

## Managing COVID-19 cases in early years settings

This guidance is to support nurseries, childminders and children's centres in Ealing to manage suspected and confirmed cases of COVID-19 in their settings. It is also important that the Local Authority and Public Health can maintain an overview of local cases. This guidance will be updated as and when required in line with government policies.

Refer to the flow chart for managing suspected and confirmed cases of COVID-19 in early years settings (see download section below)

### Stay at home if symptomatic

Staff and parents should be aware that if anyone in their household has any of the following symptoms of Covid-19, however mild, they need to stay at home get a Covid 19 test as soon as possible. The main symptoms of Covid 19 are:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your 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 you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Further information can be found on the NHS website: [Symptoms of coronavirus \(COVID-19\)](#).

Covid-19 Guidance for early years settings:

Guidance for early years settings can be found on the DfE website:

- [Actions for early years and childcare providers during the coronavirus Covid-19 outbreak](#)
- [Early years foundation stage coronavirus disapplications](#)
- [safe working in education, childcare and children's social care](#)

### Who should early years settings contact?

#### For confirmed cases (test positive) of COVID-19

Refer to the flow chart for managing suspected and confirmed cases of COVID-19 in early years settings (see download section below)

1. Contact DfE's helpline on 0800 046 8687 and select the option for reporting a positive case of coronavirus (Monday to Friday: 8am-6pm, and Sat/Sun: 10am-4pm). An advisor will inform you what action is needed based on the latest public health advice, and work through a risk assessment to identify close contacts.

Specialist provisions can directly contact Public Health England London Coronavirus Response Cell (LCRC) on 0300 303 0450 for a single confirmed case.

2. Complete the confirmed cases form (see download section below) and send to Ealing family information service [children@ealing.gov.uk](mailto:children@ealing.gov.uk) and the Council's Public Health team [publichealth@ealing.gov.uk](mailto:publichealth@ealing.gov.uk) and to your allocated Early Years Consultant.
3. You can also call your allocated consultant on the phone for advice and support if this is helpful.
4. [Inform Ofsted](#), 'as soon as reasonably practical, and in any case within 14 days'.

#### For two or more confirmed cases of COVID-19 in a 14 day period.

1. Contact Public Health England London Coronavirus Response Cell (LCRC) on 0300 303 0450. An advisor will take you through a risk assessment and advise on the best action based on current public health advice.
2. Complete the confirmed cases form (see download section below) and send to Ealing family information service [children@ealing.gov.uk](mailto:children@ealing.gov.uk) and the council's public health team [publichealth@ealing.gov.uk](mailto:publichealth@ealing.gov.uk) and to your allocated early years consultant.
3. [Inform Ofsted](#), 'as soon as reasonably practical, and in any case within 14 days'.

Downloads and or type unknown



[Confirmed COVID-19 cases notification template January 2021.docx \(docx\)](#)

#### Was this page useful?

- [Yes](#)
- [Neutral](#)
- [No](#)

Last updated: 28 Jan 2022