

Portsmouth Education Partnership (PEP)

Infection Control and Health and Safety Group

Terms of Reference (October 2020)

1. Introduction

This group will support the implementation of the Portsmouth Education Strategy 2020-2023 and will contribute to overall themes of the strategy

Our vision as outlined in this strategy is that through working together we can ensure that: *All children and young people make good progress through education which sets high expectations for them, is infused with restorative high support and high challenge and which is supported through leading edge use of digital technology, empowering them to drive their own learning anywhere.*

A central theme of the PEP strategy is inclusion - *creating an educational environment that is welcoming to all children and young people and not giving up on any child whatever their circumstances.*

The strategy will also have running through it a commitment to engage with schools and partners to develop and share anti-racism training and resources in response to Black Lives Matter.

2. Key purpose

In these unprecedented times the successful implementation of the Portsmouth Education Strategy in 2020/21 will very much depend on how local areas and schools manage the risk of infection to ensure outbreaks are minimised in order to avoid significant disruption to children and young people's education in the city.

The purpose of the group is to ensure:

- all stakeholders (headteachers, teachers, pupils, local authority officers) have clear and consistent information on how to minimise the risk of infection in schools and what to do in the event of a possible or confirmed case in a school
- information is conveyed in such a way that it builds trust and confidence in the way that schools are handling potential outbreaks, making it more likely that advice on infection control, including self-isolation where necessary, is closely followed.

3. Key responsibilities

1. Ensure that schools receive **comprehensive step by step guidance** on minimising the risk of transmission in schools and enabling schools to respond appropriately to possible cases of Covid-19. This will include the use of checklists, frequently asked

questions (FAQs) and advice on risk assessments. The guidance will be regularly updated to take into account any changes to national guidance and the rate of infection in the city.

2. Advise on how to extend the above guidance and tailor it to **support parents & carers, council staff and all professionals and front line workers who work with families and schools.**
3. Identify any emerging needs in respect of securing timely **tests** for pupils or staff and **personal and protective equipment (PPE)** and work with partners in PCC and public health to find solutions.
4. Advise on the development of robust and clearly communicated **local outbreak plans** for possible or confirmed cases of Covid-19 in the school community.
5. **Link to the Portsmouth Health Protection Board** so that sharing from Portsmouth schools can be shared with other partners and vice versa.

4. Membership

The membership of the Group is as follows:

Chair:	Helen Atkinson, Director of Public Health	Facilitator	Alison Critchley, PCC
Vice-Chair:	Ali Beechhurst (Lyndhurst Junior)	Health & Safety	Andy Kill
Schools representatives:	Sandra Gibb (St George's), Karen Geddes (Court Lane), James Fenlon/ Richard Smith (TSAT), Lisa Taylor (The Harbour School), Sue Samson (Unicat)	Early years	Mindy Butler
		PCC service(s) working in schools	Amanda Richardson, visual and hearing impairment team
		Union engagement	Amanda Martin
		Communications	Jane Gill
		School transport	James Roberts

In the spirit of openness and transparency, any headteacher within the city is at liberty to request to attend meetings of this group/board in the capacity of an observer.

5. Chairing, frequency of meetings and administration

The group will be chaired by Helen Atkinson, Director of Public Health. A head teacher will be elected as co-chair. A decision about whether the group needs to continue into the 2021/22 school year will be taken in the Summer Term of 2021.

The Group will meet at least half termly.

Minutes of the meetings will be circulated to all members as soon as available and shared on the PEP website. The agenda and supporting papers will be sent out in advance of each meeting.

6. Accountability and governance arrangements

The Board will report and be accountable to the PEP Strategic Board.