|  |  |
| --- | --- |
|  | **BOURNEMOUTH UNIVERSITY** **MAJOR INCIDENT GROUP****LOCAL OUTBREAK MANAGEMENT PLAN MARCH 2023 (updates in yellow)** |
| **1.** | **INTRODUCTION** |
| 1.1 | This Local Outbreak Management Plan (LOMP) sets out Bournemouth University (BU)’s approach to minimise disruption to our activities by reducing transmission of the COVID-19 virus and responding to an ‘outbreak’ connected to the university. This version is based on the [UK Government Guidance for Education](https://www.gov.uk/government/publications/emergency-planning-and-response-for-education-childcare-and-childrens-social-care-settings) last updated in October 2022.  |
| 1.2 | The UK government removed all remaining restrictions in England relating to COVID-19 on 24 February 2022. There are no restrictions relating to teaching and learning in higher education. The current [UK alert level](https://www.gov.uk/government/news/covid-alert-level-reduced-to-two) is 2 – ‘*COVID-19 is in general circulation but direct COVID-19 healthcare pressures and transmission are declining or stable*’. |
| 1.3 | Our default position is that we are open for all activities, and we will continue to work with local and national agencies, including Public Health Dorset (PHD), BCP Council and the UK Health Security Agency (UKHSA), following their guidance and supporting their work, to help minimise the spread of the virus, ensure that we are sighted on potential outbreaks and work together quickly to agree actions as and when required. Possible actions include the wearing of face coverings, resuming testing on campus, implementing social distancing and restricting access to certain areas. Restricting face-to-face activities would be a short-term measure and a last resort. Further details are listed in paragraph 10.1. |
| 1.4 | An ‘outbreak’ is declared by the Director of PHD or the UKHSA team following discussions with members of the university teams; in BU this is the Director of Student Services. This is now only likely in the case of a new and dangerous variant of COVID-19, or a complex situation.   |
| 1.5 | This Plan is made available to students, staff and others [here](https://staffintranet.bournemouth.ac.uk/covid-19principleswellbeingandresources/coronavirus-frequently-asked-questions/). Information is also shared via email, social media and intranet updates. This Plan was shared with the Director of PHD and the Department of Education in September 2021. |
| **2.** | **Roles and Responsibilities** |
| 2.1 | This Plan is owned by the Chief Operating Officer (COO) and is managed via the Major Incident Group (MIG Silver). In the event of an outbreak, the BU response will be managed via the MIG Silver Group, including members of the former Coronavirus Response Group. If an outbreak is likely to lead to significant changes such as closing all or part of campus, the MIG Gold Group will be convened by the COO. The MIG Silver Lead is the Director of Student Services.  |
| 2.2 | BCP Council, PHD and the UKHSA Health Protection Team are responsible for managing localised outbreaks. BU represents the higher education organisations on the Dorset Health Protection Board. |
| 2.3 | The Director of Student Services (or, in their absence, the Head of Frontline Services) will be the main contact between BU and PHD, BCP Council and the UKHSA. |
| 2.4 | All outbreak-related communications will be managed via the MIG Silver (or MIG Gold) groups and in collaboration with PHD, BCP Council and others, including accommodation providers, other HEIs, etc. to ensure clarity and consistency of information. |
| 2.5 | We expect all members of the BU community to comply with our Covid-safe measures as established in the [COVID-19 Risk Assessment](https://intranetsp.bournemouth.ac.uk/documentsrep/BU%20Covid-19%20Risk%20Assessment%20for%20working%20on%20campus%20July%202022.pdf) to maintain our ‘all in this together’ culture where COVID-safe behaviour is the norm. We expect everyone to behave responsibly and to respect others. We will make it easy to understand and follow the guidance that keep everyone safe. We will not tolerate abusive language or anti-social behaviour. |
| **3.** | **Minimising the Risk of Transmission** |
| 3.1 | We will maintain a COVID-safe campus and we will strongly encourage all students, staff and visitors to comply with our rules. We have worked with our staff and student representatives to ensure that our [BU COVID-19 Risk Assessment](https://intranetsp.bournemouth.ac.uk/documentsrep/BU%20Covid-19%20Risk%20Assessment%20for%20working%20on%20campus%20July%202022.pdf) and mitigating actions are up-to-date, realistic and proportionate. The Risk Assessment is reviewed regularly, shared with the recognised Trade Unions and meets the requirements of the Health and Safety at Work etc Act 1974 and the Equality Act 2010. |
| 3.2 | The Risk Assessment sets out the agreed control measures for minimising the risk of transmission on campus:* Ventilation
* Face Coverings
* Hand hygiene
* Cleaning regimes and materials
* Social distancing and one-way flow systems, where possible
* Protect vulnerable people
* Comms, including signage
* Hybrid working – although not a recognised COVID-19 control measure, may reduce the number of people occupying particular spaces.
 |
| **4.** | **Self-Isolation** |
| 4.1 | Although the government has removed the legal requirement for people who test positive or display symptoms to test/self-isolate, we will continue to advise students, staff and other members of the BU community that they must stay at home if they feel unwell or display any of the main [COVID-19 [symptoms](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/main-symptoms/)](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/). The symptoms are very similar to symptoms of other illnesses, such as colds and flu. We will support our people to self-isolate quickly when required and we will undertake any actions required.  |
| 4.2 | Close contacts should follow the [updated guidance](https://www.gov.uk/guidance/people-with-symptoms-of-a-respiratory-infection-including-covid-19#what-to-do-if-you-have-symptoms-of-a-respiratory-infection-including-covid-19-and-have-not-taken-a-covid-19-test); in an HE setting these might be: students in the same household, sharing living, washing and cooking facilities, students who take part in sporting or social activities together or students taking part in the same seminar or group learning activity such as a presentation.  |
| 4.3 | There are currently no requirements on those [arriving in England](https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19) from overseas.  |
| **5.** | **Vaccination** |
|  | We support the national COVID-19 vaccination programme, and we encourage all eligible staff and students to be vaccinated. We recognise there are a number of reasons for not being vaccinated and will not treat people differently according to their vaccination status. |
| **6.** | **Contact Tracing** |
|  | Contacts are no longer required to self-isolate or advised to take daily tests and contact tracing has ended. |
| **7.** | **Testing** |
|  | Despite the national guidance stating asymptomatic testing is no longer a requirement – at BU, we are keeping regular Lateral Flow Device (LFD) testing as a recommendation, acknowledging that access to testing kits is problematic based on demand, a change in eligibility [criteria](https://www.nhs.uk/conditions/coronavirus-covid-19/testing/) and charging from 1 April 2022. A small amount of test kits are available at Poole House and BGB reception to ensure those staff who are symptomatic and/or unwell can test before returning to campus.   |
| **8.** | **Reporting Symptoms or Positive Results** |
| 8.1 | If a student, member of staff, contractor or visitor experiences any of the main [symptoms](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/main-symptoms/) of COVID-19, they should go home or stay at home, and avoid contact with other people, particularly those who are at higher risk from COVID-19. Further guidance can be found [here](https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/).  |
| 8.2 | Students should email covid@bournemouth.ac.uk that they have a confirmed or suspected case of COVID-19 and stay away from campus until they test negative or are no longer symptomatic**.** |
| 8.3 | If staff are self-isolating, or test positive, they must inform BU as soon as possible by emailing coronavirus-staff@bournemouth.ac.uk and informing their line manager. Staff will be supported to remain off-campus until they are well enough to return to work. The HR Team will advise staff on actions required, ensure that they have the support and practical help that they need, and record details on the HR iTrent system.  |
| **9.** | **Monitoring Case and Self-Isolation Numbers**  |
| 9.1 | Situation Reports (SITREPs) are provided to a MIG Silver Group sub-group as and when deemed appropriate. The MIG Co-ordinator reviews whether any immediate action is required based on the BU SITREPs and the local case [data](https://coronavirus.data.gov.uk/details/cases) to ensure we have early sight of any issues which may require attention internally or externally and which will help us make any changes in a planned and timely way. |
| 9.2 | Examples of immediate actions include convening the MIG Silver Group, liaising with the UKHSA Public Health Protection Team via the Director of Student Services (or the Head of Frontline Services), liaising with the accommodation provider(s) or assessing whether enhanced cleaning is required. We will be open and transparent with our BU community; we will share details of actions taken and the reasons for these actions when required. |
| **10.** | **Responding to an Outbreak** |
| 10.1 | In the event of a significant outbreak, we will work with the Director of PHD to identify and agree any control measures required, based on a risk assessment and the [guidance](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1114577/Emergency_planning_and_response_for_education__childcare_and_children_s_social_care_settings.pdf) on emergency planning for education settings. Examples of temporary actions which may be considered include increased testing (on campus or at home), mandatory face coverings and reduced on-campus attendance for staff or students. In all cases, any actions will consider both the public health benefits and the risk of harm to the student or staff experience. Measures will be reviewed regularly and lifted as soon as the evidence supports doing so. |
| 10.2 | Timetable changes to move teaching and learning online (from face-to-face) will only be considered as a last resort, e.g., in response to a local or national outbreak or restrictions. In all cases we will consider the impact of our actions on our students, staff and others and we will explain why we have taken these steps. We will do all that we can to ensure that all students receive (quantity and quality) teaching and support face-to-face and remotely, along with equitable access to technology and online resources. |
| **11.** | **Data Sharing** |
|  | We are no longer required to share or submit data on the number of covid cases or the number of people self-isolating. |
| **12.** | **Plan Update and Review** |
|  | This Plan was updated in March 2023. It will be reviewed again at the end of each month and on receipt of any updated guidance from the DfE, OfS, Public Health Dorset and others and in the event of any outbreaks locally or nationally. |
|  |  |
|  | Updated By | SNS | 13.03.23 |