

COVID-19 Case Reporting

Protocol for BEST schools

The purpose of this protocol is to advise our schools on what to do if a child/adult who is on/has been on site in the last five days, identifies as symptomatic or is tested positive for Covid-19

This protocol must be used alongside the national guidance [Implementing-protective-measures-in-education-and-childcare-settings/coronavirus](#) issued to schools on dealing with an incidence of COVID19 in an education setting and the public health flow chart below.

Cases of COVID19, MUST be reported to CBC.

Notifying CBC of initial symptomatic cases:

Where a suspected instance of COVID19 occurs in a BEST school, the public health flow chart below should be followed and reference made to nationally published guidance for schools. This advises that a suspected/possible case should arrange a test through www.nhs.uk/coronavirus or NHS 119

In this circumstance, a report should be made to CBC via the online link [Covid 19 Case Reporting](#) or by phoning 0300 300 6826 or 0300 300 5651 in office hours

Notifying CBC of positive cases:

If a positive case is then confirmed, or if a school is advised of a previously unknown positive case, a report should be made to CBC through the online link [Covid 19 Case Reporting](#).

What guidance will Public Health England provide?

If a positive case is confirmed, guidance should be sought immediately from Public Health England as outlined in the flow chart.

Notifying the Trust of positive cases:

If a positive case is confirmed, the Chief Operating Officer/Operations Support Officer should immediately be notified to confirm what steps have been/are being taken and what advice has been received from PHE/CBC.

Action to be taken if a member of the household of a child/adult who is on/has been on site tests positive:

In the event of a *member of the household* of a child/adult who is on/has been on site in the last five days receiving a positive test, no additional reporting is required. The rest of the household (including the child/adult who is/has been on site) should be told to self isolate for 14 days (even if they have no symptoms). Any rooms used on site by the child/adult should be cleaned and disinfected ensuring that appropriate PPE is used.

If subsequently, the child/adult *that was on site* becomes symptomatic or tests positive, then the public health flow chart below should be followed and reports made to CBC/PHE and the COO/OSO of the Trust as appropriate.

Public Health flowchart for management of COVID-19 in schools (June 2020)



1: Suspected case: staff member or pupil with a new continuous cough and/or high temperature and/or a loss of, or change in, normal sense of taste or smell (anosmia)

2: [PPE Guidance](#)

3: Guidance – COVID-19 [Cleaning in non-health care settings](#) after a suspected or confirmed case

4: [Stay at home guidance](#)

Cases and contacts can return once the isolation period is completed. If case still has a fever, diarrhoea or is feeling/being sick, they should continue to isolate until 48 hrs after symptoms.