



## **Rose Green Infant School**

### **Coronavirus / Covid-19 Policy**

Covid-19 (coronavirus) is a viral infection, spread from person to person by close contact. It typically causes one or more of the following symptoms:

- fever
- a new and persistent cough
- a change in normal taste or smell.

At Rose Green Infant School, we keep up to date with and follow advice and guidance from the DfE, Public Health England and the Department of Health and Social Care in order to make our best endeavours to keep everyone in our school community safe and reduce the potential spread of the virus.

#### **Prevention**

In order to try and prevent the virus entering the school, in line with Government guidance we:

- Minimise contact with individuals who are unwell by ensuring anyone with COVID-19 symptoms or anyone living in a household with someone who has symptoms does not attend school – see below.
- Wash hands and use anti-bac hand gel more often than usual, e.g. when they arrive at school, after playtimes, between activities and before going home.
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- Have enhanced cleaning in place which includes the cleaning of frequent touch points (tables, door handles, etc.) during the school day, using anti-bacterial products.
- Minimise contact between individuals and maintain social distancing wherever possible.
- Wear PPE when needed, for example if with a person displaying symptoms in school before they are collected/leave.
- Engage with the NHS Test and Trace process.
- Manage any confirmed cases amongst the school community in line with current guidelines.
- Follow Public Health England and local health protection team advice.

## **Minimising Risk**

Pupils, staff and other adults should not come into the school building if they have COVID-19 symptoms, have tested positive in the last 10 days or have returned from visiting a county requiring quarantine.

Anyone developing symptoms during the school day will be sent home and asked to follow [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 anyone tests positive whilst not experiencing symptoms but then goes on to develop symptoms during their isolation period, they should re-start their 10-day isolation from the day symptoms develop.

All members of the household should self-isolate for 14 days from when the symptomatic person first had their symptoms.

## **Development of Symptoms in School**

If a child develops symptoms during the school day, they will be removed from their class room to a designated waiting area at the front of the school where they will be supervised by an adult who will wear PPE (because infant age children cannot maintain social distancing). No one else will come within two metres of the child while they are there. If the child needs to use the bathroom while waiting to be collected, they will be taken to the disabled toilet which will then be closed until it has been cleaned and disinfected.

As is usual practice, in an emergency we will call 999 if someone is seriously ill or injured or their life is at risk.

Any members of staff who helped someone with symptoms and any children who had close contact with the symptomatic person do not themselves need to go home to self-isolate unless they develop symptoms (in which case they should book a test) or the symptomatic person goes on to have a positive test and they are advised to do so by NHS Test and Trace.

Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone presenting as unwell. The area around the person with symptoms must be cleaned with anti-bacterial products after they have left the building, to reduce the risk of passing the infection on to others.

Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19) and so we will only take the temperature of a child or staff member if they are presenting as generally unwell or we are concerned that they may be showing symptoms of COVID-19.

If a member of staff develops symptoms during the school day, they will leave work immediately unless they are too unwell to do so, or do so in a safe way (e.g. they use public transport), in which case their next of kin will be contacted to collect them. They will remain at a distance of at least 2m from others and any areas they have waited in or used will be cleaned with anti-bacterial products (once they have left the building) before being used by anyone else.

### **NHS COVID-19 app**

If a member of staff receives notification on the app during the school day that they need to self-isolate, they should inform a member of the Senior Leadership Team of the situation and then make arrangements to leave work and go home to self-isolate as soon as possible. No further action is required by the school unless that member of staff goes on to become a confirmed case themselves.

### **Provision of Remote Education**

As per The Coronavirus Act 2020 Provision of Remote Education (England), if an individual child is off school self-isolating or in quarantine, their class teacher will provide the parent/carer with the school work for the period they are missing school. The expectation is that this work will be completed and returned, so that there is no loss of learning time and they can slot back in with their peers on their return.

If a child is off school due to being unwell following a positive test, they will not be sent work by the class teacher until such time as their parent/carer feels they are well enough to complete work.

If an entire bubble is self-isolating, following a positive test within that bubble, the work for the 14-day period will be put on the school's website and paper copies will be provided to anyone who requests this.

### **Risk Assessments**

We have a COVID-19 risk assessment in place which is a live document and so is updated as necessary. Our health and safety risk assessment can be found

on the school website:

[https://www.rosegreeninfant.school/website/risk\\_assessment/509301](https://www.rosegreeninfant.school/website/risk_assessment/509301)

A risk assessment is also in place for each staff member; these are also kept under close review.

### **Tests in School**

The Department of Health and Social Care provided all schools with a small number of COVID-19 test kits in September 2020. These test kits can only be offered in **exceptional circumstances** to pupils who have developed symptoms while at school and:

- We believe may have barriers to accessing a test elsewhere
- We believe that if sent home without a test kit, would not receive a test at all

In addition, if a symptomatic staff member, who is currently self-isolating, cannot access testing quickly, we will consider offering them a test kit in order to allow them to return to work as quickly as possible. This approach will not be used for students, only for symptomatic staff members who are vital to the running of our educational setting or for whom a positive test would impact on other members of the school community.

Tests should not be requested by parents/carers or staff members as an alternative to obtaining a test through the usual routes (booking a test or ordering a home test kit). It is the decision of the Headteacher, or in their absence the Deputy Headteacher, to decide if they send a test kit home with a suspected case (based on the above criteria) – **tests will not be given to pupils who have developed symptoms outside of school.**

Tests from school cannot be administered on school premises. If a decision is made to send a school test kit home, we will ensure that the parent/carer is clear on the guidance for using the test and understands how to return it via a Royal Mail priority post box.

This policy is under constant review and will be updated as necessary to reflect changes in guidance / law. The policy was last updated on **7 October 2020**.

## Appendix 1

### Coronavirus Advice for Parents

You should only book a test for your child if they have any of these three coronavirus symptoms:

**A high temperature** – any new high temperature where your child feels hot to touch on their chest or back (you do not need to measure the temperature if you do not have a thermometer)

**A new continuous cough** – coughing a lot for more than an hour, or three or more coughing episodes in 24 hours

**A loss of, or change in, sense of smell or taste** – a noticeable loss of smell or taste or things smell and taste different to normal

Your child does not need a test if they have a runny nose, are sneezing or feel unwell but don't have coronavirus symptoms. In these circumstances, it is your choice as their parent/carer to decide if they are well enough to attend school.

**Only the person with symptoms should get tested;** no one else in the house needs to be tested unless they also have symptoms, but all members of the house should self-isolate while you wait for the test results.

If a test comes back positive, that person must isolate for **10 days** and the rest of the household should isolate for **14 days** and **only get a test if they too develop symptoms.**

If someone in your child's class tests positive, your child and the rest of the class will be sent home to self-isolate for 14 days but **you do not need to get your child tested unless they develop symptoms themselves and the rest of your household does not need to isolate unless someone in the house develops symptoms.**

## Appendix 2

### **School staff summary on protocol for dealing with a suspected coronavirus case in children**

- If you suspect a child has developed symptoms while at school, they should be removed from the classroom immediately and brought to the designated waiting area at the front of the school.
- You should ask a member of the office staff to ring home and ask for the child to be collected immediately.
- An adult should wait with the child until they are collected – during this time they should wear PPE (see Appendix 3 - **Guide to Donning and Doffing standard PPE**, also on display on the wall in the medical room). PPE is located in the school office.
- While waiting, if the child needs the bathroom they should use the disabled toilet, which should then be put 'out of order' until it has been fully cleaned and disinfected.
- Once the child has been collected, the waiting area should be fully cleaned with anti-bacterial products.
- PPE should be removed as per Donning and Doffing Standard PPE guidance, double bagged and put directly into the general waste wheelie bin in the outside bin store.

# Guide to donning and doffing standard Personal Protective Equipment (PPE)

## for health and social care settings

### Donning or putting on PPE

Before putting on the PPE, perform hand hygiene. Use alcohol handrub or gel or soap and water. Make sure you are hydrated and are not wearing any jewellery, bracelets, watches or stoned rings.

- 1 Put on your plastic apron, making sure it is tied securely at the back.



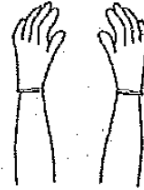
- 2 Put on your surgical face mask, if tied, make sure securely tied at crown and nape of neck. Once it covers the nose, make sure it is extended to cover your mouth and chin.



- 3 Put on your eye protection if there is a risk of splashing.



- 4 Put on non-sterile nitrile gloves.



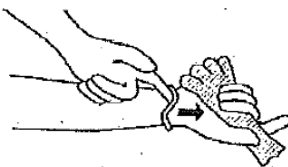
- 5 You are now ready to enter the patient area.



### Doffing or taking off PPE

Surgical masks are single session use, gloves and apron should be changed between patients.

- 1 Remove gloves, grasp the outside of the cuff of the glove and peel off, holding the glove in the gloved hand, insert the finger underneath and peel off second glove.



- 2 Perform hand hygiene using alcohol hand gel or rub, or soap and water.



- 3 Snap or unfasten apron ties the neck and allow to fall forward.



Snap waste ties and fold apron in on itself, not handling the outside as it is contaminated, and put into clinical waste.

- 4 Once outside the patient room. Remove eye protection.



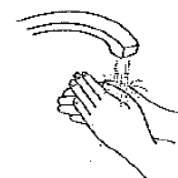
- 5 Perform hand hygiene using alcohol hand gel or rub, or soap and water.



- 6 Remove surgical mask.



- 7 Now wash your hands with soap and water.





## Appendix 4



Public Health  
England

PHE South East Schools Cell  
24/9/2020 Version 1.0

# COVID-19 INFORMATION FOR PARENTS AND CARERS

**DO NOT SEND YOUR CHILD TO NURSERY/SCHOOL/COLLEGE IF THEY HAVE COVID-19 SYMPTOMS**  
Visit: [www.gov.uk/get-coronavirus-test](http://www.gov.uk/get-coronavirus-test) to book a test online, or call 119 if you don't have internet access

YOU SHOULD BOOK A TEST FOR YOUR CHILD IF THEY HAVE ANY OF:



### A HIGH TEMPERATURE

This means they feel hot to touch on the chest or back (you do not need to measure their temperature)



### A NEW CONTINUOUS COUGH

This means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if they usually have a cough, it may be worse than usual)



### A LOSS OR CHANGE TO THEIR SENSE OF SMELL OR TASTE

This means they've noticed they cannot smell or taste anything, or things smell or taste different to normal

IF YOUR CHILD DOES NOT HAVE SYMPTOMS OF COVID-19 BUT HAS OTHER COLD-LIKE SYMPTOMS, SUCH AS A RUNNY NOSE OR SORE THROAT, THEY DO NOT NEED TO BE TESTED. THEY AND THE REST OF THEIR HOUSEHOLD DO NOT NEED TO SELF-ISOLATE (UNLESS SOMEONE ELSE IN THE HOUSEHOLD HAS SYMPTOMS OR HAS TESTED POSITIVE, OR YOU HAVE OTHERWISE BEEN ADVISED BY NHS TEST AND TRACE).

YOUR CHILD CAN ATTEND NURSERY/SCHOOL/COLLEGE IF THEY ARE WELL ENOUGH TO DO SO.

## WHAT TO DO IF...

<p><b>YOUR CHILD HAS COVID-19 SYMPTOMS</b></p> <ul style="list-style-type: none"> <li>▶ DO NOT SEND YOUR CHILD TO NURSERY/SCHOOL/COLLEGE</li> <li>▶ Whole household begins self-isolation (10 days for a person with symptoms and 14 days for household contacts)</li> <li>▶ Book a COVID-19 test</li> <li>▶ Inform nursery/school/college immediately about test results</li> </ul> <p><b>WHEN CAN MY CHILD RETURN?</b></p> <p>They can return if the test is negative – providing they are well enough, have not had a fever for 48 hours, and haven't been advised to self-isolate by NHS Test and Trace</p>	<p><b>YOUR CHILD TESTS POSITIVE FOR COVID-19</b></p> <ul style="list-style-type: none"> <li>▶ DO NOT SEND YOUR CHILD TO NURSERY/SCHOOL/COLLEGE</li> <li>▶ Inform nursery/school/college immediately about test result</li> <li>▶ Your child and all household/support bubble members should self-isolate as advised by NHS Test and Trace (anyone with symptoms should book a test)</li> </ul> <p><b>WHEN CAN MY CHILD RETURN?</b></p> <p>They can return after 10 days of isolation, even if they still have a cough/loss of smell or taste. These symptoms can last several weeks.</p>	<p><b>SOMEBODY IN YOUR CHILD'S HOUSEHOLD HAS COVID-19 SYMPTOMS</b></p> <ul style="list-style-type: none"> <li>▶ DO NOT SEND YOUR CHILD TO NURSERY/SCHOOL/COLLEGE</li> <li>▶ The household member should book a COVID-19 test</li> <li>▶ Whole household begins self-isolation (10 days for a person with symptoms and 14 days for household contacts)</li> <li>▶ Inform school immediately about test results</li> </ul> <p><b>WHEN CAN MY CHILD RETURN?</b></p> <p>They can return if the symptomatic household member's test is negative and your child hasn't been advised to self-isolate by NHS Test and Trace.</p>	<p><b>SOMEBODY IN YOUR CHILD'S HOUSEHOLD TESTS POSITIVE FOR COVID-19</b></p> <ul style="list-style-type: none"> <li>▶ DO NOT SEND YOUR CHILD TO NURSERY/SCHOOL/COLLEGE</li> <li>▶ Inform school immediately about test results</li> <li>▶ Your child and all household/support bubble members should self-isolate as advised by NHS Test and Trace (anyone with symptoms should book a test)</li> </ul> <p><b>WHEN CAN MY CHILD RETURN?</b></p> <p>They can return when they have completed 14 days of self-isolation without any symptoms*.</p>
<p><b>CONTACT TRACING HAS IDENTIFIED YOUR CHILD AS A CLOSE CONTACT</b></p> <ul style="list-style-type: none"> <li>▶ DO NOT SEND YOUR CHILD TO NURSERY/SCHOOL/COLLEGE</li> <li>▶ Your child should self-isolate for at least 14 days, as advised either by NHS Track and Trace or by Public Health England (via their educational setting)</li> </ul> <p><b>WHEN CAN MY CHILD RETURN?</b></p> <p>They can return to school when they have completed 14 days of self-isolation without any symptoms.</p>	<p><b>YOUR CHILD HAS BEEN IN CONTACT WITH SOMEONE WHO HAS BEEN IDENTIFIED AS A CLOSE CONTACT</b></p> <ul style="list-style-type: none"> <li>▶ Attend nursery/school/college as normal</li> <li>▶ If your child does not have any COVID-19 symptoms they should carry on with normal activities.</li> </ul>	<p><b>YOUR CHILD HAS TRAVELLED ABROAD AND HAS TO SELF-ISOLATE</b></p> <ul style="list-style-type: none"> <li>▶ DO NOT SEND YOUR CHILD TO NURSERY/SCHOOL/COLLEGE</li> <li>▶ Self-isolate for at least 14 days in line with quarantine advice</li> </ul> <p><b>WHEN CAN MY CHILD RETURN?</b></p> <p>They can return to school when they have completed 14 days of self-isolation without any symptoms.</p>	<p>* If your child has been identified as a close contact of a case of COVID-19, or has returned from travel abroad and is self-isolating, they must self-isolate for 14 days – even if they have a negative COVID-19 test result.</p>

For further information on COVID-19 in educational settings (including a guide for parents and carers) see: [www.gov.uk/coronavirus/education-and-childcare](http://www.gov.uk/coronavirus/education-and-childcare)