

Pupil displays symptoms

Teacher to send the pupil to medical room and to tell the pupil to keep 2 metres away from anyone they pass and not to touch anything.

Teacher to inform office staff and a member of SLT so they can arrange for the pupil to be picked up and for the supervision of the pupil until then. If a 2 metre distance isn't possible, the supervising staff member will wear a face mask. If contact is necessary, they'll also wear gloves and an apron. If there's a risk of fluids entering the eye, they'll also wear eye protection

Staff member displays symptoms

Staff member to inform SLT before leaving the school premises, avoiding contact with others

If teaching, staff member to wait until supervision has arrived for their class before leaving

Member of SLT or office staff to tell symptomatic pupil/staff member:

- To self-isolate for **at least 10 days** from the day their symptoms started (see below for what to tell them to do, depending on their test result)
- To take a **coronavirus test** and let you know the result (if a home testing kit is available in school, this can be given to them to take home, if doing so would increase the likelihood of them getting tested)
- That members of their household should self-isolate for **14 days**

Once the symptomatic individual has left the premises: Areas they've come into contact with to be closed, so these can all be deep cleaned. If the individual is part of a class group, the rest of the group to be moved into an alternative location – ideally outdoors. All staff and pupils who've come into contact with the symptomatic individual to be told to wash their hands thoroughly for 20 seconds.

Symptomatic pupil (via their parents or carer)/staff member to inform the school via phone of the coronavirus test result as soon as possible.

If test is negative

Pupil/staff member can stop self-isolating and return to school if they feel well and no longer have symptoms. Members of their household can stop self-isolating.

Other pupils/staff in their group can continue to stay in school, unless they display symptoms

If test is positive

Pupil/staff member to:

- Continue self-isolating for **at least 10 days** from the day their symptoms started (and members of their household to continue self-isolating for the full 14 days)
- Then **only** return to school if the only symptoms they still have after the isolation period are a cough or loss/change of smell/taste (these symptoms can last for several weeks once the infection has gone) – they **must not** return until their temperature has returned to normal

As soon as the school becomes aware of the positive result, office staff or member of SLT to:

- Ring the DfE helpline on **0800 046 8687** and select option 1 for advice
- Work with the advice service (or local health protection team, if the call is escalated to them), to carry out a rapid risk assessment and identify next steps
- Based on their advice, ask pupils or staff who had close contact with the person when they were infectious to self-isolate for **14 days** from the day they were last in close contact (they'll provide a template letter you can use)

If pupils or staff who are asked to self-isolate develop symptoms, they should get tested and inform the school of the result as soon as possible. Even if the result is negative, they should remain isolated for the full **14 days**

If there are 2 or more confirmed cases in 14 days, or an overall rise in sickness absence where coronavirus is suspected, the school will work with the local health protection team to decide next steps

Member of household displays symptoms

If a member of a child's household displays symptoms, the child should self-isolate with their family until a test result is received. If the test is negative, the child can return to school. If the test is positive, the child must self-isolate for the full 14 days – please refer to 'If a test is positive' in the above information.