

# Twilight Hours After School Club

## Pandemic Flu Policy

Twilight recognises the importance of advanced planning in order to maintain services and limit the spread of pandemic flu within our setting.

Flu is a viral infection, spread from person to person by close contact. Symptoms may include:

Sudden fever	Limb & Joint pain
Sudden cough	Diarrhoea or stomach upset
Headache	Sore throat
Tiredness	Runny Nose
Chills	Sneezing
Aching muscles	Loss of appetite

### March 2020 - Coronavirus specific symptoms

Loss of taste	Persistent cough
Loss of sense of smell	High Temperature

Any child who becomes ill with symptoms which could be pandemic flu while at Twilight will be isolated from the other children until he/she can be collected by their parent/carer. Twilight will remain open, but parents and staff will be informed.

**If the child (or a staff member) is confirmed positive for Coronavirus, then everyone involved will be contacted.**

Any children or staff who are experiencing symptoms of pandemic flu should stay away from Twilight until all symptoms have passed and they feel well.

**In the case of a positive Covid 19 test, the individual and their family should self-isolate in line with Government guidelines.**

### Infection control

The flu virus is spread by:

- Infected people passing the virus to others through large droplets when coughing, sneezing or even talking within a close distance.
- Direct contact with an infected person. For example, if you shake or hold their hand and then touch your own mouth, eyes or nose without first washing your hands.
- Touching objects (e.g. door handles or light switches) that have previously been touched by an infected person then touching your own mouth, eyes or nose without washing your hands.

We will limit the risk of catching or spreading the flu virus at Twilight by:

- Regular hand washing
- Minimising contact between our hands and faces.
- Covering nose and mouth when coughing or sneezing, using a tissue where possible and then disposing of the tissue promptly and carefully. Catch it, bin it, kill it.
- Encouraging the children at Twilight to follow the guidance above.

This policy was adopted by: <a href="#">Twilight Hours ASC</a>	Date:	9 <sup>th</sup> June 2020
To be reviewed: August 2021	Signed:	
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- Instructing staff to remain home if they display any relevant symptoms or sending staff home if they first display symptoms while at work.

At Twilight we will prevent infection through the methods above and in addition we will:

- Display posters and information to promote infection control.
- Ensure that adequate supplies of cleaning materials are available.
- Dispose of waste promptly and hygienically.
- Clean hard surfaces (e.g. door handles) regularly.
- Provide tissues and suitable disposal facilities.

### Closure

There may be some occasions when we will have to consider temporarily closing Twilight, possibly because we have too few unaffected staff to run sessions safely. If this occurs the Management will contact Derbyshire County Council for further support and guidance.

Twilight will also have to close if advised to do so by the local authority in the interest of safeguarding the children in our care or if the school closes to some or all pupils.

In the event of closure, the Management will notify parents/carers as soon as possible. The Management will also inform other relevant parties such as feeder schools and Ofsted if appropriate.

### Advance planning

In preparation for dealing with a pandemic disease, Twilight will ensure that all contact details for staff, children and parents are up to date.

We will endeavour to build a bank of relief staff who are able to provide cover should staffing levels fall below the required legal minimums. Any relief staff will be DBS checked.

Twilight will regularly update their information regarding pandemic diseases by checking the latest guidance. We will advise parents/carers and staff of any changes to our emergency plans.

### Useful contacts

Early Years and Childcare - email [info.fis@derbyshire.gov.uk](mailto:info.fis@derbyshire.gov.uk) or tel: 01629 535793.

Ofsted : tel: 0303 123 1231

Public Health England, Centre for the East Midlands - tel: 0344 225 4524.

Derbyshire County Council : [Call Derbyshire](#) tel: 01629 533190.

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