

Outbreak Management Plan, Positive Cases Checklist

Group or Class

Activity	Notes	Completed by <i>Initials Date & Time</i>
<p>Thresholds</p> <p>5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period;</p> <p>or</p> <p>10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</p> <hr/> <p>Managing COVID-19 from autumn term</p> <p>staff in primary schools, should test themselves using LFD twice a week at home until the end of September, when this will be reviewed. All early years and wraparound childcare staff should also continue to test twice weekly as they have done throughout the summer. Twice weekly testing for staff is critical for identifying positive cases early and ensuring they isolate</p> <p>Those who test positive should isolate, take a confirmatory polymerase chain reaction (PCR) test, and continue to isolate if the result is positive. Schools and colleges will need to be prepared to implement high-quality blended learning arrangements so that any child who is well enough to learn from home can do so.</p> <p>All education and childcare settings should continue to ensure good hygiene for everyone, maintain appropriate cleaning regimes, keep occupied spaces well ventilated, and follow public health advice on testing and managing confirmed cases of COVID-19.</p> <p>All settings should continue their strong messaging about signs and symptoms,</p> <p>Actions to consider once a threshold is reached</p> <p>Wearing of face coverings by Staff</p> <p>Each class to be a bubble</p>		

<p>Staggered drop off and pick up times</p> <p>Staff to be in paired Year groups</p> <p>Office closed and screens put between desks</p> <p>Adults to maintain 2 metre distance from each other.</p> <p>whether any activities could take place outdoors, including exercise, assemblies, or classes</p> <p>ways to improve ventilation indoors, where this would not significantly impact thermal comfort</p> <p>one-off enhanced cleaning focussing on touch points and any shared equipment</p> <p>Settings may wish to seek additional public health advice if they are concerned about transmission in the setting, either by phoning the DfE helpline (0800 046 8687, option 1) or in line with other local arrangements.</p> <p>A director of public health or an HPT may give settings advice reflecting the local situation. In areas where rates are high, this may include advice that local circumstances mean that the thresholds for extra action can be higher than set out above. They might advise the setting to take some of the other measures described in this document.</p> <p>Additional action that could be advised by public health experts</p> <ol style="list-style-type: none"> 1. Bubbles for playtimes, lunchtimes ASC/BSC 2. Increased frequency of testing 3. risk assessments for CEV staff and pupils 4. Reinstate remote/online music provision assemblies 5. Essential visitors only onsite. Review delivery of PE external ASC 6. Review planned day visits 7. Reduce ASC/BSC hours 8. Staggered drop off collection 		
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<p>Contact Numbers</p> <p>LA – HCC Public Health Team</p> <ul style="list-style-type: none"> • 24 hour advice line for headteacher’s • Tel: 01992 556285 <p>Herts Contact & information on Covid-19 COVID-19 - Hertfordshire Grid for Learning (thegrid.org.uk)</p> <p>COVID.EYSEducation@hertfordshire.gov.uk</p> <p>Or</p> <p>Contact Local PHE Team: PHE East of England HPT</p> <ul style="list-style-type: none"> • Phone 0300 303 8537 option 1 • E-mail EastofEnglandHPT@phe.gov.uk; phe.EoEHPT@nhs.net 		
<p>Update Board/governors -</p> <ul style="list-style-type: none"> • DOWAT • Local Chair of Governors BT 		
<p>Establish clearly areas that positive case has been, to identify deep clean zones</p> <ul style="list-style-type: none"> • Class • Mentoring and SEND areas • B & ASC areas 		
<p>Have ready contact sheets - full name, DOB / Contact number</p>		
<p>Update Staff Body</p>		
<p>Update and review parental letter</p>		
<p>Update and review press release and pre-written tweets</p>		

Ensure all communications have been sent		
Ensure all updates are on social media platforms		
Have ready a list of vulnerable members of the community to be ready to reassure them		
Monitor Social Media for inaccurate information sharing - moderate accordingly		
Update communication log so email triage can follow		
Check that all students have online access/passwords etc. to access online work.		