

Coronavirus assessment and home isolation protocol

Assessment phase

COVID-19: guidance on isolation for residential settings (Public Health England) describes the most common symptoms of coronavirus (COVID-19), however mild, as a recent onset of:

- **new continuous cough**, – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough it may be worse than usual).
- **High temperature** of 37.8’c or above.
- **Loss or change to your sense of smell or taste** (anosmia) – this means that you cannot smell or taste anything or things smell or taste different to normal.

Assessment should follow the standard operating procedure for general practice in the context of coronavirus (NHS England).

- Staff will phone ahead of sending a pupil to the Medical Centre to allow for pre-assessment over the telephone and to make sure that the nurse is ready to receive the pupil and that there is a suitable, safe space available.
- The pupil will be directed to a designated area for the nurse to make an assessment:

Treatment room – for pupils who have sustained an injury or have simple skin or eye problems for example.

Room 2 – for pupils who are “unwell” or have, for example, respiratory symptoms, a headache or sore throat.

- The nurse will wear appropriate personal, protective equipment (PPE) for all face-to-face consultations. Infection prevention and control guidance will be followed rigorously (See attached recommended PPE):
 - For pupils presenting with injuries or non COVID-19 symptoms the nurse should wear a facemask and plastic apron as a minimum when carrying out an assessment or direct patient care within 2 metres.
 - For possible cases of COVID-19; a facemask, visor, plastic apron and disposable gloves must be worn by the nurse when carrying out an assessment or direct patient care within 2 metres.
- If COVID-19 is considered possible the pupil must remain in the room, along with their belongings, with the door closed and window open if possible.

Should the pupil need to use the toilet:

- Allocate a toilet for their sole use, which must then be taken out of use for other people with an “out of use” sign put on the door.
- Ask the pupil to wear a surgical facemask when they leave room 2 to walk to the allocated toilet. Instruct them to wash their hands and return directly to room 2 where they may remove the mask putting it into a lidded waste bin.

Medication

The Commission on Human Medicines has now confirmed that there is no clear evidence that using ibuprofen to treat symptoms such as a high temperature can make coronavirus (COVID-19) worse. Paracetamol or ibuprofen can be administered to treat the symptoms of coronavirus.

Home isolation as advised by Public Health England

Boarding pupils:

If the pupil has symptoms of coronavirus infection (COVID-19), however mild, they must self-isolate for 10 days from when their symptoms started (in the school’s identified isolation room) and be tested for COVID-19. The rest of their household contacts/boarding bubble will also need to be quarantined for 14 days unless the test result is negative. Further guidance is provided in *Coronavirus (COVID-19): guidance on isolation for residential educational settings*. <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-isolation-for-residential-educational-settings>

- The nurse will contact Allison Hyde and the relevant senior management team (SMT) and Edwin Jones.
- Follow the flow chart for “If a boarding pupil becomes unwell at school.”
- If the pupil is a boarder, Edwin Jones, Director of Boarding, will identify their “household” or boarding bubble. This boarding bubble of non-symptomatic pupils will also be required to isolate at home or quarantine as a household group in their allocated boarding area for 14 days.
- If a non-symptomatic pupil in quarantine develops symptoms, they will also need to self-isolate for 10 days from the onset of symptoms and access testing. The remaining household should continue their 14-day quarantine (*stay at home guidance for households with possible or confirmed coronavirus infection - PHE*). <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/how-long-to-self-isolate/>
- Quarantine areas in school accommodation will be deep cleaned at the end of the quarantine period.

Day pupils:

If the pupil has symptoms of coronavirus infection (COVID-19), however mild, they must be sent home (collected by a parent or guardian), advised to self-isolate for 10 days from when their symptoms started and arrange to have a test for COVID-19. The rest of their family/household contacts will also need to be quarantined for 14 days, unless the test result is negative, and follow the government's *stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection*.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

- The nurse should follow the flow chart for "If a day pupil becomes unwell at school."

Weekly/flexi boarders:

If the pupil has symptoms of coronavirus infection (COVID-19), however mild, they must self-isolate for 10 days from when their symptoms started and arrange to have a test for COVID-19. The rest of their family/household contacts will also need to be quarantined for 14 days, unless the test result is negative, and follow the government's *stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection*.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

- The nurse should follow the flow chart "If a day pupil becomes unwell at school" and arrange for the pupil to be sent home. In exceptional circumstances a weekly/flexi boarder may need to self-isolate in school accommodation, in which case the flow chart "if a boarding pupil becomes unwell at school" should be followed.
- Contact the relevant SMT and Edwin Jones as consideration must be given to the possibility of such pupils ALSO having a boarding household bubble which will also then need to quarantine for 14 days at school unless the test result is negative.

Choristers:

Choristers should follow the "Chorister flow chart", however they will have both family household contacts and Choir House boarding household contacts (Choir House bubble).

The symptomatic chorister will be sent home to self-isolate and get tested. Their Choir House bubble will self-isolate, initially at Choir House, until the test result is known.

- Contact the Relevant SMT, Paula Stones and Edwin Jones who will need to identify their Choir House bubble and communicate their quarantine, initially at Choir House, with parents/guardians.
- If a Chorister becomes unwell during the school day they will wait in the Medical Centre for collection by a Parent or Guardian. The pupil's Choir House boarding

bubble will wait in an identified suitable area, such as the Head's office, for collection by school transport to take them to Choir House where they will initially self-isolate.

Delay in a parent/guardian collecting pupil requiring home isolation

If there is any difficulty or anticipated delay in collection, the guardianship situation and communication will be taken over by the relevant SMT.

- The pupil will remain in room 2 until they are collected by a parent /guardian.
- Should there be two pupils requiring home isolation, the second pupil must wait in the Medical Centre lounge to be collected by a parent/guardian.
- The pupil should wear a facemask when leaving their room until arriving home for isolation.
- PHE have advised that public transport and taxis must not be used to transfer a pupil.
- Until the pupil has been collected the Medical Centre will remain open to other urgent "unwell" pupils, but might need to be closed to all other non-urgent pupils. In this instance, redirect non urgent pupils requiring first aid to school offices/ first aiders.
- Once the pupil has been collected, the room and toilet used by the pupil will remain closed until cleaning has taken place. Department cleaning must follow the guidelines as described in *COVID-19: cleaning in non-healthcare settings (PHE)*.
<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Self-isolation in school accommodation.

If a pupil requires self-isolation in school accommodation Edwin Jones will allocate the isolation room and the nurse will escort the pupil to that room. The pupil must wear a face mask until they have reached the isolation room and at any time they are required to leave that accommodation such as for an appointment or fire drill.

Nursing cover once a pupil is in self-isolation in school accommodation

Once a boarding pupil is in self-isolation in school accommodation the nurse will provide ongoing care to the pupil. The Medical centre might need to reduce its opening hours to 07.45 – 16.30, Monday to Friday, with out of hours care for other boarding students delivered by boarding staff under the direction (remotely) of the duty nurse.

Care during self-isolation

The duty nurse holds overall responsibility for the pupil's health during their stay in Isolation and will work in collaboration with the Matron's and boarding staff to ensure the pupil's safety and wellbeing.

- Strict barrier nursing will be in place.
- The nurse and support staff will wear the appropriate PPE for all face to face interaction with the pupil or whenever she needs to enter their allocated room.
- The pupil will wear a face mask whenever another person enters the isolation room.
- The duty nurse will complete regular assessments of the pupil's health care needs, coordinate care, administer medication as needed and provide advice.
- The nurse will maintain sufficient contact with the pupil to monitor physical symptoms and mental wellbeing and contact 111 or seek advice from the school Medical Officer – Dr Julian Thompson, in order to determine the next course of action should their condition change.
- In the event of a fire alarm, pupils should muster outside, remaining 2m apart.
- As far as possible the nursing team will operate a consistent staff rota to minimise risk of transmission within the school.
- Food and other essential items will be delivered to the pupil by the support staff liaising closely with the nurse throughout the day.

Getting Tested

Testing is most effective within 3 days of symptoms developing, therefore you must get a test within the first 5 days. At day 6 onwards it is too late for a test.

Book an appointment to be tested at a drive through or walk through test site. This method should get results within 24hrs. DO NOT opt for a home testing kit to be sent as the results take much longer to arrive.

This NHS site gives guidance on coronavirus testing, including who is eligible for a test and how to get tested. <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/>

Information on what the result means can be Information on what the results mean can be found here: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/what-your-test-result-means/>

Day pupils and Choristers:

- It is the parent/guardians responsibility to arrange a COVID-19 antigen "swab" test for the pupil once they have been collected from school. They have a responsibility to report the test result to the school as soon as possible.

Boarding pupils:

- The nurse will arrange for a symptomatic boarding pupil to be tested at a drive through site. DO NOT opt for a home testing kit to be sent as the nurse is unable to take the swab without specialist PPE as it is classed as an aerosol generating procedure and the results take much longer to arrive.
- Contact Cath Shearer who will arrange a staff driver to take the pupil for the test.
- Provide the testing site with the Duty Nurse number **01227 649 062** should they need to discuss the result.

Taking a pupil by car

If a pupil needs to be taken, to a COVID-19 test centre, to see a doctor or for an appointment, both the pupil and driver will need to wear a mask and sit as far apart as possible in the vehicle. To arrange this please contact Cath Shearer or Ed O'Connor.

Testing and ending isolation

The school should ask parents and staff to inform them immediately of the results of a test:

- If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people and not return to school until they are better. Other members of their household can stop self-isolating.
- If someone tests positive, they should follow the government's *stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection*.
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- They should continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should seek medical advice and keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

Managing confirmed cases of coronavirus (COVID-19) amongst the school community

The school must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). The school should contact the local

health protection team. This team will also contact the school directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.

The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.

The health protection team will work with the school in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, the school must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- travelling in a small vehicle, like a car, with an infected person

The health protection team will provide definitive advice on who must be sent home. The school should keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups.

The health protection team will provide a template letter to be sent home to parents and staff if needed. The school must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.

Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow *stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection*. They should get a test, and:

- If the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.
- If the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following *stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection*

Further guidance is available on <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/>

Contain any outbreak by following local health protection team advice

If the school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with the local health protection team who will be able to advise if additional action is required.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise the school and other settings on the most appropriate action to take. In some cases, a larger number of other children and young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group.

Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

Communication

The nurse must give the duty nurse number as a contact to outside agencies such as the 111 service call back.

- Give the on call **duty nurse number - 01227 649 062.**

Senior Management Team (SMT)

Pre Prep	Head, Julia Exley (jepe)
Junior School	Head, Andrew De Silva (ands) Deputy Head, Ross Comfort (rac)
Senior School	Head, Ed O'Connor (eoc) Deputy Head, Cath Shearer (cjs) - Mobile 07949 378 036

Other support staff

Edwin Jones – Director of boarding

Paula Stones – Choir House parent

Allison Hyde – Senior Nurse 07775 693 595

Dr Julian Thompson (School Doctor) - Julian.thompson@nhs.net

AH 23/08/2020

(Revised 5)