



If anyone in school 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 or should not come into school. They are advised to follow the [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#). This sets out that they must:

- self-isolate for at least 10 days
- arrange to have a [test to see if they have coronavirus \(COVID-19\)](#), regardless of age

### Action list:

- 1) In an emergency, school will call 999 if a child is seriously ill or injured or their life is at risk.
- 2) Parents will be contacted immediately after assessment. While the pupil is awaiting collection, they will be moved to an isolated room (head's office) with an open window for ventilation. If it is not possible to isolate them, they will move to an area, which is at least 2 metres away from other people.
- 3) Staff caring for a pupil, while they are awaiting collection, will maintain 2 metre distancing. If this is not possible, for example with a young child, they should wear suitable PPE:

Situation	PPE
2m distance cannot be maintained	A face mask should be worn
Contact is necessary	Gloves, an apron and a face mask should be worn
Risk of fluids entering the eye (e.g. from coughing, spitting or vomiting)	Eye protection should also be worn

- 4) If the pupil needs to go to the bathroom, while waiting to be collected, they will use a separate bathroom (male toilet). The toilet will be cleaned and disinfected using onsite cleaning products before being used by anyone else.
- 5) Parents to collect pupil and take them home as soon as possible. The child, young person or staff member will then be advised to self-isolate for 10 days. Their fellow household members should also self-isolate for 10-days. Refer them to the [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).
- 6) Staff/other pupils who have had contact with the symptomatic pupil must wash their hands thoroughly for 20 seconds.
- 7) When parents pick up the pupil, they will be advised to get the pupil tested as soon as possible and notify school of the results. (<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>). All staff and pupils who attend an education or childcare setting will have access to a test if they display symptoms of coronavirus:
  - For staff members, a test is requested by emailing: [covid19workforce@northstaffs.nhs.uk](mailto:covid19workforce@northstaffs.nhs.uk)
  - For pupils and their families, they should call 119 arrange testing.
- 8) Once the pupil has left the premises, surfaces and contact points that the pupil came into contact with will be thoroughly disinfected and cleaned (including the bathroom if used).
- 9) If parents have not updated school, school will ring to check on the child / household over the coming days. Please keep in touch.
- 10) **If someone tests positive**, they should follow the [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. This is because a cough or anosmia can last for several weeks once the infection has gone. 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 all self-isolate for the full 10 days from the day after the individual tested positive. All people in school who have been in close contact with the person during the period that they were infectious, must ensure they are asked to self-isolate.
- 11) **If someone with symptoms tests negative for coronavirus (COVID-19)**, then they should stay at home until they are recovered from their illness but can safely return thereafter. The only exception to return, following a negative test result, is where an individual is separately identified as a close contact of a confirmed case, when they will need to self-isolate for 10 days from the date of that contact.
- 12) Engage with the [NHS Test and Trace](#) process.
- 13) Parents must provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace.
- 13) [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).