St Joseph's Pre-school: Outbreak Management Plan

(v4 30 November 2021)

Statement of Intent

St Joseph's Pre-school's Outbreak Management Plan (OMP) details the way in which the setting will work with partners, eg. local authority, UK Health Security Agency (UKHSA)[1], DfE[2], to contain and manage an outbreak of COVID-19 at the setting. In light of the regularly changing national and local position, it will be necessary for this plan to be reviewed and updated as and when necessary.

Local impact of COVID-19

Gloucestershire's first cases of COVID-19 were confirmed on 28 February 2020. The county has experienced outbreaks in the community in Gloucestershire. Predominantly these have occurred in care home settings, however other settings including education, healthcare and workplaces have also seen significant numbers of outbreaks. Fortunately, during 2020-21 Pre-school year no cases were identified with any child on the register.

Purpose of the OMP

This OMP provides the setting, and parents/carers, details of systems to prevent, detect and manage outbreaks of COVID-19 at the setting. The Pre-school's OMP will be triggered where there is an incident (see section entitled *"responding to outbreaks"*), cluster or outbreak of COVID-19 at the setting or in the locality.

Functions

The OMP has three main functions:

1. *Prevent COVID-19*: the Pre-school Committee and Lead Practitioner will ensure that prevention measures are in place to keep staff and children as safe as possible.
2. *Contain COVID-19*: Role of NHS Test and Trace and the setting
3. *Responding to outbreaks*: the OMP outlines how the setting will respond to an outbreak.

Supporting plans

Pre-school's COVID-19 action plan – updated at least once a term[3] by the Treasury Administrator - is a reference document for the Committee and staff.

Responsibility of the Setting

St Joseph's Pre-school are responsible for the following:

- safeguarding - local agencies, services and the setting will work together to actively look for signs of harm given the greater risk of harm that some children may have been exposed to through COVID-19;
- supporting children's learning, development and wellbeing – we will continue to follow the early years foundation stage (EYFS) statutory framework; and
- supporting vulnerable children.

Prevent COVID-19

St Joseph's Pre-school will adhere to the following control measures, which have been in place since the start of the pandemic:

- Ensure good hygiene for everyone
    - *Frequent and thorough hand cleaning* This regime is in place and has been since the Pre-school returned to operation after the first lockdown in June 2020. It will continue to be used for the foreseeable future.
    - *Respiratory hygiene* We adhere to the 'catch it, bin it, kill it' approach and have always done so. This will continue.
    - *Use of personal protective equipment (PPE*) As an early years setting we are not required to use PPE on a daily basis. However, should a child become ill with COVID-19 symptoms

[1] Previously Public Health England (PHE)

[2] Department for Education

[3] ie. Autumn (Term 1 & 2)/Spring (Term 3& 4)/Summer (Term 5 & 6)

then the member of staff looking after them will use such equipment until the child's parent/carer arrives to collect them from the setting.
    - *Maintain appropriate cleaning regimes* We are rigorous in ensuring all surfaces and toys (used during a session) are cleaned daily. Particular focus is on frequently touched surfaces which are cleaned on a regular basis throughout the day. We follow the UKHSA guidance on the cleaning of non-healthcare settings.
- Keep occupied spaces well ventilated
    - When St Joseph's Pre-school is in operation, we will ensure that the Leigh Building is well ventilated and that a comfortable environment is maintained. Our risk assessment, undertaken regularly, will identify any poorly ventilated spaces and we will take steps to improve fresh air flow in these areas. We will give particular consideration when holding events where visitors such as parents are on site, for example for a show. Where it is safe to do so, we open external windows to improve natural ventilation. In addition, the setting's external door to the outside, fenced, area will be opened. We will endeavour to balance the need for increased ventilation with maintaining a comfortable temperature.
- Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19
    - *When an individual develops COVID-19 symptoms or has a positive test*
      Children, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into the setting if they have symptoms or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).
    - *If anyone in at the setting develops symptoms of COVID-19*
      However mild, we will send a child or member of staff home and we expect them to follow public health advice. If a child is awaiting collection, appropriate PPE will be used as necessary. Any rooms that have been use will be cleaned after the child has left. The household (including any siblings) should follow the UKHSA stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.

Contain COVID-19
Pre-school children are no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, the child's parent/carer will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and may be advised to take a Polymerase Chain Reaction (PCR) test. We would encourage all individuals to take a PCR test if advised to do so. However, for children under 5 year old who are identified as a close contact, a PCR test would be advisable only if the positive case is within their own household.

If we have several confirmed cases within 10 days[4], we may have an outbreak. If this is the case we will call the dedicated advice service[5] who will escalate the issue to our local health protection team where necessary who will advise if any additional action is required, such as implementing elements of our OMP and/or temporarily reintroducing some control measures.

If a child or member of staff is admitted to hospital with COVID-19, we will seek public health advice immediately.

Responding to outbreaks
Close contacts who are fully vaccinated or those under 18 will not need to self-isolate.
- All close contacts will be advised to take a PCR test – you should encourage anyone identified as a close contact to do this;
- Individuals identified as close contacts will not need to self-isolate while they are awaiting the results of their test;
- If the PCR result is positive, the individual must isolate and NHS Test and Trace will work with them to identify any close contacts.

[4] Threshold is 2 children and/or staff
[5] DfE helpline on 0800 046 8687 - select option 1

- *Staff:* All our staff have received at least one dose of the vaccine. Should they display symptoms at the setting they will be sent home immediately and advised to take a Lateral Flow Device (LFD)[6] test. We will inform parent/carers if their child has had prolonged contact with the member of staff. The Lead Practitioner or one of the Deputy Practitioners will ensure that the staff to child ratio is in line with EYFS requirements.
    - *Negative LFD result:* the member of staff can return to the setting as soon as they feel well enough.
    - *Positive LFD result:* the member of staff will self-isolate immediately and order a confirmatory PCR test. If the PCR test is taken within 2 days and is negative and the member of staff is fully vaccinated they may return to the setting.
    - *Positive PCR result:* the member of staff will continue to self-isolate and contact tracing will be conducted by NHS Test & Trace.

  In all cases the member of staff will keep the setting informed.

- *Children:* should a child display symptoms at the setting, we will contact their parent/carer and ask them to pick the child up immediately. We will isolate the child from the rest of the setting, allocating a member of staff for them – the member of staff will wear PPE. Once the child has been picked up the allocated member of staff will clean down the area they and child have been using.

  If a child has a positive result from a LFD they and other members of the household should self-isolate. Their parent/carer must notify the setting that they will not be attending setting on the basis of the LFD test result. The parent/carer should order an immediate confirmatory PCR test. If the confirmatory test is taken within two days and the result is negative, the child and other members of their household can stop self-isolating (unless they have developed symptoms or been instructed to self-isolate by Test and Trace for other reasons). The parent/carer must inform the setting and the child can return to the setting when they are well enough.

  If the confirmatory PCR test is positive (or is taken more than two days after the LFD), the child and other members of their household must self-isolate until 10 days after the date of the LFD test (or the date their symptoms began, if they were symptomatic). The child's parent/carer must inform the setting that they have had a positive PCR test result and will not be attending the setting for the period of their isolation. St Joseph's Pre-school will supply the parent/carer with activities they can do with their child during this period.

Staff and children, ie. their parent/carer, are required to report the test result via the NHS Online reporting system for both negative, void and positive test results. They should also report positive, negative and void results to the setting.

St Joseph's Pre-school will not provide any personal information if asked to by parents and/or close contacts that would be a breach of GDPR or data protection legislation.

- *Households:* Individuals should only be asked to stay home for Covid-related reasons if:
    - they or someone in their household is symptomatic and the adult[7] is not fully vaccinated;
    - they or someone in their household has tested positive with a PCR or LFD (they may return if a positive LFD result is followed by a subsequent confirmatory PCR within 2 days);
    - children who are aged under 5 years old who are identified as close contacts would only be advised to take a PCR test if the positive case is within their own household.

- *Stroud Valley/Gloucestershire:*

If there have been several positive cases at St Joseph's Pre-school in a 10-day period[8], but the setting hasn't been contacted by NHS Test and Trace, we will call the dedicated advice service who will escalate the issue to our local health protection team where necessary and advise if any additional action is required, such as implementing elements of our OMP.

[6] Lateral Flow Device
[7] 18 years of age or over
[8] Threshold is 2 children and/or staff

Responding to Omicron variant
St Joseph's Pre-school will following government guidance. Namely:

> All contacts of suspected Omicron variant must self-isolate for 10 days regardless of their vaccination status or age. They will be contacted by NHS Test and Trace or by the local health protection team and asked to self-isolate immediately and book a PCR test.

We ask that parents and staff keep the setting informed whether the outcome of the PCR is negative or positive.

Threshold reached
If the threshold is reached, St Joseph's Pre-school will consider:

- whether more activities can take place outdoors;
- ways to improve ventilation indoors, where this would not impact on comfort;
- one-off enhanced cleaning focussing on touching points and any shared equipment;
- review and reinforcement of hygiene measures;
- review parental/visitor attendance in the setting.

In exceptional circumstances, the setting may be contacted by NHS Track and Trace if deemed necessary by local health protection teams in response to a local outbreak, as currently happens in managing other infectious diseases.

If St Joseph's Pre-school is advised to limit attendance, e.g. only offer places to vulnerable children and those of critical workers, the setting will advise parents/carers as soon as possible. In the event that the setting has to close, then policy 3.9 Emergency/temporary closure will be followed. If this is the case, the setting will endeavour to furnish parents/carers with suggested activities to assist them in occupying their child whilst at home.

NB: Fully vaccinated people should still adhere to all the IPC measures of:

hands face space fresh air

References:

- Gloucestershire local outbreak management plan (v2 March 2021)
- Contact Tracing from Sept 4 2021 onwards
- DfE Guidance: Actions for early years and childcare providers during the COVID-19 pandemic (updated 29 November 2021)
- DfE Contingency Framework: Education and childcare settings (August 2021)
- COVID-19 educational settings webinar : 23 Sept 2021
- PATA: Information for PATA Members – Autumn Term 2021 No 3 (29 November 2021)