**Actions if someone becomes ill with suspected Covid 19 in the schools setting**

If anyone in an education or childcare setting becomes unwell with:

* a new, continuous cough or
* a high temperature, or
* has a loss of, or change in, their normal sense of taste of smell (anosmia), **they must be sent home and advised to follow the**[**COVID-19: guidance for households with possible coronavirus (COVID-19) infection guidance**](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance)**.**

**STEP 1.** Immediately phone the parents or emergency contact- to explain the child must be collected. Ring the CEO- Landscove House 01803762113 or Mob 07956833569

**STEP 2**. Move the child to the designated isolation room within the school- close the doors to isolate and ensure no one can enter the room. They should be at least 2 m away from anyone.Open windows for as much ventilation as possible. An adult should supervise at all times

If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.

**STEP 3**. PPE should be worn by staff caring for the child while they await collection and a distance of 2 metres should be maintained if possible but not for a very young child or a child with complex needs. See poster: Guide to donning and doffing standard Personal Protective Equipment (PPE)

**STEP 4.** Anyone coming into contact with a child that is unwell should wash their hands thoroughly for 20 seconds after any contact with this person. If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive

**STEP 5**. The person collecting the child should be advised to self-isolate for 7 days and arrange to have a test to see if they have Covid 19. They can do this by visiting NHS.UK or contact NHS 119 via telephone. Parents will be given a pre-prepared letter to explain what they need to do next and be expected to leave the site immediately. The fellow household members of any infected person should self-isolate for 14 days.

**STEP 6.** Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the [COVID-19: cleaning of non-healthcare settings guidance](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings).

**STEP 7.** Ensure the family get a test for Covid and stress this is really important to avoid wasting valuable learning time in school as otherwise the child and family MUST remain isolated for 14 days.

**STEP 8**. Await the outcome of the test.

**STEP 9.** Send letters out to parents and carers of children in the same Bubble as the child if the case is confirmed as positive.

Contact CEO immediately as it will then require liaison with Public Health England etc

**IMPORTANT INFORMATION**

**In an emergency, call 999 if they are seriously ill or injured or their life is at risk.**

**Do not visit the GP, pharmacy, urgent care centre or a hospital**.

**All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus (COVID-19) and must get tested or remain isolated for 14 days.**

**Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.**

**Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days**.

**The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.**

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England’s local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take.

In some cases a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.