

## Action to Take if Pupil or Member of Staff Has Symptoms, or Tests Positive for Covid-19

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

Or has a positive Covid-19 test

- They must **not** come to school, or must go home immediately, even if they have been double vaccinated
- Arrange to have PCR Covid-19 test ASAP
- Follow the '[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
- They should alert people they have had close personal contact with in the previous 48 hours
- Staff and parents of pupils should inform the school of the results of the test as soon as they know them

Members of their **household** should check the [NHS guidance](#) to determine whether or not they must also self-isolate

### NEGATIVE PCR TEST RESULT

- Once they feel well enough & no longer have significant symptoms they can return to school

### POSITIVE PCR TEST RESULT

- Advise school of the test result
- Self-isolate at home for at least 10 days from when the symptoms started
- 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

### Action for Schools if a Member of Staff Tests Positive (PCR test)

Call the Self-Isolation Service Hub on 020 3743 6715 as soon as you are made aware that an employee has tested positive (PCR test).

You will need to provide the 8-digit NHS Test and Trace Account ID of the person who tested positive, alongside the names of co-workers identified as close contacts. This will ensure that all workplace contacts are registered with NHS Test and Trace and can receive the necessary public health advice.

## Close Contacts of a Staff / Pupil Who Has a Positive PCR Covid19 Test

- Close contacts are now primarily being identified via NHS Test and Trace. However:
  - schools may be asked to help identify **pupil** close contacts, e.g. if there is an outbreak
  - If schools are aware that a **member of staff** has had a positive PCR test, they must call the Self-Isolation Service Hub on 020 3743 6715 and provide the names of co-workers identified as close contacts. This will ensure that all workplace contacts are registered with NHS Test and Trace.
- Children under the age of 18 years & 6 months are no longer automatically required to self-isolate if they are a close contact of a positive COVID-19 case. Instead, they are advised to take a PCR test asap and action will depend on the result of the test. **Whilst waiting for the result of the PCR test, they should take sensible precautions to prevent potential spread of the infection including if possible, learning from home.**
- Adults who are **fully vaccinated (more than 14 days since final dose)** do not need to isolate if they are identified as a close contact, however they should take a PCR test asap and action will depend on the result of the test. **Whilst waiting for the result of the PCR test, they should take sensible precautions to prevent potential spread of the infection**
- Adults who are **not double vaccinated** will need to self-isolate for 10 days if they are identified as a close contact of a positive case.
- Other groups of people who do not have to self-isolate if they are a close contact are:
  - people taking part or have taken part in a COVID-19 vaccine trial
  - people who are not able to get vaccinated for medical reasons

### Source documents:

- *Schools Covid-19 Operational Guidance* – August 2021
- *Stay at Home: [Guidance for households with possible or confirmed coronavirus infection](#) – August 2021*
- [When to self-isolate and what to do](#) – NHS – August 2021
- [Test and Trace in the Workplace](#) – NHS – August 2021

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

V11 - Sept 2021 – Addition of action schools need to take if member of staff tests positive  
Update action for close contacts of positive cases 2

COVID-19 National Testing Programme: '**How to Guide**' Rapid Testing in Schools & Colleges -  
(green book) 30 July 2021

[https://drive.google.com/drive/folders/1jYv0MjFyIbZgPn\\_1S10OuRgfrj\\_b5\\_P](https://drive.google.com/drive/folders/1jYv0MjFyIbZgPn_1S10OuRgfrj_b5_P)

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

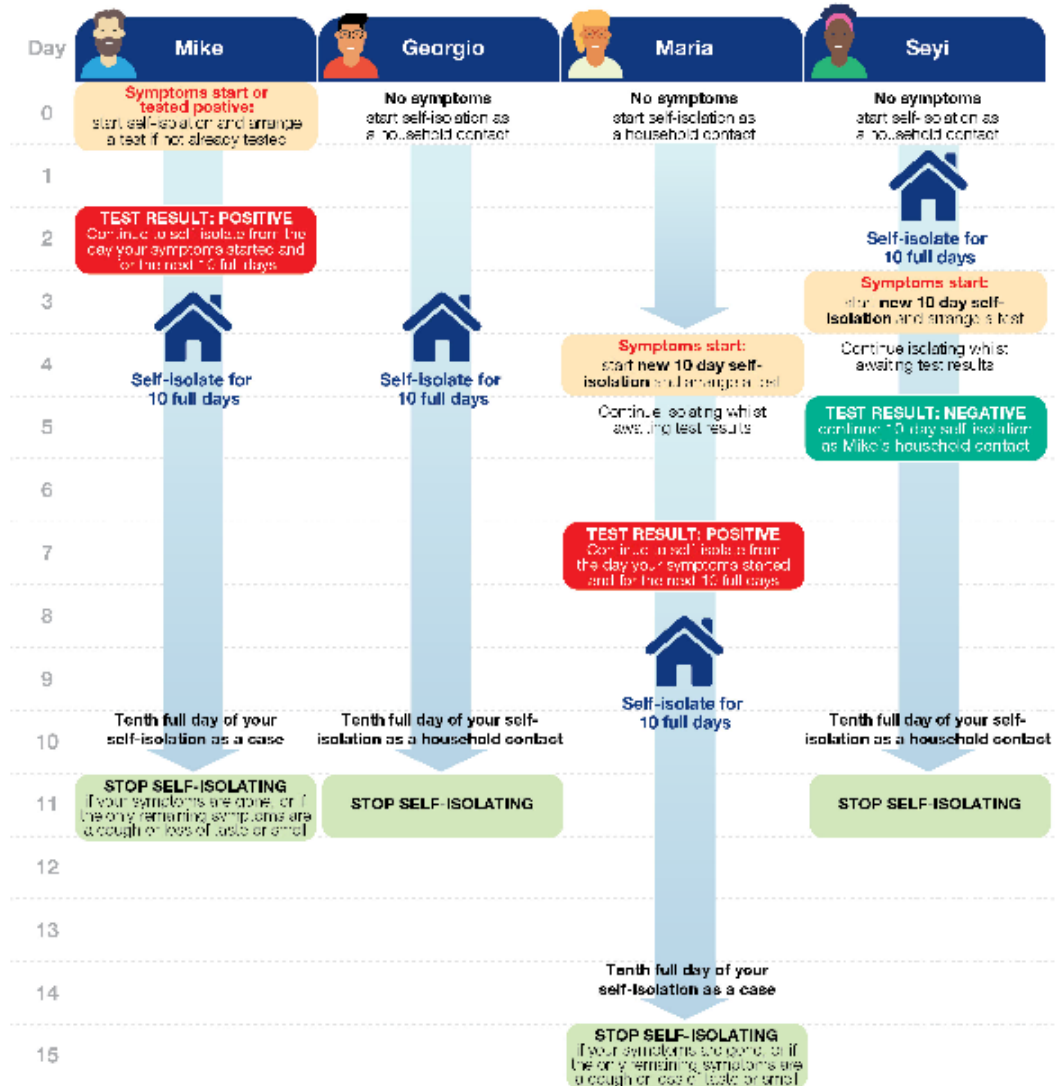
COVID-19 National Testing Programme: '**How to Guide**' Rapid Testing at Home (Self-Test) – blue book 30 July 2021 - page 16

<https://drive.google.com/file/d/1Mg1XEuVMgB-kyatMt6ymyuarGJJVj5ik/view>

# 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).



**Self-isolate for 10 full days.**  
You need to self-isolate from the day the first person in your household started symptoms and for the next 10 full days. If they did not have symptoms, self-isolate from the day of their test and for the next 10 full days.

**To self-isolate means:**  
Do not go to work, school, or public areas and do not use public transport or taxis. Only leave your home to get to your test if you need to, observe strict social distancing advice and return immediately afterwards.

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