

Brabyns Preparatory School

Prevention and Responding to a suspected case of COVID-19

Staff or Pupils with Symptoms

As advised no pupils, staff and other adults should come into the school if they have [coronavirus \(COVID-19\) symptoms](#), or have tested positive in at least the last 10 days. In addition they should [self-isolate](#) if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19)

In the event that a child or member of staff is symptomatic or receives a positive test for coronavirus, they must inform the school that this is the reason for absence. If the child or member of staff is absent because they are symptomatic they must [book a test](#) if they or their child are displaying symptoms. This can be done through the [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119.

Responding to a suspected case in school

In the event the school has a case where anyone in the school becomes unwell with specific symptoms, [schools will follow the process below](#)

Step 1 - Isolation

If anyone in the school becomes unwell with a new and persistent 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 '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they should self-isolate for at least 10 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19).

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 and needs of the child, 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**

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

Staff - Staff member to inform Headteacher before leaving the school premises, avoiding contact with others. If teaching, staff member to wait until supervision has arrived for their class before leaving.

*children should not return home on public transport
** PPE must 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). More information on PPE use can be found in the [safe working in education, childcare and children's social care settings, including the use of personal protective equipment \(PPE\)](#) guidance. Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. See the [COVID-19: cleaning of non-healthcare settings guidance](#).

Staff and Pupils in Contact with a Symptomatic Person

Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test and Trace.

Step 2 - Testing and Communication

In the event a child or member of staff is symptomatic they must take a coronavirus test and inform the school of the result of this test

- If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' and must continue to self-isolate for at least 10 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 which may remain after infection. The 10-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 self-isolating for the full 14 days.

Step 3 - Manage confirmed cases of coronavirus (COVID-19) amongst the school community

In the event of a positive test for coronavirus (COVID-19). Schools should contact the local health protection team. The school will follow the advice of the health protection team and enact the necessary actions as advised. This will include sending home individuals based on definitive health protection team advice. Any individuals sent home must follow the self-isolation guidance below.

Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)'. They should get a test, and:

- if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.
- if the test result is positive, **the staff member or child's parents must inform their setting immediately**, and the staff member or child should isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)'

Schools will not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation. Further guidance is available on [testing and tracing for coronavirus \(COVID-19\)](#).

Step 4 - Contain any outbreak by following local health protection team advice

If any school has

- two or more confirmed cases within 14 days, or
- an overall rise in sickness absence where coronavirus (COVID-19) is suspected,

They may have an outbreak, and will work with their local health protection team who will be able to advise if additional action is required.