for students (according to the timetable) via Zoom / SMHW for them to complete independently. • Staff will work from home. 	SLT, Teachers
Exams	<ul style="list-style-type: none"> • Follow Government directive. 	SLT, Exams Officer.