

Frequently Asked Questions

Thank you to all parents of Year 2 and other year groups for your continued support and understanding as we work through the issues created by Covid 19 restrictions and implications.

We know that there are very many questions arising from concerns around the need for schools and institutions to close partly or fully upon notification of a positive confirmation of Covid 19. There are no precedents for these and we are following the guidance as far as it is available in order to keep your children, your families and our colleagues safe at all times.

Schools are being asked to closely adhere to a system of controls or primary measures, including handwashing, enhanced cleaning and minimal mixing, so we are not expecting large outbreaks across different year groups. Oak Green School has these measures in place,

Please see the list here:

Despite the huge disruption to school and family life that this unexpected year group closure will bring, the priority is to uphold our school's Covid security as far as we are able.

We have put together some FAQs (frequently asked questions) based on those provided to us on Saturday 13th September by Public Health England and other concerns expressed over the weekend by parents, with regard to our school procedures also, based on:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> (10.09.20)

We would ask that any queries are directed to the office and school leaders, in order to ensure that you get accurate information and not hearsay or opinion. We want to answer all concerns directly to reassure you of our school's commitment to staying safe and our use of reliable sources of information.

Prevention

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
- 2) Where recommended, use of face coverings in schools.
- 3) Clean hands thoroughly more often than usual.
- 4) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- 5) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
- 6) Minimise contact between individuals and maintain social distancing wherever possible.
- 7) Where necessary, wear appropriate personal protective equipment (PPE).

Numbers 1 to 5 must be in place in all schools, all the time.

Number 6 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 7 applies in specific circumstances.

Question	Answer	Risk assessment
How are you arranging the start and end of the day?	Staggered starts and finishes to the school day have been arranged and year groups have each been given an entrance to use. No year group who uses the same entrance is entering or exiting the site at the same time. Parents have been strongly advised to social distance via newsletters and senior staff, who are present daily at each entrance. Parents have now been advised to wear a face mask.	<p>Page 2</p> <ul style="list-style-type: none"> • There will be separate entrance and exits for each year group and staggered start and end times (Paterson Road Nursery, Reception and year 1, Oak Green entrance for years 2 and 4, Kitchen entrance (for year 3), staff rear entrance (Years 5 and 6). • On arrival, every child will sanitise their hands on entering the premises.

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<p>How are you organising breakfast and after school club?</p>	<p>We have restricted the number of children who can attend each day and week. The children are sitting on year group tables, resources only used by that table. These are then quarantined before moved to another year group table</p>	<p>Page 2</p> <ul style="list-style-type: none"> avoiding contact between groups <p>Page 5</p> <ul style="list-style-type: none"> Sunrise and Sunset Clubs will be available to children returning in September although we will only allow 16 places. 8 for Reception, Y1,2 and 8 for KS2. These children will sit on year group tables in the dining room and have activities on the table.
<p>Reading books/ home-learning books</p>	<p>These are sent home to individual children. In their return, the books are quarantined for 72 hours before being touched or reissued to another child.</p>	<p>Page 6</p> <ul style="list-style-type: none"> Soft furnishings to be sprayed with disinfectant, soft toys and toys that are hard to clean (such as those with intricate parts) to come out and be used but then put away for 72 hours before coming out again. <p>Page 2</p> <ul style="list-style-type: none"> Each pupil will have their own resources on their set table. The children will be allocated a table and chair and that will be their set place in their classroom.
<p>Are the children having temperature checks each day?</p>	<p>The guidance does not require schools to regularly check children's temperatures. Parents might check their children. <i>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).</i></p>	<p>Page 2</p> <ul style="list-style-type: none"> On arrival, every child will sanitise their hands on entering the premises. Parents to take their child's temperatures each morning and will remain at home if they have a temperature.
<p>How are you arranging lunchtime?</p>	<p>Some year groups are eating in their classrooms with hot meals being delivered to them. Other year groups are eating in the hall or the dining room. No year group is in a room at the same time and between every year group entering the room, the tables and chairs are wiped with disinfectant. The children are not sharing any items and their water is being poured for them.</p>	<p>Page 2</p> <ul style="list-style-type: none"> Each pupil will have their own resources on their set table. The children will be allocated a table and chair and that will be their set place in their classroom. Each year group will have a different break-time. Each year group will remain in their own year group bubble. Lunchtime will be staggered
<p>Are the teachers sharing a staffroom?</p>	<p>Teachers have staggered breaks and lunchtimes and several allocated rooms across the school to use. These are allocated by year group bubbles. Staff sit 2m apart within this room. These rooms are cleaned daily.</p>	<p>Page 2</p> <ul style="list-style-type: none"> staff maintaining distance from pupils and other staff as much as possible Each year group will have a different break-time. Each year group will remain in their own year group bubble. Lunchtime will be staggered. <p>Page 5</p> <ul style="list-style-type: none"> Pupils and staff minimise contact and mixing

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		<ul style="list-style-type: none"> • Children, young people and staff where possible, only mix in a year group bubble and that bubble stays away from other people and bubbles. Classes will only be taught by one teacher and one teaching assistant. A PPA teacher has been allocated to each year group bubble so PPA can still be given without mixing up bubbles. • A 1m² area in the doorway of all classes must be available for persons entering the classroom for message etc. and for monitoring/ SLT etc. visits.
How are you arranging staff meetings?	Very few meetings are taking place at this current time. If any meetings are held then staff sit in their year group bubbles and sit a distance away from any other year group bubble.	<p>Page 2</p> <ul style="list-style-type: none"> • staff maintaining distance from pupils and other staff as much as possible
Have you enhanced your cleaning routine?	The cleaning company are carrying out thorough cleaning each day in every room. School staff are also cleaning the tables and chairs during the day. Every child has their own chair, desk space and pen / pencil, these are never shared with other children. Children are using both soap and water and hand gel at very regular intervals during the school day.	<p>Page 2</p> <ul style="list-style-type: none"> • Each pupil will have their own resources on their set table. The children will be allocated a table and chair and that will be their set place in their classroom.
Will you arrange a deep clean if there is a positive case?	If there is a positive case in school, a deep clean is arranged for that day using our contracted cleaning company. The classrooms, toilets, dining areas and any other immediate areas that the year group have been using will be deep cleaned.	<p>Page 4</p> <ul style="list-style-type: none"> • Public Health will work with the school and the bubble affected will be closed for a deep clean if test result is positive. Children and staff in that bubble will be sent home to self-isolate for 14 days. If a parent contacts us and says they have to self-isolate, then a self-isolating pack of work will be sent home. If a whole year group bubble has to self-isolate, then learning will continue through google classrooms so learning is not lost. (see procedures for COVID possible symptoms)
Should I keep my child off if they have a cold?	Symptoms of a cold are different to that of coronavirus. If they have a cold and no symptoms of coronavirus, they can still attend school. <i>a loss of, or change in, your normal sense of taste or smell (anosmia)</i> ". Please see the guidance on our website regarding the differences.	Government advise state that <i>"the most important symptoms of coronavirus (COVID-19) are recent onset of any of the following: a new, continuous cough a high temperature (37.8 degrees Celsius or above)</i>

COVID-19 Question	Further Questions and Answers for Schools (Version 2.0 - 3rd September 2020) South East Educational Settings Working Group (verbatim)	Further Oak Green School Information
How might we hear about a staff member or child who has tested positive?	Settings might hear about a confirmed case via the person themselves, or their parent or guardian, after they receive their positive test results. Alternatively, settings might receive a call from their local health protection team. This is because the NHS Test and Trace system automatically escalates all positive results for people who attend 'complex settings' (such as schools, colleges, care homes, prisons, etc.). Whereas individuals are generally advised by call handlers using a script, complex settings will always be managed by health protection experts.	We would ask that all Parents/ Carers or staff members, please inform us immediately of any positive result.
Do we need to inform parents of a confirmed case in school/college?	When a case has been confirmed within the school, the health protection team will provide you with letters to send to all parents to inform them. It is important to keep the specific details of the case confidential so no further details about the person should be provided. We will also provide specific letters for children and staff who have been identified as being a contact of the case, providing further details on isolation requirements. If there have been several cases over a shorter period, we may provide you with further correspondence for parents.	We would always seek to inform all parents as fast as possible, in an open and transparent way to allow time for arrangements to be made
Do we need to inform parents of suspected case in school/college?	We do not routinely advise that educational settings inform parents of a suspected case. However, you may still choose to do so based on your local knowledge of your parent body. Situations when you may decide it is helpful to inform parents of a suspected case may include when there are high levels of concern. The health protection team and local education team are happy to advise you in this situation and can provide communications support. You should take care not to reveal personal details of the suspected case to other parents. It is not necessary for any contacts of the suspected case to isolate.	We would not advise of a suspected case until confirmation of a positive result was received by a family or staff member.
Are there any circumstances where a school should close completely?	It is unlikely that a school would need to close completely, although this may rarely be necessary: 1. If the school is unable to operate safely due to the requirement of key staff to self-isolate, or 2. On the guidance of the Health Protection Team and Local Authority Education department, for example in a situation where there are multiple cases across different bubbles or year groups. Evidence to date suggests a low risk of school-based transmission.	This is unlikely and would only be undertaken with full guidance and assistance.
Will settings be informed of any test results directly?	As part of NHS Test and Trace, educational settings should be contacted by the local Health Protection Team if a child or staff member tests positive, and they have been in attendance at school during the infectious period (from 48h before onset of symptoms to 10 days after). Settings will not be informed of any negative results and would not normally be informed of a result where the child has not attended school while infectious.	We would hope to hear from the individual or family ahead and not wait until HPT contacts the school. HPT

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	Settings will often hear from the individual who has tested positive (or their parent/guardian) before they are called by the health protection team. In this instance they should call the health protection team as soon as possible.	would then be contacted immediately.
How will school pickups and drop offs be dealt with if one child is meant to stay at home and one is meant to be at school?	If one child is isolating as they have been in contact with a confirmed case, they need to stay at home. They should not be accompanying the other child to school drop off. Parents should explore their options for transporting the child who is not isolating to school.	We are not able to assist with this unfortunate outcome of e.g. a class or year group closure.
If a child/staff member has COVID-19 symptoms, gets tested and tests negative, can they return to school/college even if they still have symptoms?	Following a negative result, the child or staff member can return to school/college, provided that they no longer have a fever and feel well enough to return. 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. An important exception is if they are a known contact of someone who has tested positive, in which case they must stay off school for the 14 day isolation period even if they test negative. This is because they can develop the infection at any point up to day 14 (the incubation period for COVID-19).	We would welcome back anyone with a negative result, ensuring that this guidance is observed.
Can a child who has tested positive (or who was symptomatic of COVID-19) return to school after 10-day period of isolation, even if they still have a cough?	If a child or staff member has had symptoms of coronavirus (COVID-19) and/or has tested positive, then they may end their self-isolation after 10 days and return to school, as long as 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. If they still have a high temperature, they need to keep self-isolating until their temperature returns to normal. More information can be found here.	We would ensure that this guidance is observed.
A child/staff member recently tested positive for COVID-19 and returned to the setting after completing 10 days of isolation. However, they have just tested positive again. What does this mean?	If that person has not developed new symptoms of COVID-19 and has tested positive within six weeks of a previous positive test, they do not need to self-isolate again. This is because although we are confident that people only remain infectious for a period of 10 days from symptom onset, the test can pick up fragments of DNA for many weeks after this. However, if the person previously recovered, then developed new symptoms and tested positive, this will be treated as a new infection. This is because we still lack evidence that previous infection offers any long-term immunity to coronavirus.	We would ensure that this guidance is observed.
If a contact tests negative within their recommended isolation period, can they return to setting?	No. They must stay off school for the full 14 day isolation period, even if they test negative. This is because they can develop the infection at any point up to day 14 (the incubation period for COVID-19).	We would comply fully with this guidance, acknowledging that this is frustrating.
What if we have more than one suspected case – do we still wait for test results before sending any contacts home?	The health protection team would not routinely recommend any isolation of contacts before a positive case is confirmed. However, if there are any concerns about the risk assessment, do contact your local health protection team so that they can support you with a thorough risk assessment to make sure the correct course of	We would ensure that this guidance is observed.

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	<p>action is taken.</p> <p>If you are planning to take any public health action, such as isolation of contacts, please always call your health protection team first to discuss. You will be able to speak to a health protection practitioner between 8am and 10pm, 7 days a week (although there is someone on call 24 hours a day if needs be).</p>	
<p>What kind of cleaning do we need to do if someone in the setting has been sent home after developing symptoms of COVID-19?</p>	<p>The following is taken from Guidance for Full Opening: Schools, under 'Prevention':</p> <p>1. Minimise contact with individuals who are unwell':</p> <p>Areas where a symptomatic person has passed through and spent minimal time but which are not visibly contaminated with body fluids, such as corridors, can be cleaned thoroughly as normal. All surfaces that the symptomatic person has come into contact with should be cleaned and disinfected, including all potentially contaminated and frequently touched areas such as bathrooms, door handles, telephones, grab rails in corridors and stairwells</p> <p>Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings – think one site, one wipe, in one direction – using a household detergent followed by disinfection, following manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants.</p>	
<p>Can non-teaching staff, such as lunchtime supervisors, supervise more than one bubble?</p>	<p>This should be risk assessed against the system of controls, with alternatives considered wherever possible. Consistently maintaining 2 metre social distancing will substantially reduce risk, in addition to good hand hygiene and other primary measures. Social distancing will be more challenging in early years settings, where other arrangements may be necessary. Thinking about the contact-tracing implications of any cross-bubble working is helpful for planning purposes and estimating risks involved for any one solution.</p>	
<p>Some of our classes are a distinct group but work in the same room as another class. Is this OK?</p>	<p>The guidance states that in terms of minimising mixing, 'settings must put in place measures that suit their particular circumstances', but also recognises that returning to normal group sizes is based on the fact that the overall risk to children from coronavirus (COVID-19) is low. In order to reduce mixing if only one large room is available, settings could consider partitioning the room with a physical barrier (e.g. furniture), use an outdoor space, and should always make sure the space is well ventilated. Any shared spaces should always be cleaned between.</p>	<p>This is only the case for the dining room and hall at lunchtimes. Year groups are at staggered times and are cleaned between year groups.</p>
<p>Can teaching or support staff safely work across two or more bubbles?</p>	<p>If a setting has chosen to implement a bubble system, and where it is not possible for staff to be socially distanced from children, settings should consider the health protection and practical implications of 'cross bubble' working. The aim of small consistent groups is to reduce the spread of infection and enable more effective contact tracing. In a rota system, if a pupil in one bubble tests positive for COVID-19, the teacher covering both may have to isolate for 14 days, leaving the other bubble with no teacher. If a teacher covering two bubbles becomes positive for COVID-19, there is an infection risk to both bubbles, as well as the practical</p>	

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	<p>implications of isolating children who have had significant contact from both bubbles for 14 days. Cross-bubble working may be chosen as a practical solution to offering a full curriculum after alternatives have been considered, particularly where teaching staff are able to socially distance from children. In either scenario, settings should always ensure that they are implementing the primary preventative measures in the system of controls, in order to substantially reduce risk of transmission in the setting.</p>	
<p>Is the headteacher able to move around the school?</p>	<p>This should be safe as long as they consistently maintain 2 metre social distancing, in addition to good hand hygiene and other primary measures in the system of controls.</p>	
<p>Why are face coverings compulsory in shops and on transport, but not routinely recommended in educational settings?</p>	<p>The government is not recommending universal use of face coverings in all schools. Based on current evidence and the measures that schools are already putting in place, such as the system of controls and consistent bubbles, face coverings will not be necessary in the classroom, even where social distancing is not possible. Face coverings would have a negative impact on teaching and their use in the classroom should be avoided.</p> <p>In primary schools where social distancing is not possible in areas outside of classrooms between members of staff or visitors, for example in staffrooms, headteachers will have the discretion to decide whether to ask staff or visitors to wear or agree to them wearing face coverings in these circumstances. Primary school children will not need to wear a face covering. Please be aware that some individuals are exempt from wearing face coverings. Please note that:</p> <p>The use of face coverings does not replace other measures in the system of controls should already be in place.</p> <p>It is vital that face coverings, if worn, are used correctly and that clear instructions are provided to staff, children and young people on how to put on, remove, store and dispose of face coverings to avoid inadvertently increasing the risks of transmission.</p> <p>It is very unlikely that use of a face-covering would change the risk assessment when identifying contacts of a case (i.e. identified contacts who were wearing a face covering would still be asked to self-isolate.</p>	
<p>What if teachers/other staff members wish to use face coverings outside of the setting's policy or national guidance?</p>	<p>Please see up to date guidance on the use of face coverings in educational settings.</p> <p>Any use outside of national guidance should be carefully risk assessed by the setting, including individual risk assessments if appropriate. This should always consider the risks of misuse and inadvertent increase in transmission risk, as well as the potential negative effects on communication and thus education.</p> <p>It is vital that face coverings, if worn, are used correctly and that clear instructions are provided to staff, children and young people on how to put on, remove, store and dispose of face coverings to avoid inadvertently increasing the risks of transmission.</p>	
<p>Can visors be used in place of face coverings?</p>	<p>Visors are not recommended as an alternative to face coverings. Visors are used in addition to other items of PPE, in clinical settings under particular circumstances where the risks of aerosol</p>	

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	transmission are raised. Although there is little evidence around their effectiveness outside of the clinical setting, if used without a face covering they are unlikely to offer protection to the wearer or those around them from coronavirus transmission.	
Should external visitors to school be wearing face coverings?	Social distancing, hand-washing and respiratory hygiene remain the most important measures to prevent the spread of coronavirus (COVID-19), and face coverings do not replace these measures. External visits to schools should only occur when strictly necessary. Social distancing should be easily implementable for visitors such as suppliers and external contractors. Any essential visitors to the school, such as suppliers, should be told that they cannot enter if they are displaying any symptoms of coronavirus (COVID-19) or are known to be a contact of someone who has tested positive. Where social distancing is not possible in areas outside of classrooms between members of staff or visitors, for example in staffrooms, headteachers will have the discretion to decide whether to ask staff or visitors to wear or agree to them wearing face coverings in these circumstances.	
What should/could a school do if we know that a student is not adhering to social distancing outside school?	Schools are only able to control what happens within the school environment. In terms of social distancing outside educational settings, you may wish to ensure parents have access to appropriate information. Some schools have sent letters to parents reminding them of general social distancing rules (e.g. children should not be having play dates inside each other's homes). National schools guidance provides further detail on behaviour expectations and how to manage this in the setting.	
If we need to move a child or staff member between bubbles, do they need a period of "quarantine"?	If a setting has chosen to implement a 'bubble' system to minimise mixing between groups, it would be advisable to only move children or staff between bubbles on a permanent basis. To further reduce risk, this should ideally happen after a weekend (or after a 48 hour period when they do not usually attend school). If a child/staff member tests positive, contact tracing would go back 48 hours before they became unwell. A gap in attendance would therefore mean that only one bubble would be exposed/need to isolate in the unlikely situation that the child developed symptoms on the first day in their new bubble.	
If a child/staff member tests positive, which contacts do we need to advise?	If the positive case attended their educational setting in the 48 hours prior to developing symptoms, their close contacts in the setting will be advised to self-isolate. The health protection team will help the setting identify these contacts and would support the setting to communicate with them. See below for a detailed description of 'contacts'. The case's household contacts and any additional non-household contacts would be traced by the NHS test and trace programme and advised accordingly.	
Who is considered a contact in an educational setting?	A contact is defined as a person who has had close contact with a confirmed case of COVID-19 during their infectious period (48 hours before to 10 days after onset of symptoms, or test if asymptomatic). Identification of contacts in an educational setting will depend on the arrangements the setting has in place to minimise mixing. In a	

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	primary school, this is likely to include the class teacher and other students in the bubble/class.	
For the purposes of contact tracing, what is a household?	A household is taken to mean anyone who the child or staff member lives with. Some people may have multiple households (for example if a child's parents are separated). It also includes anyone in their 'support bubble'.	
If a staff member has cared for a symptomatic child who subsequently tests positive, but was wearing PPE in line with guidance, do they still have to self-isolate for 14 days?	PPE may be required for adults supervising a child who has developed symptoms whilst at the setting, where 2m social distancing cannot be maintained (see Suspected Cases, above). For contact tracing purposes, only medically trained staff who have been trained in donning and doffing of medical grade PPE are currently not required to self-isolate, after close contact with a confirmed case (according to definitions above). For this reason, we would advise schools to provide care to symptomatic pupils at more than 2m distance wherever possible. Hopefully, instances where closer contact is necessary will be rare. In addition to PPE, measures to further lower infection risk include use of an outdoor or well-ventilated space and good hand hygiene.	
Should a child/staff member come to school if a member of their household has COVID-19 symptoms?	No. If a member of the child's household is unwell with COVID-19 symptoms then the child/staff member should isolate for 14 days starting from the day the household member(s) became ill and follow then stay at home guidance.	
If a child lives with someone who is self-isolating as a contact of a confirmed case (e.g. a sibling of another child in school whose bubble has been sent home), can the child attend school?	If someone is a contact of a confirmed case, only they need to isolate, not their household contacts. If they become symptomatic however, they should get tested and their household contacts should isolate for 14 days. In the example given – the child whose bubble has been advised to isolate for 14 days should do so, but their parents and siblings do not need to isolate, as long as the isolating child remains well during that period. The sibling could continue to attend school.	
What should we do if we know/suspect that a child is a contact of a case outside school, but their parents are still bringing them to school?	Contacts of confirmed cases are required to self-isolate as instructed by NHS test and trace. If this situation occurs, you might wish to remind parents of stay at home guidance for household and non-household settings. If you have concerns, please contact your local health protection team and local authority education team for advice.	
Are we required to provide the health protection team with details of all contacts of a positive case in the setting?	Following notification of a positive case, your local health protection team will work with you to identify contacts who will be asked to self-isolate. Individual names will not usually be required, since the setting will be asked to contact these children/staff members directly. However, if the situation is more complicated, or there is a need to arrange wider swabbing, we may need individual	