

## Action to be taken by all schools (version 4<sup>th</sup> May 2021) (including academies and independent schools)

Prevent the spread of infection by maintaining high standards of hygiene, including hand washing and regular cleaning and disinfection of surfaces. This will help prevent Covid-19 spreading in schools, as well as other infectious diseases. GUIDANCE: Visit <a href="mailto:gov.uk/coronavirus">gov.uk/coronavirus</a> for detailed schools guidance, including cleaning and the use of Personal Protective Equipment (PPE) in schools.

The list of main COVID-19 symptoms of can be found at: https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/

## SUSPECTED case in child or staff member

If the child/staff member is in school – isolate away from others and send home. (refer to PPE guidance if personal care is required within 2m)

Clean and disinfect rooms and equipment the suspected case was using – ensure appropriate PPE (gloves and an apron) are used.

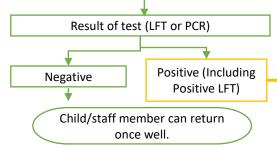
If symptomatic advise the child/staff member to book a PCR test as soon as possible.

If an LFT has been done and is positive then a confirmatory PCR test should be booked.

To book an PCR test please use <a href="https://www.gov.uk/get-coronavirus-test">https://www.gov.uk/get-coronavirus-test</a>

Ensure child/staff member isolates at home for 10 days (starting the day after the onset of symptoms) and only return once they have had no fever for 48 hours. The rest of the household need to isolate for 10 days.

You no longer need to inform the LA of a pupil/staff member who are getting a test



 Please click on the links or the forms can be found at http://www.suffolklearning.co.uk/covid-forms

A positive LFT triggers a legal duty for the case and their close contacts to self-isolate. A confirmatory PCR test should then be taken within 48 hours to confirm a positive LFT test.

If that PCR test comes back as negative then the isolation period for the case and their close contacts can come to an end, but only at that point.

CONFIRMED case(s) in child or staff member

Ensure child/staff member isolates at home for a minimum of 10 days and only return once they have had no fever for 48 hours. The rest of the household needs to isolate for 10 days.

Complete Part 2 of Local Authority Form \*.

For out of hours support: 01473 433 444

CYP and Public Health colleagues will support the school to undertake assessments to determine if any contacts in the school need to isolate at home for 10 days. (The contact's wider household do NOT need to isolate).

If appropriate, letters will be provided to schools to send out:

- to contacts, required to isolate for 10 days
- to all pupils and staff, advising on symptoms and how to get tested, if symptomatic.

Ensure that the rooms and equipment the confirmed case was using are cleaned and disinfected— ensure appropriate PPE (gloves and an apron) are used.

If further confirmed cases, complete Part 2
of Local Authority Form for each one\*
The affected pupils/staff will need to go
home and isolate for 10 days from the onset
of symptoms (the rest of the household need
to isolate for 10 days.)

If a negative PCR test is returned after a positive LFT please complete part 2 with the updated result.

Cases and contacts can return to school once the isolation period is completed and they have had no fever for 48 hours

## **Local Authority Contacts (Mon-Fri):**

Schools – 01473 263 942

EdC19@suffolk.gov.uk

Special Schools and AP – 01473 263 603 ProviderDevelopmentTeam@suffolk.gov.uk

For emergency out of hours contact - 01473 433 444