

St Joseph's Pre-school: Outbreak Management Plan

(v6 11 March 2022)

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, DfE², 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. The setting experienced its first closure due to COVID-19 in the last week of the Autumn 2021 term, due to 3 members of staff contracting the virus.

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 term³ 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

(a) Possible symptoms

In this scenario pre-school children are requested to stay at home and take a Polymerase Chain Reaction (PCR) test, informing the setting of the outcome.

If no test is taken but COVID-19 is suspected and the parent/carer insists that the child attends the setting, then St Joseph's Pre-school can refuse the child for the period where they may be infectious to others (ie. 10 days from symptom onset or unwell).

If the PCR test is negative, then the child can return to the setting once they are well and at least 24 hours fever free without medication.

(b) Confirmed case (Lateral Flow Device (LFD) or PCR)

The pre-school child will need to isolate until well (ie. at least 24 hours fever free without medication). This will either be:

- 10 full days of isolation have passed; or
- produced a negative LFD on 2 consecutive days with the first taken no earlier than day 5 of isolation.

If we have several confirmed cases within 10 days⁴, we may have an outbreak. If this is the case we will call the dedicated advice service⁵ 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.

⁴ Threshold is 2 children and/or staff

⁵ DfE helpline on 0800 046 8687 - select option 1

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.

- Children who live with someone with COVID-19 should still attend the setting as normal unless they develop symptoms or test positive.
 - Staff who live with someone who has COVID-19 should work from home where they can. If unable to work from home, they can continue to attend work in line with guidance.
 - If you have one of the 3 main symptoms of COVID-19 (alpha, delta or omicron variant), then they need to take a PCR test and self-isolate until they receive the results.
 - Standard self-isolation period is 10 full days. However, this can be reduced if a negative LFD is taken on two consecutive days with the first taken no earlier than day 5 of isolation.
 - All LFD results should be reported via the online facility (click link [here](#)).
 - If symptomatic, especially with a high temperature, you should remain in isolation until 24 hours has elapsed since being clear of symptoms.
- *Staff:* All our staff have received both doses of the vaccine and some have also received the booster. Should they display symptoms at the setting they will be sent home immediately and advised to take a LFD 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.
 - *Negative LFD result but feels unwell:* the member of staff will continue to self-isolate and organise a PCR test.
 - *Positive LFD result:* a PCR is not needed unless they are symptomatic, when one should be immediately booked. The member of staff will self-isolate immediately. They will self-isolate for 10 days, taking a LFD test on day 5 and day 6. If both negative and they feel well enough, they can return to work on day 7.
 - *Positive PCR result:* the member of staff will continue to self-isolate. They will undertake an LFD test on days 5 and 6 and if negative, and feel well enough, will return to work on day 7.

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 should isolate for a minimum of 5 days, but their household does not need. Their parent/carer must notify the setting that they will not be attending setting on the basis of the LFD test result. An LFD test must be undertaken on days 5 and 6. If both negative and the child is well enough, they can return to the setting on day 6. However, if one or both are positive, then the child will must continue to isolate and cannot return to the setting until they have had two negative tests on consecutive days.

St Joseph's Pre-school will supply the parent/carer with activities they can do with their child during the isolation 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.

- *Stroud Valley/Gloucestershire:*

If there have been several positive cases at St Joseph's Pre-school in a 10-day period⁶, 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.

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 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 space fresh air

References:

- Gloucestershire local outbreak management plan (v2 March 2021)
- DfE Guidance: Actions for early years and childcare providers during the COVID-19 pandemic (updated 24 February 2022)
- DfE Contingency Framework: Education and childcare settings (August 2021)
- COVID-19 educational settings webinar : 24 February 2022
- PATA Members Spring 2022 Term Edition 6 (21 February 2022)
- Department for Health and Social Care press release (13 Jan 2022): "Self-isolation for those with COVID-19 can end after 5 full days following 2 negative LFD tests.
- UK Health Security Agency Guidance "COVID-19: people with COVID-19 and their contacts" (updated 7 March 2022, came into effect on 24 February 2022).

⁶ Threshold is 2 children and/or staff