



Bevan Lodge Community Pre School CIO

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CORNAVIRUS PANDEMIC OUTBREAK MANAGEMNET CONTINGENCY PLAN

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Out Break Management Contingency plan

An outbreak is defined as several confirmed cases with illness onset within a 10 day period.

Aim: To establish how to continue to operate as normally as possible if there was an outbreak in the setting or the local area.

To minimise disruption of the setting and for the shortest period of time.

To manage COVID-19 outbreak within the setting.

Four Control Measures In Place

1. Ensure good hygiene
2. Maintain appropriate cleaning – cleaning frequently touched surfaces at least twice a day.
3. Keep occupied spaces well ventilated – upper windows ajar
4. Follow public health advice with testing, self-isolation and management of the setting.

Action to take in response to a single positive case of coronavirus within the setting.

- Child or staff member should not come into the setting if they have coronavirus symptoms.
- Anyone displaying coronavirus symptoms however mild will be sent home and advised to follow public health advice.
- If a child or staff has any symptoms of COVID-19 they should book a PCR test. If they have already had a Lateral flow test positive they do not need to book a PCR.
- Isolation starts immediately when the symptoms have started.
- Children and staff with a positive lateral flow test or PCR test result but do not have any symptoms should stay at home and self-isolate as soon as they receive the result. If they do not have symptoms, the self isolation period starts from when the positive lateral flow or CR was taken.
- A positive PCR will automatically inform NHS contact and trace, requesting information regarding close contact in a social context. All close contacts, in a social context, will be advised to get a PCR test.
- Individuals identified as close contacts will not need to isolate whilst awaiting their PCR results.
- In the event of a positive PCR result the individual must isolate.
- Children and young people aged under 18 who attend a child care setting and have been identified as a close contact should continue to attend the setting as normal.
- Regular lateral flow tests are not recommended for children under 5. If they live with someone who has COVID-19 they are not legally required to self-isolate.
- The setting may choose whether or not to inform other parents of a positive case
- Inform Ofsted of any confirmed cases of COVID-19 whether a child or staff member within 14 days.



Action to take in response to more than one positive case of coronavirus by the Pre School manager in collaboration with the Committee chairperson OUTBREAK MANAGEMENT

Call Department for Education helpline for advice and action to be taken if the thresholds are reached;

0800 046 8687 option 1.

Thresholds detailed as an indication for when to seek Public Health advice if there is a concern.

- 5 children or staff who are likely to have mixed closely, test positive for COVID-19 within a 10 day period.
- 10% of children or staff who are likely to have mixed closely test positive for COVID-19 within a 10 day period.

Department for Education helpline will escalate the issue to the Local Health Protection Team where necessary.

- In exceptional circumstances, in the event of an outbreak NHS contact and trace may contact the provider.
- Act upon advice from the Department for Education helpline.
- In the event of closure – Inform all parents of close contact
Inform all parents of closure
Inform all staff of closure

Inform Hampshire County Council SFYC: childcare@hants.gov.uk

Complete the online form COVID-19 case reporting form:

[Early Years and Childcare providers-covid19 case reporting \(Office.com\)](https://www.office.com/EarlyYearsandChildcareproviders-covid19case-reporting)

Inform OFSTED of closure by completing an online critical incident report within 14 days;

www.ofsted.gov.uk

Inform Insurance company of any closure - Pre School Learning Alliance

Inform Hampshire SfYC of any vulnerable children or children with safeguarding concerns;

childcare@hants.gov.uk

Hospitalisation

If a child or staff member is admitted to hospital with COVID-19, seek further advice from Public Health helpline. (0800 046 8687 option 1)



Staying in touch with parents

- Commence home learning to support children's education whilst at home.
- Keep parents informed via email and Face Book

Direct parents and carers to:

- [Hungry Little Minds](#) - provides simple fun, activities for kids aged 0 to 5 for parents to do at home with children to support their early learning
- [BBC Tiny Happy People](#) - activities for babies, toddlers and children
- [Words for Life](#)
- [Help children aged 2 to 4 to learn at home: coronavirus \(COVID-19\)](#)



Information required when phoning DfE Helpline about a case(s):

Your name, position and contact details (phone and email)	
Name of setting, address and postcode	
Details of which groups attend the setting	
Local Authority	Rushmoor
Local Health Protection Team	
Contacted by track and trace	Yes/No
Date of onset of symptoms (or test date if asymptomatic)	
Dates in setting while infectious	
Name of child who has tested positive OR role of staff member who has tested positive	
<p>List of contacts; Please be aware that the entire child 'journey' or school day during the infectious period (2 days before date of symptom onset to 10 days after) should be considered – including school transport, snack time and lunchtime arrangements, etc</p> <p>Reminder of type of contact:</p> <p>Close contact: in the 2 days before to 10 days after onset of illness in the case or if the case is symptomatic in 2 days before to 10 days after a confirmed positive test for COVID 19)</p> <p>Household:</p> <ul style="list-style-type: none"> • Anyone who lives with a Covid-19 case. <p>Non-Household:</p> <p>DIRECT:– Face-to-face contact (including being coughed on or having a face to face conversation within one metre)</p> <p>CLOSE:</p> <p>Within 1 metre for 1 minute or longer (not necessarily face to face)</p> <ul style="list-style-type: none"> • Within 2 metres for 15 minutes or longer (could be total of 15 minutes over 24 hours) • Travelling in a small vehicle 	
Other notes:	



HOME TESTING BY STAFF

Staff to voluntarily complete home (lateral flow) testing daily during an outbreak and report/record all results online.

INFECTION PREVENTION AND CONTROL – GOOD HYGIENE

INFECTION CONTROL IS KEY: Continue to keep good infection control processes in operation. This is the best way is to reduce infection transmission not only for Covid but for other infections too.

Keep all frequently used surfaces wiped and clean; ensure that staff and children continue to wash their hands regularly for 20 seconds, ensure the rooms are well ventilated and where possible take the provision outside. Remind staff not to come to work if they are unwell, and parents not to bring their children to the setting if they are unwell - the aim is to protect others from infectious illnesses.

Remove all malleable resources, play dough, sand, water, mud. Remove all soft furnishings cushions and soft toys, dressing up clothes.

Spray resources with a dilute Milton solution at the end of each day.

Sterilise toys and resources throughout the day using a Milton solution.

FACE COVERINGS:

From 27/01/2022 the government has declared that face coverings are no longer required, however the wearing of face coverings is advised by DsPH during an outbreak. During an outbreak face coverings are to be worn at drop off and pick up and in crowded areas and where possible, avoid large groups being in enclosed areas.

VISITORS

In the event of an outbreak, visitors into the setting will be limited unless essential. If they enter the setting during an outbreak, they must wear a face covering throughout their stay.

CLOSE MIXING

Consider limiting close mixing

- Child minders
- Other nurseries and Pre School a child attends
- Friendship groups.

OTHER MEASURES

Limit/cancel – Stay and Play, Home visits taster sessions, parents attending the setting.

Consider:

- Reinforcing staff and child testing
- Review ventilation measures in place, ways to improve ventilation indoors.
- Hygiene measures in place.
- Could activities take place outdoors.
- One off enhanced cleaning at touch points



IF ATTENDANCE RESTRICTIONS ADVISED

In the event of attendance being restricted vulnerable children and children of critical workers should be allowed to attend.

When vulnerable children are absent:

- Follow up with parents to explore reason for absence.
- Encourage the child to attend.
- Maintain contact with the parent providing remote home learning.

STAYING IN TOUCH WITH THE PARENTS

- Continue to support the children who are not attending with home learning via email.
- Keep in contact with parents via telephone, email and face book.
- Key person to contact parents.
- Display a poster to inform parents of a Coronavirus case in the setting. Keep updated.

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References

Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection. *Gov.uk* 17 January 2022

Action for early years and childcare providers during the COVID-19 pandemic. *Department for Education*. 22 January 2022

Contingency framework: education and childcare settings. *Department for Education* 19 January 2022