

Procedures: COVID Testing and Confirmed Cases

During full lockdown staff, children and/or members of their families were involved in taking tests for COVID19 symptoms. Thankfully each test returned as negative and results were known mostly within 24 hours. As we invite more children to school it is vital tests continue to take place and if any family has concerns or symptoms and we will encourage testing.

Children do not need to be out of school if a member of their group is being tested.

The child, staff or family member with symptoms will not be in attendance and the group's base area will have been thoroughly cleaned since their last attendance. Tests cannot be accessed for the rest of the group until a result is known so a child remaining at home will not change the outcome of the awaited result – but may make a child anxious as to why they cannot go into school. No action can be taken by the family unless a positive result is returned so informing families of all testing has no benefits but does have the possible effect of causing unnecessary anxiety as testing becomes more and more frequent and available to us all. Please take time to read and ensure you are happy with the procedure below if and when your child is returning to school.

Key Issue	Procedure	Who is informed	Rationale
School are informed a child or a member of the child's household has symptoms.	Family isolate following government isolation guidance until they can access a test. THEY DO NOT ATTEND SCHOOL Test results are reported to school as soon as received. Appropriate action is taken following DfE guidance shared below.	Staff in the setting will be informed if a child is not in school while waiting for a test result for them or their family. Staff and families will be informed of a positive test result immediately so swift action can be taken and they can also access testing and follow the DfE guidance shared below.	Staff need to know why a child is absent. Staff and families need to follow a procedure in the event of a positive test result. Testing will become regular and frequent and informing parents of all tests is not beneficial and may cause a lot of anxiety.
AS ABOVE but FAMILY ARE CHOOSING NOT TO TAKE A TEST and choose to isolate for advised periods.	Family isolate following government isolation guidance. THEY DO NOT ATTEND SCHOOL	Staff and families will be informed of an isolating family from their group who are choosing not to take a test. In the absence of a test to confirm or rule out symptoms staff and families need the option to access testing.	All families will be highly encouraged to access a test to rule out or confirm cases where symptoms are present but if they choose not to staff and families need to know if there are unconfirmed, but possible suspected symptoms being experienced by one of their child's group or a family member of a child in their group.
School Staff or a member of their family has suspected symptoms.	Staff isolate following government isolation guidance until they can access a test. THEY DO NOT ATTEND SCHOOL Test results are reported to school as soon as received. Appropriate action is taken following DfE guidance shared below.	Staff in the setting will be informed if a colleague is not in school while waiting for a test result for them or their family. Staff and families will be informed of a positive test results immediately so swift action can be taken and they can also access testing and follow the DfE guidance shared below.	Staff need to know why a colleague is absent. Staff and families need to follow a procedure in the event of a positive test result. Testing will become regular and frequent and informing parents of all tests is not beneficial and may cause a lot of anxiety.
A child or adult becomes unwell at school with COVID19 symptoms.	Appropriate action is taken following DfE guidance shared below including – immediate isolation / collection and appropriate cleaning undertaken immediately.	Staff and families will be informed that day of actions taken if a suspected case is being tested. Children will be told in a very age appropriate way if one of their friends or teacher is feeling poorly and are heading home to get better.	Where families may become aware if children/staff are sent home we want to avoid any anxiety this may cause by not sharing information clearly. Clear advice will still be given about no recommended action to be taken until any test result are received but results of a test in this case will be shared with families if negative – as well as if positive.

Information prepared taking into account guidance from: [Coronavirus \(COVID-19\): Implementing protective measures in education and childcare settings](#)

In the event of a suspected or confirmed case of coronavirus in our school.

When a child, young person or staff member develops symptoms compatible with coronavirus, they will be sent home and advised to self-isolate for 7 days. 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 – which can end isolation if the result returns as negative.

Where the child, young person or staff member tests negative, they can return to their setting **IF THEY ARE 100% WELL AND HAVE NO FURTHER SYMPTOMS**. Their fellow household members can end their self-isolation.

Where a child, young person or staff member tests positive, **ALL FAMILIES USING THE SETTING AND STAFF WILL BE INFORMED**.

The group (of the confirmed case) will be sent home and advised to self-isolate for 14 days and encouraged to access the testing facility available as a negative result can end their isolation and uncertainty. The other household members of the group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

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 school on the most appropriate action to take. In some cases a larger number of other children may be asked to self-isolate at home as a precautionary measure – perhaps the whole year group or site as advised. We are observing guidance on infection prevention and control, which will reduce risk of transmission so closure of the whole setting will not generally be necessary.

ACCESSING TESTING:

Self-referral you can order a home test or a test at a regional test site using

<https://self-referral.test-for-coronavirus.service.gov.uk/>

Further information about testing can be found at:

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested#arrange-a-test>

Employer Referral Portal – we have registered for this service so if members of staff need any support in accessing testing the senior leadership team will be able to support this process.

Information prepared taking into account guidance from: [Coronavirus \(COVID-19\): Implementing protective measures in education and childcare settings](#)

What happens if someone becomes unwell at an educational or childcare setting?

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

[COVID-19: guidance for households with possible coronavirus infection guidance](#).

Stay at Home guidance for households: current guidelines illustrated

Criteria and guidance applied as of 17/03/2020:

Incubation period = maximum 14 days

Day 1 is the first day of symptoms

The 14-day period starts from the day when the first person in the house became ill

If you live with others and you are the first in the household to have symptoms of coronavirus, then you must stay at home for 7 days

If anyone else in the household starts displaying symptoms, they stay at home for 7 days from when their symptoms appeared, regardless of what day they are on in the original 14-day isolation period.

Household members who remain well stay in self isolation for 14 days due to maximum incubation period, calculated from day 1 of first symptomatic person

Household members do not need to restart the clock if other members become symptomatic during the 14 days self-isolation

DAY		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Person in household																						
Example household 1	A	X							✓													
	B			X								✓										
	C															✓						
	D															✓						
Example household 2	A	X							✓													
	B			X								✓										
	C													X							✓	
	D															✓						

Key: X = when illness started - first day of symptoms
✓ = allowed to go out again

If a child is awaiting collection, they will be moved to a place where they can be isolated appropriately. If they need to go to the bathroom while waiting to be collected it will be cleaned and disinfected using standard cleaning products before being used by anyone else. PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained. In an emergency, call 999 if they are seriously ill or injured or their life is at risk.

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. 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. We will follow [COVID-19: cleaning of non-healthcare settings guidance](#) in cleaning after a suspected case.