



Dealing with a suspected case of Covid 19 in school - guidance for staff

The main symptoms of COVID-19 are:

- new continuous cough and/or
- fever (temperature of 37.8°C or higher)
- Loss of or change in, normal sense of taste or smell (anosmia)

Children may also display gastrointestinal symptoms.

If anyone becomes unwell with a new continuous cough, a high temperature or a loss of or change in their normal sense of taste or smell they must be sent home as soon as possible.

Students should be moved to the medical room 0603 and into the isolation room 0603A. A First Aider should be called to move the child, unless this would cause undue delay. When moving the child please maintain a distance of 2m if possible. If a 2m distance cannot be maintained First Aiders or supervising staff should wear a fluid resistant surgical face mask. If direct contact with the child is necessary, and there is significant risk of contact with bodily fluids, then the following PPE should be worn:

- Disposable gloves
- Disposable plastic apron
- Fluid-resistant surgical face mask
- Face shield

Face masks must:

- cover both nose and mouth
- not be allowed to dangle around the neck
- not be touched once put on, except when carefully removed before disposal
- be changed when they become moist or damaged
- be worn once and then discarded - hands must be cleaned after disposal

A full range of PPE for Covid is available in the following locations:

PWT Office 1111
0207 (DT Prep Room) 1212 (Biology Prep Room) 2230 (Physics Prep Room)
LSU
PE Office
Main Office, **Reception**
PA Office

Please inform reception who will arrange for parents to collect the child and who will call for a First Aider if one is not already in attendance. Parents will be instructed to obtain a Covid-19 test for their child and will be provided with instructions re self-isolation.

Should the child need to use the toilet whilst in isolation in room O603A there is a toilet available adjacent to them. The medical room, isolation room and toilet will be deep cleaned by G4S following the child's collection and these rooms will be put out of action until then.

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, a test is available) or the child subsequently tests positive. You should wash your hands thoroughly for 20 seconds after any contact with someone who is unwell.

If a child tests positive for Covid 19, the school will be contacted by a contact tracer. **There will be no need for anyone to self-isolate until the test results are known and the school has heard from a contact tracer**, however – those who may be asked to self-isolate following a positive test result are persons who have been in contact with the child 48 hours prior to the child falling ill:

- Direct contact without PPE:
 - being coughed on, or
 - having a face-to-face conversation within 1 metre, or
 - having unprotected skin-to-skin physical contact, or
 - travel in a small vehicle, or
 - any contact within 1 metre for 1 minute or longer without face-to-face contact

- Close contact without PPE:
 - Extended close contact (between 1 and 2 metres for more than 15 minutes) with a case

All direct and close contacts will be sent home from school and advised to self-isolate for 14 days starting from the day they were last in contact with the case. Contacts will not be tested unless they develop symptoms.

A person who wore appropriate PPE or maintained appropriate social distancing (over 2 metres) would not be classed as a contact.

Members of staff who display Covid 19 symptoms should:

1. Go home.
2. Book a test immediately. <https://www.nhs.uk/ask-for-a-coronavirus-test>

3. Do not come back to work until you have received a negative test. Your family must self-isolate until you receive confirmation that the result is negative. If you feel well and no longer have symptoms similar to Covid-19 you can come back to school. Please inform the school of the negative result via hr@thomastallis.org.uk
4. **Inform the school immediately upon confirmation of a positive test via main reception 0208 856 0115 and email Covid19@thomastallis.org.uk**
5. If you receive a positive test you will be contacted by NHS Test and Trace who will ask you to provide details of anyone you have been in close contact with.
6. if you test positive, please follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)'. You must continue to self-isolate for at least 10 days from the onset of their symptoms and come back to work 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 you first became ill. If you still have a high temperature, you should keep self-isolating until your temperature returns to normal. Other members of your household should continue self-isolating for the full 14 days.

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