



Procedures for **Health Outbreaks**

Updated : October 2020

Introduction

The purpose of this document is to outline the procedures which are to be carried out when we are informed that a potentially infectious disease has affected a member of the school community.

When it is considered appropriate, following advice from public health bodies, advice will generally be shared by posting messages across school. This is because it is important that people attending the buildings are aware and letters home may not lead to this being the case. On occasions the public health advice will also include advice to write to families.

Once a potentially infectious disease is reported:

- Efforts are made to confirm the diagnosis (including suggesting parents seek medical attention if appropriate).
- Advice will be sought from the sources below and the outcome recorded on the tracking sheet (including on occasions when the advice is not to communicate).
- The template is completed, printed and displayed across school.
- The template is removed after an agreed period and the tracker updated.

Please note that our prospectus currently advises that 'Pregnant women may be at risk if they have been in close contact with children suffering from Chicken Pox, Rubella (German Measles) or Slapped Cheek Syndrome. We advise you to seek medical advice at the earliest opportunity if you feel that your child may have any of these conditions and inform the school office if your child is diagnosed with any of the above illnesses.'

Sources of Advice

The Health Protection Agency (www.hpa.org.uk) provides support and advice to NHS, local authorities, emergency services, other arms length bodies (which would include schools), the Department of Health and the devolved administrations. The HPA document 'Guidance on infection control in schools and other childcare settings' is appendix one to this document.

A more comprehensive document, 'The Management and Control of Infectious Diseases', is used for additional information, in particular when an outbreak may be classed as an epidemic.

Our local HPU is: South Yorkshire Health Protection Unit, Unit C, Meadow Court, Hayland Street, Sheffield S9 1BY

Tel: 0114 242 8850
Fax: 0114 242 8874
Email: syorksHPU@hpa.org.uk

We also seek and receive advice from the School Nursing Service.

The contact information for the School Nursing Service and our school nurse is:

School Nursing Service
Centenary House, 55 Albert Terrace Road, Sheffield, S6 3BR (Tel: 0114 3053225)
School Nurse: Charlotte Davis (Tel: 0114 2506865)

Display Template

To be positioned prominently at adult eye level (usually on the glass) on each classroom door and on all entrances/exits from the buildings. To be removed after the advised period to ensure that messages do not become 'wallpaper'.



Public Health Information

We would like to make you aware that #####

The recommended advice is #####

For more information speak to the school office or visit
www.hpa.org.uk for more information or advice.

This information was published on ##/##/##



Communication Tracking

The table below should be completed whenever a potentially infectious disease is reported to school and guidance on infection control is obtained.

Date	Issue (Who? What? When?)	Advice/Action (What? From Who?)	Communication	
			Shared (date/initial)	Removed (date/initial)