

# Severn Beach Preschool

## Contingency plan for infectious diseases

This contingency plan details how we would exceptionally and temporarily reintroduce any measures described in this document to minimise disruption to face-to-face education and protect the most vulnerable to COVID-19 or any other infectious diseases.

Resilience and planning for COVID-19 remains important.

It is the responsibility of preschool management to ensure this plan is followed or at least considered in the event of any outbreak of infectious disease in the setting or local community. If preschool management are unable to act due to illness then the chair of the committee will step in.

### **What we would do if we suspected an outbreak or incident:**

All settings should have in place baseline infection prevention and control measures that will help to manage the spread of infection.

***At SBPS as a baseline we clean surfaces and commonly touched items at least daily, more often for tables.***

***Coughs and sneezes are into elbows or hands to mouth. We encourage “catch it, kill it, bin it” for coughs and sneezes.***

***We ask parents not to bring poorly children to preschool.***

***We keep the room well ventilated.***

***Regular hand washing is supervised and reminded. We wash our hands on arrival, before and after food, after going to the bathroom and after sneezing or coughing into our hands.***

***PPE is used (not masks) for nappy changes.***

***Linen and soft furnishings are kept to a minimum and cleaned regularly.***

***Cleaning cloths and towels are changed twice daily, if not more.***

***Bathrooms are managed and cleaned by the school but intermediate messes are cleaned quickly.***

***Bodily fluids are quickly cleaned up and the area disinfected.***

If an outbreak or incident is suspected, education and childcare settings should review and reinforce the baseline infection prevention and control measures they already have in place.

***At SBPS we would be...***

- ensuring that all staff and students who are unwell do not attend the setting. We will follow guidance on management of specific infectious diseases, including advised exclusion periods.
- ensuring all staff are enabled and supported to take up the offer of [national immunisation](#) programmes including coronavirus (COVID-19) and flu
- ensuring occupied spaces are well ventilated and let fresh air in
- reinforcing good hygiene practices such as frequent cleaning.
- considering communications to raise awareness among parents and carers of the outbreak or incident and to reinforce key messages.
- Speaking to our health visitor about any support they can offer.

Settings can also seek public health and operational advice by phoning the DfE helpline (0800 046 8687, option 1)

## **When to seek advice from the UKHSA health protection team**

***SBPS may consider seeking specialist advice from the relevant UKHSA HPT if we are concerned and have seen:***

- a higher than previously experienced and/or rapidly increasing number of staff or student absences due to acute respiratory infection or diarrhoea and vomiting [\[footnote 1\]](#)
- evidence of severe disease due to an infection, for example if a pupil, student, child or staff member is admitted to hospital [\[footnote 2\]](#)
- more than one infection circulating in the same group of students and staff for example chicken pox and scarlet fever

Education and childcare settings are also asked to contact their UKHSA HPT as soon as possible to report any outbreak or serious or unusual illness for example:

- E.coli 0157 or E coli STEC infection
- food poisoning
- hepatitis
- measles, mumps, rubella (rubella is also called German measles)
- meningococcal meningitis or septicemia
- scarlet fever (if an outbreak or co-circulating chicken pox)
- tuberculosis (TB)

- typhoid
- whooping cough (also called pertussis)
- 

## **What information may be asked for:**

***If SBPS are contacting*** UKHSA HPT due to concerns about an outbreak or incident in the setting, then it will be useful to have the information listed below available. This will help the health protection team to assess the size and nature of the outbreak or incident and advise on any recommended actions.

Information includes:

- type of setting, for example nursery or special needs school
- total numbers affected (staff and pupils)
- total numbers attending (staff and pupils)
- any food handlers affected
- number of classes, rooms, year groups affected (including nursery if applicable)
- symptoms experienced
- date when symptoms started including a brief overview of the sequence of numbers of new cases since the outbreak started.
- any indications of severe disease such as overnight admissions to hospital
- were there any events or trips in the week prior to the start of the outbreak
- if known whether any tests or clinical assessments have taken place
- vaccination uptake (for example for MMR and other infections)
- if there are any individuals within the affected group at higher risk from severe disease

We can find the contact details of our local UKHSA HPT on [GOV.UK](https://www.gov.uk).

## **What actions will be recommended**

If we contact our UKHSA HPT, they will conduct a risk assessment of the situation based on the information provided, and the type of infection.

The risk assessment will then inform the need for any further actions which may include:

- reinforcement of baseline infection prevention and control measures
- communication to parents and carers
- exceptionally, temporary advice to reduce mixing among a targeted group
- exceptionally, the temporary use of face coverings in communal areas

The UKHSA HPT will advise on whether any of these actions are recommended. They may consider holding an incident management team (IMT) meeting which would bring together local stakeholders and the appropriate local authority. If, in exceptional circumstances and as a last resort, limiting the number of children or young people attending the setting is considered necessary for public health reasons<sup>[footnote 3]</sup>, this should be discussed at an IMT meeting before being implemented.

## **Classification of an outbreak**

An outbreak or incident may be defined in epidemiological terms as:

- an incident in which 2 or more people experiencing a similar illness are linked in time or place
- a greater than expected rate of infection compared with the usual background rate for the place and time where the outbreak has occurred

For example:

- 2 or more cases of diarrhoea or vomiting which are in the same classroom, shared communal areas or taking part in the same activities
- higher than usual number of people diagnosed with scabies
- higher than usual number of people with respiratory symptoms

These definitions should not be taken as a threshold for reporting or action.

***SBPS will follow the guidance [above](#) for when to seek help or report infections in our setting.***

## **Reduced numbers and closures:**

***If SBPS needed to run on a reduced staff, action would be taken quickly to keep disruption and confusion to a minimum.***

***Preschool have in place a red card system where numbers of children can be reduced quickly and limited to those who need childcare specifically for work.***

***Parents are aware of this system and can opt for a red card at any time.***

***Vulnerable children are also prioritised.***

***Our private parents Facebook page is our main route to contact parents.***

***Those who do not regularly check in will be contacted by email, text or messenger. Contact details are kept in the yellow file which is accessible by staff or the chair.***

***In the rare instance that we had to close at short notice, we are able to contact all families and staff members quickly and efficiently through the above means.***

***If childcare is temporarily reduced then activities for children are placed on our Facebook page daily.***

***Due to the location of our setting we are unlikely to secure supply staff at short notice.***

***Should the setting need to close for a longer period of time due to staff illness further advice would be sought from South Glos LA.***

## **Confidentiality**

It is important to note that health protection teams are bound to manage personal case details in strict confidence. Therefore, information given to settings from the team for distribution during an outbreak will never name cases or give out any personal details.

Organisations where cases are identified are also bound to manage personal case details in strict confidence.

Read further information on the Personal Information Charter which can be found on [GOV.UK](https://www.gov.uk).

### Footnotes:

1. It is acknowledged that all education and childcare settings have a baseline level of absences and that it is not always possible to know what children are ill with but that a setting may be able to identify where there is a noticeable change in absences over a few days or successive weeks, for example, 'a rapidly increasing number' may look like a doubling of absences across the setting or in a year group in a short space of time. [↩](#)
2. Being admitted to hospital is generally an indication of severe illness where this requires at least an overnight stay (note: where you are informed that assessment and discharge from a hospital ward have occurred on the same day this is not the same as being admitted and does not indicate a more severe illness) [↩](#)
3. Any decision for education or childcare settings to temporarily limit attendance for business continuity reasons, such as staff shortages, is for the setting management and local authority. Any communication to parents, carers and staff should make clear that this decision has not been made on public health grounds