



Smith's Wood Primary Academy 2020



Processes for managing Covid-19 symptoms within school

Prevention:

- Ensure that pupils and staff do not come into school if they have Covid-19 symptoms – they must arrange a test (see separate information)
- Clean hands thoroughly more often than usual
- Ensure good respiratory hygiene, promote 'catch it, bin it, kill it' approach
- Enhanced cleaning schedules
- Maintain social distancing between bubbles and members of staff

The poster is from the NHS and HM Government. It features four yellow circular icons with red borders: a thermometer, a person coughing, a mouth with a red 'X' over it, and a nose with a red 'X' over it. Below the icons, the text reads: **CORONAVIRUS** in yellow, and **STAY ALERT TO THE SYMPTOMS** in large white letters. Below this, it says: **HIGH TEMPERATURE OR NEW CONTINUOUS COUGH OR LOSS OF TASTE OR SMELL?** in yellow. A red arrow points from this text to the right. Below that, it says: **No one in your household should leave home if any one person has symptoms.** and **Find out how to get a test, and how long to isolate, at [nhs.uk/coronavirus](https://www.nhs.uk/coronavirus)** in white. At the bottom, a yellow banner with green diagonal stripes contains the text: **STAY ALERT ► CONTROL THE VIRUS ► SAVE LIVES** in black.

HM Government

NHS

CORONAVIRUS
STAY ALERT TO THE SYMPTOMS

**HIGH TEMPERATURE
OR NEW CONTINUOUS COUGH
OR LOSS OF TASTE OR SMELL?**

No one in your household should leave home if any one person has symptoms.
Find out how to get a test, and how long to isolate, at [nhs.uk/coronavirus](https://www.nhs.uk/coronavirus)

STAY ALERT ► CONTROL THE VIRUS ► SAVE LIVES

Now classed as 38 degrees or above)



Smith's Wood Primary Academy 2020

If a child becomes unwell with symptoms of Covid-19...

Step 1:

- Alert VH/DG and the office in order for a phone call to parents to be made as the child needs to be sent home.

Step 2:

- Whilst the child is awaiting collection, they should be moved to the isolation room next to VH office.
- If they need to use the bathroom while waiting to be collected, they should use a separate bathroom where possible. The bathroom should be cleaned before being used by anyone else.
- 2m social distancing should be kept between the child and staff. If the 2m distancing cannot be adhered to, PPE should be worn by staff caring for the child. This is located in bags in the isolation room.
- The staff member that has helped someone with symptoms does not need to go home unless they develop symptoms themselves, the child subsequently tests positive or they are contacted by NHS Test and Trace.
- They should clean the infected area once the child has left, dispose of the PPE and wash their hands thoroughly.

Step 3:

- The parents will be asked to access a test. This could be via these options:
 - By calling 119
 - Using the Government website <https://www.gov.uk/get-coronavirus-test>
 - As a last resort, if a test cannot be sourced from elsewhere, school have been provided with a small number of home testing kits that they can give directly to parents/carers collecting a child who has developed symptoms in school.
- The whole household, including siblings, must begin self-isolation for 10 days.
- Members of the household should take a test if they too display symptoms.
- Whilst awaiting the results, the bubble group continue to attend school.

If the test is negative...

- AND all in their household who have Covid-19 symptoms have also tested negative, then...
- The child can return to school as soon as they feel better, including not having a temperature for 48 hours (a high temperature is now classed as 38 degrees or above) .
- Their fellow household members can end their self-isolation period.
- The bubble group and staff continue to attend school as normal.

If the test is positive...

- The child should self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone.
- The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal.
- All members of their household need to self-isolate for 10 days.

Schools should contact the local health protection team (0344 225 3560, option 0, option 2). This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.



Smith's Wood Primary Academy 2020

The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.

Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- travelling in a small vehicle, like a car, with an infected person
- Pupils and staff identified as being in close contact, must self-isolate for 10 days.
- The rest of their household does not need to self-isolate unless the child/staff member begins to display symptoms.
- Of those who have been asked to self-isolate, should they become symptomatic, they should get a test.
- If it is negative, they remain in isolation for the remainder of the 10-day period.
- If the test is positive, they should isolate for 10 days from the onset of their symptoms and inform the school immediately. The household should isolate for 10 days from when the person first had symptoms.

If other cases are detected within the cohort, Public Health England's local Health Protection Team will conduct a rapid investigation and will advise the school on the most appropriate action to take. In some cases, a larger number may be asked to self-isolate as a precautionary measure.



Smith's Wood Primary Academy 2020

If a staff member becomes unwell with symptoms of Covid-19...

Step 1:

- Alert DG/VH.
- Staff member to leave school as soon as possible.

Step 2:

- The infected area (desk, laptop etc) should be cleaned once the staff member has left.
- VH to arrange cover for the class.

Step 3:

- The staff member will be asked to access a test. This could be via these options:
 - By calling 119
 - Using the Government website <https://www.gov.uk/get-coronavirus-test>
 - As a last resort, if a test cannot be sourced from elsewhere, school have been provided with a small number of home testing kits that they can give directly to a staff member who has developed symptoms in school.
- The staff member should begin a 10-day self-isolation and members of their household should self-isolate for 10 days.
- Whilst awaiting the results, the bubble group continue to attend school.

If the test is negative...

The process is the same as for a child (see flowchart above)

If the test is positive...

The process is the same as for a child (see flowchart above)