

OFFICIAL

Out of school settings action card – Summer In Dorset

Version: 1.0	Last updated: 21/07/2020
When should this guide be used:	Setting context:
<p>'General Guidelines' should be followed at all times to reduce the risk of contracting COVID-19. They should support, not replace, discussion with Environmental Health Teams, Local Authorities, and Local Community Infection Prevention and Control (IPC) Teams.</p> <p>'Actions in an outbreak' are additional actions that may be carried out if there is a suspected or confirmed outbreak of COVID-19.</p>	<ul style="list-style-type: none"> • This card applies to specifically to the Summer In Dorset project for out of school settings. • The groups provided as part of this project will take place during summer school holidays across a range of settings, ages and needs. • For the purpose of this document "out of school settings" refer specifically to Summer In Dorset groups
Where you can access more information:	
<ul style="list-style-type: none"> • Protective measures for out-of-school settings during the coronavirus (COVID-19) outbreak • Guidance for parents and carers of children attending out-of-school settings during the coronavirus (COVID-19) outbreak • Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) • COVID-19: cleaning in non-healthcare settings • Staying safe outside your home 	
General guidelines to prevent spread of COVID-19:	
<p>There are important actions that children, parents and staff can take to help prevent the spread of the virus. In all out of school settings, preventing the spread of coronavirus (COVID-19) involves dealing with direct transmission (from close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches and actions should be employed that create a hierarchy of controls that create an inherently safer system (please see the guidance above for more advice). These include:</p> <ul style="list-style-type: none"> • minimising contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms (new persistent cough, fever, or a loss of sense of smell and / or taste), or who have someone in their household who does, do not attend any out of school settings. • individuals with coronavirus (COVID-19) symptoms should be kept separate, go home as soon as possible, and arrange to have a test. They can do this by visiting NHS.UK to arrange or contact NHS 119 via telephone if they do not have internet access. Their household members should also go home and self-isolate for 14 days or until the individual who had symptoms tests negative. • if/when an individual tests positive, the rest of their group (within their out of school setting) should be sent home and advised to self-isolate for 14 days. The other household members of that wider group do not need to self-isolate unless someone in their household subsequently develops symptoms. Contact your local Health Protection Team (0300 303 8162) if you become aware of any confirmed case in the setting (staff or pupil). • cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly. Alternatively, you can use alcohol hand rub or sanitiser but must make sure that all dirt is removed before and and ensure that all parts of the hands are covered with sanitiser. • ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. • enhanced cleaning regimens, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach. 	

- minimising social contact or mixing, as much as possible, by altering the environment (such as classroom layout) and timetables (such as staggered break times). Please see your setting specific guidance listed above as well as the generic [guidance](#) for more advice.
- alternative provisions should follow the same principles and guidance as those in place for mainstream schools.
- wearing a face covering or face mask in these out of school settings is not recommended.
- the majority of staff in out of school settings will not require PPE beyond what they would normally need for their work (please see [guidance](#) for more advice). However, they should have a small supply ready for use, if someone becomes symptomatic on site and needs caring for.

Children, young people and adults that are classed as [clinically extremely vulnerable](#) have been advised to shield and are not expected to attend their out of school setting and should continue to be supported at home as much as possible.

Clinically vulnerable individuals are those considered to be at a higher risk of severe illness from coronavirus (COVID-19). Adults in this [group](#) have been advised to take extra care in observing social distancing and should work from home where possible. For children in this group, under the care of a secondary care clinician, parents should follow medical advice. For further advice for managing individuals who are shielding or who are clinically vulnerable please refer to the [guidance](#).

Actions in an outbreak: what you should do if you suspect an outbreak

When should I suspect an outbreak?

You should suspect you have an outbreak in an out of school setting if there is either:

- Two or more confirmed cases of COVID-19 among children or staff in a setting within 14 days
OR
- An increase in absence rates, in a setting, due to suspected or confirmed cases of COVID-19

Who should I contact in an outbreak?

If you suspect that you have a COVID-19 outbreak, immediately inform your local Health Protection Team (HPT) by phoning **0300 303 8162**.

[Note – you should also contact them if you have a single confirmed case]. You may be contacted by them, as they may get information from NHS test & trace or other sources.

What should I do in an outbreak?

- Continue to follow ‘General Guidelines’ to reduce risk (above).
- Public Health England’s local HPTs will undertake a risk assessment and conduct a rapid investigation and advise on the most appropriate action to take. Children within the same Summer In Dorset groups will be asked to self-isolate at home. In some cases, a larger number of other pupils may be asked to self-isolate at home as a precautionary measure – perhaps the whole group or site. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.
- Depending on the risk assessment outcome, the HPT and local authority may establish an Outbreak Control Team to help manage the situation.
- The Outbreak Control Team will lead the Public Health response and investigations, and work with you to put appropriate interventions in place.

What interventions might be put in place to control the outbreak?

Your local HPT and Outbreak Control Team will work with you to put appropriate interventions in place. These will generally include ensuring that the preventive measures described in ‘**General guidelines to prevent spread of COVID-19**’ above are fully implemented. Other measures may include:

- **Cleaning in the workplace** for cleaning and waste management, refer to guidance on [cleaning in non-healthcare settings](#) for maintaining hygiene.
- **Information:** ensure that children and staff are aware of what has happened, and the actions being taken.
- **Closure:** this is rarely needed in larger settings to control an outbreak as long as the appropriate infection prevention measures have been put in place beforehand. In the case of smaller groups; if all children are sent home, the setting will subsequently close as there would be no children in attendance. This should only be done following advice from Public Health England’s local HPT and discussion with the Local Authority and Regional DfE REACT team.

What else may I need to do?

The Local HPT or Outbreak Control Team will declare when the outbreak is over.

Reference Document(s):

- [Coronavirus \(COVID-19\): implementing protective measures in education and childcare settings](#)
- [COVID-19: getting tested](#)
- [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)