

## **Ecclesall Kids Club Covid 19 Outbreak Management Plan**

This plan has been developed to ensure clarity in relation to the responsibilities and actions that will be taken should an outbreak be identified at Ecclesall Kids Club as the guidance on our role in track and trace has changed from 17<sup>th</sup> July 2021 and will be changed further again from 16<sup>th</sup> August 2021.

### **Notification and Activation of the Outbreak Control Plan**

According to the 'Covid 19: Actions for out of school settings July 2021' guidance, if Ecclesall Club identifies "several confirmed cases in a group of children within 14 days " this may constitute an outbreak.

If this situation occurs, we will contact the DfE to determine if this constitutes an outbreak and this Outbreak Management Plan will be activated.

### **Management and Notification of Confirmed Cases**

As with all cases of Covid-19 being identified, Ecclesall Kids Club will promptly report to Department for Education advice line on 08000468687 and ask for advice on the action to take in response to a positive case.

If DfE considers an outbreak to be taking place, against their defined criteria they will escalate the notification to the local health protection team immediately and they advise the club on additional action required.

Ecclesall Kids Club will follow the advice of Local Authorities, local Public Health teams and PHE Health Protection Teams who will make further recommendations as to the steps we need to take.

### **Engagement with NHS Test and Trace**

Close contacts will be identified by NHS Test and Trace. Ecclesall Kids Club will engage with NHS contact trace process by providing appropriate contact and attendance information as requested. This is covered in our Covid-19 policy and is consistent with what we have been doing throughout the pandemic to support infection control in the school and in our club. Our on line systems and way we are set up make this simple to do accurately.

NHS Test and Trace will identify close contacts directly with the positive case not Ecclesall Kids Club except where track and trace ask us to support them with this. NHS Test and Trace will provide information about next steps to those close contacts identified and if an outbreak is suspected they will contact the club directly.

### **Reintroduction of Control Measures**

If an outbreak is confirmed, Ecclesall Kids Club will continue to work with health protection teams to identify whether control measures need to be reactivated. These may include operating in smaller, consistent groups to minimise mixing and keep transmission rates low or the introduction of face coverings for adults within our operational space, where appropriate etc.

If an outbreak is confirmed Ecclesall Kids Club will prioritise enhanced cleaning protocols and hygiene measures. Any anticipated break in service for cleaning will be communicated with all parents and partners if necessary.

### **Standing Down**

Ecclesall Kids Club will work closely with local Public Health officials and Local Authorities to determine when it is appropriate to stand down from additional control measures and notify all parents and partners of next steps as appropriate. In exceptional circumstances our response this may include closure of some sessions for a defined group of children or the setting itself.

### **Ecclesall Kids Club will follow the steps below should an outbreak of Covid-19 be identified**

#### **Communication to Parents and carers**

We will notify parents and carers by personal email as soon as Public Health deem our setting has an outbreak. **Parents have been and will be reminded to ensure they have added us to their email address book to ensure they receive these emails.** If School is in session we will also ask for them to support us through the Schools communication channels.

#### **Closure of 'groups'**

Whilst we run sessions with defined groups of children (formerly year group bubbles) we will follow the same procedures as before for closure until NHS T&T have identified close contacts, this will be led in the main by our setting testing lead. In some cases it may not be necessary to close down the whole group e.g. if test and trace have identified close contacts over a weekend.

#### **Returning to Setting Protocol**

Explain when a child who has been identified as a close contact can (or can't) attend setting or return to setting (Pre-August 16th and post Aug-16th as the guidance is expected to change again on this date).

#### **Staff Members**

We are requiring staff members not to attend the setting if they have any Covid 19 symptoms as normal, they will need to self isolate and take confirmatory PCR tests (as well as our twice weekly LFD tests for the time being). All our permanent staff are double vaccinated and we have requested that supply staff take up the vaccination as soon as it is offered though we are not able to compel any of our staff to take the vaccine, most have willingly done so.

*Completed by: EKC*

*Date: 12.2.21*

*Suggested date of review: 16/6/21 or before if guidance is available.*

**Key contacts:** DfE Helpline 0800 046 8687 Local PHE Team 0114 242 8850