



Gastroenteritis outbreak pack for schools and other childcare settings

The following guidance aims to help you manage an outbreak of gastroenteritis in a school or nursery environment. The principles are effective at limiting the spread of viral and bacterial infections, including norovirus. It has been produced with reference to national guidance, entitled 'Health Protection in schools and other childcare facilities' and can be found here - <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>.

The guidance consists of the following sections:

1. Summary
General principles for effective control of gastroenteritis
2. Action Card 1
Key actions for the Head Teacher or Administrator to manage the outbreak.
3. Action Card 2
Key actions for caretakers and staff who will be undertaking cleaning, which is a vital step to reduce the spread of infection.
4. Action Card 3
Information to be provided to the Health Protection Team to help them give appropriate advice to manage the outbreak.
5. Action Card 4
Contact information for organisations that can provide help during an outbreak.
6. Links to the chapters of the national guidance - Health Protection in schools and other childcare facilities.

Summary for Norovirus Outbreaks

Transmission Route:	Person to person by the faecal oral route, from aerosols of projectile vomit and from environmental contamination.
Incubation Period:	12 to 48 hours (length of time from acquiring the infection to developing symptoms)
Exclusion:	48 hours after their last episode of diarrhoea or vomiting

Recommendations for action

Hand Hygiene:	<ul style="list-style-type: none"> • Children should be supervised and encouraged to wash their hands before eating and drinking and after going to the toilet • Hand washing with liquid soap and warm water. • Paper towels should be used for drying hands and a wastepaper bin provided for disposal. • Alcohol gel is not effective against norovirus, but it can be used in addition to soap and water • Everyone should wash their hands-on arrival at school and before leaving • Sand, play dough and water play activities should be suspended for the duration of the outbreak.
Cleaning and disinfection:	<ul style="list-style-type: none"> • Ensure the school surfaces are thoroughly cleaned daily using warm water and detergent. • All eating surfaces and toilet areas should be disinfected after cleaning twice daily using a hypochlorite solution 1,000 parts per million (such as Milton Solution) • It is recommended that toilets are cleaned at least twice a day and their condition monitored during the day, with a view to an extra clean if required. • Always wear disposable apron and gloves when cleaning. Dispose after use and wash hands as above. • The areas that should be cleaned and then disinfected should include: <ul style="list-style-type: none"> ➤ All areas of the toilet including rims, seats and handles ➤ Wash basins and taps ➤ Door handles and light switches ➤ All frequently touched equipment ➤ Frequently handled items such as telephones and computer keyboards ➤ Carpeted areas and soft furnishings should be cleaned as normal, preferably with a carpet shampoo rather than a vacuum cleaner (hypochlorite will bleach carpets and soft furnishings)
Public spillage incident:	<p>When spillages of vomit or diarrhoea occur:</p> <ul style="list-style-type: none"> • Cover the excreta/vomit spillages immediately with disposable paper towels. • Always wear a disposable apron and gloves when disposing of faeces/vomit. A face mask should be worn if there is a concern about splash contamination to the face. • After removing the spillage, clean the surrounding area with warm soapy water, followed by disinfection with a hypochlorite solution of 1000 parts per million. Always clean a wider area than is visibly contaminated. • Carpets contaminated with faeces or vomit should be cleaned with warm soapy water (or a carpet shampoo) after removal of the spillage with paper towels. This should be followed by steam cleaning if possible. • The area where the incident has occurred should be cleared and ventilated as soon as possible
Food Safety:	<ul style="list-style-type: none"> • Everyone should eat and drink in designated areas (i.e. dining hall or staff room). • Open boxes of chocolates/biscuits and fruit bowls must be removed in an outbreak as they can easily become contaminated. • Food handlers should avoid contact with the school children during an outbreak, in order to avoid contamination of the kitchen or food. • Kitchens MUST have their own separate cleaning equipment.

Further Information can be found in the guidance: Health Protection in Schools and other childcare facilities - <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>

Action Card 1

Title	Managing an outbreak of diarrhoea & vomiting in a childcare setting
Description	Overview of what to do in an outbreak situation
Who	Those members of staff that are responsible for overseeing/managing an outbreak i.e. Head Teacher, administrative staff, absence monitoring manager etc.

Definitions of an outbreak

- an incident in which 2 or more people experiencing a similar illness are linked in time or place. *(This is important for infections where there could be serious outcomes such as meningitis or measles)*
- a greater than expected rate of infection compared with the usual background rate for the place and time where the outbreak has occurred *(this is more applicable to gastro-intestinal or respiratory infections)*

NOTE: You do not need to notify the Health Protection Team of all outbreaks of gastro-intestinal infections routinely. (see Action card 3)

What do you need to do?

- Ensure good record keeping – names, dates of birth, symptoms, dates of onset of illness of cases, number and location of episodes of vomiting in communal areas etc. in the school.
- Inform UK Health Security Agency (UKHSA) for advice & guidance (**see Action Card 3** for triggers of when to notify).
- Prompt exclusion / isolation of affected children and staff, ensuring strict compliance with 48hour exclusion (i.e. fully recovered for 48 hours before returning to school)
- Consideration should be given to advising parents and visitors about the outbreak.
- Remind children about the importance of good hand hygiene.
- Cookery activities for the children as well as sand, playdough and water play activities should be suspended for the duration of the outbreak. All potentially contaminated materials should be discarded and replaced in accordance with your local procedure.
- Ensure robust infection control measures are in place:
 - Cleaning regime in place (see Action Card 2)
 - Guidance for the management of 'Spillages of vomit or diarrhoea' are followed (see Action Card 2)
 - Effective hand hygiene (see Summary Sheet)
 - Plentiful supply of personal protective equipment (PPE), liquid soap, paper towels, etc.
 - Individuals who have had diarrhoea should be excluded from swimming until at least 48 hours after symptoms have settled.
 - Non-essential visitors should be restricted and/or discouraged from visiting during the outbreak.
 - Dispose of all infection-exposed food items from communal areas i.e. boxes of chocolates, biscuits or bowls of fruit.
- Declare the outbreak over when there has been 48 hours since the resolution of symptoms in the last known case.
- Terminal clean (Action card 2) to be done as soon as possible after resolution of outbreak.

Further Information can be found in the guidance: Health Protection in Schools and other childcare facilities - <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>

Action Card 2

Title	Cleaning & disinfection of the school/nursery environment
Description	Germs that cause diarrhoea & vomiting will survive in the environment, so to stop the infection spreading it is important that the areas are maintained in a clean condition. Decontamination (cleaning and disinfecting) the areas thoroughly on a frequent basis is necessary.
Who	Caretakers, other staff with responsibility for cleaning

The following are terms that you may hear:

<u>Detergent:</u> A cleaning agent that helps to remove dirt and grease from surfaces	<u>Disinfectant:</u> A chemical that destroys bacteria. <u>Recommended Disinfectant:</u> Chlorine - releasing agent/hypochlorite solution (e.g. bleach or 'Milton' solution 0.1% at 1000ppm)
<u>Routine cleaning:</u> A process that physically removes contamination which is done on a regular/daily basis. Warm water and detergent should be used to clean.	<u>Disinfection:</u> A process that reduces the number of germs to a level at which they are not harmful but is only effective if the surfaces and equipment are cleaned thoroughly with detergent and water beforehand.
<u>Enhanced cleaning:</u> During an outbreak cleaning and disinfection should be done twice-daily as a minimum (plus as necessary). Particular attention should be given to frequently touched surfaces, e.g. door handles, flushes, taps, contact points, switches, mirrors, bins, furniture, stair rails, etc.	<u>Deep cleaning:</u> Intense and enhanced thorough cleaning process. Usually planned ahead e.g. during holiday periods.
<u>Terminal cleaning:</u> Cleaning that takes place at the end of an outbreak to ensure the area has been thoroughly cleaned and disinfected. This includes the steam cleaning of carpets and soft furnishings.	

To clean effectively you will need:

Equipment

Clean, disposable, single-use cloths, dedicated mop & mop bucket (different coloured equipment for different areas is a useful tool), dust pan and brush, clinical waste bags (yellow), spillage kit, paper towels, Personal Protective Equipment (PPE), steam cleaner.

Cleaning equipment used by the kitchen staff **must** be kept separate and used solely for kitchen.

Chemicals

Detergent (see above)

Disinfectant (see above)

Sanitiser – this is a commercial purchased combination of a detergent with disinfectant properties.

You must always ensure that you follow your health and safety guidelines when handling chemicals including the use of appropriate PPE

- During an outbreak cleaning and disinfection should be done twice daily.
- Warm water and detergent should be used to clean hard surfaces followed by disinfection with a 0.1% hypochlorite solution. Bleach or Milton are the recommended disinfectants (at 1000ppm), as they will kill both bacteria and viruses. If these are unsuitable, a disinfectant that has **both** antibacterial and antiviral properties **must** be used.
- Particular attention should be paid to cleaning and disinfecting toilet seats, toilet flush handles, door handles, washbasin taps, push-plates on doors, light switches, stair handrails and other frequently touched areas.
- Spillages of vomit or diarrhoea should be cordoned off and the area cleared immediately:
 - Wear disposable gloves and apron.
 - Use a spill kit or paper towels to soak up the spillage. Transfer these and any solid matter directly into a clinical waste bag.
 - Clean the soiled area with detergent and hot water, using a disposable cloth. A two metre area around the spillage should be cleaned.
 - The same area should then be disinfected with the freshly made hypochlorite solution.
 - Dispose of gloves, apron and cloths into the clinical waste bag.
- Wash hands thoroughly using soap and water and dry them with paper towels. Alcohol hand-rub is not a substitute for hand washing after cleaning up a spillage.
- Vacuum cleaning carpets and floor buffing are not recommended during an outbreak.
- Do-not use bleach on carpets or soft furnishings - a steam cleaner must be used to remove the bacterial or viral particles.
- Clothing contaminated with body fluids should be placed in a sealed plastic bag and taken home by the child/parent. Do not wash/sluice or soak the contaminated items on behalf of the child/parent.
- Carpets and soft furnishings should be steam-cleaned, or a carpet shampoo used.

Further Information can be found in the guidance: Health Protection in Schools and other childcare facilities - <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>

Action Card 3

Title	Reporting an outbreak of D&V to UK Health Security Agency South East (UKHSA SE) by telephone.
Description	This card gives you the contact number for UKHSA SE and details of the information that the UKHSA SE will require to help you manage your outbreak.
Who	Those members of staff that are responsible for informing UKHSA SE of an outbreak i.e. head teacher, administrative staff.

When to report: An increase in the number of sickness absences (above the normal rate) due to diarrhoea and/or vomiting. However, there can be a general increase in GI cases periodically which is usually caused by norovirus and these can be managed by the school using this guidance.

Schools should notify the HPT in the following circumstances:

- Pupils and staff with vomiting and/or diarrhoea with onset of illness around the same time.
- Cases of vomiting and diarrhoea associated with a school trip or event.
- Any severe gastrointestinal illness that has resulted in hospitalisation etc.
- Reports of severe or bloody diarrhoea.
- Increased levels of concern in parents/public/media.

Phone: 0344 225 3861

What UKHSA SE will ask for:

- Name and address of the school, including the postcode
- Contact person's name and phone number
- Total number of children at the school
- Details of the year groups / classes
- Number of staff at the school
- Number of children affected, which year groups, details of siblings affected
- Number of staff affected
- Date of onset of first illness (onset date)
- Details of any recent school trips, special events
- Details of any episodes of public vomiting
- Details of school caterers affected
- School lunch / packed lunch ratio
- School layout and facilities, particularly who shares toilets

Further Information can be found in the guidance: Health Protection in Schools and other childcare facilities - <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>

Action Card 4

Title Contacts and further information

Description This card provides details of the main contacts who can help you during an outbreak.

Who Those members of staff who are responsible for informing UKHSA SE of an outbreak, i.e. administrative staff, head teacher

UKHSA

0344 225 3861

School Nursing Teams

Bracknell Forest Council	0300 365 6000 and select option 3 Bracknellforest.SN@berkshire.nhs.uk	Reading Borough Council	01189 207514 csnreading@berkshire.nhs.uk
Slough Borough Council	01753 373464 / 0800 7723578 publichealthnursing.4slough@nhs.net	West Berks Council	01635 273384 csnwestberks@berkshire.nhs.uk
Royal Borough of Windsor & Maidenhead	01628 682979 school.nursing@achievingforchildren.org.uk	Wokingham DC	0118 949 5055 csnwookingham@berkshire.nhs.uk
Buckinghamshire Overarching admin: 01296 838000, option 5 bht.schoolhealth-enquiries@nhs.net			
Aylesbury	01296 566032	Chalfonts & South Bucks	01753 888835
Buckingham	01280 826982	Wycombe	01494 426177
Chiltern	01494 722988		
Banbury (North Oxford)	01865 904234	Oxford City and Central	01865 904225
Abingdon (South Oxford)	01865 904890		

Environmental Health Departments

Aylesbury Vale District Council	01296 585 858	Wokingham DC	0118 974 6000
Bracknell Forest Council	01635 503 242	Slough Borough Council	01753 875270
Cherwell District Council	01295 227990	South Oxfordshire District Council	01235 422403
Chiltern District & South Bucks District Council	01494 732058	Vale of White Horse District Council	01235 422403
Milton Keynes District Council	01908 252398	West Berks Council	01635 519192
Oxford City Council	01865 249811	Slough Borough Council	01753 475111
Reading Borough Council	0118 937 2465	West Oxfordshire District Council	01993 861000
Royal Borough of Windsor & Maidenhead	01628 683820	Wycombe District Council	01494 421636

UK Health Security Agency SE

Gastrointestinal Outbreak Pack for Schools and Nurseries

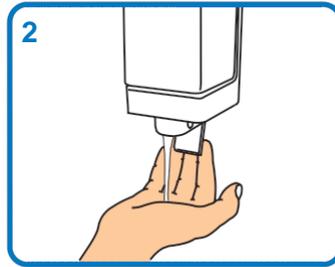
National guidance is available on GOV UK website entitled 'Health protection in schools and other childcare facilities'. The following are links to the individual chapters for ease of reading.

1.	Infections in Childcare Settings	<u>Infections</u>
2.	Prevention and Control	<u>Prevention and control</u>
3.	Guidance for Hand Washing	<u>Hand washing guidance</u>
4.	What to do if you suspect an outbreak of infection	<u>Suspecting an Outbreak</u>
5.	Cleaning the environment	<u>Cleaning</u>
6.	Staff Health	<u>Staff health</u>
7.	Exclusion Table	<u>Exclusion table</u>
8.	Diarrhoea and Vomiting Action Checklist	<u>D&V checklist</u>
9.	National Documents Health Protection in Schools and Other Childcare Facilities Winter Readiness Information for South East Schools and Nurseries	<u>Health protection in schools and other childcare facilities - GOV.UK</u> This document is sent out annually in the Autumn and can be obtained from the Local Authority Public Health Team or the Health Protection Team.

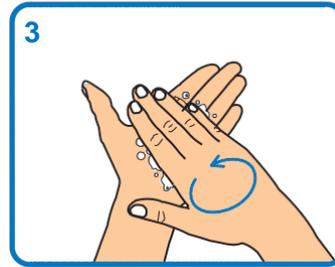
Hand-washing technique with soap and water



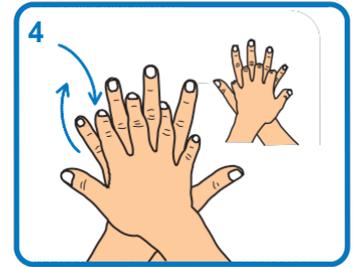
Wet hands with water



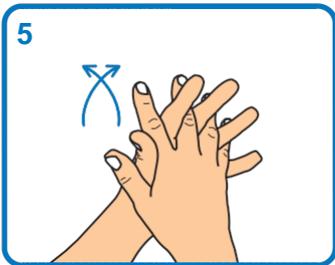
Apply enough soap to cover all hand surfaces



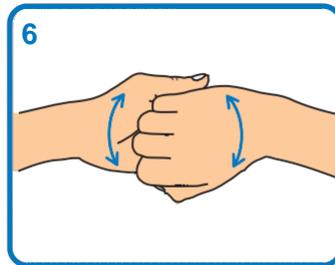
Rub hands palm to palm



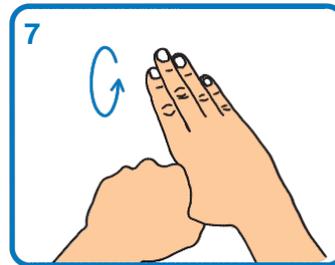
Rub back of each hand with palm of other hand with fingers interlaced



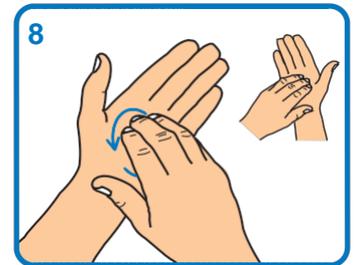
Rub palm to palm with fingers interlaced



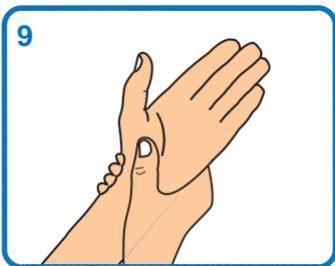
Rub with back of fingers to opposing palms with fingers interlocked



Rub each thumb clasped in opposite hand using a rotational movement



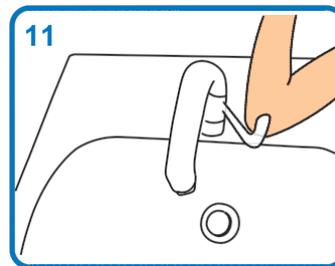
Rub tips of fingers in opposite palm in a circular motion



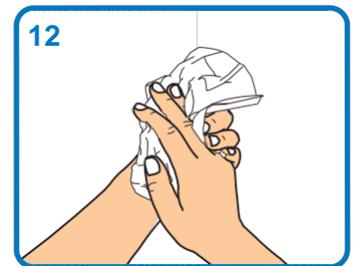
Rub each wrist with opposite hand



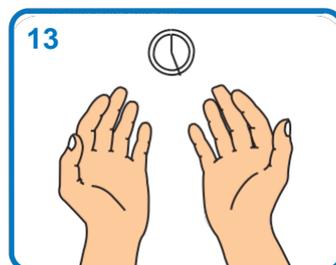
Rinse hands with water



Use elbow to turn off tap



Dry thoroughly with a single-use towel



Hand washing should take 15–30 seconds