



## Reducing the risk of Coronavirus

### Support pack for schools and early years settings.

In all education, childcare and social care settings, preventing the spread of coronavirus involves dealing with direct transmission (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches and actions should be employed to do this. These can be seen as a hierarchy of controls that, when implemented, creates an inherently safer system, where the risk of transmission of infection is substantially reduced. These include:

- minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges
  - **Ask How are you, how is your family, how is your child** (most often infection in a child is preceded by an unwell adult)
- cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- cleaning frequently touched surfaces often using standard products, such as detergents several times per day (door handles, handrails, table tops, play equipment, toys, electronic devices). Please remember to follow COSHH instructions.
- minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break and snack times)

Some of the national guidance	
Actions for education and child care settings preparing to open from 1 <sup>st</sup> June 2020	<a href="https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020">https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020</a>
Planning guidance for early years and	<a href="https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-early-years-and-childcare-settings-from-1-june/planning-guide-for-early-years-and-childcare-settings">https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-early-years-and-childcare-settings-from-1-june/planning-guide-for-early-years-and-childcare-settings</a>

child care settings	
Implementing protective measures in education and child care settings	<a href="https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings">https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</a>
<b>Advice on PPE</b>	
<p>PPE</p>  <p>LA PPE Guidance for Staff Issue 4 V41 21.5</p>	<p>Much of the PPE guidance is in the links above. In the margin here is the Public Health England advice that we are following for specific scenarios.</p> <p>Wearing a face covering or face mask in schools or other education settings is not recommended.</p> <p>The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases e.g. supporting a child with suspected Covid-19 who needs direct care.</p>
<b>General questions on managing suspected cases</b>	
<p><b>What if I have staff or children with symptoms?</b></p> <p>Letter templates</p>  <p>Possible case (V2).docx</p>  <p>Contact of possible school case (V2).docx</p>	<p>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 or smell (anosmia), they must be sent home and advised to follow the <a href="#">COVID-19: guidance for households with possible coronavirus infection guidance</a>.</p> <p>It may be useful to use the 'suspected case letter'</p> <p>The rest of the close contact group (bubble) can continue as normal whilst testing of the case happens. It may be useful to send home the letter 'contact of a suspected case' to warn parents of other children in the bubble.</p> <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p>

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.

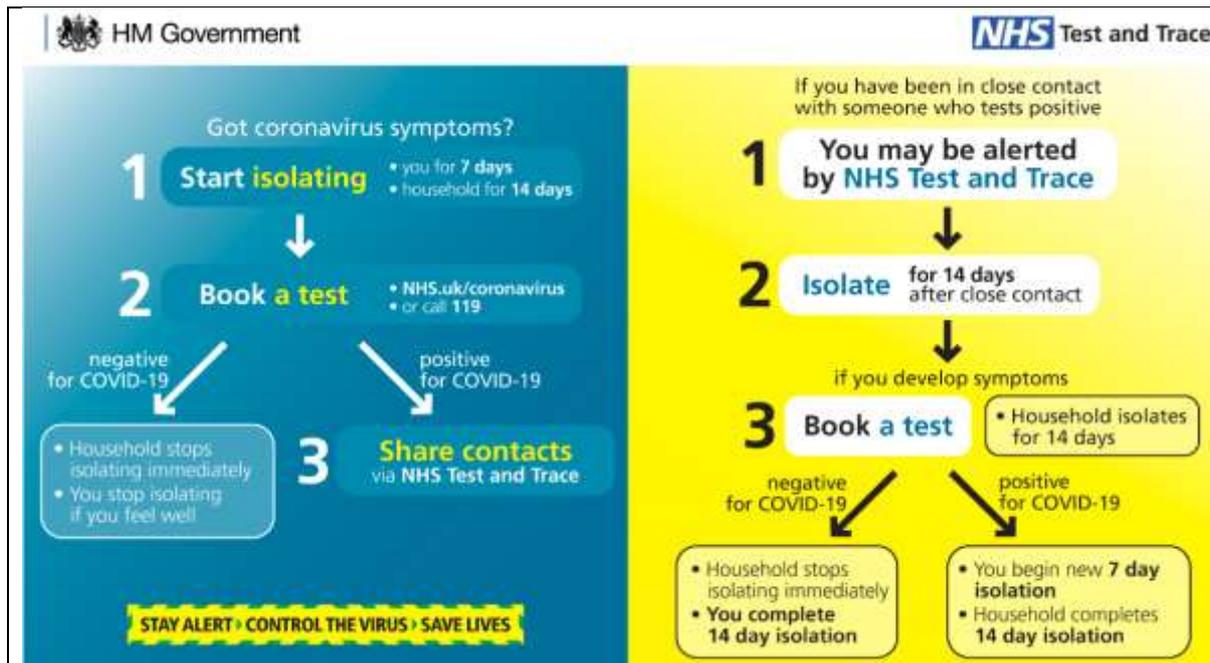
PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).

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.**

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 (see 'What happens if there is a confirmed case of coronavirus in a setting?' below). They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. 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](#).

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.

Contact your local  
Health Protection Team on  
0300 303 8162  
For advice and support



**What happens if there is a confirmed case of coronavirus in my setting?**

Letter templates



Confirmed Case in school (V2).docx

When a child, young person or staff member develops symptoms compatible with coronavirus and the test confirms Covid-19, they should remain at home and advised to self-isolate for 7 days from the onset of symptoms. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus and are encouraged to get tested in this scenario.

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. There is a suggested letter attached to help you. 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.

Advice will be available from Public Health England who will also be supporting the test and trace programme. (0300 303 8162)

**Testing advice**

Anyone who currently has symptoms of COVID-19 is eligible for a test. Testing is accessed by the national portal [www.nhs.uk/coronavirus](http://www.nhs.uk/coronavirus) or call 119. Essential workers (or their household members) are diverted to a different route to the public.

	<p>Self-referral, results are returned to the person tested by text usually within 48-72 hours. Helpline for results: 0300 3032713.</p> <p>The test involves swabbing inside the nose and back of the throat with a special cotton bud. It can be a little uncomfortable but does not hurt and is finished in seconds. It is best to get tested within the first 3 days of symptoms but can be tested up to 5 days.</p> <p>The aim is to return the results within 48 hours from testing centres and 72 hours if a home test is done.</p>
<p><b>Contact tracing and isolation</b></p>	<p>Anyone who tests positive for coronavirus will be contacted by NHS Test and Trace and will need to share information about their recent interactions. This could include household members, people with whom they have been in direct contact, or within 2 metres for more than 15 minutes.</p> <p>People identified as having been in close contact with someone who has a positive test must stay at home for 14 days, even if they do not have symptoms, to stop unknowingly spreading the virus.</p> <p>If those in isolation develop symptoms, they can book a test at or <a href="http://www.nhs.uk/coronavirus">www.nhs.uk/coronavirus</a> or by calling 119. If they test positive, they must continue to stay at home for 7 days or until their symptoms have passed. If they test negative, they can return to school and the family can come out of self-isolation restrictions. Members of their household will not have to stay at home unless the person identified becomes symptomatic, at which point they must also self-isolate for 14 days to avoid unknowingly spreading the virus.</p> <p>If a contact tracer discovers that a pupil or teacher who tests positive for coronavirus has spent some time in a school or setting while they could be infectious, our processes include taking details of the school or setting and the classes or groups the person attended where possible. They may contact the school or organisation for further information.</p> <ul style="list-style-type: none"> <li>• They may gather further information about people who may have come into recent close contact with the person with coronavirus so they can be</li> </ul>

	<p>advised to self-isolate and also to ascertain if anyone else is reporting symptoms.</p> <ul style="list-style-type: none"> <li>• Their work may also include finding out if there are any staff or children who may be more vulnerable to severe illness as well as providing the school or setting with information to pass on to wider groups of staff and children to reinforce hand and respiratory hygiene messages and remind them to self-isolate if they experience symptoms.</li> <li>• The process is handled sensitively and in confidence, for instance schools and settings do not announce who the person with coronavirus is.</li> </ul>
<p><b>How will the test and trace service work?</b></p>	<p>How NHS Test and Trace works for those contacted if you have been in close contact with someone who has tested positive for coronavirus</p> <ol style="list-style-type: none"> <li>1. <b>alert:</b> You will be alerted by the NHS Test and Trace service if you have been in close contact with someone who has tested positive for coronavirus. The alert will come either by text or email and you'll need to log on to the NHS Test and Trace website, which is the easiest way for you and the service to communicate with each other – but, if not, a trained call handler will talk you through what you need to do. Under 18s will get a phone call and a parent or guardian will be asked to give permission for the call to continue.</li> <li>2. <b>isolate:</b> You will be asked to begin self-isolation for up to 14 days, depending on when you last came into contact with the person who has tested positive. It's really important to do this even if you don't feel unwell, because it can take up to 14 days for the symptoms to develop. This will be crucial to avoid you unknowingly spreading the virus to others. Your household doesn't need to self-isolate with you, but they must take extra care to follow the guidance on social distancing and washing your hands.</li> <li>3. <b>test if needed:</b> If you develop symptoms of coronavirus, other members of your household should self-isolate at home and you should book a coronavirus test at <a href="http://www.nhs.uk/coronavirus">www.nhs.uk/coronavirus</a> or call 119 if you have no internet access. If your test is positive you must continue to stay at home for 7 days. If your test is negative, you can discontinue the self-isolation requirements.</li> </ol>

<p><b>What should I do if there is an outbreak in my school or child care setting?</b></p>	<p>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</p> <p>If multiple cases of coronavirus appear in a specific workplace or setting, an outbreak control team from either the local authority or Public Health England will, if necessary, be assigned to help manage the outbreak.</p>
<p><b>Flow chart</b></p>	
	<p>The chart below is there to help you understand how the Public Health England service would like to work with you when there is a suspected case, a confirmed case or if there is an outbreak.</p> <p>It does recommend that you call them when you have a suspected case or a confirmed case.</p> <div data-bbox="448 1265 1348 1547" style="background-color: #2e8b57; color: white; padding: 10px; text-align: center;"> <p>Contact your local Health Protection Team on 0300 303 8162 For advice and support</p> </div>

**PHE SW HPT: Guidance for Childcare and Educational Settings 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.  
 If you have any infection control concerns or questions please call the South West Health Protection Team on 0300 303 8162. If the matter is not urgent you can also email [swhpt@phe.gov.uk](mailto:swhpt@phe.gov.uk).  
 GUIDANCE: Visit [gov.uk/coronavirus](http://gov.uk/coronavirus) for detailed schools guidance and other guidance  
 TESTING: Visit [nhs.uk/ask-for-a-coronavirus-test](http://nhs.uk/ask-for-a-coronavirus-test)

