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**COVID-19 Protocol for schools and early years providers in Derby**

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# Updates:

* Improved testing capacity
* Flowchart: who to contact and when

# Background information:

This document outlines the actions required to manage suspected or confirmed cases and reduce onward transmission of COVID-19 in educational and early years settings in Derby.

It is expected that settings will be familiar with the government guidance (updated 26th November 2020) at <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> and have undertaken risk assessment and implemented mitigating actions.

## Case definition:

Confirmed case: laboratory positive case of COVID-19 with or without symptoms

Possible (suspected) case: new continuous cough and/or high temperature and/or anosmia

## Contact definitions:

**Household Contacts:** Those that are living or spending significant time in the same household e.g. those that live and sleep in the same home, people who live in the accommodation that share a kitchen and bathroom, and people who have cleaned a household where a case lives without personal protective equipment.

**Direct close contacts**: 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 1-2metres for more than 15 minutes) with a case, including travelling in a small vehicle with a case

## Infectious Period:

The infectious period is from 48 hours prior to symptom onset to 10 days after, or 48hrs prior to test if asymptomatic

The charts overleaf advise what to do if you have a possible case, or 1 or more confirmed cases in your setting. This applies to teaching staff, support staff and students

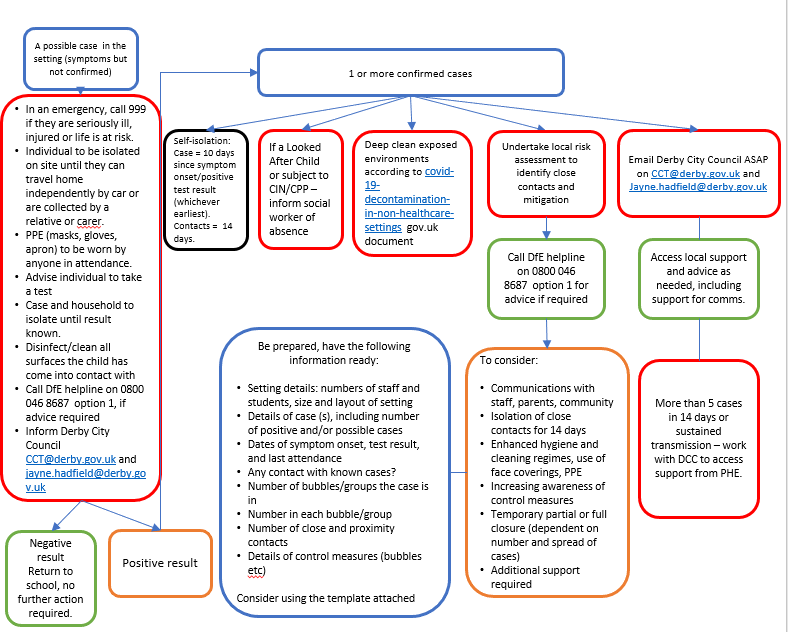
## Prevention

The main tools to limit transmission of the virus are social distancing, hand washing and use of face coverings. These are important for pupil, staff, visitors and parents when they come to school. If you would like promotional material to support this please contact [Laura.Bandell@Derby.gov.uk](mailto:Laura.Bandell@Derby.gov.uk)

## Testing

Testing capacity has improved in the city with multiple walk through sites, in addition to the drive through site at Toyota. Anyone who needs a test should be able to get one promptly and close to home. Please be advised that, unless otherwise advised, tests are only for those with symptoms to help manage their infection, contact tracing and management of settings. Please book tests by calling 119 or accessing <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

Flowchart for response to possible or confirmed cases in your setting



# Derby City Council COVID CCT Notification Form

**Email to CCT -** [**CCT@derby.gov.uk**](mailto:CCT@derby.gov.uk)

|  |  |
| --- | --- |
| Date |  |
| Contact Details | |
| School Name |  |
| School Address |  |
| School contacts name |  |
| Telephone number  (if school is closed please also include a mobile) |  |
| Details of positive case | |
| Staff | Yes/ No |
| First name |  |
| Details of role in school inc. year group |  |
| Questionnaire provided to complete. |  |
| Pupil | Yes/ no |
| First name |  |
| Year group and class |  |
| Findings of investigations/ identification of close contacts | |
| Details of any links with other positive cases ( family / friends/ close contacts out of school) |  |
| Details of any links with other positive cases within the school setting? |  |
| Action | |
| Actions taken  ( ie, closure of classes/ year groups) |  |
| Have you sought advice from PHE/ DoE? |  |
| Do you need us to contact you to provide further advice? |  |