**Cumbria County Council: Public Health Advice – actions to be considered when in-setting transmission is suspected**

**ANY ADDITIONAL MEASURES INTRODUCED SHOULD BE REVIEWED AFTER 2 WEEKS OF BEING IMPLEMENTED AND STEPPED DOWN IF IN-SETTING TRANSMISSION HAS STOPPED**

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| **Threshold Level** | **EARLY YEARS, PRIMARY, INFANT AND JUNIOR SCHOOLS****Actions to consider for affected groups / classes** **ACTIONS CAN ONLY BE ADVISED (CANNOT BE MANDATED)** | **SECONDARY SCHOOLS AND COLLEGES****Actions to consider for affected YEAR groups (or sub-groups of year groups if close contact is restricted)** **ACTIONS CAN ONLY BE ADVISED (CANNOT BE MANDATED** |
| **BASELINE**Number of cases below the threshold for Level 1  | Watchful waitingEnsure routine control measures are in place e.g., hand washing, cleaning, ventilation, regular LFD testing for staff, excluding symptomatic individuals from the setting. Encourage vaccination uptake for eligible staff. Discuss with Education IPC team for advice and support if necessary. Children and staff should follow the national [stay at home guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection#samehousehold) (for household contacts) and guidance for [contacts of people with confirmed COVID-19 infection who do not live with the person](https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person). They should also be encouraged to follow the local enhanced guidance for household contacts where appropriate. | Watchful waitingEnsure routine control measures are in place e.g., hand washing, cleaning, ventilation, regular LFD testing for staff and pupils, excluding symptomatic individuals from the setting. Until 27 January 2022, face coverings are still recommended in communal areas for staff and pupils (unless they are exempt). Encourage vaccination uptake for eligible students and staff. Discuss with Education IPC team for advice and support if necessary. Children and staff should follow the national [stay at home guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection#samehousehold) (for household contacts) and guidance for [contacts of people with confirmed COVID-19 infection who do not live with the person](https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person). |
| **LEVEL 1****Thresholds for educational / school settings:** Five children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period **Or** 10% of children, pupils, students or staff who are likely to have mixed closely, test positive for COVID-19 within a 10-day period. Settings that operate with 20 or fewer children, pupils, students and staff at any one time: 2 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period.  | Watchful waiting? If numbers are low – watchful waiting can be considered – discussion between Education IPC team and setting. If agreed, ensure routine control measures are in place e.g., hand washing, cleaning, ventilation, regular LFD testing for staff, excluding symptomatic individuals from the setting. Encourage vaccination uptake for eligible staff.Face Coverings* Encourage staff and visitors to wear face coverings in communal areas
* Ask parents to wear at drop-off and pick-up times

Strengthened system of controls (see checklist – appendix 1) – including:* Increased cleaning
* Increased ventilation
* Implement testing recommendations
* Review risk assessments for clinically extremely vulnerable and pregnant staff

Strengthened communications* Optional warn and inform letter to send to all parents of children not identified as a close contact (template available from EIPC Team or [website](https://www.cumbria.gov.uk/coronavirus/education.asp)).
* Optional warn and inform letter to send to parents of close contacts of positive cases (template available from EIPC Team or [website](https://www.cumbria.gov.uk/coronavirus/education.asp)).
 | Watchful waiting?If numbers are low – watchful waiting can be considered – discussion between Education IPC team and setting. If agreed, ensure routine control measures are in place e.g., hand washing, cleaning, ventilation, regular LFD testing for staff and pupils, excluding symptomatic individuals from the setting. Encourage vaccination uptake for eligible students and staff.Face Coverings* Encourage staff AND PUPILS / STUDENTS to wear face coverings in communal areas

Strengthened system of controls (see checklist – appendix 2) – including:* Increased cleaning
* Increased ventilation
* Implement testing recommendations
* Review risk assessments for clinically extremely vulnerable and pregnant staff

Strengthened communications* Optional warn and inform letter to send to all parents of children not identified as a close contact (template available from the EIPC Team or [website](https://www.cumbria.gov.uk/coronavirus/education.asp)).
* Optional warn and inform letter to send to parents of close contacts of positive cases (template available from EIPC Team or [website](https://www.cumbria.gov.uk/coronavirus/education.asp)).
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| **LEVEL 2 (step-up from level 1)****Thresholds for educational / school settings:** Ten children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period **Or** 20% of children, pupils, students or staff who are likely to have mixed closely, test positive for COVID-19 within a 10-day period. Settings that operate with 20 or fewer children, pupils, students and staff at any one time: 4 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period.  | In addition to LEVEL 1 actions:Contact Tracing (optional)* Consider introducing contact tracing within the setting, with close contacts strongly advised to follow the national guidance for [contacts of people with confirmed COVID-19 infection who do not live with the person](https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person).

Re-introduce previous measures that restricted close contact between groups of children (formally known as ‘bubble’ arrangements). * Specifically, indoors (no need to introduce bubble arrangements outdoors)
 | In addition to LEVEL 1 actions:LFD Testing* Consider re-instating on-site rapid LFD testing for affected year groups. There are different ways to do this, so speak to the EIPC Team for further advice.
* Consider introducing daily LFD testing for any groups or cohorts where case numbers are high. This should usually be done for 7 days.
* Consider a one-off round of LFD testing for a wider group or cohort.

Re-introducing designated seating plans and restricted mixing of groups* Reintroduce designated seating plans to aid contact tracing, and
* Consider reintroducing (where practical to do so) measures that limit mixing between different year groups.

Contact Tracing (optional)* Where seating plans have been reintroduced, pupils /students known to have sat within 2 metres of a positive case within a lesson should be strongly advised to follow the national guidance for [contacts of people with confirmed COVID-19 infection who do not live with the person](https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person).
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| **LEVEL 3 (step-up from level 2)****Thresholds for educational / school settings:** Twenty children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period **Or** 40% of children, pupils, students or staff who are likely to have mixed closely, test positive for COVID-19 within a 10-day period. Settings that operate with 20 or fewer children, pupils, students and staff at any one time: 8 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period.  | In addition to LEVEL 2 actions:Consider options for online learning\** Consider whether affected class or group should move to online learning for as short a period of time as possible, but with on-site provision remaining for vulnerable children and key worker children.

This is purely optional but can be considered as part of your risk assessment process. Staffing levels are likely to be a significant factor in determining the need for online learning.  | In addition to LEVEL 2 actions:Consider options for online learning\** Consider whether affected class or group should move to online learning for as short a period of time as possible, but with on-site provision remaining for vulnerable children and key worker children.

This is purely optional but can be considered as part of your risk assessment process. Staffing levels are likely to be a significant factor in determining the need for online learning.Face Coverings* Consider recommending that face coverings should be worn in communal areas AND classrooms by staff, visitors and pupils or students in year 7 and above (unless they are exempt).
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\*Considering options for online learning

▪ High quality face-to-face education remains a government priority.

▪ Attendance restrictions should *only* ever be considered as a short-term measure and as a last resort:

o for individual settings, on public health advice in extreme cases where other recommended measures have not broken chains of in-setting transmission; or

o across an area, on government advice in order to supress or manage a dangerous variant and to prevent unsustainable pressure on the NHS.

*Note: Remote learning should be considered for effected cohorts only for defined periods.*

Questions? Contact the Education IPC team at Cumbria County Council via email: EducationIPC@cumbria.gov.uk

**Appendix 1 – Level 1 Checklist for Early Years settings and Infant, Junior and Primary Schools**

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| **Cleaning:*** Increase frequency of cleaning of high-touch areas
* Ensure any learning equipment is regularly wiped down and where possible allocate dedicated resources to each child (e.g., IPads, books, stationary)
* Early years – suspend water play and discard used water and any play-doh-type materials
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| **Hand and Respiratory Hygiene** * Encourage all staff and children to wash their hands more often for at least 20 seconds
* Staff should wear PPE if providing direct care to a child with symptoms of COVID-19 who is waiting to be collected
* Have tissues available in every room and dispose of used tissues immediately in a bin
* Encourage children and staff to cough and sneeze into their elbows
* Be aware! Hand santiser does not kill norovirus, so if you also have cases of vomiting or diarrhoea in your setting, please encourage hand washing (rather than hand sanitiser) where possible
* Early years – ensure hands are washed thoroughly before and after providing direct care, such as nappy changing and handling food / preparing bottles
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| **Face coverings:*** Staff (unless exempt) are encouraged to wear a face covering in communal areas of the building, including in staff rooms and staff meetings
* Encourage parents and carers to wear a face covering at drop off and pick up times
* Vulnerable members of staff? Clinically extremely vulnerable staff, pregnant staff and unvaccinated staff – discuss if face coverings wish to be worn in classroom / playrooms
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| **Ventilation:*** Keep windows open to allow fresh air to circulate where possible. In warmer weather, keep windows fully open. In colder weather, keep windows partially open where you can. If it is too cold to keep the windows open, try and move staff and children to another room every couple of hours, so the windows can be opened regularly, and the air refreshed.
* Let parents know that the rooms may be cooler than normal and ask them to ensure children and staff bring warm clothes with them.
* Where reasonable, maximise the time spent outdoors or in better ventilated parts of the building (avoid long periods of time in small, hot, stuffy rooms).
* Avoid / minimise activities indoors that encourage singing, playing wind instruments, shouting or intense exercise – these activities increase the risk of aerosol transmission
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| **Testing and staying at home:*** Anyone who has a recent onset of; (i) a new continuous cough, (ii) a high temperature or (iii) a loss of, or change in their normal sense of taste or smell should self-isolate and get a PCR test
* Anyone identified as a contact of a positive case should follow the national [stay at home guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection#samehousehold) (for household contacts) and guidance for [contacts of people with confirmed COVID-19 infection who do not live with the person](https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person). They should also be encouraged to follow the local enhanced guidance for household contacts where appropriate.
* All staff should be encouraged to self-test with a lateral flow device twice a week.
* Children aged 5-11 who are either; (i) a household contact of a positive case OR (ii) a member of a class/group in which there have been multiple cases within the last 10 days, who develop any of the following symptoms should be asked to get an LFD test before returning to the setting:
	+ nausea, diarrhoea or loss of appetite (note that children should also be excluded from the setting until 48 hours after the diarrhoea or vomiting has stopped)
	+ headache
	+ extreme or unusual tiredness (fatigue)
	+ aching muscles
	+ sore throat and other ‘heavy cold-like’ symptoms
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| **Reducing close contact between people in your setting / outside of your setting*** Limit the mixing of affected groups / classes with other groups of children in your setting where possible
* You should exclude affected classes / groups from any gatherings that encourage close mixing with other classes / groups e.g., collective worship, assemblies, performances (unless they can be carried out outdoors)
* Try and cohort staff with specific groups of children (e.g., if you have a TA who works in the class affected by positive cases, consider standing them down from supporting dinner break with other classes of children (or if you cannot avoid mixing, consider ways you can reduce risk e.g., improved ventilation, staff member wearing a face covering, maintaining 2 metres distance, daily LFD testing).
* Any planned trips, transition visits, open days or non-essential activities that bring visitors into the setting should be risk assessed and postponed if there is a chance that the activity could encourage further transmission of COVID-19
* Let key workers know if the child they are visiting is a known close contact (or is in a class which currently has multiple cases of COVID-19)
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| **Clinically extremely vulnerable staff / pregnant staff*** If you have staff who are identified as being clinically extremely vulnerable or pregnant who work in any of the rooms / with groups affected by multiple positive cases, please ensure you discuss any possible risks with them and review any individual risk assessments you have in place for that staff member. Consider any additional measures to protect them e.g., can they wear a face covering whilst in the setting? Can they temporarily switch roles so they can maintain 2 metres distance from others more easily?
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| **Transport*** If you have children travelling on school transport who are close contacts in a class / group affected by multiple positive cases, consider letting your transport operator know – they can take extra precautions like ensuring buses are well ventilated. They may also have vulnerable staff they need to review risk assessments for.
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**Appendix 2 – Level 1 Checklist for Secondary Schools and Colleges**

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| **Cleaning:*** Increase cleaning of frequently touched areas, such as doors, handrails and bathrooms
* Increase cleaning of any shared equipment, such as sports, science and music equipment
* Consider wiping down desks and chairs after use by pupils / students in the affected classes (if other groups of children / young people use the same room)
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| **Hand and Respiratory Hygiene** * Encourage all staff and pupils / students to wash their hands more often for at least 20 seconds, and especially after using the toilet, before eating or preparing food, and after using shared equipment
* Have tissues available in every room and dispose of used tissues immediately in a bin
* Encourage pupils / students and staff to cough and sneeze into their elbows
* Be aware! Hand sanitiser does not kill norovirus, so if you also have cases of vomiting or diarrhoea in your setting, please encourage hand washing (rather than hand sanitiser) where possible
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| **Face coverings:*** Encourage staff and pupils / students to wear a face covering in indoor communal areas (unless exempt)
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| **Ventilation:*** Keep windows open to allow fresh air to circulate where possible. In warmer weather, keep windows fully open. In colder weather, keep windows partially open where you can. If it is too cold to keep the windows open, try and move staff and children / young people to another room every couple of hours, so the windows can be opened regularly, and the air refreshed.
* Let parents and pupils / students know that the rooms may be cooler than normal and ensure pupils and staff bring warm clothes with them
* Where reasonable, maximise the time spent outdoors or in better ventilated parts of the building (avoid long periods of time in small, hot, stuffy rooms)
* Encourage pupils / students to socialise outdoors during break times
* Hold classes outdoors where it is practical to do so (e.g., physical education)
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| **Testing and staying at home:*** Anyone who has a recent onset of; (i) a new continuous cough, (ii) a high temperature or (iii) a loss of, or change in their normal sense of taste or smell should self-isolate and get a PCR test
* All staff and pupils should be encouraged to self-test with a lateral flow device twice a week.
* An on-site Lateral Flow testing asymptomatic testing site (ATS) should be available to test pupils who are unable to test themselves at home
* Anyone identified as a contact of a positive case should follow the national [stay at home guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection#samehousehold) (for household contacts) and guidance for [contacts of people with confirmed COVID-19 infection who do not live with the person](https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person). They should also be encouraged to follow the local enhanced guidance for household contacts where appropriate.
* Students/pupils who are either; (i) a household contact of a positive case OR (ii) a member of a class/group in which there have been multiple cases within the last 10 days, who develop any of the following symptoms should be asked to get an LFD test before returning to the setting
	+ nausea, diarrhoea or loss of appetite (note that children should also be excluded from the setting until 48 hours after the diarrhoea or vomiting has stopped)
	+ headache
	+ extreme or unusual tiredness (fatigue)
	+ aching muscles
	+ sore throat and other ‘heavy cold-like’ symptoms
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| **Reducing close contact between people in your setting / outside of your setting*** During an outbreak, consider postponing large gatherings such as assemblies, or holding a separate assembly for classes / groups affected by the outbreak
* If you have multiple sites, staff working at a setting affected by an outbreak should not work across different sites at the same time
* Any planned trips, transition visits, open days or non-essential activities that bring visitors into the setting should be risk assessed and postponed if there is a chance that the activity could encourage further transmission of COVID-19.
* Let key workers know if the child they are visiting is a known close contact (or is in a class which currently has multiple cases of COVID-19)
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| **Clinically extremely vulnerable staff / pregnant staff*** If you have staff who are identified as being clinically extremely vulnerable or pregnant who work in any of the rooms / with groups affected by the outbreak, please ensure you discuss any possible risks with them and review any individual risk assessments you have in place for that staff member. Consider any additional measures to protect them e.g., can they wear a face covering whilst in the setting? Can they temporarily switch roles so they can maintain 2 metres distance from others more easily?
 |
| **Transport*** If pupils / students identified as close contacts use school transport, inform the transport operator. This will allow the driver to decide whether to take extra precautions, including PPE and improved ventilation.
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