



# NOVEMBER 2020—COVID-19 UPDATE

## What happens if there is a positive case of COVID-19 —staff or pupil—confirmed within Glen Hills Primary School?

After confirming case details with the individual concerned (member of staff or family of pupil) and any others affected, Glen Hills Primary School rings Public Health and discusses the case. **If the contagious period does not include any time at school, no further action is taken by the school** apart from communicating with the individual/family to ensure that self isolation takes place correctly, that work can be accessed as needed and to check on their health. National Test and Trace takes full responsibility for contact tracing.

## What happens if the infectious period includes any time spent within Glen Hills Primary School?

Glen Hills Primary School now has to follow direction from Public Health England (PHE), alongside Test and Trace.

Public Health will take the details of the case from us as a school and will advise us if any contacts, year bubble(s) or class bubble(s) need to self-isolate for fourteen days. We will then communicate this with parents, with a DfE worded letter, using our SchoolPing app. **Please make sure your SchoolPing app is installed, up to date and monitored regularly.** (Staff will be informed face-to-face or via email.) All parents at Glen Hills will receive a message via the SchoolPing App, so that they are informed of the situation within school.

**If the positive case is confirmed during school hours**, we will socially distance the bubble immediately and we will require all children who are deemed to be contacts to be collected (this may not be the whole bubble or it may be more than one bubble). You will be given a specific time slot for collection, if appropriate, so that we can ensure social distancing between parents. Affected staff will be sent home.

**If the positive case is confirmed during non-school hours**, our first step is to take details of the case and phone Public Health. If we can't get through to any necessary staff or the Public Health Helpline is closed for the evening, we may need to temporarily close the bubble, for 24-48 hours. This would be communicated via SchoolPing. Once we have confirmation from Public Health regarding our required actions, we would then communicate again, using a DfE worded letter on SchoolPing. Those classed as contacts will need to self-isolate for a fourteen-day period, and those that are not can return after the 24-48 hour period.

The definition of 'contacts' is on the parent protocol.

## How does Public Health advise Glen Hills as to whom is deemed a close contact?

This is done carefully using our comprehensive plans, contact tracing data and individual timetables and logged staff movements in school etc, including discussion with the individual concerned.

**Please note: the name of pupil or staff member cannot be shared and has to be kept confidential.**

We should be able to identify any close contacts **however, if you have additional information** (e.g. your child has spent time outside of school with someone you think might have tested positive etc.), you should contact Glen Hills and let us know. See the list on the right outlining government close contact guidance.

A 'contact' is a person who has been close to someone who has tested positive for COVID-19 anytime from 2 days before the person was symptomatic up to 10 days from onset of symptoms (this is when they are infectious to others).

Including:

- people who spend significant time in the same household
- a person who has been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes
- a person who has travelled in a small vehicle with someone who has tested positive for COVID-19 or in a large vehicle or plane near someone who has tested positive for COVID-19.
- a person who has had face-to-face contact (less than one metre away), with someone who has tested positive for COVID-19, including :
  - \* being coughed on
  - \* having a face-to-face conversation within one metre
  - \* having skin-to-skin physical contact, or
  - \* contact within one metre for one minute or longer without face-to-face contact.

Where an interaction between 2 people has taken place through a Perspex (or equivalent) screen, this would not be considered sufficient contact, provided that there has been no other contact such as any of those indicated above.

### Is there likely to be much transmission of COVID-19 within a school?

So far, information shared within our Trust and with local leaders around transmission indicates that transmission is almost entirely outside of schools. Most commonly, an adult in the household catches the virus elsewhere and transmits it to those in their own household, sometimes including their own children.

All adults within Glen Hills are following social distancing rules as much as possible, given the nature of a primary school and the nature of our building in addition to all of the hygiene rules which we all follow, to avoid transmission. It must be said, however, that some adults within bubbles cannot always social distance from pupils given that fact that we have children aged 4-11 at Glen Hills.

**All adults within Glen Hills wear masks /visors in all areas**, except during teaching time. We introduced this back in September to ensure we maintain our school at capacity and protect our community for as long as we can.

**Covid-19 is almost always a very mild illness for children and young people but it is still vital that we do all we can to minimise any transmission** as it can impact severely on older adults and/or adults with underlying conditions. This is why we are following all advice and guidelines extremely carefully.

### When do I have to contact Glen Hills Primary School?

You need to contact Glen Hills **immediately** any and every time one of the following applies:

- **ANYONE** in your household has symptoms of Covid-19. We will provide advice to you, including that anyone with symptoms needs to book and go for a test immediately and the whole household must stay at home until you receive results. If negative, the household can return to school and work.
- **ANYONE in your household has tested positive, even if the Glen Hills pupil or staff member themselves have no symptoms of Covid-19. We will provide advice to you, including that you will all need to self-isolate for fourteen days. We have provided pupils with work to do at home over that period, to minimise any lost learning or working time. (See previous Ping).**
- A pupil or staff member has been identified as a close contact by Public Health Test and Trace, or if you genuinely believe your child is a close contact using the information on the previous page.

**IT IS REALLY IMPORTANT THAT YOU CONTACT US IMMEDIATELY, BY PHONE DURING OFFICE HOURS OR BY EMAIL DURING OUT OF OFFICE HOURS.** Please email the school office: [office@glen-hills.leics.sch.uk](mailto:office@glen-hills.leics.sch.uk)

**Contacting Glen Hills is in addition to phone calls you may receive from Test and Trace.**