

EARLY LEARNING AND CHILDCARE

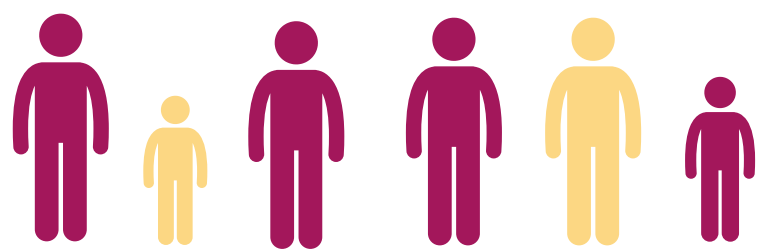
WHAT SHOULD I DO IF THERE IS A CONFIRMED CASE OR SUSPECTED OUTBREAK?

Action is required if you have:



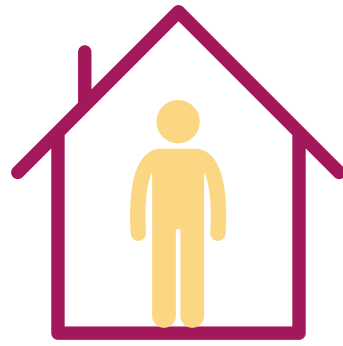
- a single confirmed (test positive) case of COVID-19; or
- any suspicion that there may be an outbreak of cases, i.e. two or more confirmed cases in 14 days, or an increase in the background rate of absence due to suspected or confirmed cases of COVID-19.

STEP 1



Contact your local NHS Board Health Protection Team immediately. They will help you and tell you what to do next.

STEP 2



Continue to follow the guidance for your setting type. Test and Protect will inform close contacts of the positive case, children and adults, if they need to self-isolate. In some cases a whole setting may be asked to self-isolate at home.

STEP 3



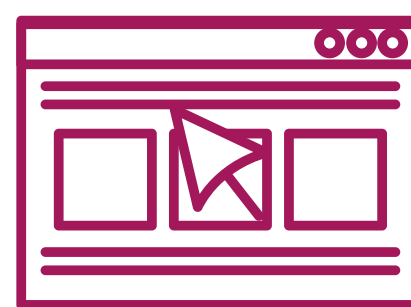
In some situations, your local Health Protection Team may send in an Incident Management Team to support you with the outbreak.

STEP 4



The Incident Management Team will help you manage the outbreak situation. They will look at your policies and practices and help you try to make changes to stop another outbreak.

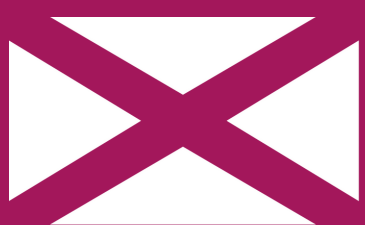
STEP 5



Use eforms to notify the Care Inspectorate of an outbreak. You can find the eforms on the Care Inspectorate website.

FOR MORE DETAILED INFORMATION AND TO FIND YOUR LOCAL
HEALTH PROTECTION TEAM

VISIT: WWW.HPS.SCOT.NHS.UK



Scottish Government
Riaghaltas na h-Alba
gov.scot

Space to record local health protection team contact number.

EARLY LEARNING AND CHILDCARE

KEY MESSAGES FOR TIER 3 AND 4 SETTINGS

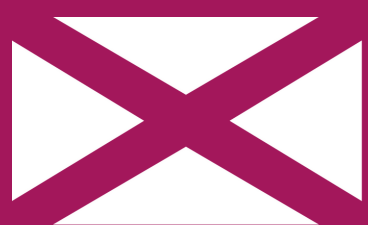
TIER 3

TIER 4

All settings in tier 3 and 4 areas should continue to follow the core health guidance document. However, additional steps may need to be taken to make settings safe for staff and children. Special attention should be given to the needs of vulnerable staff and children.

- Parents and guardians of clinically high risk children should ask their GP if its safe for them to go to their setting as normal.
- Settings should use individual risk assessments to decide what changes are needed to keep everyone safe.
- Staff with a single employer should work in one setting; only moving between settings where there is no other option. If your role requires you to support many settings, only attend these in person where it is essential to children's wellbeing.
- Staff who work for more than one childcare provider should carry out risk assessments on the impact of their movements.

- Children on the shielding list should not go to their setting. However, individual risk assessments and guidance from the child's clinical professional can be used to plan access to support whilst shielding.
- Most workplaces can be made safe for staff. Where they cannot, the Chief Medical Officer can provide a letter to help staff and employers make the best decisions for the staff members health.
- Settings should be prepared to deal with potential outbreaks, increases in COVID-19 testing, and staff absences.



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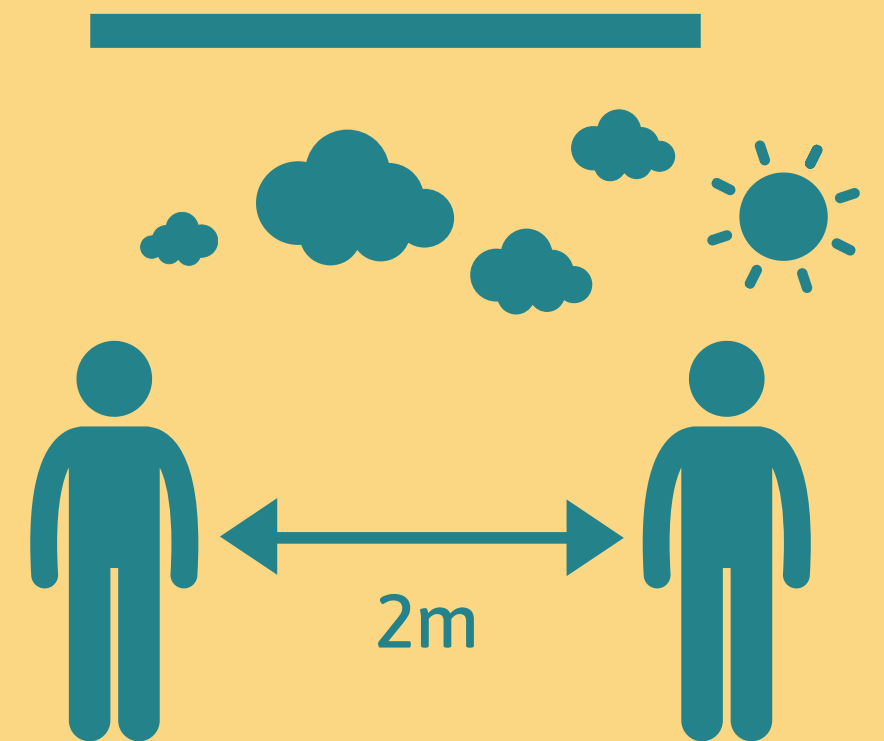
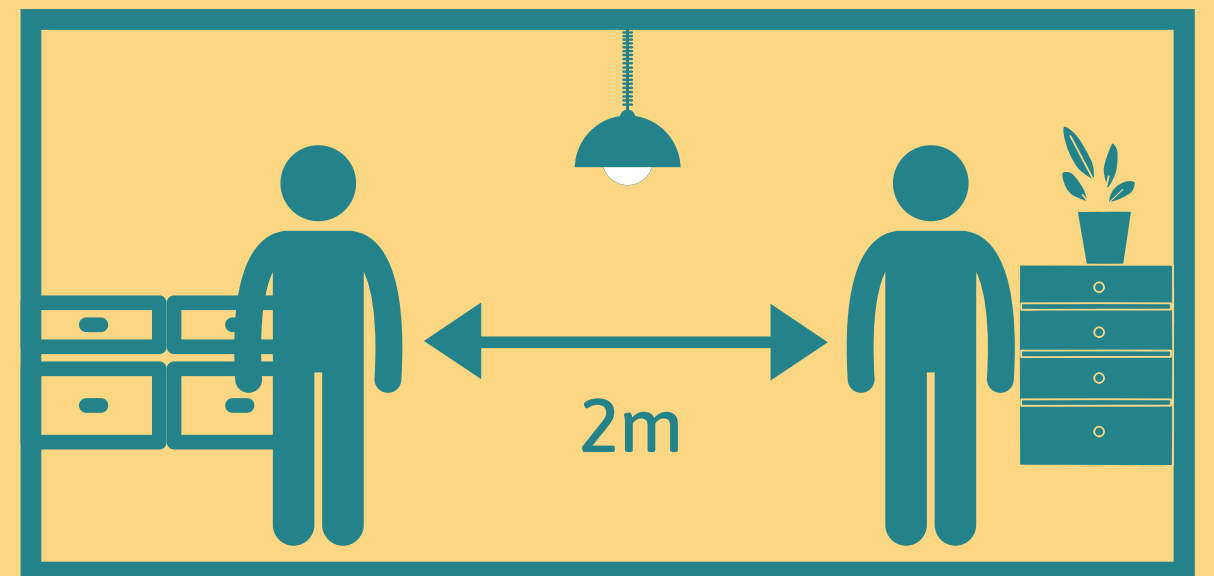
KEY HEALTH MESSAGES

PHYSICAL DISTANCING FOR ADULTS

Physical distancing between adults helps keep you and your setting safe.

You must keep at least 2 metres apart from other adults (staff, visitors or parents) at all times. This applies whether you are in the playroom, the staff room or enjoying the outdoors.

There is no need for adults to physically distance from children.



WEARING A FACE COVERING

You must wear a face covering if:



- You cannot stay 2 metres apart from another adult
- You are not working directly with children, e.g. in a corridor, toilets or staff room.
- You are a parent or carer visiting the setting. This includes drop off and pick up times.



You do not need to wear a face covering if:

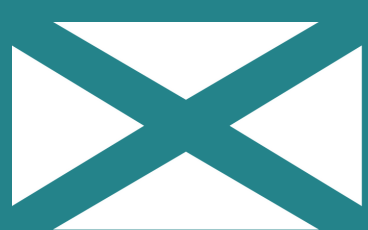


- You are working directly with children, e.g. on the floor or supporting children to move around the building or with toileting
- You are exempt from wearing face coverings.

FOR MORE DETAILED INFORMATION VISIT:
WWW.GOV.SCOT

EARLY LEARNING AND CHILDCARE

WHAT SHOULD I DO IF A STAFF MEMBER BECOMES ILL?



EARLY LEARNING AND CHILDCARE

WHAT SHOULD I DO IF A CHILD BECOMES ILL?

START

YES

Is the child showing the symptoms of COVID-19?

- New continuous cough and/or
- Fever/ high temperature and/or
- Loss of, or change in, sense of smell or taste

NO

If the child has other respiratory symptoms e.g blocked or runny nose, sneezing, then:

- Follow standard illness policy
- If the child is too unwell to be in the setting, then they should stay home until recovered
- No need for COVID testing unless they develop one of the symptoms of COVID-19
- Ensure good hand and respiratory hygiene

The child should be removed from contact with others and isolated somewhere safe and at least 2 metres away from other people.

Staff looking after the child who cannot maintain 2m distancing should wear a mask; or gloves, apron and a fluid resistant surgical mask if close care required.

FINISH

PARENTS

Parents/carers contacted and asked to collect child as soon as possible. Try to avoid the child using public transport and if not possible, then ensure face coverings are worn.

Siblings/other members of the household should also be collected and taken home, as all members of the household should now stay at home and isolate until the test result for the child who is unwell is received.

TEST

Parents/ carers should arrange a test for the symptomatic child online at: www.nhsinform.scot or by calling 0800 028 2816

The child and their household should remain isolating at home while waiting for the test result. Parents/carers should notify the setting of the test result when they receive it. A PCR test (rather than a LFD) is required to confirm whether a symptomatic person has COVID.

POSITIVE RESULT

NEGATIVE RESULT

Child (and siblings) can return to setting provided they are well enough and have not had a fever for 48 hours. The negative test result should be shown to the setting.

If the child is not well enough to return then the normal procedure for illness should be followed.

FINISH

Child and their household must isolate for 10 days.

If the ELC setting is attached to a school, the staff member must inform the Headteacher.

The ELC setting should inform their local health protection team (HPT) and the Care Inspectorate via e-forms as soon as possible.

The Test and Protect contact tracing team will be in touch to identify any potential contacts.

The HPT will contact the setting to follow up contacts and to provide further advice.

FINISH

