

COVID-19 appendix to Medical Policy Possible cases of COVID-19

We will have two isolation rooms for use in the KS2 building (intervention room and office next to staff room)

- Doors will be wedged open
- Windows will be open for ventilation

Cleaning if there's been a suspected case in school

This section only applies to the site manager:

1. Clean and disinfect surfaces the person has come into contact with, including:
 - Objects which are visibly contaminated with body fluids
 - All potentially contaminated high-contact areas (e.g. bathrooms, door handles, telephones, grab-rails in corridors and stairwells)
2. When cleaning hard surfaces and sanitary fittings, use either:
 - Disposable cloths
 - Paper rolls and disposable mop heads
3. When cleaning and disinfecting:
 - Use the anti-viral solution provided
4. Make sure all cleaning staff:
 - Wear disposable gloves, mask and apron
 - Wash their hands with soap and water once they remove their gloves and apron
5. Wash any possibly contaminated fabric items in a washing machine. Clean and disinfect anything used for transporting these items with standard cleaning products
6. Dispose of any items that are heavily soiled or contaminated with body fluids.
7. Keep any waste from possible cases and cleaning of those areas (e.g. tissues, disposable cloths and mop heads) in a plastic rubbish bag and tie when full.

This section applies to all staff:

If a child shows symptoms of COVID -19 (high temperature, continuous cough or loss of smell/taste) you should:

1. Ensure the child is comfortable and 2m away from all others.
2. Call a member of SLT immediately using your mobile phone.
3. If contact with the child or young person is necessary, then disposable gloves, a disposable apron, visor and a disposable face mask should be worn by the supervising adult.

This section applies to SLT:

1. Accompany the child/children to the isolation room, wearing PPE (apron, gloves, mask and visor).
2. Comfort the child and explain why they are being separated from other people.
3. Notify MS.
4. In the case of solely suspected high-temperature, use infra-red digital thermometer (kept in the main office) to take a temperature. If 38°C or above proceed to step 5.
5. Call home and wait with the child for collection.
6. Advise parent to book a test for COVID-19 immediately at the office.
7. Make follow-up call within 48 hours.

IF THE CHILD TESTS POSITIVE, THE WHOLE BUBBLE MUST SELF-ISOLATE FOR 14 DAYS.