



PLANNING FOR A HUMAN INFLUENZA PANDEMIC PROCEDURE

Hatch Warren Under Fives and Kempshott Under Fives Preschool, will hereafter be referred to as the “Preschool”

In the event of a human influenza pandemic, The Preschool will follow the guidance set out by The Department of Health (DH) who are the lead department for planning for a human influenza pandemic.

The guidance states:

- All settings should prepare plans for a flu pandemic as part of their general emergency planning.
- The Government will advise schools and settings to close to children for a period during a pandemic, but it is a possibility that any such advice would affect each region only when the pandemic reaches it, based on central guidance about when to close and re-open, but it is very likely that all areas would be affected at some stage. Settings should therefore plan both for remaining open during a pandemic and for a possible closure.

What will the setting do now, during a pandemic and in-between?

- The decision to close will be made by the Preschool Manager in conjunction with the Chairperson of the Management Committee. The decision to close will be based on:-
 - Advice from the Government/ Public Health England / Local Education Authority (LEA) / Ofsted
 - Availability of staff – they may be ill or caring for family.
- Ensure there is an up-to-date copy of the contact numbers for all parents/carers of children attending the preschool (one copy with Preschool Manager, one with group's Administrator and one copy with Chairperson).
- Ensure up-to-date contact details of all staff and volunteers are kept by Preschool Manager, Administrator and Chairperson.
- Ensure that a child who becomes ill during a session is kept separate from other children and to minimise their contact with staff until they can be sent home.
- Should an outbreak occur within the setting, we will immediately contact Public Health England the LEA and OFSTED for advice on how to proceed.

Whilst open during a pandemic (when it has been deemed unnecessary to close) the preschool will ensure:

- That its Health & Hygiene Policy is stringently adhered to and that all equipment used for the consumption of food and drink is taken home nightly and put through a dishwasher in the event that the preschool's dishwasher is not functioning. Further advice will be sought from the LEA, Public Health England, OFSTED and the Health & Safety Executive (HSE).
- That any staff showing signs of infection are sent home.
- That any child showing signs of infection are taken home by parents immediately.
- That we provide any information requested by the Local Authority (LA), e.g. absence rates.

This procedure may be followed in the event of any other pandemic illness which may occur, unless superseded (temporarily or permanently) by procedures for a specific pandemic.

This policy was adopted at a meeting of the Preschool held on:

Signed on behalf of the Preschool _____