WHAT TO DO

IF YOU HAVE A SUSPECTED / CONFIRMED CASE OF **COVID-19** IN YOUR SCHOOL OR SETTING

PHE HPT contact: 0300 303 8537 NCC Local Outbreak Management Centre 01603 223219

Member of staff/pupil develops symptoms (fever/new persistent cough/loss or change to sense of taste or smell)

- Isolate from others
- Go home ASAP Whole household to isolate
- Get a test If a family refuses to get a child tested read section 5 of the Management of cases guidance
- Letter 4 (possible case in school) to parents carers to inform

ABSENCE MONITORING **POSTIVE TEST NEGATIVE TEST CONTACTS OF POSITIVE CASES IDENTIFIES OUTBREAK/CLUSTER** Isolating person Notification from Test and Trace Notification Notify PHE HPT/ Notification from Notification from NCC and tell them NCC/PHE and household Services, PHE HPT or NCC from member of PHF HPT can return to staff/pupil/parent the action taken **HPT** normal life so long as they are Isolate for 14 days well enough Notify PHE HPT/ Take further action Notify NCC of · isolate the to do so and NCC of the as identified by the test result relevant group/ no one else No symptoms Develop test result and PHE HPT/NCC to: close contacts has developed symptoms action taken symptioms · isolate the ·inform staff - household relevant group/ and parents Complete isolates for · isolate the · isolate the close contacts relevant group/ 14 day isolation 14 days relevant group/ · inform staff close contacts close contacts Inform staff and parents and parents ·inform staff ·inform staff Take anv and parents Get a test and parents further action necessary as identified by Take any further Take any further PHE HPT/NCC action necessary action necessary as identified by as identified by **NEGATIVE TEST: POSITIVE TEST:** PHE HPT/NCC PHE HPT/NCC · isolate for 10 days from start · continue 14 day isolation of symptoms · rest of household stops Please note: Where you receive contact from either NCC or PHE HPT please ensure isolating immediately · household isolate for 14 days

Please note: Where you receive contact from either NCC or PHE HPT please ensure you notify the other party so that you can be fully supported to manage the situation.

POSSIBLE OR SUSPECTED CASE:

Staff member or pupil with a new continuous cough and/or high temperature and/or a loss of, or change in, normal sense of taste or smell (anosmia). (Schools not expected to contact PHE or the local authority)

CONFIRMED CASE:

Staff member or pupil with a laboratory test positive for COVID-19/SARS-CoV-2 with or without symptoms.

CLUSTER:

Two or more confirmed cases of COVID-19 among students or staff in a school within 14 days or Increase in background rate of absence due to suspected or confirmed cases of COVID-19 (does not include absence rate due to individuals shielding or self-isolating as contacts of cases).

OUTBREAK:

Two or more confirmed cases of COVID-19 among students or staff who are direct close contacts, proximity contacts or in the same cohort or 'bubble'* in the school/college within 14 days.

* a cohort or 'bubble' might be a class, year group or other defined group within the school/college. This definition aims to distinguish between transmission occurring in the community versus transmission occurring within the school/college setting.

CONTACTS ARE THOSE WHO HAVE:

- Had face-to-face contact of any duration (less than 1 metre away) with the case or
- Were coughed or sneezed on by the case or
- Had unprotected physical contact (skin to skin) with case or
- Spent more than I minute within I metre of the case or
- Spent more than 15 minutes within 2 metres of the case or
- Travelled in a car or other small vehicle (even on a short journey)

INFECTIOUS PERIOD:

From 48 hours prior to symptom onset to 7 days after, or 48hrs prior to test if asymptomatic.

More resources can be found in the Management of cases guidance.