

DUNEDIN SCHOOL

Delivers unique education to individuals

Procedure in Event of suspected Coronavirus in staff and pupils

Contents:

1. When should a member of staff self-isolate?
2. When should a pupil self-isolate?
3. What if a member of staff suspects that they have Coronavirus?
4. What if a Pupil displays symptoms at home?
5. What if a pupil displays symptoms at school?
6. What should we do after contact with someone who has displayed symptoms of coronavirus?
7. What if a member of staff or a pupil tests positive on their Lateral Flow Device?
8. What if a staff member or pupil has been in close contact with someone who tests positive under the LFD programme?
9. What should the school do if a case of COVID-19 is identified?
10. When should the school contact the HPT?

1. When should a member of staff self-isolate?

There are four scenarios in which individuals should self-isolate:

1. They have symptoms of coronavirus
2. They have received a positive result from a LFD or PCR test
3. They have been in direct or in proximity contact (see below) with an identified positive covid case, or if they have been informed by an NHS contact tracer that they have been in close contact with someone who has tested positive and must isolate.
4. They live with someone who has symptoms but has not yet been tested or received their result (Unvaccinated staff only. Double vaccinated staff need not self-isolate in this instance)

Vaccinated staff

- With regard to scenarios 1-3, any staff members who are double vaccinated should self-isolate immediately and book a PCR test. They should isolate until they receive their results.
- If the test is positive, they should isolate in line with NHS guidance.
- However, if the test is negative and the member of staff is symptom free, they may resume their daily lives, even if they have ongoing contact with the index case. If symptoms develop at any time, they must self-isolate immediately and book a PCR test.

Unvaccinated Staff

- With regard to scenarios 1-4:

DUNEDIN SCHOOL

Delivers unique education to individuals

- If the staff member is un-vaccinated or has only had a single dose, they should self-isolate immediately and book a PCR test.
- If the PCR test is positive, they should continue to isolate in accordance with NHS guidance, for 10 days from onset of symptoms
- If the test is negative, they should still continue to isolate in line with NHS guidance.

Staff and parents should all be made aware of the most common symptoms of coronavirus :

- New, continuous cough*
- Fever/high temperature (37.8C or greater)
- Loss of, or change in, sense of smell or taste

Definition of Direct Contact:

- Face to face contact with a case within 1 metre for any length of time, including:
 - a) Being coughed on
 - b) Having a face-to-face conversation
- Having skin-to-skin physical contact
- Any contact within 1 metre for one minute or longer without face-to-face contact
- A person who has travelled in a small vehicle with someone who has tested positive for coronavirus (COVID-19); or in a large vehicle near someone who has tested positive for coronavirus (COVID-19).

Definition of Proximity contact:

A person who has been between 1 and 2 metres of someone who has tested positive for coronavirus (COVID-19) for more than 15 minutes, cumulatively within any 24 hour period, during the infectious period defined above.

2. When should a pupil self-isolate?

U18s should self-isolate if:

- They have symptoms of coronavirus
- They have received a positive result from a LFD or PCR test
- They have been informed by an NHS contact tracer that they have been in close contact with someone who has tested positive and must isolate. In this instance, the pupil should self-isolate immediately and book a PCR test. They should isolate until they receive their results.
- If the test is positive, they should self-isolate at home and should not go to school, public areas or use public transport.

DUNEDIN SCHOOL

Delivers unique education to individuals

- If the PCR test is negative, and the young person remains symptom free, they may end self-isolation and resume their daily lives, including returning to school, even if they have ongoing contact with the index case.
- If symptoms develop at any time, they must follow NHS guidance and self-isolate immediately.
- If and U18 close contact has had a positive PCR test in the last 90 days, they do not need to do another PCR test to be exempt from self-isolation, provided they remain asymptomatic.

3. What if a member of staff suspects that they have Coronavirus?

If a member of staff suspects that they may have coronavirus, they should:

- Stay at home, or go home immediately if at school.**
- Contact the NHS for PCR testing
- Stay in isolation until they receive the PCR test result.
- If the test result is negative, they can end isolation and return to work when they are well enough and have not had a fever for 48 hours. The rest of their household can end isolation straight away.
- If the test is positive, the member of staff should remain in isolation until 10 days from symptom onset, or longer if unwell.

4. What if a pupil displays symptoms at home?

If a pupil is displaying symptoms of coronavirus at home:

- parents/ carers should immediately contact NHS for PCR testing.
- Parents/carers should inform the school
- The pupil should stay at home until they receive the result of the PCR test.
- If the PCR test is positive, they should self-isolate at home and should not go to school. They should remain in isolation until 10 days from symptom onset.
- If the PCR test is negative, and the young person remains symptom free, they may end self-isolation and resume their daily lives, including returning to school.

5. What if a pupil displays symptoms at school?

If a pupil is displaying symptoms of coronavirus at school, they should:

DUNEDIN SCHOOL

Delivers unique education to individuals

- Be supported by a responsible adult who should maintain a 2m distance if possible or, if this is not possible, should wear first responder PPE.
- Immediately be isolated in a well-ventilated room or the outside shelter, at least 2 metres from other people
- Avoid touching people, surfaces and objects
- Cover their mouth and nose with a disposable tissue when they cough or sneeze, and then put the tissue in a bin with a lid.
- Be collected by family in a private vehicle or sent home in a taxi, following PPE regulations
- The family should inform the NHS and arrange for PCR testing
- The procedure for section 4 (above) should be followed

If an individual is so unwell that they require an ambulance, the school will call 999 and let the call handler know that we are concerned about coronavirus.

.....

6. What should we do after we have been in contact with an individual displaying symptoms?

After the individual has left the school:

- Individuals should wash their hands thoroughly for at least 20 seconds and then dry their hands thoroughly after any contact with someone who is unwell
- If the unwell pupil or staff member has used a toilet in school, that should be closed off until it has had an enhanced clean
- The school should undergo an enhanced clean in the event of a suspected coronavirus infection.

7. What if a member of staff or a pupil tests positive on their Lateral Flow Device?

If a member of staff or a pupil tests positive for Coronavirus from a LFD test at home, they should:

- report the result online at www.gov.uk/report-covid19-result (or by calling 0300 303 2713)
- book a confirmatory PCR test. This can be done at www.gov.uk/get-coronavirus-test.
- begin self-isolation immediately after they receive the positive result from the LFD test, and do not wait until the result of their PCR test.

DUNEDIN SCHOOL

Delivers unique education to individuals

The pupil or member of staff should also report a positive case to their school to support contact tracing activities.

A positive test result via LFD will feed into the Test and Protect contact tracing system and begin tracing for the positive case. The person who has tested positive will then be offered a confirmatory PCR test. If the PCR test is negative, contact tracers will consider whether to rescind self-isolation advice to close contacts and whether the positive case can leave self-isolation.

8. What if a staff member or pupil has been in close contact with someone who tests positive under the LFD programme?

From 9th August 2021, only those close contacts aged under 18 who are at the highest risk of being exposed to infection will be directly contact traced by Test and Protect, and asked to self-isolate until they have received a negative PCR test. Test and Protect will focus on identification of household, overnight (sleepover) or clear, prolonged close contacts.

Close contacts aged 18 and over who are double vaccinated must self-isolate and take a PCR test. They must continue to isolate until they receive the result. If the result of the PCR test is negative, they can end isolation and resume their daily lives.

If the test is positive, they must remain in isolation for 10 days.

Close contacts aged 18 and over who are either unvaccinated or who have only had one dose, should:

- self-isolate immediately for 10 days from symptom onset in the symptomatic person and book a PCR test
- if the test is positive, they should continue to self-isolate in line with NHS guidance
- if the test is negative, still continue to self-isolate in line with NHS guidance. This is because a test cannot indicate whether someone is incubating the disease, and therefore may go on to develop it after a test is taken

9. What should the school do if a case of COVID-19 is identified?

Schools are no longer extensively involved in contact tracing. The school may be requested by Test and Protect to support identification of any adult staff members or clinically vulnerable young people who are not fully vaccinated and who have had unusually close or prolonged contact with an index case.

DUNEDIN SCHOOL

Delivers unique education to individuals

The school will send 'warn and inform' letters to staff, parents/carers and young people to make them aware if a positive case has been identified. This letter will:

- Make clear there is no requirement to self-isolate unless contacted by Test and Protect.
- Advise recipients to be particularly vigilant for symptoms and to self-isolate immediately and book a PCR test if they become symptomatic
- Ask them and their children to follow the mitigations guidance closely
- Encourage all staff and pupils to test and record LFD results twice weekly

10. When should the school contact the Health Protection Team:

- If there are 2 or more confirmed cases of coronavirus at the school within 14 days, or an increase in absences due to suspected or confirmed cases, the school will contact the Health Protection Team. (The school will keep a register of absences and record whether there are symptoms of coronavirus or if there is suspicion of coronavirus)
- An increased rate of respiratory illnesses amongst staff and pupils should be noted and the HPT team contacted for advice.
- If an outbreak of coronavirus is confirmed, the school will contact the HPT for advice on how to manage the situation.

The contact details for the HPT can be found at the end of this document.

.....

*A new continuous cough is where an individual:

- Has a new cough that's lasted for an hour
- Has had 3 or more episodes of coughing in 24 hours
- is coughing more than usual

** If a member of staff who uses Public Transport is compelled to go home, the school will arrange for a taxi to take them, ensuring that they have any PPE necessary for the journey

.....

If in doubt, or if there are any questions or concerns regarding the correct procedure, call the Lothian Health Protection Team for advice:

0131 465 5420/5422