



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 The Den.

Notification and Activation of the Outbreak Control Plan

- According to the 'Contingency Framework' guidance, if The Den identifies an increase in cases - whichever of these thresholds is reached first:
 - We have > 5 cases of confirmed COVID-19 within 10 days of each other.
 - 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period.OR
 - There are any admissions to hospital for COVID-19.
 - We are having problems implementing the control measures.
 - We have applied the control measures and are still seeing a significant rise in cases.
- If this situation occurs, this Outbreak Plan will be activated.

Identification of an 'at risk group'

- Identifying a group that is likely to have mixed closely - a group will rarely mean a whole setting or year group.
 - staff and children taking part in the same class or activity session together - the staff member in charge for the session would have to be aware of groups.
 - review thresholds to decide further action required.

Management and Notification of Confirmed Cases

- As with all cases of Covid-19 being identified, The Den 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 to report staff close contact.
- 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.
The Den will follow the advice of Local Authorities, local Public Health teams (*telephone 0300 303 8162, option 9*)
- and PHE Health Protection Teams who will make further recommendations

Engagement with NHS Test and Trace

- Close contacts will be identified via NHS Test and Trace and The Den will not be expected to undertake contact tracing. As with positive cases in any other setting, NHS Test and Trace will work with the positive case and/or their parent to identify close contacts.
- Contacts from an out-of-school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. 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. The Den may be contacted to help with identifying close contacts, as currently happens in managing other infectious diseases.

- Parents will be provided with the [gov. guidance for households](#) at the start of the term

Reintroduction of Control Measures

- If an outbreak is confirmed, The Den 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
 - the introduction of face coverings for adults within our operational space, where appropriate.
 - return to use of the larger hall facility to maximise 'fresh air' working space.
 - working closely with the Parish Rooms to enhance cleaning/reduce cross contamination for groups.
- If an outbreak is confirmed The Den 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.
- If an outbreak is confirmed The Den will contact the local Parish Rooms and Primary School.

Standing Down

- The Den 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.
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The Den will follow the below detailed steps should an outbreak of Covid-19 be identified.

Communication to Parents and Stakeholders

- Parents will be notified via email immediately if an outbreak should be identified.

Closure of 'groups'

- From September 2021, The Den will no longer operate in bubbles. In the event that there is an outbreak or other such event that we deem necessary we will reintroduce the bubble system to prevent further infection.

Returning to Setting Protocol

Student/child:

- Following a PCR positive, NHS Test and Trace (T&T) will speak to the case (or their parent/carer) to identify close contacts and provide testing and isolation advice as required. NHS T&T will advise close contacts to get a PCR test.
- The child must isolate for 10 days.
- Household of the child must isolate for 10 days - unless fully vaccinated or under 18 years.6months.

Staff:

- Settings should identify any close contact co-workers and report these to the Self isolation Self Service Hub (020 3743 6715). NHS Test and Trace will then make contact to advise on isolation (if not fully vaccinated) and testing. Staff and children who do not need to isolate should continue to attend school as normal.
- Following a PCR positive, NHS Test and Trace (T&T) will speak to the case. The staff member must isolate for 10 days.
- Household of the staff member must isolate for 10 days - unless fully vaccinated or under 18 years.6months.

Staff Members

- Staff must continue to take LFT twice weekly and report onto the Gov site and to The Den.
- A positive LFT requires self-isolation and a PCR within 48 hours.
- If the PCR result is negative the staff member does not need to isolate and can return to work.
- If Covid-19 symptoms are present staff are required to self-isolate and take a PCR immediately.
- At present all staff are fully vaccinated.
- Masks are not compulsory, however if staff choose to wear PPE it is acceptable.

Completed by: Anna Griffin

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Suggested date of review: continuously updated as situation arises.

Key contacts:

DfE Helpline

0800046 8687

Local PHE Team

Email swhpt@phe.gov.uk

Telephone 0300 303 8162 (option 1, then option 1)

Out of hours advice 0300 303 8162 (option 1)