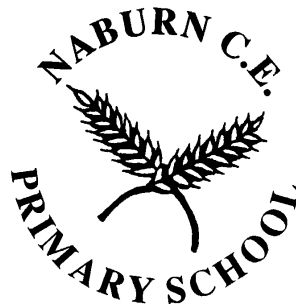



# CORONAVIRUS (COVID 19) PROTOCOL



## INTERNAL USE ONLY

Signed by the Headteacher	Signed by Chair of Governors	Date disseminated to staff
<i>B. Christison</i> 		<b>August 19<sup>th</sup> 2021</b> <b>Revised September 2021</b>

### **CORONAVIRUS (COVID 19) Protocols for Pupils and Adults from September 2021**

As COVID 19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and you people's education. Our priority is to deliver face-to-face high-quality education to all pupils.

At Naburn CE Primary School, we have created protocols for safer working to seek to minimise the risk from Covid-19 as well as outlining procedures to follow after any known exposure or suspected exposure to this infection.

We thank you for reading through this document and for playing your part in keeping our community safe.

### **What are the symptoms?**

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

### **How is it transmitted?**

COVID-19 is passed from person to person mainly by direct contact or large respiratory droplets. These droplets can be directly inhaled by the person, or can land on surfaces which another person may touch which can lead to infection if they then touch their nose, mouth or eyes.

### **What is the incubation period?**

The incubation period (i.e. time between exposure to the virus and developing symptoms) is between 1 and 14 days (median 5 days).

### **When is a person infectious?**

A person is thought to be infectious 48 hours before symptoms appear, and up to 10 days after they start displaying symptoms. If someone without symptoms tests positive then it is from 48 hours before the positive test till 10 days after the test result.

### **BEFORE ARRIVAL AT SCHOOL:**

Hands should be washed in accordance with health guidance before leaving home and on arrival at school. Hand-washing is the most effective to prevent any virus transmission, thorough hand washing using soap and water for at least 20 seconds should be observed.

Clothes worn to school, PE kits and any lunch boxes or water bottles carried should be subject to regular and thorough cleaning. This can be with normal household detergents and cleaning products.

Face coverings are no longer advised for staff and visitors either in classrooms or communal areas. They are no longer required on dedicated school transport and will not be legally required on public transport. If there is an outbreak in school, a director of public health might advise that face coverings temporarily be worn by adults in communal areas/areas where distancing cannot be maintained.

If the weather forecast recommends using sun cream, please apply this to your child at home prior to them entering school. Children can also bring and apply their own sun cream during the school day. Unfortunately, members of staff are not able to assist children in doing this. You

may wish to consider applying a 'once a day' protection before school if your child is unable to apply their own cream.

Please **do not bring** any additional items into school beyond the minimum outdoor clothing needed for the school day. Pupils should bring clean PE kit for any days this is needed and a packed lunch and bottle of water if required. This is to ensure we can conduct our cleaning effectively. The school will supply other equipment for pupils. Pupils bringing in a packed lunch should use a hard, plastic container that may be wiped down if needed. No food should be passed around, swapped or shared in school **at any time**. Staff should also seek to minimize items and equipment brought into school.

### **ON ARRIVAL AT SCHOOL:**

We ask all users of our site to respect social distancing measures advised by the Government. We will use outdoor spaces as much as possible and will seek to keep rooms well-ventilated. Please send your child with extra layers of clothing to keep warm in the winter months.

### **OUR SCHOOL PROCEDURES:**

- We will operate a regular review of the operation of our risk assessments and operating protocols to ensure we optimize the health and safety of those on site.
- We will discuss our operating arrangements with staff, parents, pupils and governors and will seek to answer any queries arising.
- We will advise/conduct hand washing regularly. This will always be at least on arrival at school; after toilet breaks; after activities; before and after any handling of food and prior to and following the use of any outdoor areas.
- Visitors will be asked to use the hand sanitizers at our main doors before coming into the main site. We use an alcohol-based sanitizer as only this type of product will kill the COVID-19 virus.
- Hand sanitizer and tissues will be available in classrooms.
- Staff will regularly remind pupils that they must cover any cough or sneeze with a tissue, then throw the tissue in a bin in line with **Catch it, Bin it, Kill it**.
- Public health messages will be on prominent display throughout the school
- Pupils, parents or staff who feel unwell with related symptoms must stay at home and not come to school. Coronavirus testing is available in England for anyone who has symptoms. This can be accessed via NHS 111. Please note that testing is only of use if you are displaying symptoms.
- Pupils, parents or staff must avoid close contact with people who are unwell.
- We are always vigilant about the health of our pupils and staff and we react quickly if we note any rise in temperature or changes in behaviour.
- If we need to take a temperature of a pupil or staff member, we will use the 'no touch' thermometers on site.
- We will advise pupils about not touching their eyes, nose, and mouth with their hands and we ask parents/carers to repeat this advice at home. Pupils will be told to inform staff if they feel unwell and we will respond accordingly.

- We are stocked with PPE and will continue to use it as dictated by the latest DfE guidance.

### **Asymptomatic Covid-19 Testing for Primary School Staff**

All staff now have access to Lateral Flow Device (LFD) testing kits for school staff. Staff are able to conduct the test, before coming to work, twice a week.

### **CLEANING PROCEDURES:**

Our cleaning staff, and school staff, are on a continuous cycle of cleaning and disinfecting the setting in line with PHE guidance for non-healthcare settings and DfE guidance. We pay particular attention to items such as phones, keyboards, door handles, banister rails, toilet flush handles etc.

All bins are emptied at least twice a day, with food bins always emptied after meals.

Tablets, devices and phones used by our staff are cleaned before and after use

### **USE OF PPE:**

DfE guidance states that PPE is only needed in a very small number of cases where:

- children, young people and learners whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way
- a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.

DfE guidance states that any homemade non-disposable face coverings that staff or children, young people or other learners are wearing when they arrive at their setting must be removed by the wearer and placed into a plastic bag that the wearer has brought with them in order to take it home. The wearer must then clean their hands. This is to avoid this item becoming damp via longer term use and therefore potentially increasing the risk of infection.

### **PUBLIC HEALTH ENGLAND (PHE) GUIDELINES**

From September 2021, close contacts will be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.

## **When to self-isolate**

Self-isolate immediately if:

- you have any [symptoms of COVID-19](#) (a high temperature, a new, continuous cough or a loss or change to your sense of smell or taste)
- you've tested positive for COVID-19 – this means you have the virus
- someone you live with has symptoms or tested positive
- someone in your childcare or support bubble has symptoms and you've been in close contact with them since their symptoms started or during the 48 hours before they started
- someone in your childcare or support bubble tested positive and you've been in close contact with them since they had the test or in the 48 hours before their test
- you've been told you've been in contact with someone who tested positive
- you have arrived in England from abroad (not including Ireland, the Channel Islands, the Isle of Man or other parts of the UK) – see [GOV.UK: how to quarantine when you arrive in England](#)

**If you are worried about your symptoms or those of a child or colleague, please call NHS 111. Do not go directly to your GP or other healthcare environment.**

**COVID testing is now available for anyone displaying symptoms.**

A coronavirus test can be booked here: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

## **Tracing close contacts and isolation**

NHS Test and Trace will work with the positive case to identify close contacts.

Contacts **from a school setting** will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact.

School may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.

**From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-**

**19 case. Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test.**

We would encourage all individuals to take a PCR test if advised to do so.

School will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in school or if central government offers the area an enhanced response package, a director of public health might advise us to temporarily reintroduce some control measures.

***What we will do if children or staff become unwell and we/they believe they may have COVID-19.***

If anyone in our school develops COVID-19 symptoms, however mild, we will send them home and they should follow public health advice and get a PCR test. The individual concerned will need to go home as soon as possible. We will keep that person sitting somewhere safe, isolated from others until parents are able to collect. Staff dealing with this pupil will wear PPE in line with government guidance. We will clean the room once the pupil leaves according to PHE guidelines.

Anyone with symptoms should avoid using public transport and, wherever possible, be collected by a member of their family or household.

Suspected cases are required to self-isolate for 10 days. Their fellow household members should also self-isolate for 10 days. If the PCR test results are negative, they can return to school once they feel well enough and the fellow household members can end their self-isolation.

Please remember that it is the Headteacher's decision whether or not a child is well enough to stay in school.

### **Asymptomatic testing for staff in primary schools**

Testing remains important in reducing the risk of transmission of infection within schools.

Staff will undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed.

Staff with a positive LFD test result should self-isolate in line with the stay at home guidance. They will also need to get a free PCR test to check if they have COVID19. Whilst awaiting the PCR result, the individual should continue to self-isolate.

If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and they can return to school, as long as the individual doesn't have COVID-19 symptoms.

## **Travel and Quarantine**

All pupils travelling to England must adhere to travel legislation, details of which are set out in government travel advice. Parents travelling abroad should bear in mind the impact on their child's education which may result from any requirement to quarantine or isolate upon return.

**\*This approach is based on government and Public Health guidance as of 19<sup>th</sup> July 2021.  
Please note this may be subject to change.**