

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 Manor Farm out of school/holiday clubs.

Notification and Activation of the Outbreak Control Plan

- 1) According to the 'Covid 19: Actions for out of school settings July 2021' guidance, if Manor Farm identifies "several confirmed cases within 14 days " this may constitute an outbreak.
- 2) If this situation occurs, this Outbreak Control Plan will be activated

Management and Notification of Confirmed Cases

- 3) As with all cases of Covid-19 being identified, Manor Farm will promptly report to Department for Education advice line on 08000468687 and selecting option 1 for advice on the action to take in response to a positive case.
- 4) If DfE considers an outbreak to be taking place, they will escalate the notification to the local health protection team and advise on additional action required.
- 5) Manor Farm will follow the advice of Local Authorities, local Public Health teams and PHE Health Protection Teams who will make further recommendations

Engagement with NHS Test and Trace

- 1) Close contacts will be identified by NHS Test and Trace. Manor Farm 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 Manor Farm 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, Manor Farm will continue to work with health protection teams to identify whether control measures need to be reactivated. These may include operating in small, consistent groups to minimise mixing and keep transmission rates low or the introduction of face coverings for adults within our operational space, where appropriate.
- 2) If an outbreak is confirmed Manor Farm 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

- 1) Manor Farm 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

Manor Farm will follow the below detailed steps should an outbreak of Covid-19 be identified

Communication to Parents and Stakeholders

Hannah O'Brien will use our iPal parent account email system to send a priority email to all parents detailing the outbreak and necessary control measures.

Closure of 'groups' (if appropriate)

As we operate small settings where children mix outdoors we will close the entire setting until NHS T&T have identified close contacts, timescales and we have been given appropriate advice on safe operation.

Returning to Setting Protocol

From August 16th 2021 children under the age of 18 who are a close contact of a positive case of covid 19 will be allowed to attend the setting if they do not show any symptoms and following a negative lateral flow result. Parents will be strongly advised to take the child for a PCR test before re-entering the setting.

Staff Members

Staff are all required to be double vaccinated and are strongly advised to seek a booster vaccination when offered to do so. Staff are all required to carry out lateral flow testing twice a week. If a staff member has a positive Covid 19 lateral flow test result or develops symptoms of covid 19 they are required to isolate and seek a PCR test as soon as possible. If a positive PCR result is received staff are required to follow the advice of Test and Trace and Public Health England.

Completed by: Hannah O'Brien

Date: 1/09/2021

Suggested date of review: In line with government guidance.

Key contacts:

Insert the useful numbers including local teams here –

DfE Helpline

Local PHE Team

LA Public Health Team