

## Critical Incident Plan for Preventing COVID-19 (Coronavirus)

### Risk Procedures and Risk Assessment

#### Progression of restrictions / Staged Response

*At Cascade MAT we have 4 stages for dealing with medical incidents /outbreaks.*

Response Stage	Trigger	Key Actions	Who is responsible	Notes
<b>STAGE 1 – General</b> (everyday hygiene and procedures)	None	<ul style="list-style-type: none"> <li>- General reminders for hygiene</li> <li>- Effective handwashing facilities and soap available</li> <li>- Follow usual absence periods for sickness</li> </ul>	Head/SLT Admin Staff	
<b>STAGE 2 – Prevention</b>	<p><b><u>Where an increased risk is present</u></b></p> <ul style="list-style-type: none"> <li>- Increased absence rates of pupils or staff</li> <li>- Local increases in sickness e.g. coronavirus</li> <li>- Public health alerts</li> <li>- Suspected cases of specific illness in school or within the community</li> </ul>	<ul style="list-style-type: none"> <li>- Increase hygiene procedure</li> <li>- Communication with key people including key information (staff, pupils and families, users of the site)</li> <li>- Specific hygiene lessons in class</li> <li>- Increased enforced use of handwashing before and after eating of food</li> <li>- Enforce 7 day isolation for those (and siblings) with symptoms of fever and coughing.</li> <li>- In the event of suspected infectious disease such as Coronavirus, follow Public Health England guidelines of self-isolation for a period of 14 days or as instructed.</li> <li>- Consider the types of trips and events and make changes as necessary (e.g. those where lots of close contact / touch points)</li> <li>- Review Core Control Measures and make changes as necessary</li> <li>- Use Y code for pupils who's are families are self-isolating</li> <li>- Notify the LA of children with health vulnerabilities</li> <li>- Daily review of the situation</li> </ul>	EHT/Head/SLT Governors Admin Staff	
<b>STAGE 3 – Mitigate/ Delay</b>	<p><b><u>Where a significant risk is present</u></b></p> <ul style="list-style-type: none"> <li>- Direct case or increased likelihood of cases</li> <li>- Public Health England Advice for restrictions</li> </ul>	<p>Consider reducing contact situations:</p> <ul style="list-style-type: none"> <li>- Assemblies</li> <li>- Carpet time</li> <li>- School events</li> <li>- Visits</li> </ul> <p>Consider:</p> <ul style="list-style-type: none"> <li>- Any screening measures e.g. use of a thermometer in school.</li> <li>- Increase time of exclusion from school for those with symptoms (based on PHE )</li> <li>- Sending home any children/staff/visitors with <b><u>any</u></b> symptoms</li> <li>- Additional Cleaning including deeper cleans</li> <li>- Reduction or exclusion of visitors into school</li> <li>- Parents to drop off at outside doors</li> <li>- Put classes together to cover sick staff</li> </ul>	EHT/Head/SLT Staff Governors	

<p style="text-align: center;"><b>STAGE 4 – Containment</b></p>	<p><b><u>Where specific and/or significant changes or restrictions need to be in place.</u></b></p> <ul style="list-style-type: none"> <li>- High levels of sickness</li> <li>- High rates of absence</li> <li>- Significance of danger of disease or illness</li> </ul>	<ul style="list-style-type: none"> <li>- Part / full closures of site / classes</li> <li>- Deep cleaning of all areas</li> <li>- Closure of building</li> <li>- Plans in place for contacting vulnerable children during a period of closure</li> <li>- Work prepared for pupils to complete at home</li> <li>- Lunches provided from the car park for pupils until a period of lockdown</li> <li>- Hampers prepared for families in need during a period of lock down</li> </ul>	<p>EHT/Head/SLT/ Governors</p>	
---	--	---	------------------------------------	--