**Cumbria County Council Education Infection Prevention & Control (IPC) Team**

**Schools: Managing suspected and confirmed cases of COVID-19 from 16 August 2021**

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| Member of staff or child is showing one of more symptoms of COVID-19 – however mild (temperature of 37.8°C or above, new continuous cough, change to or loss of sense of taste/smell)*(If individual has had an LFD test, please follow flow chart for positive LFD tests)* |
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| Has the individual been in the setting whilst a) showing symptoms or b) in the **2 full days** before showing symptoms |
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| **Yes** | **No** |
| * If the individual is still in the setting, isolate them and arrange for them to go home immediately.
* It is recommended that staff wear [Personal Protective Equipment](https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care)(PPE) if supporting a symptomatic child and 2 metres distance cannot be maintained.
* Advise that symptomatic individual to isolate at home and follow [stay at home guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection). Advise the staff member or parent/carer to arrange a **PCR** test [online](https://www.gov.uk/get-coronavirus-test), or by calling 119 if they do not have internet access.
* Ask the member of staff or parent/carer to keep you informed of PCR test results.
* Record absence info as your normally would (include date symptoms started, type of symptoms and if the person has been hospitalised).
* Thoroughly [clean](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings) any areas the individual has been in contact with once they have left.
* Determine which people had close contact with the individual whilst they were showing symptoms, or during the 2 days before they developed symptoms / had their test if asymptomatic. This is your ‘close contact list’ (which you will need to check if any of the close contacts go on to test positive for COVID-19 and you are completing the outbreak assessment form OR if you are contacted by NHS Test and Trace).
 | * Contact individual and advise to follow [stay at home guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection)and arrange [**PCR** testing](https://www.gov.uk/get-coronavirus-test).
* Ask them to inform you of test date and results.
* Not getting PCR tested? Advise individual to isolate for 10 full days.
* Record absence info as normal.
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| If you have a query about a suspected case, please email EducationIPC@cumbria.gov.uk (Mon-Fri 9-5)  |
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| Individual receives their test result |
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| **Test result is positive** | **Test result is negative** |
| * Complete the positive case notification / outbreak assessment form (email EducationIPC@cumbria.gov.uk if you don’t have a copy). Email completed form securely to EducationIPC@cumbria.gov.uk (you can also email and request support to complete the form over the phone). Please also email any queries or request a call back if you want to talk through next steps.
* Advise the individual who has tested positive to continue with their isolation at home. They will be contacted by NHS Test & Trace to identify close contacts (social / household). The individual can return to the setting after 10 full days if they are feeling well and have not had a high temperature, vomiting or diarrhoea within 48 hours.
* Household members will be advised on isolation and testing by NHS Test & Trace.
* The Education IPC team can provide you with letter templates to send to positive cases and others in your setting. If you are concerned about unvaccinated close contacts aged over 18 yrs & 6 months in your setting, the Education IPC team can offer advice.
* If you have an outbreak in your setting, the Education IPC team may talk you through a wider range of protective measures recommended for your setting.
* Inform your general advisor at Cumbria County Council (if you have one) of any confirmed cases in your setting.
* If the positive case is a member of staff – provide details to the [Self Isolation Hub](https://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance)
* If the positive case is a child, consider:
	+ how you can continue to support their learning and wellbeing whilst at home
	+ informing any key workers that the child is isolating (especially if the child is vulnerable)
 | * The individual can return to the setting once they are well enough to do so and as long as they have not had a high temperature, vomiting or diarrhoea within past 48 hours.
* Any other household contacts still isolating can end their isolation.
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