

Action to Take if Pupil or Member of Staff Has Symptoms of Covid-19

Source documents

Schools Coronavirus Operational Guidance – May 2021

What to do if a Pupil is Displaying Symptoms of Coronavirus – March 2021

[Guidance for households with possible or confirmed coronavirus infection – April 2021](#)

Member of staff / pupil feels unwell with Covid-19 symptoms

- New continuous cough
- High temperature
- Loss of / change in normal sense of taste or smell

They must **not** come to school, or must go home immediately

Arrange to have PCR Covid-19 test ASAP <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/>

Follow '[Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)'

Self-isolate at home until the results of the test are known, or for at least 10 days from when the symptoms started

Members of their household must self-isolate until the results of the test are known, or for 10 days

They should alert people they have had close personal contact with in the previous 48 hours (they do not need to self-isolate at this stage)

POSITIVE PCR TEST RESULT

- Advise school of the test result (see page 2)
- Self-isolate at home for at least 10 days from when the symptoms started, members of their household must self-isolate for 10 days
- Provide info to the NHS Test & Trace service about recent close contacts
- After 10 days, if symptoms persist, other than a cough or loss of sense of smell / taste, continue to self-isolate until feeling better
- Do not need to have a Lateral Flow Test for a further 90 days unless they develop new symptoms (FAQ doc, Clinical Standard Operating Procedures)

NEGATIVE PCR TEST RESULT

- Once they feel well enough & no longer have significant symptoms they can return to school
- Members of their household can stop self-isolating

Action for School to Take if Pupil / Member of Staff has a Positive PCR Covid19 Test

School notified that a pupil or member of staff has had a **positive PCR** Covid-19 test



School contacts the local authority and DfE Helpline on 0800 046 8687, select option 1. Advise them who at school was in **close contact** with the infected person 48 hours prior to them developing symptoms

Any staff or students who are close contacts must go home immediately and self-isolate until **10 days** have elapsed from their close contact with the infected person.

'Household members' of 'close contacts' do not need to self-isolate at this stage

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 either as a one-off or cumulatively throughout one day) with an infected individual
- Travelling in a small vehicle, like a car, with an infected



Close contact of initial case develops symptoms whilst in self-isolation

Arrange to have a PCR Covid-19 test asap and self-isolate

Household members should also self-isolate

See page 3 for actions for **school** to take

If schools have **2 or more confirmed cases within 10 days, or an overall rise in sickness where Covid-19 is suspected**, they may have an outbreak and must continue to work with the Health Protection Team who will advise what further action is required

NEGATIVE PCR TEST RESULT

Pupil/member of staff must remain in isolation for remainder of 10 days isolation period as they may still develop Covid-19 from initial contact

Household members can end self-isolation

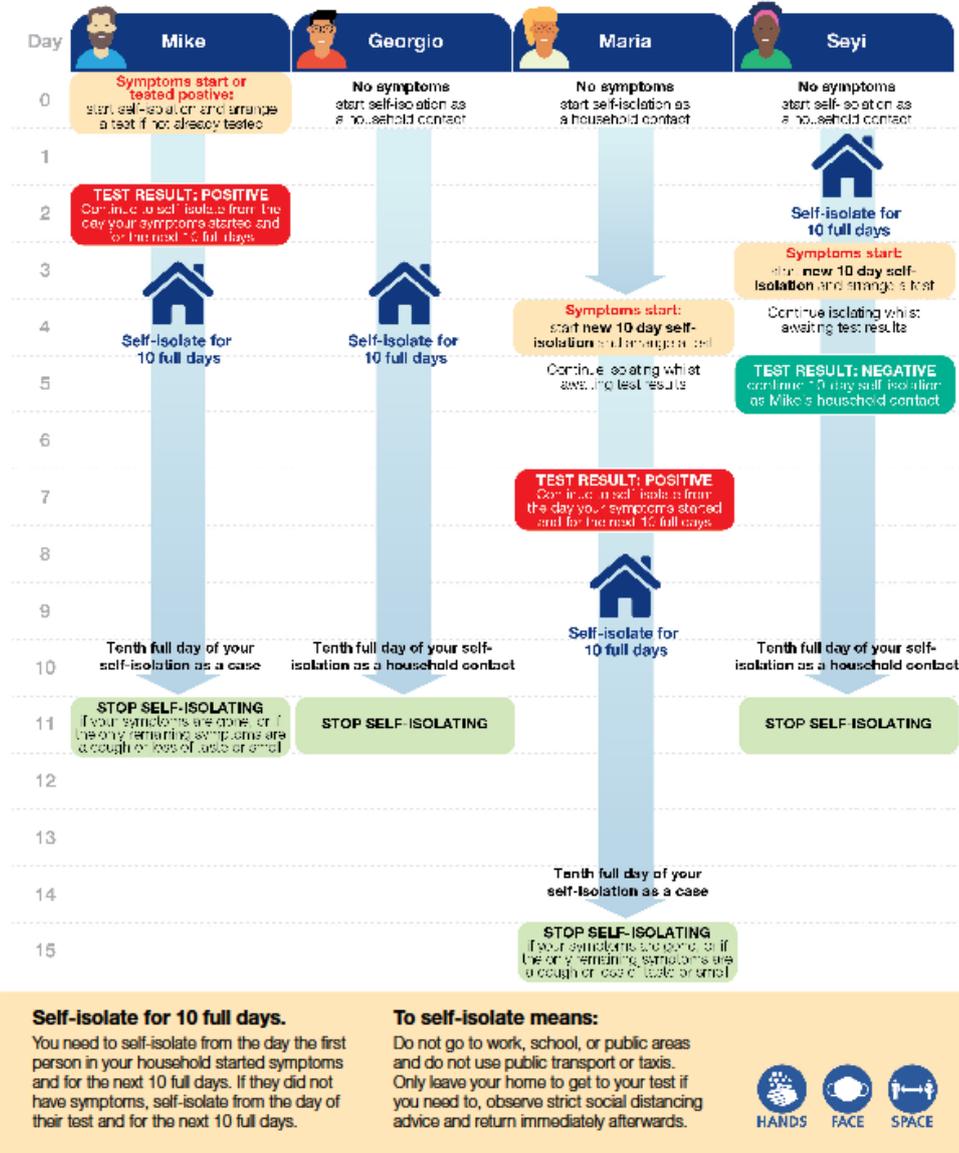
POSITIVE PCR TEST RESULT

- Inform school asap
- Isolate for at least 10 days from onset of initial symptoms
- All household members commence 10 days self-isolation

Stay at home and self-isolate.

Please see [detailed guidance online](#).

Mike's household: In this example, Mike lives with Georgio, Maria and Seyi. Mike is the first case of COVID-19 in this household. He and everyone in the household begin self-isolating from the day Mike's symptoms start (or if he had no symptoms, from the date of his positive test).



[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/961291/Stay at home illustration Feb 2021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/961291/Stay_at_home_illustration_Feb_2021.pdf)

Action for Schools to take if a Pupil or Member of Staff Has a Positive Result From a Lateral Flow Device Test Taken In School

COVID-19 National Testing Programme: 'How to Guide' Rapid Testing in Schools & Colleges
23 Feb 2021 https://drive.google.com/drive/folders/1jYv0MjFyI1bzgPn_1S10OuRgfrj_b5_P

- A pupil or member of staff tests **positive** on an LFD test
- Record the results securely on NHS LFD Test Register
- Record the results on the school's COVID-19 Test Register (see green 'How to Guide page 30')

- Isolate them from other staff & pupils and make arrangements for them to return home **asap**
- Offer reassurance and advice
- Identify all 'close contacts' at school during the previous 48 hours – they must also go home immediately and self-isolate until **10 days** have elapsed from their close contact with the infected person (see page 2)

Further School Actions

- Thoroughly clean all areas occupied by the person who tested positive
- Log result on the GDST form [link here](#)

Actions for Member of Staff or Pupil

- Arrange to have a confirmatory PCR test (the local testing centre gives fastest results)
- Self-isolate until advised of the results

If the PCR test is taken within 2 days of the positive LFD test, and the result is **negative**, the PCR test result overrides the LFD test result

- Advise school of the result
- Return to school

If the PCR test is **positive**

- Advise the school of the result
- Follow the '[Stay at home: guidance for households with possible or confirmed coronavirus infection](#)' and self-isolate for at least 10 days.
- Household contacts must also self-isolate at home for 10 days

Further School Actions

Email Dan Hall (Trust Office) with the details of the original LFD Test – request the GDST Form is updated to reflect the negative PCR Test results and remove the LFD Test result from the data set.

Further School Actions

Notify 'Close Contacts' at school and advise they must self-isolate at home for 10 days (see page 2)

Action for Schools to take if a Member of Staff or Pupil Has a Positive Result Using a 'Test at Home' Lateral Flow Device Test Kit

COVID-19 National Testing Programme: 'How to Guide' Rapid Testing in Schools & Colleges 23
Feb 2020 https://drive.google.com/drive/folders/1jYv0MjFyllbzgPn_1S10OuRgrj_b5_P

Schools Coronavirus Operational Guidance – March 2021

- A member of staff or pupil tests positive on a 'Test at Home' LFD test
- Member of staff or pupil advises school of the result

School Actions

- Record the results securely on:
 - NHS LFD Test Register
 - School's COVID-19 Test Register (see blue 'How to Guide page 24)
 - GDST form
- Identify all close contacts at school during the previous 48 hours of person who tested positive. **Alert** them that they are a 'close contact', **isolate them and send them home immediately until the results of the PCR test are known.**

Actions for Member of Staff or Pupil

- Arrange to have a confirmatory PCR test (the local testing centre gives fastest results)
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- Advise school of the result
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If the PCR test is **positive**

- Advise the school of the result
- Follow the '[Stay at home: guidance for households with possible or confirmed coronavirus infection](#)' and self-isolate for at least 10 days.
- Household contacts must also self-isolate at home for 10 days

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