

Blue Sky Learning

Preventing and Managing Sickness including
outbreaks Risk Procedures and Risk Assessment
Progression of restrictions / Staged Response

Blue Sky Learning - Preventing and Managing Sickness

Information for staff and visitors

**HAND SANITISER AND TEMPERATURE CHECKING MUST BE
COMPLETED BEFORE ENTERING THE BUILDING.**

DO NOT ENTER IF YOU HAVE:

A NEW DRY PERSISTENT COUGH

A TEMPERATURE

LOSS OF TASTE OR SMELL OR ARE FEELING UNWELL.

**PLEASE FOLLOW THE LATEST GOVERNMENT CORONAVIRUS
GUIDANCE.**

STAGE 2 – PREVENTION + STAGE 3 – MITIGATE/DELAY

We currently increased precautions in place to ensure effective the prevention of the spread of
illness.

All users of the building are asked to follow the following guidance:

DO

- wash your hands with soap and water often – do this for at least 20 seconds

- always wash your hands when you get home or into work**
- use hand sanitiser gel if soap and water are not available**
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze**
- put used tissues in the bin straight away and wash your hands afterwards**
- try to avoid close contact with people who are unwell**



DON'T

X touch your eyes, nose or mouth if your hands are not clean

X enter the centre if you are feeling unwell or have been in close contact with any person who is unwell

If you think you might have coronavirus, have been to a country or area with a high risk of coronavirus in the last 14 days or you've been in close contact with someone with coronavirus ring NHS 111. Visit <https://www.nhs.uk/conditions/coronavirus-covid-19/> for further details.

Response Stage	Trigger	Key Actions	Who	Notes
STAGE 1 – General (everyday hygiene and procedures)	None	<ul style="list-style-type: none"> - General reminders for hygiene - Effective handwashing facilities and soap available - Follow usual absence periods for sickness 		<i>All children have instant access to hand wipes/sanitiser throughout the day</i>
STAGE 2 – Prevention	<p><u>Where an increased risk is present</u></p> <ul style="list-style-type: none"> -Increased absence rates of pupils or staff -Local increases in sickness e.g. flu, gastric, coronavirus -Public health alerts -Suspected cases of specific illness in the centre or within the community (eg. coronavirus / gastric) 	<ul style="list-style-type: none"> - Increase hygiene procedure - Communication with key people including key information (staff, pupils and families, users of the site) - Specific hygiene lessons in class - Increased enforced use of handwashing before eating of food - Enforce 48hr after symptoms have stopped for all fever, sickness, diarrhoea etc. - Consider the types of trips and events and make changes as necessary (e.g. those where lots of close contact / touch points) - Review Core Control Measures and make changes as necessary. - Daily review of the situation 	<p>Kirsty Burridge (Principal)</p> <p>All Staff</p>	
STAGE 3 – Mitigate/Delay	Where a significant risk is present - direct case or increased likelihood of cases -Public health advice for restrictions	<p>Consider reducing contact situations:</p> <ul style="list-style-type: none"> - Social time - Welly walks - Playtime at the park <p>Consider:</p> <ul style="list-style-type: none"> - Any screening measures e.g. use of a thermometer in school. - Increase time of exclusion from school for those with symptoms (beyond 48hrs) - Sending home any children with any symptoms - Additional Cleaning including deeper cleans 	<p>Kirsty Burridge (Principal)</p> <p>Ryan Dymott (Outdoor Lead)</p>	<i>All children have their temperature checked before entry to school. Anything over 37°C, children are requested to return home as a precaution.</i>

STAGE 4 – Containment	<u>Where specific and/or significant changes or restrictions need to be in place.</u> - High levels of sickness - High rates of absence - Significance of danger of disease or illness	- Part / full closures of site / classes - Deep cleans - Closure of lettings and building use - Reduction or exclusion of visitors	Kirsty Burridge (Principal)	
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Coronavirus Key Actions (as situation escalates)

Specific Issue	Actions including messages	Who	Notes
Suspected case in the centre (staff or pupil)	Contact relevant agencies e.g. LA / Public Health England - Deep clean core areas - Inform staff - Core reminders of hygiene - Contact parents – general information about sickness etc	Kirsty Burridge (Principal)	
Confirmed case in the centre	Deep clean core areas - Inform staff - Core reminders of hygiene - Contact parents – general information about sickness etc. and the key next steps e.g. closure of a class / centre/ or carry on etc	Kirsty Burridge (Principal)	
Suspected case in a family	- Children in the family to remain at home for a fixed period of time - Deep clean of the classroom and centre	Kirsty Burridge (Principal)	
Confirmed case in a family	- Children in the family to remain at home for a fixed period of time - Deep clean of the classroom and school	Kirsty Burridge (Principal)	
Teacher shortage	– partial closure for certain classes or part time / AM / PM classes	Kirsty Burridge (Principal)	
Support staff shortage	- Supply / Prioritise most needy children / classes with remaining staff	Kirsty Burridge (Principal)	
Protection for most vulnerable children	- Identify who these children are vulnerable e.g. underlying health conditions that may be affected by the current threat - Discuss with parents the initial steps and agree key actions re. isolation/seclusion	Kirsty Burridge (Principal)	
Staff with health issues (e.g. Heart)	- Ask them to contact their consultants to seek advice on their condition - Consider working from home	Kirsty Burridge (Principal)	
Staff with symptoms	- Stay at home; follow NHS 111 advice; discuss with Principal	Kirsty Burridge (Principal)	

Core Control Measures

Control Measure	Control Stage	Notes / Action	Who	Review
Tissues for Each Class	1	Ensure adequate stock levels of tissues for each class / office - Replenish as needed - Staff to also self-replenish from stock	Kirsty Burrige (Principal)	
Hand sanitiser (for as long as it is available to buy)	1	- Ensure dispensers are full from the start of each day - All children to use this (or have washed hands) before lunch daily - Ensure adequate stock levels	Kirsty Burrige (Principal)	
Monitoring daily any child or staff absence	2	- Daily report to the Principal or number of absences and symptoms	Kirsty Burrige (Principal)	
Finding out about travel arrangements now and in the future of staff and pupils	3 (where specific threats are evident aboard)	Ask parents to inform us of any close family member who has returned from abroad within the last month - Staff members to inform Principal of any travel arrangements to high-risk areas including those of any close friends or family they have been in contact with.	Kirsty Burrige (Principal)	
Reducing contact point activities	2	Ensuring extremely high hygiene for any - Food making / tasting- Avoid any activity where you are passing items around a class - Circle time objects - Artefact sharing - Touching activities - PE Other - Cease hand shaking of children and visitors - Cease and use of shared cups in class (e.g. using cups for water); replace with disposable cups; inform parents to ensure children have water bottles in school.	Kirsty Burrige (Principal)	

Good Personal Hygiene	2	<p>Inform parents of hygiene expectations and to discuss with children;</p> <ul style="list-style-type: none"> - All children to wash their hands before coming to school, before going home and when they get home. - Classes to teach children hand washing techniques - Children to wash hands before snack (classroom) and before eating dinner (classrooms/ hall corridor/ toilets / hand sanitiser) Information: - Distribute key information posters 	Kirsty Burrige (Principal)	
Review of cleaning	2, 3	<p>Make any necessary changes</p> <ul style="list-style-type: none"> - Increase focus cleaning on touch points and tables (redirect from vacuuming etc. if needed) - Daily cleaning of classrooms (already in place) - Preparations for deep cleans if necessary 	Kirsty Burrige (Principal)	
Additional touch point cleaning daily	2, 3	<ul style="list-style-type: none"> - Handles and rails to be cleaned at mid points during the day 	Kirsty Burrige (Principal)	
School visitors and site users	2, 3	<ul style="list-style-type: none"> - Compulsory handwashing / use of gel before entering centre; - Inform them of new requirements and risk of suspension of use - Informing us of any suspected or confirmed cases by any users 	Kirsty Burrige (Principal)	
Absence policy	2, 3	<ul style="list-style-type: none"> - Review time period of absence for ill children or staff and increase if necessary but at least to the minimum standard (e.g. 48 hrs clear of sickness / diarrhoea) 	Kirsty Burrige (Principal)	
Support for families affected	2, 3	<ul style="list-style-type: none"> - Communicate to parents and staff to contact centre if they require support; - Regular contact with affected families and staff - wellbeing checks. 	Kirsty Burrige (Principal)	
Taking temperature of anyone in school who may begin to feel unwell	2, 3	<ul style="list-style-type: none"> - Daily use of hand held non-contact thermometer. 	Kirsty Burrige (Principal)	