

## BOVTS COVID-19 OUTBREAK MANAGEMENT PLAN

This document aims to provide the information and plans necessary to support the staff and students during the opening of the Bristol Old Vic Theatre School during the COVID-19 pandemic. The information applies to people at all main sites and any external buildings in use.

The Theatre School has established a Covid-19 Committee which meets weekly to assess and monitor activity across the School community. This Committee is led by the Principal, Fiona Francombe. Anyone is welcome to join the Committee at any stage: please let the Covid-19 Supervisor ([hebe.perry@oldvic.ac.uk](mailto:hebe.perry@oldvic.ac.uk)) know if you would like to join. The Committee will be quickly convened in the case of any concern or if any positive cases should arise.

There will be a constant open dialogue with the whole School community to allow issues to be raised and changes to be made to ensure everyone is kept, and feels, safe and supported.

### **Prevention and COVID Secure Plans**

Currently, face coverings must be worn at all times in communal spaces, and in class unless told otherwise or dangerous to do so.

Capacity of the school buildings have been reduced, implementing online learning where physical presence is not necessary.

Social distancing signage and markers are in place to remind people to give space when in the building, as well as any other space relevant guidance. For example, one-in-one-out for toilet facilities.

Hand sanitiser stations have been installed throughout the building, and everyone is required to use it upon entering and exiting any room.

Temperatures are to be checked on arrival and recorded. All entering the building are required to confirm that s they are not experiencing any symptoms, nor have been in contact with anyone who is ill or contacted by the National Track and Trace and asked to self-isolate. This information will be stored securely for 21 days and then destroyed.

Anyone who is feeling unwell is asked to stay at home, and if presenting any of the identified symptoms of COVID asked to self-isolate and book a test as soon as possible. They must inform COVID Supervisor at BOVTS of this result.

Extra cleaning is in place and performed by an external cleaning company, as well as having cleaning supplies in every workspace for the users to disinfect when leaving.

Any high-risk or vulnerable people will be identified before the start of term. Depending on their situation, they will either be required to attend school remotely where possible or they will be carefully monitored when in the building, ensuring that people around them are adhering strictly to all measure that are in place.

Certain activities, such as dance, and stage combat will be closely assessed and adjusted as necessary by individual tutors in order to make sure all guidelines are being followed and are safe for practice.

### **Identifying Positive Cases**

Should a member of the School (student or staff) present with symptoms of COVID-19 then they and their household members, must immediately self-isolate and seek to be tested. They must inform the COVID Supervisor; their details are held by the Theatre School's Reception on **0117 9809221**.

They should also inform their course leader/line manager of the situation. Current PHE advice is that self-isolation of the wider School community at this point is not required. If the test result is positive the School will inform PHE of the positive case and work with them to undertake a risk assessment to identify close contacts who will need to self-isolate for 14 days from the date they last had contact with the case. The school will also need to inform Bristol City Council Public Health Team who can provide local support to the school.

If the person is on school premises when presenting symptoms then please follow [this Department of Education guidance](#) on what to.

Government Self-Isolation Guidance:

- If the test results come back negative, then they are, once well, able to return to school.
- If the results are positive, then those who have been identified as close contacts (those who were in contact with this new case in the 2 days before they started symptoms up to this point) must isolate for 14 days from the date of last contact with the case, and the person who is ill must isolate for at least 10 days from the day symptoms started. If a temperature remains after 10 days they should continue to stay at home until 24 hours after it has returned to normal.
- If anyone develops symptoms within the 14 days isolation, they must get tested and isolate for another 10 days. Those in their household would at this point start 14 days isolation.

If a student or staff member has taken a test, they will be required to disclose the results with the COVID Supervisor, whether positive or negative. The Supervisor will then take this information to the COVID Committee who will discuss the next course of action.

Anyone asked to isolate will have the full support of the School, they will be able to request that essential supplies are gathered for them and will be encouraged to contact

the School's Student Support Manager with any and all queries or worries. Guidance will be shared with them to aid with any mental health implications isolation causes.

If a person is identified as a positive case they will be expected to engage with the national contact tracing service and local/school based contact tracing, and it will be stressed how important this is in order to help prevent further cases and for the School to be continue to remain open. The sign-in sheets / QR records at each building will serve to support contact tracing should there be a positive case or an outbreak.

### **Identifying Emerging Outbreaks**

As higher education settings have a greater risk of outbreak due to the movement of young people from across the country, we will be extra vigilant in our enforcement of rules around the Theatre School buildings.

If there are 2 or more confirmed linked cases, then this will class as an outbreak.

If there are 2 or more cases the Covid-19 Supervisor, or Student Support Manager in their absence, will immediately notify:

- South West Public Health England (PHE) Health Protection Team – 03003038162 or [swhpt@phe.gov.uk](mailto:swhpt@phe.gov.uk)
- Bristol City Council Public Health Duty Team – [ph.healthprotection@bristol.gov.uk](mailto:ph.healthprotection@bristol.gov.uk)

In this event BOVTS will work with Public Health England to consider who the affected persons and contacts are, and act accordingly, which may mean having to close the School in order to ensure the situation is managed and contained. Teaching will resume online for those who cannot attend.

If the cases are confirmed at only one building of the three main Theatre School sites, then the other two may be allowed to continue attendance, depending on the extent of contact the confirmed case has had with students and staff at the other sites. This will be discussed with the dedicated PHE representatives whose details are held by the Covid-19 Supervisor and Covid-19 Committee.

### **Managing an Outbreak**

If the School has two or more confirmed cases within 14 days, or an overall rise in sickness absence where Covid-19 is suspected, then it may have an outbreak and we will continue to work with PHE/BCC public health. In some cases PHE may recommend that a larger number of other students self-isolate at home as a precautionary measure – perhaps a whole student group or year group. If the School is implementing controls and reducing transmission risks, whole School closure based on cases within the School may not be necessary, and will only be considered following advice from PHE.

It is understood that, working with Bristol's Director of Health, where an outbreak at the School is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive.

Testing strategies in the event of an outbreak will be agreed with Public Health. The whole School community will be regularly and clearly updated on the outbreak control and support and guidance for all staff and students will be available.

Information on further control measures that will enable the School to re-open will be sent to the whole School community and any concerns listened to and addressed.

### **Core members for the Outbreak Management Response**

**Hebe Perry** – COVID Supervisor – 07731 865720, [hebe.perry@outlook.com](mailto:hebe.perry@outlook.com)

**Fiona Francombe** – Principal – 0117 9809249, [fiona.francombe@oldvic.ac.uk](mailto:fiona.francombe@oldvic.ac.uk)

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