

What happens if there is a confirmed case of COVID-19 in our secondary school?



Did the positive child/staff member attend school during the infectious period: two days before symptom onset (or test date if asymptomatic) to 10 days after?

NO

No further action required by school beyond supporting children as necessary during self-isolation.

YES

School carries out an on-site risk assessment using checklist.

- Case should already be isolating at home. They should remain in isolation until 10 days have passed from symptom onset.
- The case's household (including siblings that attend other settings) should isolate for **10 days**.

The school/nursery carries out on-site risk assessment to identify potential contacts during this period at:

- large/small group sessions;
- additional on-site/academic activities, eg, clubs/societies;
- events and trips.

To identify contacts, use the risk assessment checklist, and:

- attendance records, seating plans and charts (if available);
- speak to student (as necessary).

Who is a direct contact?

Direct close contacts:

Direct face-to-face, eg, being coughed on, or spoken to contact for any length of time **or** within one metre for at least one minute.

Proximity contacts:

Less than two metres for 15 minutes or more (cumulative or consecutive time period).

Travel contacts:

Close contact within a vehicle/plane, eg, shared a car journey.

- Contacts are informed to self-isolate for **10 days** from date of last contact with template letters from parents and staff (appendix D).
- The **wider school** is sent an inform and advise letter (appendix C).
- Inform your local authority of the situation.

If you need advice or support you can access **the government schools guidance online** or contact the DfE helpline on **0800 046 8687**.

If any of the following criteria are met, contact the **SE HPT**:

- Five or more students are in a single school year within 14 days, and **you have not** discussed this situation with the HPT within the last 14 days.
- At least 10% of staff are affected within 14 days, and **you have not** discussed this situation with the HPT within the last 14 days.
- At least three bubbles are affected, and **you have not** discussed this situation with the HPT within the last 14 days.
- There have been any hospitalisations.
- Your school is a SEND school.
- Two or more boarders/staff in a residential setting, and **you have not** discussed this situation with the HPT within the last 14 days.
- If your school is experiencing interest from the media.

South East HPT email:

Thames valley HPT

ICC.TVPHEC@phe.gov.uk

Hampshire and Isle of Wight HPT

ICC.HIOW@phe.gov.uk

Surrey and Sussex HPT

ICC.SurreySussex@phe.gov.uk

Kent HPT

ICC.Kent@phe.gov.uk