



## Outbreak Management Plan (for Covid-19 and other infectious diseases)

These guidelines are intended to assist our provision in implementing precautionary measures to reduce the spread of COVID-19 and other infectious diseases in our childcare setting. When completing this Outbreak Management Plan, we have taken into consideration all guidance and information from the Government regarding Covid-19, including (but not exclusive to):

- [Chapter 4: action in the event of an outbreak or incident - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/covid-19-action-in-the-event-of-an-outbreak-or-incident)
- [Emergency planning and response for education, childcare, and children’s social care settings \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/publications/emergency-planning-and-response-for-education-childcare-and-childrens-social-care-settings)

These guidelines are based on Public Health England and Department for Education guidance for educational settings and their key workers. The fundamental principle of this guidance is to outline how we would operate if national or local restrictions are recommended for our setting or area. This includes how we would ensure that every child receives the quantity and quality of education and care to which they are normally entitled.

Focus	Area of consideration	Recommendations
<p>In the event of an outbreak of Covid-19 cases or other infectious diseases, we would follow the governments guidelines on implementing additional control measures to prevent a significant rise in cases.</p> <p><b>Classification of an outbreak</b> An outbreak or incident may be defined in epidemiological terms as:</p> <ul style="list-style-type: none"> <li>• an incident in which 2 or more people experiencing a similar illness are linked in time or place;</li> </ul>	<p>Additional control measures</p>	<p>In the event of an outbreak of Covid-19 cases (or other infectious diseases) we would temporarily implement additional control measures to try and reduce the spread of infection within the setting. This could include (but not limited to):</p> <ul style="list-style-type: none"> <li>• Ensure that all staff and children who feel unwell do not attend the setting.</li> <li>• ensuring all eligible groups are enabled and supported to take up the offer of national immunisation programmes including coronavirus (COVID-19) and flu.</li> <li>• ensuring occupied spaces are well ventilated and let fresh air in.</li> <li>• reinforcing good hygiene practices such as frequent cleaning schedules.</li> <li>• considering communications to raise awareness among parents and carers of the outbreak or incident and to reinforce key messages, including the use of clear hand and respiratory hygiene measures within the setting such as E-Bug.</li> <li>• Staff would be required to follow previous social distancing measures.</li> <li>• Staff, parents/carers and visitors would be required to wear masks in communal/pinch point areas, such as the staff room or reception area.</li> <li>• Re-introduce LFT testing for all staff (following the advice of public health).</li> </ul>

<ul style="list-style-type: none"> <li>a greater than expected rate of infection compared with the usual background rate for the place and time where the outbreak has occurred.</li> </ul> <p>For example:</p> <ul style="list-style-type: none"> <li>2 or more cases of diarrhoea or vomiting which are in the same classroom, shared communal areas or taking part in the same activities;</li> </ul>		<ul style="list-style-type: none"> <li>Staff would be required to take separate lunch breaks and sit in their cars to promote social distancing measures.</li> <li>Parents/carers would be required to drop off/collect from the front door to minimise the number of adults coming into the setting.</li> <li>Re-introducing restrictions to on-site visitors to minimise the number of adults coming into the setting.</li> <li>Separating the age groups, both inside and outside, to reduce mixing between groups/bubbles. This would include re-installing the outdoor partition to separate the outdoor play area.</li> <li>All children and staff will be required to check temperatures on arrival each morning.</li> </ul> <p>We would also follow the guidance of DfE, Public Health England, Health Protection Teams, Local Authority and Trustees to implement additional control measures. Please see further details in the sections below.</p>
<ul style="list-style-type: none"> <li>higher than usual number of people diagnosed with scabies;</li> <li>higher than usual number of people with respiratory symptoms.</li> </ul> <p>These definitions should not be taken as a threshold for reporting or action. Please follow the guidance in this plan for when to seek help or report infections in your setting.</p>	<p>When to take extra action</p>	<p><b><u>Threshold for seeking additional support</u></b></p> <p>We will seek specialist advice from the relevant UKHSA HPT if we experience:</p> <ul style="list-style-type: none"> <li>a higher than previously experienced and/or rapidly increasing number of staff or student absences due to acute respiratory infection or diarrhoea and vomiting.</li> <li>evidence of severe disease due to an infection, for example if a pupil, student, child or staff member is admitted to hospital.</li> <li>more than one infection circulating in the same group of students and staff for example chicken pox and scarlet fever.</li> </ul> <p>We will seek advice and support for outbreaks and clusters from the LA Public Health team: <a href="mailto:PHdesk@cornwall.gov.uk">PHdesk@cornwall.gov.uk</a> or call 01872 322027 or send in a notification to <a href="mailto:phnotifications@cornwal.gov.uk">phnotifications@cornwal.gov.uk</a> or we could seek support from the DfE Helpline on 0800 0468687, option 1.</p> <p>We would also contact the UKHSA HPT as soon as possible to report any outbreak or serious or unusual illness for example:</p> <ul style="list-style-type: none"> <li>E.coli 0157 or E coli STEC infection</li> <li>food poisoning</li> <li>hepatitis</li> <li>measles, mumps, rubella (rubella is also called German measles)</li> <li>meningococcal meningitis or septicemia</li> <li>scarlet fever (if an outbreak or co-circulating chicken pox)</li> <li>tuberculosis (TB)</li> <li>typhoid</li> <li>whooping cough (also called pertussis)</li> </ul>

Children	Prioritising education/ Attendance	<ul style="list-style-type: none"> <li>• The impacts of having missed education during the pandemic are severe for children, young people and adults. Therefore, we would work closely with decision-makers (DfE, Public Health England, Health Protection Teams, Local Authority, Trustees etc) to keep any measures/restrictions in our setting to a minimum and for the shortest amount of time possible. All measures/restrictions would be regularly reviewed and lifted as soon as the evidence supports doing so.</li> <li>• Attendance restrictions will only ever be considered in extreme circumstances and as a last resort. We would work closely with decision-makers to get advice on any groups that should be prioritised.</li> <li>• If attendance restrictions are needed and we are advised to limit attendance, vulnerable children and children of NHS/critical workers would be given priority to continue to attend their normal days/hours, providing we have the availability/capacity to accommodate these spaces.</li> <li>• In the event of attendance restrictions being advised, high-quality remote education would be provided via our website for all children not attending the setting.</li> </ul>
	Educational visits	<ul style="list-style-type: none"> <li>• In the event of an outbreak, we would follow the decision-makers advice on limiting educational visits both onsite and offsite. This would include trips, transition days, settling sessions, open days and performances in our settings.</li> <li>• Any local or national attendance restrictions will be reflected in the individual visit/trip risk assessments and the settings Manager will carefully consider if the educational visit (onsite or offsite) is still appropriate and safe.</li> <li>• Only children who are attending the setting will be able to go on the educational visit.</li> <li>• We will consult the health and safety guidance on educational visits when considering visits.</li> </ul>
	Wraparound care	<ul style="list-style-type: none"> <li>• If attendance restrictions are needed and we are advised to limit attendance, vulnerable children and children of NHS/critical workers would be given priority to continue to attend their normal days/hours, providing we have the availability/capacity to accommodate these spaces.</li> <li>• For all other children, parents and carers would only be allowed to access wraparound provision for their children for a limited set of essential purposes, such as to allow them to go to or seek work, attend a medical appointment, or undertake education and training.</li> </ul>
	Holiday club	<ul style="list-style-type: none"> <li>• In most circumstances, children should be allowed to attend holiday provision as planned. We will continue to work closely with decision-makers to reflect any local or national restrictions, including the guidance for out-of-school settings and wraparound childcare.</li> </ul>
	Vulnerable children	<p>Where vulnerable children are absent due to an outbreak we will:</p> <ul style="list-style-type: none"> <li>• follow up with the parent or carer, working with the local authority and social worker (where applicable), to explore the reason for absence and discuss their concerns.</li> <li>• encourage the child or young person to attend the setting, working with the local authority and social worker (where applicable), particularly where the social worker and the Virtual School Head (where applicable for Children in Care) agrees that the child or young person's attendance would be appropriate.</li> </ul>

		<ul style="list-style-type: none"> <li>• focus the discussions on the welfare of the child or young person and ensure that the child or young person is able to access appropriate education and support while they are at home.</li> <li>• have in place procedures to maintain contact, ensure they are able to access remote education support, as required, and regularly check if they are doing so.</li> </ul> <p>If our settings have to temporarily stop onsite provision on public health advice, we would discuss alternative arrangements for vulnerable children and young people with the local authority.</p>
Parents/Carers		<ul style="list-style-type: none"> <li>• In the event of an outbreak, we would follow the decision-makers advice on limiting parental attendance in our settings. This includes tours of the setting, educational visits, transition days, settling sessions, open days and performances in our settings.</li> <li>• In the event of a substantial increase in the number of positive cases in our setting, public health may advise that face coverings should temporarily be worn in communal areas by staff and visitors (unless exempt).</li> </ul>
Workforce	Staffing	<ul style="list-style-type: none"> <li>• If restrictions on children’s attendance are needed, the settings Manager will determine the workforce required onsite and decide if it is appropriate for some staff to work remotely.</li> <li>• We will continue to implement the system of controls set out in our COVID-19 Setting’s Operational Plan and Risk Assessment. These explain the measures we are putting in place to reduce risks to staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment.</li> <li>• In the event of a substantial increase in the number of positive cases in our setting, public health may advise that face coverings should temporarily be worn in communal areas by staff and visitors (unless exempt).</li> </ul>
	Apprenticeships	<ul style="list-style-type: none"> <li>• In the event of attendance restrictions being needed, apprenticeship delivery and assessment would continue to take place in person where online delivery is not available.</li> <li>• Apprentices would still be able to attend their placement days at the setting as normal.</li> </ul>
Visitors		<ul style="list-style-type: none"> <li>• In the event of an outbreak, we would follow the decision-makers advice on limiting visitors in our settings. This includes transition days, settling sessions, open days and performances in our settings.</li> <li>• In the event of a substantial increase in the number of positive cases in our setting, public health may advise that face coverings should temporarily be worn in communal areas by staff and visitors (unless exempt).</li> </ul>

**Date completed:** Updated 02.04.2022

**Review Date:** Ongoing in-line with DFE and Government guidelines.