

## **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 Cheeky Monkeys out of school/holiday club.

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

- 1) According to the 'Covid 19: Actions for out of school settings July 2021' guidance, if Cheeky Monkeys 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, Cheeky Monkeys 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) Cheeky Monkeys 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. [Cheeky Monkeys 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 Cheeky monkeys 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, Cheeky Monkeys 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 Cheeky Monkeys 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) Cheeky Monkeys 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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## **Cheeky Monkeys will follow the below detailed steps should a excessive outbreak of Covid-19 be identified**

### **Communication to Parents and Stakeholders**

In the event of closure, the manager L Drover will notify parents or carers. The manager will also notify Ofsted of the closure. We have prepared letters of notification for parents and staff, so that they can be distributed immediately if an outbreak occurs via email.

### **Closure of 'groups' (if appropriate)**

If we have to return to using bubbles we will notify parents immediately, if it is necessary to close a bubble due to multiple Covid cases, parents will be notified immediately.

### **Staff Members**

*Staff members must notify the manager as soon as they have a 'positive' test and self isolate. If they come into close contact with someone who has tested positive, we advise you to also get a PCR test. You do not have to self isolate unless the test is returned as positive or you are having Covid symptoms.*

*Since Wednesday 22<sup>nd</sup> December, the 10 day self-isolation period for people who record a positive PCR (or from Tuesday 11<sup>th</sup> Jan 2022 a positive LFD) test result for COVID-19 has been reduced to 7 days in most circumstances, unless you cannot test for any reason.*

*Individuals may now take LFD tests on day 6 and day 7 of their self isolation period. Those who receive two negative test results are no longer required to complete 10 full days of self-isolation. The first test must be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours apart. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education setting from day 8. Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-isolation.*

**The Club will regularly update its information regarding COVID-19, by checking the latest guidance from Public Health England and the local authority and will inform parents and staff of any changes to our emergency plans.**

*Completed by: L Drover*

*Date: September 2021*

*Suggested date of review: Termly*

### **Key contacts:**

Ofsted: 0300 123 1231

Health Protection Team (HPT): [0344 225 3560](tel:03442253560)