

ACTIONS IF CHILD SHOWS COVID-19 SYMPTOMS AT SCHOOL

CHILD HAS TEMPERATURE, DEVELOPS NEW CONTINUOUS COUGH or LOSES SENSE OF TASTE OR SMELL

CHILD

Removed from classroom/
corridor/hall immediately
(Other children stopped from
passing, if possible).

STAFF

Supervising staff member
puts on full PPE – mask,
visor, apron and gloves.

Staff member wearing PPE and the child move to SENCo
Office (isolation room) – avoiding other staff and
children.

Child stays in SENCo Office.

PPE staff member takes temperature
to check if it is above 37.8 degrees.
Member of staff stays with child.

PPE staff member informs the office staff of the
temperature/symptoms and office staff ring
parents to request IMMEDIATE pick up and
request parents to organise a COVID test.
Parent to wait in front lobby.

Member of office staff collects siblings
and child's personal items.

PPE member of staff hands child over to parent and reminds parent to get a
COVID-19 test and inform school of the result ASAP.

PPE member of staff closes SENCo Office and displays 'CLOSED' sign. PPE is removed and
disposed of safely. Hands are washed thoroughly and returns to class.

Cleaners clean SENCo Office with Milton / Bleach – wearing full PPE and 'CLOSED'
sign removed.

POSSIBLE ACTIONS IF CHILD/STAFF MEMBER TESTS POSITIVE COVID-19

SCHOOL ARE INFORMED THAT CHILD HAS TESTED POSITIVE FOR COVID-19

CHILD

Self-isolate following 'stay at home guidance.' Self-isolate for at least 10 days from onset of symptoms.

Once temperature has gone and 10 days is complete, they can return to school.

Cough and anosmia (loss of taste/smell) may last longer but safe to return.

Other members of household (siblings etc) should continue to self-isolate for 14 days.

SCHOOL

Staff member who supervised the child at school, should immediately self-isolate and get a test.

Contact Local Health Team 0300 303 8537 (option 1)/school's communication team 0800 046 8687

Follow advice of health protection teams. This may include:

- *Sending home those who have been in close contact to self-isolate for 14 days
- *Health Team will provide definitive advice on who to send home
- *Use template letter provided by health team
- *Do not share names of individuals unless essential to do so
- *Do not request evidence of result
- *Deep clean of areas infected person has been in