

Symptomatic Cases in Education Settings Flowchart

07/04/2021

Staff member or young person reported as self-isolating due to positive/suspected case at home:

- When a young person or staff member is not symptomatic, but is self-isolating due to a positive/suspected case at home this should be reported via the setting's normal absence reporting.
- If the young person or staff member subsequently tests positive, and **ONLY IF they were in the setting in the previous 48 hours**, the setting should follow the **confirmed case flowchart** below.

SUSPECTED case in child/young person or staff member¹

If the child/young person/staff is in the setting – isolate away from others and send home (refer to PPE guidance² if personal care is required within 2m).

Clean and disinfect rooms the suspected case was using³ – ensure appropriate PPE (gloves and an apron) are used.

Advise the parent/carer or staff member to book a test as soon as possible online via the website <http://www.gov.uk/get-coronavirus-test>. Alternatively a test can be ordered by phone on **NHS 119** for those without the internet.

Ensure young person/staff member isolates at home for **10 days from onset of symptoms**. The rest of the household also needs to isolate for **10 days⁴ from the positive cases onset of symptoms**.

Result of test (setting notified by parent/carer or staff member).

NEGATIVE

POSITIVE

Child/young person/staff member can return to setting once well. Household contacts can stop isolating.

For general concerns regarding health and wellbeing, please contact the local 0-19 Health Visiting & School Nursing Service on:

0300 555 0606 (SPA) or ccs.beds.childrens.spa@nhs.net

This flow chart reflects the latest COVID-19 schools guidance which can be accessed [here](#)

CONFIRMED case(s) in child/young person or staff member

Ensure child/young person/staff member isolates at home for **10 days** (from date of onset of symptoms).⁴

As a priority, notify the Local Authority as soon as possible of a **confirmed case** by completing the relevant online form: www.centralbedfordshire.gov.uk/xfp/form/182

For **advice on a single, confirmed case** you may contact the DfE National Helpline on: **0800 046 8687**
For any concerns, issues or support needed, contact your local Public Health Team: Public.Health@bedford.gov.uk

Begin the process to ascertain if any staff or young people have been a '**close contact**' with the positive case in the 48 hours prior to the onset of symptoms (or from date of test if asymptomatic). **Close contacts** need to self-isolate at home for **10 days**. See **Key Q&As** for further support. **Close contacts' wider households will NOT need to self-isolate**.

Two template letters are available to send to:

- Close contacts requiring self-isolation for **10 days**
- The wider setting community, advising that a case has been identified, but safely risk-assessed.

Where there may be a potential outbreak/multiple cases, your local Public Health team will support you in next steps.

Ensure that the rooms the confirmed case was using are cleaned and disinfected as per guidance³ – ensure appropriate PPE (gloves and an apron) are used.

If suspected cases occur within the group of **identified close contacts**, they need to arrange a test and **if positive** isolate for **10 days from the onset of symptoms**. The **rest of their household** will now need to isolate for **10 days**.

Cases and close contacts can return once their isolation period is completed if they are well. If they still have a fever, diarrhoea or are being sick, they should continue to isolate until 48hrs after symptoms – as per usual sickness protocol.

- 1: Child/young person or staff member with a new continuous cough and/or high temperature and/or a loss of, or change in, normal sense of taste or smell (anosmia)
- 2: [PPE Guidance](#)
- 3: [Cleaning in non-health care settings](#) after a suspected or confirmed case
- 4: [Stay at home guidance](#)