

COVID-19 RELATED PUPIL ABSENCE AT ST VINCENT DE PAUL SCHOOL

A quick reference guide for parents, carers and staff

Updated: 15th September 2020

DEFINITIONS OF COVID-19 SYMPTOMS

Please read these definitions through carefully. If you are unsure, please call the school office to discuss BEFORE sending your child into school 01438 729555 or email absence@stvincent.herts.sch.uk

A NEW CONTINUOUS COUGH

A NEW CONTINUOUS COUGH MEANS:

- you are coughing a lot for more than 1 hour



OR

- you have been coughing a lot 3 or more times in 24 hours



- if you normally have a cough, it may be worse than usual.



The coronavirus cough is a dry cough. This means it does not produce any phlegm or mucus (so you do not cough anything up like you would with a chesty cough).

If you have a chest condition you may already cough. If you have symptoms of coronavirus, you may have a cough that is different from your normal cough, or your normal cough may feel worse than usual.

WHAT TO DO:

- rest
- drink lots of fluids



A HIGH TEMPERATURE OR FEVER

A high temperature or fever is a normal way for your body to fight infection.

This is because the increase in body temperature makes it harder for viruses and bacteria to survive.



You do not need to take your temperature to know you have a fever.

If you do have a thermometer however, a fever is when your temperature is 37.8C or higher.



A THIRD COMMON SYMPTOM OF CORONAVIRUS IS A LOSS OF, OR CHANGE IN, SENSE OF SMELL OR TASTE (ANOSMIA).



SCENARIOS

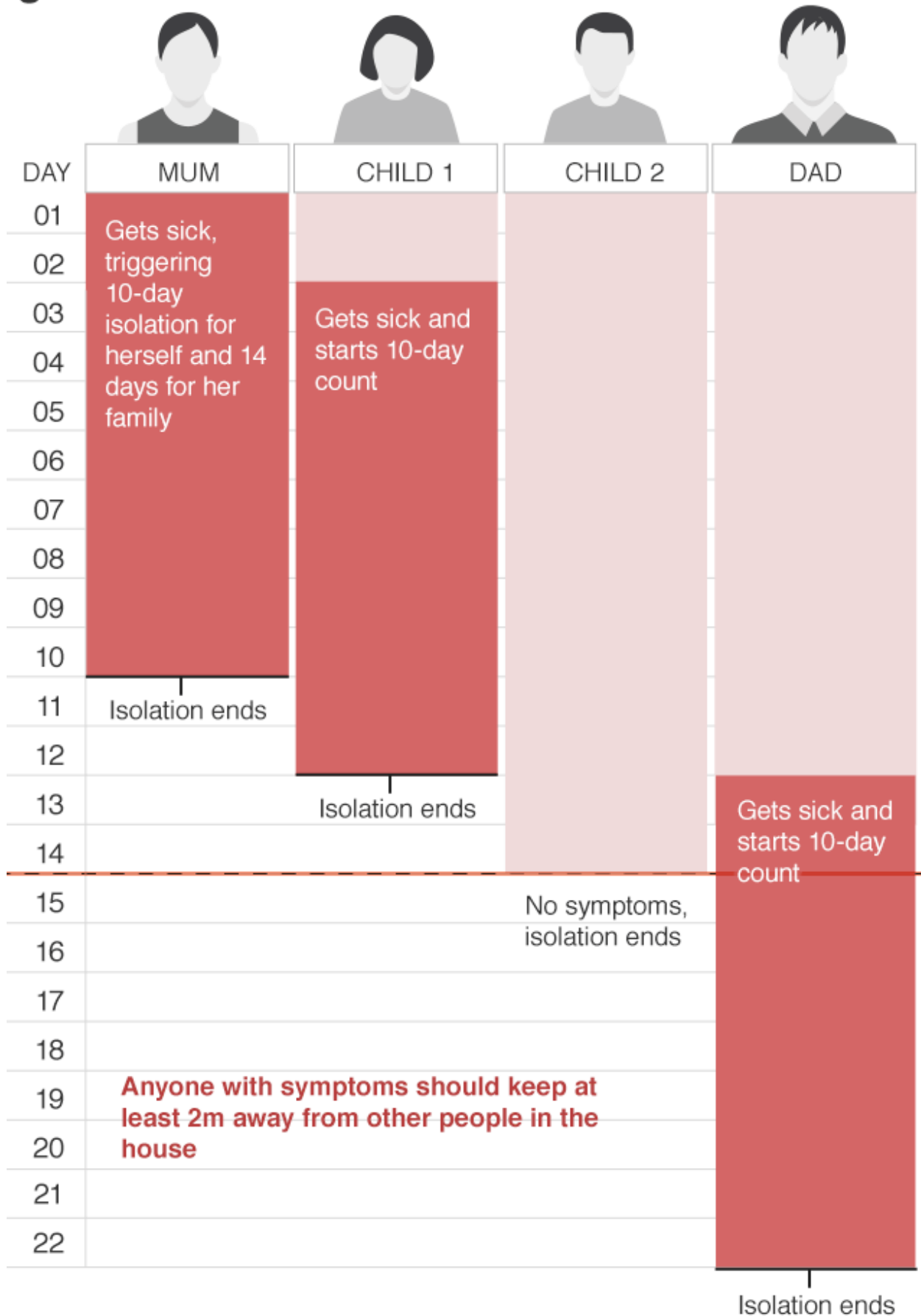
We are updating this list of scenarios as new government guidance is issued and we come across different individual circumstances. A link to the latest version of this document will always be at the top of our school website, so please check back there regularly: www.stvincent.herts.sch.uk

What to do if...	Action Needed	Return to school when...
<p>...my child has any Covid-19 symptoms</p>	<ul style="list-style-type: none"> - Do not come to school - Contact school to inform us - Self-isolate the whole household. See the image at the end of this document for advice about how long other members of the household should self-isolate - Get your child tested - Communicate with the school about the test result 	<p>...the test comes back negative, having confirmed this with the school or</p> <p>...10 days have passed since symptoms began, even if they still have a cough or loss of taste/smell. <i>(These symptoms can last for several weeks.)</i></p> <p>AND the child feels well.</p>
<p>... my child has a cough, but I am not sure whether it is a persistent cough.</p>	<p>Read the definition of a 'new continuous cough' at the beginning of this document.</p> <p>If your cough is new and continuous / persistent or is changed in its usual nature, then you must isolate as per instruction.</p> <p>If you are unsure call 119 to discuss or talk to the school who can guide you through the definition.</p>	<p>If the cough is not continuous you can return and we will continue to monitor. If we feel that it is consistent with the definition, we will ask for the child to be collected.</p> <p>If the cough is continuous, isolate for the full period or until you receive a negative test.</p>
<p>...my child tests positive for Covid-19.</p>	<ul style="list-style-type: none"> - Do not come to school. - Contact school to inform us. - Agree an earliest date for possible return (minimum of 10 days). - Self-isolate the whole household. See the image at the end of this document for advice about how long members of the household should self-isolate 	<p>...10 days have passed since symptoms began, even if they still have a cough or loss of taste/smell. <i>(These symptoms can last for several weeks.)</i></p> <p><i>Please confirm their return with the school prior to arriving</i></p> <p>AND the child feels well.</p>
<p>...my child tests negative.</p>	<ul style="list-style-type: none"> - Contact school to inform us. - Discuss when your child can come back (same day/next day). 	<p>...the test comes back negative.</p> <p>AND the child feels well.</p>
<p>...my child is ill with symptoms not linked to Covid-19.</p>	<ul style="list-style-type: none"> - Do not come to school. - Contact school to inform us. - Ring on each day of illness. 	<p>If the child has been sick or had a single episode of diarrhoea, they should be kept off for 24hrs since their last episode.</p> <p>If the child has had more than one episode of sickness or diarrhoea in a 24hr period, they should be kept off for 48 hours from the last episode.</p>

<p>...someone in my household has Covid-19 symptoms.</p>	<ul style="list-style-type: none"> - Do not send anyone from your household to school. - Contact school to inform us. - Self-isolate the whole household for 14 days or until a negative test - Household member with symptoms to get a test. - Communicate with the school about the test result 	<p>...the test comes back negative OR ...see the image at the end of this document for advice about how long members of the household should self-isolate</p>
<p>...someone in my household tests positive for Covid-19.</p>	<ul style="list-style-type: none"> - Do not send anyone from your household to school. - Contact school to inform us. - Agree an earliest date for possible return. - Self-isolate the whole household. 	<p>...see the image at the end of this document for advice about how long members of the household should self-isolate</p>
<p>...NHS test and trace has identified my child as a close contact of somebody with confirmed Covid-19.</p>	<ul style="list-style-type: none"> - Do not send the child who has had direct contact to school. - Contact school to inform us. - Agree an earliest date for possible return (minimum of 14 days). - Any other children in your household, who have not had direct contact, can come to school. 	<p>...the child who has had direct contact has completed 14 days of isolation</p>
<p>...NHS test and trace has identified a household member (other than my child) as a close contact of somebody with symptoms or confirmed Covid-19.</p>	<ul style="list-style-type: none"> - The household member must self-isolate for 14 days and must not be involved in the collection arrangements for your child - Child can continue to attend school. 	<p>...child can continue to attend school</p>
<p>... a sibling attending another school has been sent home to self-isolate due to there being a positive case in their school.</p>	<ul style="list-style-type: none"> - Sibling at other school must self-isolate for 14 days. - Child at St Vincent de Paul School can continue to attend. 	<p>...child at Fairlands can continue to attend school</p>
<p>... my child has travelled abroad from a country or territory that is NOT on the exempt list of countries.</p>	<p>If returning from a destination where quarantine is needed*:</p> <ul style="list-style-type: none"> - minimum of 14 days self-isolation for all those who travelled. - contact school to inform us you are back in the country and we will agree an earliest date for possible return to school. - Self-isolate the whole household. <p>*Foreign, Commonwealth & Development Office (FCDO) – for up to date travel information</p>	<p>...the quarantine period of 14 days has been completed.</p>

<p>... my child has travelled abroad from a country or territory that IS on the exempt list of countries.</p>	<p>If returning from a destination where quarantine is NOT needed:</p> <ul style="list-style-type: none"> - Check the current Exempt countries and territories list to confirm the country you have travelled from or through is on the exempt list. 	<p>There is no restriction</p>
<p>...I have travelled from a country that requires us to quarantine (but my child didn't travel).</p>	<p>You must follow the advice that you have received about isolating and should contact the school office to discuss this.</p>	<p>Follow national advice Communicate with the school before children return.</p>
<p>...we have received medical advice that my child must shield.</p>	<ul style="list-style-type: none"> - Do not come to school. - Contact school to inform us. - Shield until you are informed that restrictions are lifted and shielding is paused again. 	<p>...school inform you that restrictions have been lifted and your child can return to school again. ...you receive medical advice that your child may return to school.</p>
<p>...my child's year group bubble is closed due to a Covid-19 outbreak in school.</p>	<ul style="list-style-type: none"> - Child must not come to school. - Support your child at home with remote education provided. - Your child will need to self-isolate for 14 days. - Other siblings, in other year groups and other schools, may continue to attend school. 	<p>...school inform you that the year group bubble will be reopened.</p>
<p>... I am unable to get a test for someone in the household who has symptoms</p>	<p>If you are not able to get a test, your child and anyone they live with must stay at home and self-isolate for 14 days.</p> <p>Anyone in your support bubble must also stay at home.</p>	<p>...the child has completed 14 days of isolation.</p>

What happens if someone in your family gets sick?



People may be able to pass on coronavirus without showing any symptoms

Source: Public Health England advice

ACCESSING A COVID TEST

What to do if your child or anyone in your household develop symptoms

- Get a test as soon as possible
- The household should stay at home (isolate) and have no visitors until you get your test result – only leave home to have a test. If you cannot get a test the family will need to isolate for 14 days (the individual with symptoms for 10 days).

How to access testing

We appreciate that it has been incredibly difficult to book a Covid test. You will need to be persistent. If you cannot book a test and your child or a household member is symptomatic you are required to isolate for the full period.

Test Sites

- To book a test, use the following internet link:
<https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name>
- **If you have difficulties booking an appointment, appointments are refreshed for the following morning at 8pm in the evening and at 10am in the morning for the same day. Other appointments may be added throughout the day. Check the site regularly until you are successful.**

Home tests

- Home tests can be ordered if you are unable to access a testing site
- Home test are ordered in the same way as booking an appointment for a test using the link above
- **It is important that kits are posted to the address given via ROYAL MAIL PRIORITY MAILBOX so that they are prioritised by Royal Mail to go to testing labs**

The most convenient priority mail-boxes to school are:

- **BEDWELL CRESCENT POST OFFICE SG1 1NA**
- **THE GLEBE SHOPS SG2 0LX**
- **STEVENAGE MAIL CENTRE METER/PARCEL BOX SG1 1AA (London Road ... near B&Q)**

- Find your nearest priority mailbox via this link:
www.royalmail.com/services-near-you#

School test kits

All schools have been provided with a small number of postal test kits and we are only permitted to offer these in the **exceptional circumstances** listed below:

The pupil has developed symptoms whilst at school and:

- The school believes they may have significant barriers to accessing a test elsewhere; or
- The school believes that if the child was sent home without at a test kit, they would not receive a test at all.

We are not permitted to conduct coronavirus tests on site or assist with the testing.

A member of staff, however, has been trained in the protocols and procedures relating to them and can advise as required.

Test results

Test results will be returned via email or text directly to you.

Negative result:

- Should the test come back negative, your child can return to school immediately as long as they are no longer unwell (including no longer displaying symptoms, although a cough or the change to taste / smell may linger).
- If they remain unwell keep them at home until they are better, as usual
- Please forward the email you receive indicating a negative result to admin@stvincent.herts.sch.uk
- **Your child must not return to school until the school has authorised this (please call or email).**

Positive result:

- **Let the school know immediately.** If it is out of school hours or over the weekend please email head@stvincent.herts.sch.uk as this email is monitored regularly.
- **The person that has tested positive must isolate for 10 days**
- **The rest of the household must isolate for 14 days**
- **You will need to engage with NHS Track and Trace**
- **The school will engage with the regional department of Public Health England for advice**

If any member of your household has tested positive the school also needs to be informed promptly.

What would happen if a child or staff member tested positive?

Should a child or staff member test positive, the school would be required to send home any person that has been in close contact with them.

Close contact is currently defined as:

- Direct close contact – face-to-face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face-to-face conversation, or unprotected physical contact (skin-to-skin)
- Proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- Travelling in a small vehicle, like a car, with an infected person

School would seek definitive advice from our local health protection team about this.

Bubbles (year groups) may need to close for a period of 14 days, upon the direction of the local Public Health Team, in relation to incidences of positive testing.

Some useful links

Instructions for using test kits

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907961/Coronavirus_home_test_step-by-step_guide.pdf

Instructional video for parents on swabbing children as part of the postal test kit:

<https://www.youtube.com/watch?v=Xaw8DsF2Igc>