

Guidance for Management of COVID-19 Cases in Education Settings in Milton Keynes (01.11.21)

All settings need to have an 'Outbreak Management Plan' in place to step up measures if required.

For any **SUSPECTED** or **CONFIRMED** case of COVID-19 in a young person or staff member please follow the flow chart below.

SUSPECTED case in young person or staff member who has COVID-19 symptoms

If the young person/staff member is in the setting – isolate away from others and send home.

Clean and disinfect the rooms that the suspected case was using.
Ensure appropriate PPE (gloves and an apron) are used.

Advise the parent/carer or staff member that a **PCR test** must be taken as soon as possible.

Book online via the website:
www.nhs.uk/coronavirus
or by phone on **NHS 119**.

Ensure young person/staff member isolates at home **until the test result is known**. The rest of the household does **NOT NEED** to isolate if they are:

- Under 18yrs and 6 months *and/or*
- Double vaccinated, **at least 14 days since the 2nd dose** *and/or*
- Part of a COVID-19 vaccine trial *and/or*
- Cannot have a COVID-19 vaccine for medical reasons (confirmed by a medical professional)

If **none** of the above apply, household contacts **must isolate until test result is known**.

Young people in Year 3 and above who are household contacts of a suspected positive case, but are exempt from isolation (as above), are strongly encouraged to take a daily lateral flow test (LFT) for 7 days and should only attend school or college if their lateral flow test is negative.
They should start testing from the start of symptoms.

Result of test (setting notified by parent/carer or staff member).

NEGATIVE

POSITIVE

Young person/staff member can return to setting once well. Any household contacts can stop isolating.

Positive cases can return to the setting once the isolation period is completed if they are well. If they still have a fever, diarrhoea or are being sick, they should continue to isolate until 48hrs after symptoms – as per sickness protocol in the setting.

CONFIRMED case(s) in young person or staff member by either Positive PCR Test or Positive LFD Test

Ensure young person/staff member isolates at home for **10 days**.
For **symptomatic cases** the **1st day of onset of symptoms is DAY 0**.

For **asymptomatic cases** the **date of the test is DAY 0**.

Their household/close contacts do **NOT NEED** to isolate if they are:

- Under 18yrs and 6 months *and/or*
- Doubled vaccinated - **at least 14 days since the 2nd dose** *and/or*
- Part of a COVID-19 vaccine trial *and/or*
- Cannot have a COVID-19 vaccine for medical reasons (confirmed by a medical professional)

If **none of the above apply, household contacts must isolate for 10 days**.

ALL household contacts of a positive case should follow Government guidance and book a PCR test. Young people in Year 3 and above who are household contacts of a positive case, but are exempt from isolation (as above), are strongly encouraged to take a daily lateral flow test (LFT) for 7 days and should only attend school or college if their lateral flow test is negative.

Notify the Local Authority of a confirmed cases:

- **Early years, Primary & Special Schools** by completing the [online form](#)
- **Secondary Schools** by sending through a covid case tracker spreadsheet each Monday and Thursday

This information will help the local Public Health team to monitor the impact of COVID-19 on education settings. The team will usually only become involved when one of the **thresholds** (see below) is met.

For any concerns, support or issues contact the **DfE COVID-19 National Helpline** on **0800 046 8687** Alternatively contact your local Public Health Team - C19SettingsandSchools@milton-keynes.gov.uk or Public.Health@bedford.gov.uk (Out of Hours)

If the **positive result was from an LFD test**, advise the parent/carer/staff member to take a follow up PCR test **WITHIN 2 DAYS** of the positive LFD test result.
See close contacts information below to determine if any staff member who is a close contact, should self isolate until the PCR test result is known.

CLOSE CONTACT TRACING

- Any close contacts will be contacted by NHS Test and Trace.
- Settings may be contacted by NHS Test and Trace to assist in contact tracing.
- Any close contacts identified by NHS Test and Trace will be advised to get a PCR test as soon as possible (**under 5s will only need to take a PCR test if they are a household contact**); they do not need to isolate whilst waiting for the result unless they are symptomatic.
- Close contacts identified by NHS Test and Trace will only need to isolate if they are over 18 yrs & 6 months and have not been fully, doubly vaccinated.

- If there is a positive case in a young person/staff member in a setting, and a **threshold is met**, you may send a 'warn and inform' letter to parents/carers.
- If there is a positive case in a member of staff, ask staff close contacts to consider the following precautions, if they are not required to self-isolate:
 1. Limit close contact with people outside their household, especially in enclosed spaces;
 2. wear a face covering in enclosed spaces and where they are unable to maintain social distancing;
 3. limit/avoid contact with anyone who is clinically, extremely vulnerable.

Additional, temporary measures may be introduced when the following thresholds have been met, as per the Contingency Framework [Click here](#)

- 5 cases, or 10% (whichever is reached first) - confirmed by PCR test - of COVID-19 **within 10 days**, among young people or staff clustered in a **consistent group or cohort**, **OR**
- Evidence of severe illness e.g. young people or staff members admitted to hospital, or a death as a result of a COVID-19 infection

In these situations your local Public Health Team will work with you to consider introducing temporary measures such as groupings of pupils, face masks, and social distancing to prevent further spread of the virus. You must, therefore, continue to keep accurate records of positive COVID-19 cases in young people and staff.