**Outbreak, Epidemic and Pandemic Policy- updated Feb 2021**

An outbreak can be defined as “two or more linked cases of the same illness or when the number of cases of the same illness unaccountably exceeds the expected number”. An epidemic is defined as rapid spreading of an infectious disease to many people in a short period of time and it becomes a pandemic when the infection crosses international boundaries, affecting many people.

Planet Tiny work to minimise and control the spread of infection so that we may protect the health and wellbeing of all adults and children in our setting. We have clear procedures in place to reduce the risk of infection

**To help minimise infectious disease we have the following methods in place** to practice every day.

• We actively promote healthy practices in our daily routines with the children. (See Sickness Policy).

* Daily Risk assessments are completed
* We will ensure there are adequate supplies of cleaning materials, alcohol-based hand cleaner and personal protective equipment such as gloves and aprons.
* Minimise the number of external people coming into the building

•We require the parents and carers to keep their child at home in the event of illness.

• We notify parents if there is any case of infectious disease, such as chicken pox.

• Ofsted and environmental health are to be informed of any outbreak of infectious disease that a qualified medical person considers notifiable.

* Cleaning materials and areas throughout the day

•Keep up to date with the latest recommendations from Public Health England (PHE) and the World Health Organisation and we review and update our policies and procedures on a regular basis. The Management also ensures that staff members are kept aware of any changes in legislation. Staff members are also informed of any advice and guidelines from Public Health England.

**Steps we will take in the event of an epidemic or pandemic day to day running during an outbreak**

• Rigorous infection control procedures will be maintained (see Health and Safety Policy). We will ensure there are adequate supplies of cleaning materials, alcohol-based hand cleaner and personal protective equipment such as gloves and aprons.

• Children and staff members who are showing signs of infection will be sent home immediately. Children will be made comfortable and cared for in an area isolated from their peers who do not have the symptoms until they can be collected. Staff members who are unwell will be sent home; if they are not well enough to return home on their own, they will be isolated in the office until somebody can collect them. Severe onset of symptoms will be treated as a medical emergency.

• The use of certain activities such as play sand or play dough may be suspended.

* Any external organisations coming into the building will be suspended

• Where shortage of supplies becomes an issue, certain activities may be restricted, and staff members will plan alternative activities which will meet the children’s developmental needs and interests.

• Visits from other agencies and prospective parents will be suspended in order to minimise the risk of infection.

• In the event that a number of staff members falling ill at the same time, we will use agency staff and volunteers in order to maintain appropriate child/staff ratios. We will follow appropriate guidelines on supervision of volunteers.

• Where necessary, services will be reduced according to the staff available.

• In the event of the manager and the deputy manager becoming unwell at the same time, a suitably qualified and experienced member of staff will be appointed to manage the day to day running of the nursery. Ofsted will be informed, and action will be taken according to their guidance.

• Where necessary, services will be reduced or suspended, according to staff availability. nursery closure If the government authorities decide that the situation is at the stage that schools and nurseries are required to close in the local area, we will follow the guidance of the local authority.

•**If we must close the nursery**, parents will be notified by the Famly app and by email to arrange collection of their children.

•**We will remain closed**until we are instructed that it is safe to re-open.

* Fees will not be charged until the nursery reopens and parents will be asked to contact their banks to freeze their standing orders. Any fees already paid will be refunded (if this is requested by the parent within 5 working days)If we do not receive a request we will assume the payment is towards the running of the nursery.

Policy adapted February 2020

Update and review 2021