

## The Skylark Partnership

### Procedures to follow if a pupil or member of staff becomes unwell on the school site - January 2021

If staff, young people or children become unwell on site with a new, continuous cough or a high temperature they will be sent home and advised to follow the [staying at home guidance](#). Parents will be reminded of the Public Health England advice – that is the child or adult must stay at home for 7 days, but all other household members who remain well must stay at home and not leave the house for **10 days**. The 10-day period starts from the day when the first person in the house became ill.

All staff and students who are attending the setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. Some home testing kits will be kept on site and provided to pupils, staff and their families if they cannot access testing sites. Any positive lateral flow tests will need to be followed up with a PCR test as advised in the guidance. If 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, they should follow the [staying at home guidance](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough and anosmia can last for several weeks once the infection has gone. The 7 day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue to self isolate for 10 days.

Where a young person or member of staff shows symptoms of the virus and is sent home, the rest of their 'bubble' will be offered serial testing using the lateral flow tests or will be sent home to self isolate for 10 days. Parents will be informed so that they can consent to the testing or choose to self isolate: they may also choose to get a test themselves.

*For further information of how TSP settings will manage confirmed cases of Covid-19, see separate policy*

Whilst the child is awaiting collection, they will be moved 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. The adult will wear the appropriate PPE in order to protect themselves. 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.

Parents will be called and asked to collect their child immediately. Parents will be aware of their responsibility as this will be clearly laid out in the home-school agreement (which will be discussed on the first visit to the centres). If parents do not drive, or are unwell, then a risk assessment will be carried out for that child once they return to ensure that alternative travel arrangements are in place. Discussions will take place with local taxi companies and PPE provided to drivers if required.

Staff will be assessed as to whether they are safe to drive themselves home. If not, emergency contacts will be contacted or a taxi provided in order to get them home safely.

If a suspected infected person needs 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.

In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Visits to the GP, pharmacy, urgent care centre or a hospital will not be made.

As part of the national test and trace programme, if other cases are detected within the cohort, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools on the most appropriate action to take. In some cases pupils will be asked to self-isolate at home as a precautionary measure. As we will be observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting may not generally be necessary. The lateral flow testing has also been implemented in order to prevent closure of the settings.

All staff and pupils will be advised to seek a PCR test if they display symptoms of coronavirus; their families will also be advised to do the same. This will enable them to get back into education, and their parents or carers to get back to work, if the test proves to be negative. PCR kits can be provided if parents are unable to book a test or access a testing centre. To access testing parents will be able to use the 111 online coronavirus service if their child is 5 or over. Tests can be booked online (see below) or ordered by telephone via NHS 119.

For staff working in hospital settings, they will follow the guidance provided by the NHS Trust.

TSP will ensure that all staff and parents/carers understand that they need to be willing and able to:

- book a test (<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested> ) if they are displaying symptoms
- pupils must not come into school if they are displaying symptoms (see above for procedures to follow if they display symptoms whilst on site)
- provide details of anyone they have been in close contact with if they test positive, or if asked by NHS Test and Trace
- self isolate if they have been in close contact with someone who developed coronavirus symptoms or someone who tests positive for coronavirus.

TSP settings will ask parents and staff to inform them immediately of the results of the test (see above for actions to follow).

*See also Policy for managing confirmed cases of coronavirus (Covid-19) amongst the school community.*