



THE BUCHAN SCHOOL

---



KING WILLIAM'S COLLEGE

---

# **King William's College, The Buchan School & The Buchan Nursery**

## **Pandemic Policy**

Issue date: 01/17  
Last Review Date: 07/20  
Next Review Date: 07/23

Dr Mary Drijfhout - School Medical Officer  
Mrs Tracy Bostrom – School Nurse  
Mrs Frances Bland – School Nurse  
Mrs Nicola Quayle – School Nurse  
Stuart Corrie – Deputy Head Pastoral

## **Pandemic Policy and Planning**

The primary concern of King William's College, The Buchan School and The Buchan Nursery (the 'School') during a pandemic would be to minimise the risk to all members of the community whilst ensuring the continuation of normal education for as long as practically possible.

If there is the threat of a pandemic, then the Principal will coordinate the School's response in conjunction with the Bursar, Deputy Heads, Head of the Buchan and the School's Medical Officer. The School's response will be graduated according to what may be a quickly changing situation.

In the event of a pandemic spreading to the Isle of Man, we would comply with Government and National and Local Health guidelines while drawing on our own previous experience from the SARS outbreak in 2003 and the Covid-19 outbreak in 2020. The World Health Organisation (WHO) has developed six phases to monitor the evolution of a flu pandemic and these levels are based on the situation across the world and while this is an excellent tool for monitoring the evolution of the pandemic worldwide, individual countries have developed their own alert levels to monitor the evolution of the pandemic from the country's perspective.

In order to monitor the evolution of the pandemic from an Isle of Man perspective and to avoid confusion with WHO alert phases, alert levels have been developed and for practical purposes, these local alert levels become operational only after WHO has declared Alert Level 6.

If an outbreak should occur on the Isle of Man, we would first follow Government guidelines and then our own flu pandemic plans.

### **IOM Alert Level A : virus is outside UK and IOM**

- Government and National and Local Health guidelines followed
- Preventative guidelines issued to pupils and staff
- Respond to National Health guidelines, including vaccination policy
- Review of risk assessments, especially those concerning trips and visits
- Quarantine arrangements for pupils returning to school from abroad in line with government requirements
- Holiday arrangements with appropriate hosts for pupils usually resident abroad who may not be able to return to infected areas
- Planning for delivery of lessons remotely should schools be required to close
- Planning for staff absence
- Overseas trips and expeditions reviewed

### **IOM Alert Level B: virus isolated in the UK**

- Government and National and Local Health guidelines followed
- All trips, visits and expeditions off Island cancelled
- Quarantine arrangements for pupils/staff who might have been in affected areas
- Holiday arrangements with appropriate hosts for pupils usually resident in the UK who may not be able to return to infected areas
- Finalise plans for remote/virtual delivery of lessons following the normal timetable but using Microsoft Teams and Firefly
- Finalise plans for covering staff absence
- Finalise plans for accommodating pupils prevented from returning home owing to travel restrictions

### **IOM Alert Level C: virus isolated in IOM**

- Government and National and Local Health guidelines followed
- Travel restrictions likely on and off Island
- School closure likely. If this happens in holidays then pupils will remain at home. If this happens in term time refer to plan finalised at Alert Level B

- Pupils follow courses remotely

### **IOM Alert Level D: virus causing outbreaks in IOM**

- Government and National and Local Health guidelines followed
- School closure definite – refer to plan finalised at Alert Level B

Throughout the event of a pandemic, the School will endeavour to operate as normally as possible within the following parameters:

1	Students and staff deemed to be at high risk due to pre-existing conditions will be advised to stay at home for all or part of any pandemic.
2	Students and staff who continue to attend School will observe increased control measures (monitoring of temperature etc...) Other measures include increased cleaning (particularly of hard surfaces touched by hand) and additional disposal for used tissues.
3	The School does not have the facilities to treat significant numbers of pandemic cases. Therefore: <ul style="list-style-type: none"> <li>• Day students and non-resident staff who develop flu-like symptoms whilst at home should remain at home;</li> <li>• Non resident staff who begin to display flu like symptoms at School should return home immediately;</li> <li>• Students who become ill whilst at School should be referred to the Medical Centre where they will be placed in isolation. Day students will be collected at the first opportunity by their parent(s) or guardian. Boarders will remain in the Medical Centre.</li> </ul>
4	In the event that the Housemaster/mistress becomes incapacitated, reliance will be placed on the Deputies and residential tutors to provide cover, if necessary remaining in the House overnight. SLT may also be called upon to assist.
5	The continued running of the Medical Centre will be a fundamental requirement for the School to remain open. If necessary: <ul style="list-style-type: none"> <li>• Housemothers will be called upon to assist</li> <li>• Use will also be made of agency staff;</li> <li>• Other Houses</li> </ul>
6	In the event of cases internal to the School community, the School will follow the prevailing government guidance in respect of fixtures and school trips.
7	The Deputy Head Academic will manage academic staff absences on a daily basis, making the best use of available staff; the Bursar will manage support staff absences in the same way.
8	Should disruption to international air travel become likely, students living overseas may be considered for return on a case-by-case basis depending on the wishes of their parent/guardian.
9	Should the School close to students: <ul style="list-style-type: none"> <li>• The normal timetable will be continued virtually using Microsoft Teams. 40-minute lessons will be reduced to 30-minutes and no homework will be set. All schoolwork should be completed in the 30-minute lesson allocation where possible. There will be no extracurricular activities.</li> <li>• The prevailing government advice will apply to candidates sitting external exams;</li> <li>• Regular updates will be made available through our website, email, Teams call and where necessary by telephone call;</li> <li>• Pastoral visits will be made if regulations allow and if they are advantageous to the student.</li> <li>• In line with workers in other sectors, staff will continue to come into School unless ill or caring for dependants.</li> </ul>
10	The decision to close the School will be made by the governors. However, this decision may be delegated to the Principal if there is a need to respond quickly. The decision to close will be guided by: <ul style="list-style-type: none"> <li>• Advice by the Isle of Man government</li> <li>• Advice from the School's Medical Officer;</li> <li>• Local conditions e.g. shortage of food or insufficient staff presence to ensure that proper catering, supervision of students or first-aid and medical care for students can take place, may dictate that a closure has become necessary.</li> </ul>