



MARISH

Academy Trust



Pandemic Flu Policy

Version 3.0

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1 Planning for a Human Influenza Pandemic

No-one knows exactly when a pandemic will occur. When it does, it may come in two or more waves several months apart. Each wave may last two or three months across the UK as a whole. With the recent outbreak in the UK of the coronavirus, this policy outlines the steps to be taken in the unfortunate event that a staff or child maybe infected (with any virus) at the school.

Our first priority in a pandemic would be the welfare of the children. There is evidence from seasonal flu that children secrete larger quantities of the virus and for longer than adults, which can lead to a rapid spread of infection when they are together in school or other group settings.

Experience has shown that organisations that prepare for emergencies are more likely to withstand or recover successfully from these disruptions than those who do not.

In Academy Trust schools, governing bodies remain legally responsible for school closures and should ensure that the Executive headteacher has delegated powers to close the school at short notice if advised to do so. In this context, 'closure' means closure for pupils; staff who are not ill would still be expected to come to school.

2 Before the Pandemic

The Academy Trust has prepared this policy on actions to be taken in case of an influenza pandemic.

The policy will be reviewed biannually in Spring Term.

Governors delegated the decision to close the trust schools to the Executive head teacher – on 1st February 2013.

Headteacher to follow Government and Local Authority advice: –

- DfE guidelines “Planning for a Human Influenza Pandemic” – Guidance to schools and children’s services.
- DfE guidance for schools on emergency planning at <http://www.teachernet.gov.uk/emergencies>.
- Guidance from Public Health England
- PHE Thames Valley Health Protection Team (South East) – Local health protection team if there is any more specific advice for schools in Slough

The Trust will follow advice to minimise the spread of infection among pupils and staff.

3 Communication

The DfE will communicate with schools through e-mail.

The Government may nationally issue advice that, in order to reduce the spread of infection among children, schools should close when the pandemic reaches their area.

The Director of Slough Education and Well-Being will communicate the message to schools. At this stage the message will be not to close, but to prepare for closure when the pandemic reaches the Slough area. (Health Protection Agency HPA will assess exactly when to close)

When evidence indicates that the advice is to close should be put into practice in the Slough area, Marish and Willow Primary Schools will close.

The Trust will follow the Government advice as to when to open and will follow the communication channels as laid out for closure. (See appendix A)

If there is no advice to close schools, Marish and Willow Primary Schools will remain open as long as sufficient staff are available to provide as near to normal classes and curriculum as resources permit.

Marish and Willow Primary Schools will close if more than one third of the class teaching staff are absent.

The Executive Headteacher will keep the Chair of the Strategic Board informed as to the actions taken.

The Headteacher will remain in contact with the DFE, LA and HPA by telephone and e-mail even if and when the school is closed.

All agencies who deliver services to the schools will be informed of the closure. Eg school milk, LA.

If the schools close, Marish Academy Trust will notify parents by:

- Notice on Radio Berkshire and Star FM
- Notice on school gates
- Notice on school websites and LA website
- Telephone/Text for those who may not be able to access the above
- Staff on gates to meet any children who may not have received the news.

The same procedures will be used for re-opening.

How to prevent spread of infection

Staff and pupils will be reminded of some of the general principles you use to prevent the spread of any respiratory virus.

They will be reminded to make sure they:

- Wash their hands often, with soap and water for at least 20 seconds
- Avoid touching their eyes, noses and mouths with unwashed hands
- Avoid close contact with people who are sick
- If they feel unwell:
 - Stay at home and don't go to school
 - Call NHS 111 and don't go to their GP if they're worried about their symptoms
- Cover their coughs or sneezes with a tissue, then throw the tissue in a bin
- Clean and disinfect frequently touched objects and surfaces

4 During the Pandemic

Any child who is taken ill during school time will be sent to the medical room where he/she will be cared for by a first aider. Parents will be notified immediately and told to collect the child. Any child who is not collected during the day will remain in the medical room until 'home time'.

Any member of staff who is taken ill during the day, will notify their line manager immediately and will go home as soon as it is possible to cover his/her responsibilities.

Any member of staff who is too ill to come to work will follow the normal procedures, as laid out in the staff handbook, for notifying the school.

If the schools are closed for more than ten working days, work programmes for years 1 to 6 will be posted on the school website. In addition, parents will be able to come to school to collect work for the children to complete at home.

5 After the Pandemic

The schools will re-open following advice from the DfE.

If the closure was as a result of insufficient staff, the school will re-open when sufficient numbers are able to work.

Parents will be notified as stated above (paragraph 3).

6 Revision History

This policy will be continually evaluated and reviewed as part of the Strategic Board's Review Cycle. The effectiveness of this policy and its associated practice will be evaluated through our termly review of our community engagement action plan and Aspire Improvement Plan.

Version	Date	Author	Comments
1.0	February 2013	GD	
2.0	October 2015	SB	
3.0	February 2020	FO	

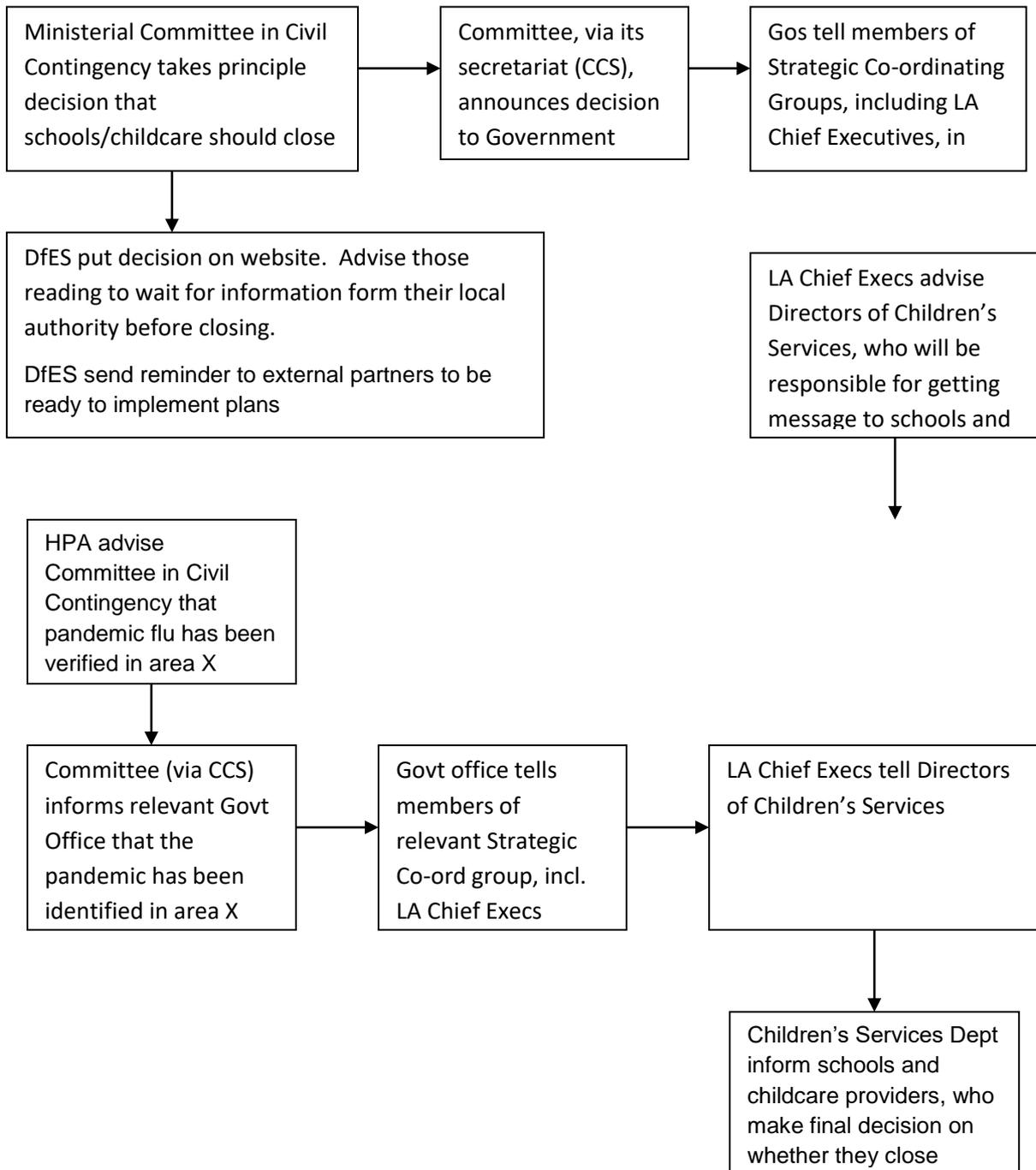
7 Approval History

Version	Approved	Comments
1.0	March 2013	
2.0	November 2015	
3.0	February 2020	

Appendix A.

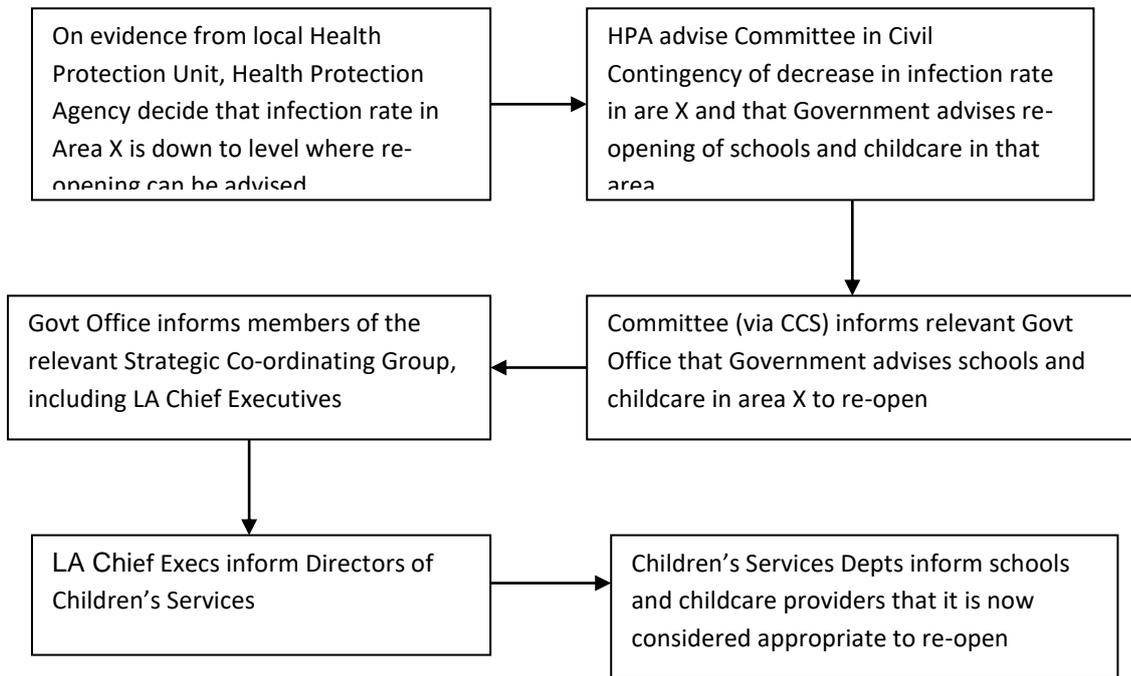
Communication Channels if Government Advises Schools to Close

1. Principle decision taken on whether schools and childcare settings should close (based on medical evidence).
2. If principle decision to close has been taken, informing schools and childcare providers when the pandemic has reached an area.



Appendix B.

Reopening after Closure



Notes

- a) Further work is taking place on the criteria for determining when infection rates in an area are low enough for schools and childcare settings to be advised that they can re-open.
- b) It is possible that advice that it is safe to re-open may be accompanied by certain conditions (depending on what is known about virus); any such conditions would be communicated along with the advice.
- c) It is possible that partial reopening would be advised first (eg for children who had been infected and recovered). Any advice to re-open partially would follow the same route.

Subsequent Waves of Pandemic Flu

There may be two or more waves in a pandemic, possibly weeks or months apart. Government advice on action to be taken in subsequent waves will depend on information that would not be available until after the first wave: for example, which groups were infected in the first wave and whether they would be subsequently immune: and whether a virus-specific vaccine could be developed and produced in time. Depending on such information, advice could be to remain open and operate normally; close to all pupils; or open for pupils who had been infected but recovered in the first wave. The same channels of communication would be used to provide advice to service providers.

Appendix C.

What to do if you do catch flu:

- Stay at home and rest.
- Take medicines such as aspirin, ibuprofen or paracetamol to relieve the symptoms (following the instructions with the medicines). Children under 16 must not be given aspirin or ready-made flu remedies containing aspirin.
- Drink plenty of fluids.

You can reduce, but not eliminate the risk of catching or spreading influenza during a pandemic by:

- Covering your nose and mouth when coughing or sneezing, using a tissue when possible.
- Disposing of dirty tissues promptly and carefully – bag and bin them.
- Avoiding non-essential travel and large crowds wherever possible.
- Maintaining good basic hygiene, for example washing your hands frequently with soap and water to reduce the spread of the virus from your hands to your face, or to other people.
- Cleaning hard surfaces (eg. kitchen worktops, door handles) frequently, using a normal cleaning product.