

# Covid-19 Case Management

What we do in school to communicate with parents regarding cases or potential cases of Covid-19

# Strategies to Reduce the risks

Students encouraged to maintain social distancing wherever possible



We reduce movement and keep students in segregated areas of the school.

Year Group Staggered start time	Classrooms	Toilets	Breaks	Entrance	Fire Escape	Food
Y7 08.20	E Block E1-8, S4	E Block	Field – Beside tennis courts up to tree line	Back of English Block	Field area assigned for Y7 breaks Mid field	Snack shack
Y8 08.30	G3,4,5,6,7,8,11,12 S1 Downstairs cluster	Yellow Zone Toilets Maths	Quad and outside DT	Yellow Entrance	On the school field, in line with rear bike shed	Food Rooms End of lesson
Y9 08.20	G1,2, New Cluster, G13,14,15, 56, library, Gym, Main Hall	Atrium Toilets	Field by road at far end up to tree line.	Green Zone	On the school field, in line with middle of bike shed	Hall
Y10 08.20	F3,4,5,6,7,8,9, 11, 12, S2, S3, G10 upstairs cluster	Upstairs toilets MFL	Astro	Pavilion entrance	Field near to Kiosk	Art rooms End of lesson
Y11 08.30	DT Block, D1,3,4,5,6, cluster, S7,S8, PA2, PA4, G9,F10	DT Toilets	Muga and tables	Blue Entrance	Far side of field near fence at rear of school Back left	Outside DT
12/13 08.30	Sixth form study area/ F13,14,15 F1, F2, S5,O2, PA1	Sixth Form	Common Room Classrooms Pavilion Field	PE Corridor	Field in front of long jump pitch	Back common room

Students are encouraged to follow good respiratory hygiene



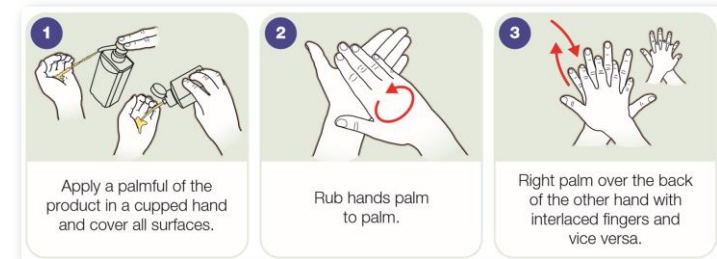
Students with any symptoms must stay at home and get tested.

The main symptoms of coronavirus are:

- high temperature
- new, continuous cough
- loss or change to your sense of smell or taste

Students are following good hand hygiene

Desks and chairs are sanitised after each use



# What to do if a pupil is displaying symptoms of coronavirus (COVID-19)

If anyone at school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and be advised to follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection.

This sets out that they must:

- self-isolate for at least 10 days
- arrange to have a test to see if they have coronavirus (COVID-19)

## How the coronavirus testing system works

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1 Order a test online at gov.uk or call 119. You can book for a testing centre, or order a home testing kit which should arrive by post the following day.
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2 Wipe the swab round the back of your throat and then insert same swab about 2.5cm up one nostril and rotate.
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3 Seal swab in plastic envelope provided and post with your details in the prepaid packet.
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4 Lab results can take 24-48 hours. New tests could give results in 90 minutes – but these won't be home tests.
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5 Results are sent via text and email.  
**Positive** - you have the virus and must self-isolate  
**Negative** – no virus detectable  
**Unclear** – get another test

# Communication to parents

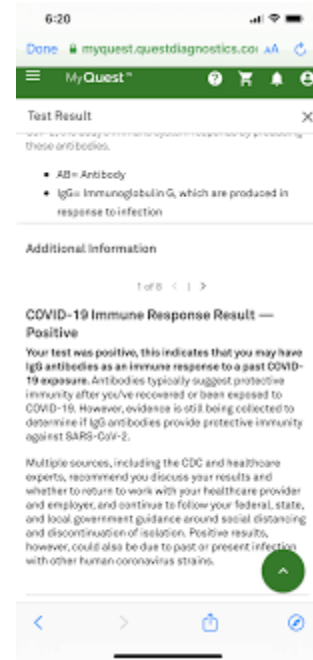
- We have been informing parents of students isolating and when tests are returned we have contacting parents every few days to let them know the results of those tests. This will now be a weekly letter on a Friday unless we receive a positive test and require further measures to be put in place.

We will inform staff of the names of students who are isolating and will ask parents permission to release the year groups of the students.

We want to give parents the information they need to keep their child safe but equally wish to protect the privacy of families if further information is not necessary to pass on.

# Positive Test

- If we receive a positive test the school will contact the Health Protection Team from Norfolk County Council. This team is operational on Monday-Friday 8-5pm so it is important we are informed a.s.a.p. so we can make these decisions with the correct support.
- We will then receive instructions of the measures that we need to take as a school. This may involve extra vigilance required by all to look out for symptoms, isolation for a class or a year group.
- As soon as we are instructed we will inform all parents of what is happening .



# Close contacts

The government regards close contacts as the following:

Close contact-

People who:

- had face-to-face contact of any duration (less than 1 metre away) with the case or
- were coughed or sneezed on by the case or
- had unprotected physical contact (skin to skin) with case or
- Spent more than 1 minute within 1 metre of the case or
- spent more than 15 minutes within 2 metres of the case or
- travelled in a car or other small vehicle (even on a short journey or a larger vehicle where social distancing couldn't be maintained with a person confirmed as having COVID-19)



# Important Records

- In order to be able to record all interactions we are limiting the number of visitors in school and keeping records of anyone who has meetings or visits the school.
- Your child should ensure they have a clear list of the students that they spend time with at breaks and lunchtime if they are different from their teaching groups or form group.
- We want to minimise the number of students who need to self isolate should a positive case be found in school.



# Self isolation/Testing



- We ask all parents to engage with the test and trace system so that we can encourage students to come back to school asap if they have symptoms.
- Should we have a positive test in school students that are asked to self isolate will need to do that for 14 days and will not be able to come back even if they develop symptoms and have a negative test as the virus may not develop immediately. They will need to complete their 14 day isolation.



# Advice for Vulnerable and Critically vulnerable households

- If the school has to report a case then the head or deputy will ask if there is any separate advice for vulnerable groups. We feel this may be unlikely as shielding for most categories has stopped.
- We believe that as cases are very different, parents will need to consult their own GP to get individual advice. We are happy to have discussions with individuals that we are aware of via Mr Derek or Mr Linnell for the sixth form to ensure you have the information you need for the consultants or GPs.