

Managing a case of suspected or confirmed COVID-19 in educational settings: update 1.6.20

The national Test and Trace system is rapidly evolving, and we will be updating this document in line with this.

1. Stay at home if symptomatic

Staff, students and parents should be aware that if they, or anyone in their household, develops symptoms of COVID-19, they stay at home and follow guidance for [households with possible coronavirus infection](#). This is 7 days isolation for anyone with COVID-19 symptoms and 14 days for household contacts. The symptoms that staff, parents and children should be aware of are **high temperature, new persistent cough, loss or change in taste or smell**. Anyone who has COVID-19 symptoms can now access a test [here](#). (see section below – Test and Trace).

2. Developing symptoms on site

If anyone in an education or childcare setting becomes unwell with symptoms of coronavirus while they are attending the setting, they must be sent home and advised to follow the guidance for [households with possible coronavirus infection](#).

If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.

If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be [cleaned and disinfected](#) using standard cleaning products before being used by anyone else.

PPE (gloves, apron, fluid resistant surgical mask +/- eye protection) should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). Staff should pay attention to don and doff PPE safely, according to [guidance](#), and ensure meticulous hand washing after its removal. Staff should wash their hands with soap and water thoroughly for 20 seconds after any contact with someone who is unwell and of course, frequently throughout the day.

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, they can access [testing](#)), or the child subsequently tests positive, in which case they may be asked to self-isolate for 14 days as part of 'test and trace' (see below).

Please read the [guidance on cleaning](#) after a suspected case of COVID-19 in order to reduce the risk of infection, including PPE requirements.

3. 'Test and Trace' in schools

Staff or students who develop symptoms must self-isolate for 7 days (and their household contacts must self-isolate for 14 days) in line with the guidance for [households with possible coronavirus infection](#).

Staff and students who develop coronavirus symptoms are encouraged to [access testing](#) and should apply as soon as possible within 3 days of having symptoms (the test is best taken within 5 days of symptoms starting). This test detects virus in the body, and involves taking a swab of the inside of the nose and back of the throat, using a long cotton bud. Children under 12 need a parent or guardian to do this for them. There is option of going to a regional drive through testing site or getting a home testing kit delivered. Please note this is different to an 'antibody' test which detects potential signs of immunity to the virus. These tests are not currently available to school settings.

It should be noted that there is very high demand for coronavirus tests currently and there is no guarantee of getting one if requested on the national website. Testing capacity is rapidly evolving.

Where the child, young person or staff member tests negative, and the child is well, they can return to their setting and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the child/family should be contacted as part of the national 'Test and Trace' system, and the rest of their class or group within the setting may be asked to isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

4. Who should schools contact?

For suspected cases of COVID-19 – where children or staff have COVID-19 symptoms

- Contact Steve Dunham (DunhamS@ealing.gov.uk or 07940546263) and Raj Chowdhury (ChowdhuryR@ealing.gov.uk) for advice, including how to access testing.

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

- We anticipate schools to be contacted as part of the national 'Test and Trace' system.
- We are currently advising schools to contact Public Health England London Coronavirus Response Cell (LCRC) on 0300 303 0450 if there has been a confirmed coronavirus case (staff or child) who has attended school.
- Also please inform: Steve Dunham (DunhamS@ealing.gov.uk or 07940546263) Raj Chowdhury (ChowdhuryR@ealing.gov.uk) and the council's public health team (publichealth@ealing.gov.uk).

Public Health England's London Coronavirus Response Cell will undertake a risk assessment, including on close contacts who will need to self-isolate for 14 days, and will advise on the most appropriate action to take.

For more than one confirmed case of COVID-19 at any one time at school:

- We anticipate schools to be contacted as part of the national 'Test and Trace' system.
- We are currently advising schools to contact Public Health England London Coronavirus Response Cell (LCRC) on 0300 303 0450
- Also please inform: Steven Dunham, Raj Chowdhury and the council's public health team (publichealth@ealing.gov.uk)

Public Health England's London Coronavirus Response Cell will undertake a risk assessment, including on close contacts who will need to self-isolate for 14 days, and will advise on the most appropriate action to take.