

Covid 19 Positive Case Management Protocol v1 01/10/2020

Aims

These protocols have been developed in line with DfE Guidance for the full opening of schools (17 September 2020 update), Bolton LA Covid Resource Pack (20 September update), and guidance from the Bolton Public Health Protection Board.

The aim of the protocol is to strike a balance between ensuring that students and staff in school remain as safe as possible whilst maintaining the lowest level of disruption to the educational provision for all.

We are seeking to take as pragmatic a view as possible but recognise that in the midst of a global pandemic there is inevitably going to be a level of disruption to all aspects of school and life. Our driving priority remains the health safety and well-being of all students and staff

Risk assessment

There is a full risk assessment in place that has been verified by Governors and the Local Authority. This risk assessment ensures that we are complying with health and safety law and we have adopted a clear system of protective measures.

System of controls

We have put a system of controls in which seek to reduce contact by

- Minimising contact with people who are unwell by ensuring that people with symptoms, or who have someone in their house who does, does not attend school.
- Grouping children in zones and bubbles
- Putting measures in place which reduce contact between year groups
- Having staff and students wearing face coverings when moving around the school
- Cleaning of hands throughout the day, this will be by handwashing or regular use of hand sanitiser
- Arranged classrooms to reduce face-to-face contacts
- Put measures in place to maintain social distancing for staff
- Ensuring an enhanced cleaning regime is in place

It is recognised and accepted that even with these control measures in place that in providing a full curriculum and meaningful educational experience, there will still be direct and close contacts between students and at times between students and staff. For this reason the school has developed, along with the Local Authority and Public Health professionals, a response protocol where a positive case is identified.



Positive case management

When we receive notification of a positive case the following process will be followed:

The headteacher will contact the Local Authority Public Health team to advise them of this incident.

If the identified positive case has had contact with other members of the school community in the 48 hours prior to contracting symptoms, then the following steps will be taken;

In the first instance the whole bubble may be either sent home or asked to stay at home for 24 hours maximum (depending on the time that we receive notification). If immediate contact tracing can be done then those students alone will be sent home.

Assessment will be made in school of which students within the bubble would be considered direct or close contacts based on the following criteria;

Direct contact

- Being coughed on, or
- Having a face to face conversation within 1 metre, or
- Having unprotected skin to skin physical contact, or
- Travelling in a car or small vehicle with the case or
- Any contact within 1 metre for 1 minute or longer without face to face contact.

Close contact

- Extended close contact between 1 & 2 metres for more than 15 minutes with a case.

All direct and close contacts will be advised not to attend school/work and to self-isolate for a period of 14 days starting from the date of the last contact. All other students will be advised to return to school. It is expected that parents will recognise the importance of co-operation with this system but it is the right of the school to refuse any child access to school if it is our judgement that their attendance at school poses a risk to other students and staff of infection with Covid-19.

If a positive case has not been in contact with other students in the 48 prior to contracting symptoms there is no need for other students to self-isolate.

It is the intention of the school to ensure as many students as possible remain in school.

Should multiple cases within a year group be reported then the school will consider with Public Health advisors what additional measures may need to be taken.

In order to make a clear and accurate assessment of close and direct contacts, the school will take the following steps





- Analysis of class group seating plans for all subjects
- Analysis of the students social group contacts (which includes break and lunchtime)
- Analysis of the school transport contacts
- Analysis of staff contact with students via the school internal contact tracking system

We understand that each family circumstance is different and that there are households that are more vulnerable than others and so parents reserve the right to self-isolate their child if there has been a positive case in the bubble, even if that child has not been identified as a close or direct contact, as it is accepted that within the zone there are occasions during the day where students may have been in contact with a positive case e.g. lining up on a corridor, at the toilets, in the canteen queue. Even with the mitigation of face coverings there remains a risk of contact at these times.

Once children are identified as a close or direct contact then it is essential that they self-isolate for 14 days from the last contact with the positive case. The school will inform parents of this date.

What is self-isolation?

The Council are developing a specific campaign to increase awareness of self-isolation.

Where possible school will help parents and young people to understand what self-isolation means.

Schools will distribute the Parent Leaflet on Self-Isolation where possible.

Self-isolation means that the child does not leave the house for any reason, they should not visit any other households, go to a place of worship or meet with anyone else.

It means:

- stay at home
- do not go to school, out of school provision, youth or sports clubs (to train or play)
- do not go shopping
- do not go out with friends or family members
- do not visit places of worship or religious observance

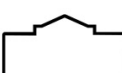
Schools will make parents aware that:

- If a person self-isolating becomes symptomatic they should book a covid test through the national portal (<https://www.gov.uk/get-coronavirus-test>)
- Support is available for families who are all self-isolating and where there is no one else who can offer this support. To access this, families can contact the local authority support helpline by calling 01204 337221. There are also sources of support and information that can help, such as the [Every Mind Matters](#) website.

Home



School



Church



Playground



Continuing educational provision off site

Once students have been asked to self-isolate the following provision will be in place

Where possible, for all year groups, lessons will take place via Zoom. Attendance at all lessons will be compulsory.

Where Zoom lessons are not possible, this may be because only a small number of children are at home and therefore staff are delivering lessons in school, work will be set on Google Classroom and the year group 'at home' timetable should be followed.

The school will seek to provide, where possible, IT facilities for students who do not have access to a device.

Where no device can be provided students will be provided with work packs to continue their work at home.

Students with additional needs will be supported by a member of the learning support team on a daily basis.

Students with a social worker will be contacted by a member of the pastoral team daily.

Students will be sent links to weekly assemblies with their year team

Students who are entitled to Free School Meals will be contacted by school to provide information about arrangements for this to continue during the period of self-isolation.

