

D.P.S

Out of School Club

COVID-19

**Infection, Prevention &
Control Policy**

COVID-19 INFECTION PREVENTION AND CONTROL

PRINCIPLE

At DPS Out of School Club we endeavour to promote and safeguard the overall health and well-being of the children, staff and families. This policy will ensure that the risks presented to children, staff and families by a global pandemic are kept to a minimum.

STATEMENT OF INTENT

To enable the safe operation of DPS Out of School all up to date guidance as published by the Department of Health to prevent the spread of Covid-19 will be followed. Compliance with the Minimum Standards will promote and ensure that a high standard of care is afforded to all children.

COVID-19 and children

The current evidence suggests that children seem generally less likely to catch the infection and are not more likely than adults to spread infection to other people.

Symptoms in children include

- a cough
- a change in or loss of sense of taste or smell
- fever (temperature of 37.8 or higher)
- runny nose
- sore throat
- diarrhoea and vomiting.

It is important for parents and for those who deliver childcare to accept that no interpersonal activity is without risk of transmission of infection. Therefore there are a number of measures in place to enable DPS Out of School Club to operate as safely as possible in the interests of children and the staff who care for them.

The core public health measures that underpin reopening of services are:

- enhanced hand hygiene and cleaning practice
- caring for children in consistently constituted groups
- minimising contact between these groups
- maximizing the use of outdoor spaces

- physical distancing between adults and older children in the setting including parents /collectors at pick-up times
- active engagement with Testing and Tracing (more information available at: (<https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19>)).

PRACTICES

Risk assessments

The Registered Person and Person in Charge will;

- ensure that risk assessments are effective and working as planned
- ensure that risk assessments are reviewed taking into account the relevant guidance from the Public Health Agency.
- update appropriately considering any issues identified and changes in public health advice
- consult with staff in the development of risk assessments.

The Person In Charge will ensure that all staff members

- have completed Covid-19 training, a training resource provided by Southern Child Care Partnership.
- are familiar with all up to date guidance as published by the Department of Health.
- are involved in reviewing and implementing risk assessments in relation to Covid-19
- are aware of their roles and responsibilities in relation to Covid-19 and minimising the risk of spreading the virus.
- all core training is up to date.
- are supported through regular supervisions.

All staff have been informed of the settings plan to help lower the risk of the spreading of the virus.

Staff will;

- follow Covid-19 guidance on regular hand washing procedures
- practice social distancing staying at least 1 metre apart
- carry out a regular cleaning routine, including hard surfaces and equipment
- use PPE during first aid treatment or when assisting a children during intimate / personal care. Face masks can be worn by staff if the wish to do so at any time.

- retain a daily record of the children and staff to facilitate contact tracing in the event of an episode of infection.

Infection Control

The Person in Charge will promote and facilitate best infection-control practice, including the following:

- ensuring that all staff members have access to online information/training on COVID-19, including how the illness is spread, how to prevent its spread, symptoms, and when to seek medical assistance for sick children or staff.
- ensuring that the surfaces that children and staff are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters are cleaned more regularly than normal.
- ensuring that sufficient handwashing facilities are available as well as hand sanitiser.
- Posters on hand hygiene are displayed.
- encourage staff and children not to touch their face.
- ensuring that bins for tissues are emptied throughout the day
- where possible, ensuring all spaces are well ventilated using natural ventilation (opening windows).
- ensuring that doors are propped open only if they are not fire doors, and where it is safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.
- In accordance with public health advice, removing all soft toys, and any toys that are hard to clean, such as those with intricate parts; and, where practicable, removing soft furnishings, for example pillows, bean bags and rugs.

Handwashing

All staff and children will wash their hands frequently and when ;

- they arrive at the setting and before they leave the setting
- before and after handling food or eating
- before and after using the toilet
- after touching face / cleaning nose
- after handling bin

Additional cleaning / disinfecting measures

- staff will carry out a regular cleaning routine, including hard surfaces and equipment. including sinks, toilets, taps, light switches and door handles are cleaned more regularly than normal.
- children will be encouraged to take part in helping to ensure equipment is cleaned after use.

The toilets will be for the sole use of DPS Out of School Club during each session.

All areas of the afterschool club will be thoroughly cleaned after each session / before the next session.

Helping Children and Young People Understand the Public Health Measures in Place

Some children and young people may need additional support to help them understand why the public health measures being recommended are being followed. Staff will inform children, appropriate to their age, on how they can help prevent the spread of COVID-19, including:

- Frequent hand washing
- As far as possible, avoiding close and direct contact with other children and setting staff
- Telling staff as soon as possible if they feel sick
- Promoting good coughing and sneezing etiquette (cover coughs and sneezes with a tissue or sleeve; not hands)
- Discouraging children from sharing food/ drinking cups

Collection Arrangements

Children will be collected from their classroom by a member of staff and escorted to the main play room. Staggered collections will be in place to limit contact with others as they move through the school building. Social distancing will be encouraged and physical markers are in place to aid this.

When children are being collected by a parent or named collector, the following should be adhered to;

- Only one parent / named collector should attend to collect their child.
- Parents/ carers/collectors/taxi drivers are NOT allowed into the setting unless this is essential.
- Maintain social distancing practices
- Use physical distancing markers outside the setting and follow the one way system to exit.
- Parents / collectors should not gather outside the setting, at entrances/exits.

Read the Coronavirus (COVID-19): safer travel guidance for passengers <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers> for recommendations on transport to and from the setting.

Please do not send your child if he or she is unwell and displaying symptoms of COVID-19.

Parents should inform the Person in Charge if they, their child or any other family member with whom they live or have had contact has tested positive for COVID-19.

The setting will notify the Public Health Agency and the HSC Trust Early Years Team upon learning that someone who has been at the setting has a COVID-19 infection.

If a Child Becomes Sick at the Setting

If a child becomes sick in the setting and displays symptoms (a new continuous cough, a change in or loss of sense of taste or smell, fever (temperature of 37.8 or higher) the following will be actioned;

- Parent / Guardian contacted immediately
- The child will be moved to the isolation and attended to by a limited number of trained staff. If direct care is required while waiting for the child to be collected, PPE - a mask, plastic apron and gloves will be worn. You should collect your child without delay.

The COVID-19 NI (Health and Social Care Northern Ireland) APP can be downloaded (download links available at:

<https://www.nidirect.gov.uk/articles/coronavirus-covid-19-overview-and-advice>) and used to access advice based on the child's specific symptoms.

If a member of staff becomes unwell in the setting

If a member of staff in a childcare becomes unwell with a new, continuous cough or a high temperature (37.8 or higher), or has a loss of, or change in, their normal sense of taste or smell, they will be sent home immediately and advised to follow the COVID-19: guidance for households with possible coronavirus (COVID-19) infection guidance <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>.

If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms or the child subsequently tests positive. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with

symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>.

Confirmed case of coronavirus (COVID-19) the setting

When a child or staff member develops symptoms compatible with coronavirus (COVID-19) they will be sent home and advised to self-isolate for 10 days.

Further information on arranging a test to see if they have COVID-19 is available at <https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19#testing-for-essential-workers>.

Their fellow household members should self-isolate for 10 days. All staff who are attending the setting will have access to a test if they display symptoms of coronavirus (COVID-19), and are encouraged to get tested in this scenario.

Where the child or staff member tests negative, they can return to the setting and the fellow household members can end their self-isolation.

Where the child or staff member tests positive, the rest of their group within their childcare setting should be sent home and advised to self-isolate for 10 days. The other household members of the group do not need to self-isolate unless the child, or staff member they live with in that group subsequently develops symptoms. Further information is available at <https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19#testing-for-essential-workers>.

Coronavirus Testing for Children, Parents and Staff Members

Children and members of their households, will have access to testing if they display symptoms of coronavirus (COVID-19). This will enable them to get back into childcare and their parents or carers to get back to work, if the test proves to be negative. Parents will have a number of routes to access testing for themselves and their children, and should contact their GP in the first instance. Further information is available at <https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19>

symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>.

Confirmed case of coronavirus (COVID-19) the setting

When a child or staff member develops symptoms compatible with coronavirus (COVID-19) they will be sent home and advised to self-isolate for 10 days.

Further information on arranging a test to see if they have COVID-19 is available at <https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19#testing-for-essential-workers>.

Their fellow household members should self-isolate for 10 days. All staff who are attending the setting will have access to a test if they display symptoms of coronavirus (COVID-19), and are encouraged to get tested in this scenario.

Where the child or staff member tests negative, they can return to the setting and the fellow household members can end their self-isolation.

Where the child or staff member tests positive, the rest of their group within their childcare setting should be sent home and advised to self-isolate for 10 days. The other household members of the group do not need to self-isolate unless the child, or staff member they live with in that group subsequently develops symptoms. Further information is available at <https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19#testing-for-essential-workers>.

Coronavirus Testing for Children, Parents and Staff Members

Children and members of their households, will have access to testing if they display symptoms of coronavirus (COVID-19). This will enable them to get back into childcare and their parents or carers to get back to work, if the test proves to be negative. Parents will have a number of routes to access testing for themselves and their children, and should contact their GP in the first instance. Further information is available at <https://www.publichealth.hscni.net/covid-19-coronavirus/testing-and-tracing-covid-19>

Children and staff who are clinically vulnerable

Clinically vulnerable staff and children can return to the setting, following a dynamic risk assessment, and arrangements will be made to enable appropriate physical distancing wherever possible. If they have to spend time within 1 metre of others, the setting will carefully assess and agree with them whether this involves an acceptable level of risk.

Children, and staff who are clinically extremely vulnerable (those who have been shielding)

The trajectory of the virus has been such that shielding will be paused from 31 July. Children and staff who have been shielding will be able to return to the setting from this date, unless given advice from a GP or healthcare provider not to.

Guidance for people with underlying health conditions has been prepared and will continue to be updated (see <https://www.nidirect.gov.uk/articles/coronavirus-covid-19-advice-vulnerable-people>). Parents and carers may wish to have a discussion with their child's GP/healthcare team if they are unsure or have queries about returning to settings because of their health condition.

Monitoring

This policy will be reviewed annually by the management team to ensure it remains fit for purpose.

This policy was adopted by DPS Out of School Club management team.

Signed: D. Thompson
(on behalf of the management team)

Position: Chair person

Date: 24/08/20

Reviewed on:

Date: 30/3/21 Signed: C. Willis

Date: Signed:

Date: Signed: