**COVID-19 Outbreak Management Plan**

**Introduction**

This plan is based on the contingency framework for managing local outbreaks of COVID-19, provided by the Department for Education (DfE).

 We implement measures in the plan in response to recommendations provided by our local authority (LA), the director of public health (DPH), Public Health England (PHE) our local health protection teams or by following Government guidance.

These measures will be implemented to help prevent the spread of infection within the nursery settings, to manage a COVID-19 outbreak or cluster, to react to high COVID-19 infection rates in the community or when all measures in place are still failing to reduce risk and infection.

It is important that everyone complies with the latest Government guidance on Coronavirus. Compassionate leadership is at the heart of offering continued nursery care and we will do everything we can do to be honest, open and to communicate with you. There will be a lot of anxieties and we acknowledge that it is okay to feel worried and that COVID-19 and the lockdown has had an impact on everyone. Everyone involved in the day to day running of the nursery will have received appropriate instruction and training on how to operate safely.

**Measures to prevent the spread of infection**

Since the start of the coronavirus pandemic, we have made adaptations to our day-to-day running and implemented a number of extra cleaning measures to help prevent the spread of COVID-19. We still continue to offer, our children and staff a safe environment to attend. Hygiene and social distancing remain the two key elements of infection prevention and control.

We have made the decision to keep the following procedures in place:

\*Any child, staff member, parent/carer or visitor with coronavirus symptoms must not attend nursery and must isolate at home in line with government guidelines at the time of illness.

\*Any person displaying symptoms must not return to nursery until they have completed the required isolation period and/or received a negative lateral flow test, in line with Government guidelines. Children with temperatures cannot return until they are fever free, without the need of medication to assist, in line with PH DfE guidelines.

\*Increased cleaning processes remain in place.

\*Team members continue to socially distance from each other and during parent/carer handovers.

\*Staff members will be required to carry out regular (twice weekly) Lateral Flow Device testing and report results to the nursery.

\*Ventilation is a key part of infection control, doors and windows remain open and outdoor play is encouraged. During the winter windows will be opened for 15 minutes every hour to help with ventilation but to keep the temperature of the nursery safe.

\*All persons travelling outside of the UK must adhere to instructions and testing in line with Government guidance.

**Management of an Outbreak of COVID-19 in a nursery setting**

When the nursery infection cases of children or staff members reach 10% in a nursery setting over a 14-day period this may be referred to as a COVID-19 outbreak.

Twiglets Nursery will take further advice from PHE. Actions may be:

\*A more intense deep clean (potential short-term closure for this to be completed safely)

\*Restrictions of people entering the nursery buildings

\*Partial closure of areas in the nursery

\*Isolation of identified children or staff members

\*Investigation by the LA Health Protection Team

\*Short-term/temporary closure may be needed if staffing levels are insufficient and do not meet the ratio requirements.

**Reaction to high infection rates in the local community**

At Twiglets Nursery ensure we will aim to ensure that we are up to date with infection records in the local area in which the nursery is located.

If contacted by DsPH or the LA regarding a high level of infection in the local community the following actions may be recommended:

\*Trips and outings in the area are limited or stopped completely for all children

\*Events and social days at the nursery are cancelled

\*Visitors are not permitted onto the nursery site unless essential to a child’s development or wellbeing or to manage an essential need (i.e.. Site maintenance). Any visitors that are permitted on site must wear full PPE.

**Actions following high levels of risk and infection**

Attendance restrictions will only be used as a last resort. Our requests would be presented in the following order:

\*If you can keep your child at home to please do so

\*Only vulnerable children and those whose parents are critical workers may attend

\*Only vulnerable children and those with both parents as critical workers may attend

\*Only children who are moving onto reception will be allowed to attend

\*Full closure of nursery will be required as a last resort if staffing levels do not meet ratio requirements. This will be reviewed every 2 days and every effort will be made by the management to ensure that nursery is not closed for a prolonged period. This may mean that children are allowed back to nursery in small groups until staff are back to full capacity.