



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 Kool Kids Club.

Notification and Activation of the Outbreak Control Plan

In October 2021: The UK Health Security Agency became operational on 1 October, replacing Public Health England.

December 2021: Government guidance with regard to potential outbreaks:

For most settings, it will make sense to think about taking [extra action](#) if the number of positive cases substantially increases. This is because it could indicate transmission is happening in the setting. The thresholds, detailed below, can be used by settings as an indication for when to seek public health advice if they are concerned. For most education and childcare settings, whichever of these thresholds is reached first:

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

All settings should seek public health advice if a pupil, student, child or staff member is admitted to hospital with COVID-19. They can do this by phoning the DfE helpline (0800 046 8687, option 1), or in line with other local arrangements. Hospitalisation could indicate increased severity of illness or a new variant of concern. Settings may be offered public health support in managing risk assessments and communicating with staff and parents.

- 1) If this situation occurs, this Outbreak Control Plan will be activated, and Kool Kids Club will work with the local Health Team to make the necessary adjustments to the setting.
- 2) Kool Kids Club will reactivate some or all of the original Operational Plan and Risk Assessment procedures if advised to do so.

Management and Notification of Confirmed Cases

- 1) Kool Kids Club will continue to manage confirmed cases and notify the UK HAS public health teams when required, using the contact number listed in this document; as per the current guidelines and the 'Identify, Report Respond' in the test and trace guide.
- 2) All cases must also be reported to Ofsted using the online notification form and the Local Authority QI Team
- 3) Kool Kids Club will follow the advice of Local Authorities, and local UK HSA public health teams who will make further recommendations

Engagement with NHS Test and Trace

- 1) Close contacts will be identified by NHS Test and Trace. Kool 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.

- 2) NHS Test and Trace will identify close contacts directly with the positive case not Kool Kids Club in most cases.
- 3) NHS Test and Trace will provide information about next steps to those close contacts identified

Reintroduction of Control Measures

- 1) If an outbreak is confirmed, Kool Kids Club will continue to work with health protection teams to identify whether control measures need to be reactivated. These may include, but are not limited to, the following:
 - the reintroduction of face coverings for adults within our operational space (including parents/carers and staff);
 - operating in small, consistent groups (bubbles) to minimise mixing and keep transmission rates low;
 - to limit the number of children attending the setting (e.g. children of keyworkers). This will only be done on the advice of local health teams or if the school in which we are based is advised by the government to do the same;
 - close part or all of the setting, where appropriate and advised to do so. The setting requires a minimum number of staff to operate safely, so guidance will be sought in the event that there are not enough staff to do this.
- 2) Kool Kids Club continues to implement enhanced cleaning protocols and hygiene measures and make adjustments to improve ventilation. There is a CO2 monitor situated in all rooms the setting uses. Any anticipated break in service for cleaning will be communicated with all parents and partners if necessary.

Standing Down

- 1) Kool 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.

Kool Kids Club will follow the below detailed steps should an outbreak of Covid-19 be identified:

Communication to Parents and Stakeholders

As previously, Kool Kids Club will continue to keep parents and carers informed with any changes, via email, social media and newsletters. Any major changes will also be confirmed by letter as previous. There is also a template letter available on the public health googledrive. Where changes have to be made suddenly (e.g. the setting needs to close due to confirmed cases) it may be necessary to call parents and carers via phone. The club will continue to provide parents with copies of risk assessments and operational plans, as well as forwarding links and information from the government to them.

Closure of 'groups' (if appropriate)

Previously, Kool Kids Club has arranged the club into small consistent groups (bubbles). This enabled the club to limit closure to one bubble if needed. The requirement for this was removed in September 2021. The club is regularly divided into 2 groups (infants and juniors) on a day-to-day basis, so staff are already arranged to cater for this. There is a minimum number of staff required to operate the setting with more than 2 bubbles in place, so this would need to be reviewed in the event that a return to this is needed.

Transitions/Taster Days

In the event of a suspected case at the setting, we would request that any taster days are postponed until we could be sure that it is safe to recommence with them.

Educational Visits

There are currently no plans for any educational visits, however in the event of a suspected case, any excursions off the premises, including to the lake and park behind the school, would be cancelled.

Open Days

As with taster days and transition sessions, these would be postponed in the event of an outbreak and an alternative (virtual) method would be put in place.

Parental Attendance in Settings

Parents and carers are currently able to come into the setting to sign their child in/out and to talk to staff and may, but are not required to, wear a face covering. Staff may also choose to wear a face covering when talking to parents and carers but are not required to. The club uses other mediums to communicate such as monthly newsletters, emails and social media to limit the amount of time parents are needed to attend the setting. This will continue to limit the chance of transmission, however, should the need arise, parents and carers entering the setting will be reviewed.

Performances in Settings

We do not host performances so this will not be a concern for the club.

Returning to Setting Protocol

- As with positive cases in any other setting, NHS Test and Trace will work with the person to identify close contacts. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact.
- Parents and carers may be contacted to help identify close contacts.
- From 14 December 2021, *adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19* are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.
- Children, staff and other adults should follow public health advice on when to self-isolate and what to do.

From 11th January 2022:

- Children who have tested positive for Covid-19 can return to their education setting on day 7 if they receive negative lateral flow test results on days 6 and 7 of self-isolation.
- Anyone who is unable or chooses not to take lateral flow tests will need to complete the full 10-day period of self-isolation (always check government guidance regarding isolation).
- The government have temporarily suspended PCR testing for positive lateral flow tests; people who test positive with a lateral flow test are instead asked to immediately self-isolate and should report their result online and must self-isolate immediately. They will be contacted by NHS Test and Trace to identify their close contacts. This is while case numbers are high and will be reviewed.
- Daily testing of close contacts applies to all contacts who are:
 - fully vaccinated adults – people who have had 2 doses of an approved vaccine;
 - all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status;
 - people who are not able to get vaccinated for medical reasons;
 - people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine
- Parents and visitors are strongly encouraged to take a lateral flow device (LFD) test before entering wraparound childcare or out-of-school settings.

Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts. Children with SEND identified as close contacts should be supported by their school and

their families to agree the most appropriate route for testing including, where appropriate, additional support to assist swabbing.

There is no need for primary age children (those in year 6 and below) to *regularly* test, unless they have been identified as a contact for someone who has tested positive for COVID-19 and therefore advised to take lateral flow tests every day for 7 days (as above).

Anyone with a positive lateral flow (LFD) test result should self-isolate in line with the Stay at home: guidance for households with possible or confirmed coronavirus (COVID19) infection. They will also need to get a free PCR test to check if they have COVID-19. Whilst awaiting the PCR result, the individual should continue to self-isolate. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test. In this situation, the child can return to their setting, as long as they do not have COVID-19 symptoms

It is expected that parents and carers will agree that a child with symptoms should not attend the setting, given the potential risk to others. If a parent or carer insists on a child attending the setting, we will seek guidance and potentially make the decision to refuse the child if, with reasonable judgement, it is necessary to protect other children and staff from possible infection with COVID-19. Any decision would be carefully considered in light of all the circumstances and current public health advice.

Staff Members

Our staff team continue to take lateral flow tests twice a week and report the results. Test kits are provided by the club. Twice weekly tests are increased temporarily to daily tests if there has been a positive case at the setting.

When to isolate (current guidance):

- Self-isolate straight away and get a PCR test as soon as possible if you have any of these 3 symptoms of COVID-19, even if they are mild:
 - a high temperature
 - a new, continuous cough
 - a loss or change to your sense of smell or taste

You should also self-isolate straight away if:

- you've tested positive for COVID-19 – this means you have the virus
- someone you live with has symptoms or tested positive (unless you are not required to self-isolate – check below if this applies to you)
- you've been told to self-isolate following contact with someone who tested positive – find out what to do if you're told to self-isolate by NHS Test and Trace or the NHS COVID-19 app

The isolation period for a positive case remains at 10 days, although this period can finish after 7 days if certain criteria is met (see www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/how-long-to-self-isolate/ for more information). Always check the government guidance.

The government have announced that the 'Plan B' Measures are now being removed so staff have now been advised that they are not required to wear masks while inside the setting. Parents and carers also no longer need to wear face coverings when entering the setting. Both may choose to do so if preferred, however. If cases rise, the club may be advised to reintroduce these as a precaution.

We do not require all staff to have had, or to prove they have had, both doses of the vaccine in order to attend the setting. All staff have received 2 doses of the vaccine (and have had or are awaiting a 3rd booster vaccine) and are therefore able to follow the guidance for vaccinated staff. A vaccination policy has been put in place by Kool Kids Club trustees to support this.

Kool Kids Club will continue to implement the 4 control measures:

1. Ensure good hygiene for everyone
2. Maintain appropriate cleaning regimes, using standard products such as detergents
3. Keep occupied spaces well ventilated
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

Completed by: Emma Batten

Date: 15/7/21

Updated last: 20/1/22

Suggested date of next review: 10/2/22

Key contacts:

DfE Helpline: 0800 046 8687

Local PHE Team: Yorkshire and the Humber HPT:

Dr Andrew Furber, Centre Director
Blenheim House
West One
Duncombe Street
Leeds
LS1 4PL

Telephone: 0113 386 0300

Out of hours advice 0151 9091219

LA Public Health Team: Station Rise, West Offices, York, YO1 6GA

Telephone: 01904 553866

Email: enquiries.publichealth@york.gov.uk

LA Quality Improvement Team: Quality Improvement Manager- Joanne Suggitt-Richardson

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