Guidance for Schools in the Management of COVID-19

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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.

 SAPIENTIA EDUCATION TRUST

Suspected case in child or staff member

Ensure child/staff member isolates at home for **10 days** from when symptoms started. The rest of the household need to isolate for **14 days.**

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You do not need to send other children/staff home at this point. Await testing results for the suspected case.

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

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Advise that the child/staff member get tested. Online via nhs.uk/coronavirus Small number of home test kits# will be provided to schools to give to those who develop symptoms at school, or who may not be able to access a test easily or at all.

↓ → Positive for COVID-19: FOLLOW THE CONFIRMED CASE PROCESS

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Negative for COVID-19: Case can return once well. Household contacts can stop self-isolating and carry on as normal.

Home test kit to be given to parent/guardian if under 18

IF the CHILD is in the setting –Isolate away from others and send home.

(Refer to PPE guidance if personal care is required within 2m)

FIVE KEY PRINCIPLES

3. Small numbers!
4. Avoid/reduce mixing
2. Clean! Clean! Clean!
5. Declutter and reduce sharing
1. Wash your hands!

All of these measures help to prevent the spread of infection and will therefore protect staff and children

Confirmed case in child or staff member

Ensure child/staff member isolates at home for **10 days** from when symptoms started. The rest of the household need to isolate for **14 days**.

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Contact DFE Incident line on **0800 046 8687** & Norfolk CC incident line **01603 223219** to notify of single case so they can support risk assessment and follow-up.

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Advise that anyone with symptoms get tested. Online via nhs.uk/coronavirus

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The Incident team will undertake an assessment to determine if any contacts in the setting need to self-isolate at home for **14 days**. [The wider household will NOT need to isolate]

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

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Maintain the level of cleaning in these areas –even if not being used due to isolation protocols.

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If further suspected or confirmed cases occur, they need to isolate for **10 days** from when symptoms started. Any siblings also in the same setting (but a different, unaffected area) would need to isolate at this point.

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Cases & contacts can return once the isolation period is completed.

Incident team = Norfolk County Council Outbreak support team

2+ confirmed cases in the same group/class

Contact DFE Incident line on **0800 046 8687** & Norfolk CC incident line **01603 223219** to notify of cases so that we can support risk assessment and follow up.

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Ensure child/staff member isolates at home for **10 days** from when symptoms started. The rest of the household need to isolate for **14 days**.

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Advise that all suspected cases get tested. Online via nhs.uk/coronavirus

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The Incident team will undertake an assessment to determine if any contacts in the setting need to self-isolate at home for **14 days**. [The wider household will NOT need to isolate]

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Clean and disinfect affected rooms / areas –ensure appropriate PPE (minimum gloves and apron) are used. * Refer to cleaning guidance available on gov.uk

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The Incident team will provide tools to support outbreak communications.

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Call the Incident team again if:
•The situation worsens considerably
•There are any hospitalisations or complex cases
•Any media interest
•Any other concerns you feel you need support with.

Cleaning
Refer to gov.uk *(Cleaning in non-healthcare settings outside the home)* for detailed guidance. Routine enhanced cleaning should already be in place.
The minimum PPE for cleaning an area after suspected or confirmed case of COVID-19 has left the setting possible is disposable gloves and an apron. (N.b. if risk assessment indicates a higher level of virus may be present, e.g. where someone unwell has spent the night such as a boarding school dormitory, then additional PPE may be necessary –speak to your Trust H&S Contact for advice).
Public areas (e.g. corridors) - clean as normal. All frequently touched surfaces (door handles, taps, table-tops, keyboards etc.) should also be cleaned and disinfected.
Use disposable cloths/paper roll, wipes disposable mop heads to clean hard surfaces. Use a combined detergent and disinfectant or a two-stage cleaning process of detergent (household type cleaner) followed by a hypochlorite solution (1000ppm) e.g. diluted Milton (check chemicals in use are effective against enveloped viruses).
Waste
Any COVID-19 related waste should be double-bagged and stored for 72 hours before usual disposal.

School Closure
If you think you may need to close the school contact Norfolk CC Incident line as above to discuss the public health perspective.