Outbreak Management Plan

Lilly Brook Pre School Bickley and Lilly Brook Pre School Greenwood

# Roles and Responsibilities

Jenna Lindow – Business outbreak Manager

Munever Hassan – Deputy Outbreak Manager

Chloe Wigley – Deputy Outbreak Manager

* All positive cases must be reported to the outbreak manager or deputy managers on 07518103023 (The lillybrook outbreak line)
* Outbreak management team must call for public health advice

(0800 046 8687 option 1)

* if there are ….
  + 5 or more children,pupils or staff who have mixed closely test positive in a 10 day period or 10% of the children off
  + If there are 20 or less children and 2 children test positive in a ten day period.

# Staff responsibilities

* All staff are required to complete 2 lateral flow tests a week.

# Control measures

* Staff to do 2 leteral flow tests a week and report results
* All staff, visitors and children must use antibacterial gel on entry or at the gate.
* All staff, visitors (adults and children over 12) must wear masks at the gate for transitions
* All families and staff and visitors must report a positive case in their household to the Lillybrook management team using the mobile number above or by email.
* Parents are not allowed in the building unless there is extenuating circumstances but must wear a mask.
* All reviews and meetings will be done via zoom
* If a child or member of your household has any of the symptoms below (cough, temperature, chills, shortness of breath or difficulty breathing , tieredness/ fatigue, muscle and body aches, headache, loss of taste/smell, sore throat, congestion/runny nose, nausea/vomiting, diarrhea we expect parents to complete a leteral flow test. You can order from here : <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

# Safeguarding arrangements

* Jenna Lindow is the Lead safeguarding officer and is responsible for the contact between families and setting during a potential closure.
* If parents are experiencing difficulties with domestic violence, mental health or any other area needing support advice or guidance please call your safeguarding lead officer Jenna Lindow on 07518103023
* If families are having to isolate we can arrange a remote circle time activity on a daily basis and expect parents and children to actively engage and support this.

# How do we keep contact in the event of pre school closure

* Daily circle times by arrangements or social media lives this will be addressed by Jenna Lindow by communication through the wix app and emails direct to parents.