

WHAT TO DO

IF YOU HAVE A SUSPECTED / CONFIRMED CASE OF COVID-19 IN YOUR SCHOOL OR SETTING

PHE HPT contact:

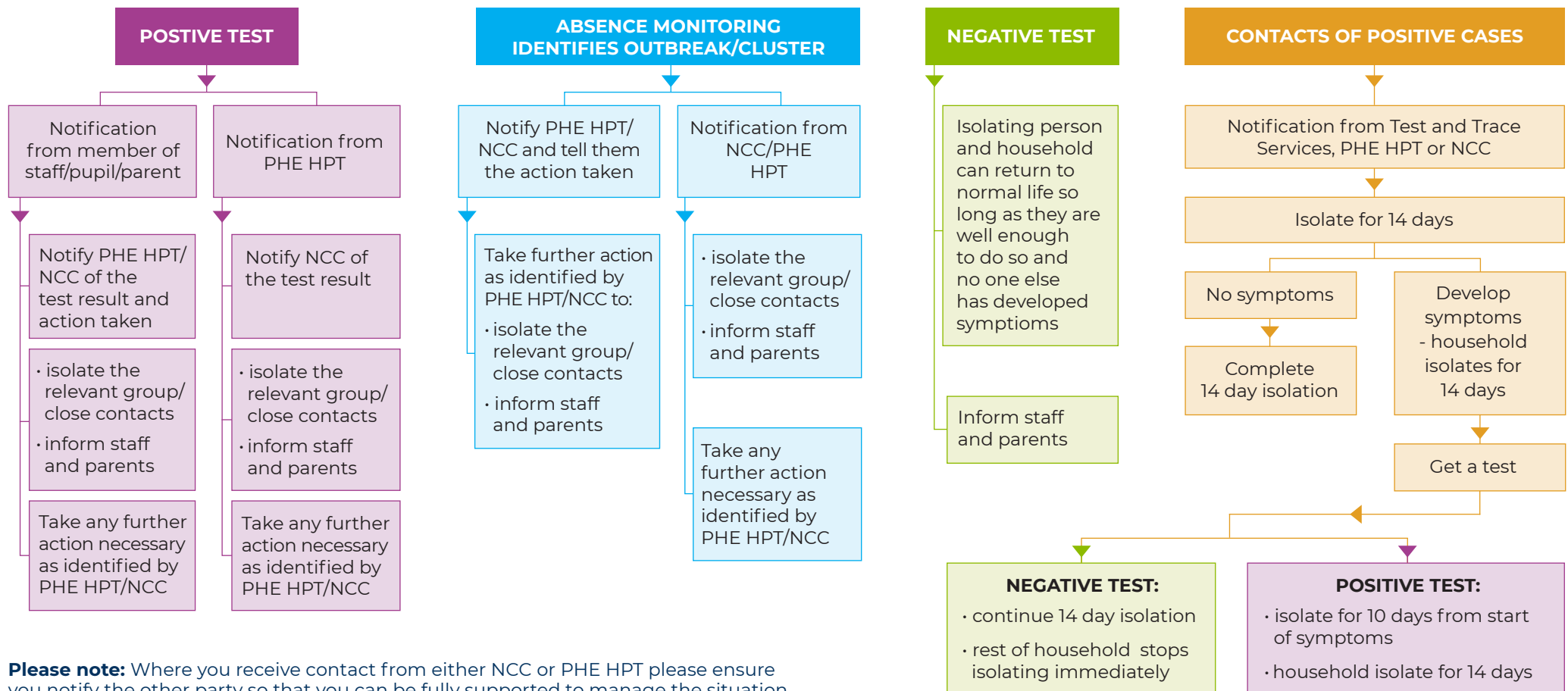
0300 303 8537

NCC Local Outbreak Management Centre

01603 223219

Member of staff/pupil develops symptoms (fever/new persistent cough/loss or change to sense of taste or smell)

- Isolate from others
- Go home ASAP - Whole household to isolate
- Get a test - If a family refuses to get a child tested read section 5 of the [Management of cases guidance](#)
- Letter 4 (possible case in school) to parents carers to inform



Please note: Where you receive contact from either NCC or PHE HPT please ensure you notify the other party so that you can be fully supported to manage the situation.

POSSIBLE OR 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). (Schools not expected to contact PHE or the local authority)

CONFIRMED CASE:

Staff member or pupil with a laboratory test positive for COVID-19/SARS-CoV-2 with or without symptoms.

CLUSTER:

Two or more confirmed cases of COVID-19 among students or staff in a school within 14 days or Increase in background rate of absence due to suspected or confirmed cases of COVID-19 (does not include absence rate due to individuals shielding or self-isolating as contacts of cases).

OUTBREAK:

Two or more confirmed cases of COVID-19 among students or staff who are direct close contacts, proximity contacts or in the same cohort or 'bubble'* in the school/college within 14 days.

* a cohort or 'bubble' might be a class, year group or other defined group within the school/college. This definition aims to distinguish between transmission occurring in the community versus transmission occurring within the school/college setting.

CONTACTS ARE THOSE WHO HAVE:

- 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)

INFECTIOUS PERIOD:

From 48 hours prior to symptom onset to 7 days after, or 48hrs prior to test if asymptomatic.

More resources can be found in the **Management of cases guidance**.