

## What happens if there is a confirmed case(s) of COVID-19 in our Primary or Early Years setting?

Did the positive student/staff member attend school during the infectious period: 2 days before symptom onset (or test date if asymptomatic) to 10 days after?

✓ NO – no further action required by school beyond supporting student(s) as necessary during self-isolation

✗ YES – school carries out an on-site risk assessment using checklist

### South East HPT email:

Thames Valley HPT  
[ICC.TVPHEC@phe.gov.uk](mailto:ICC.TVPHEC@phe.gov.uk)

Hampshire & IOW HPT  
[ICC.HIOW@phe.gov.uk](mailto:ICC.HIOW@phe.gov.uk)

Surrey & Sussex HPT  
[ICC.SurreySussex@phe.gov.uk](mailto:ICC.SurreySussex@phe.gov.uk)

Kent HPT  
[ICC.Kent@phe.gov.uk](mailto:ICC.Kent@phe.gov.uk)

- Case should already be isolating at home.
- They should remain in isolation until 10 days have passed from symptom onset.
- The case's household (including siblings that attend other schools should isolate for **10 days**

### Who is a direct contact?

#### Direct close contacts:



- Direct face-to-face e.g. being coughed on or spoken to contact for any length of time OR within <1 metre for ≥ 1 minute.

#### Proximity contacts:



- <2 m for 15 minutes.

#### Travel contacts:



- Shared a small vehicle

The school carries out on-site risk assessment to identify potential contacts during this period at:



- Large/small group sessions



- Additional on-site/ academic activities e.g. clubs/societies



- Events and trips

To identify contacts, use the risk assessment checklists, and:



- Attendance records, Seating plans and charts (if available).



- Speak to student (as necessary)

- Contacts are informed to self-isolate for **10 days** from date of last contact with template letters from parents and staff.
- The **wider school** is sent an inform and advise letter
- Inform your **Local Authority** of situation

If any of the following criteria are met, contact the **SE HPT**

- ≥ 10% of a bubble is cases within 14 days
- ≥ 10% of staff are cases within 14 days
- ≥ 3 bubbles are cases
- There have been any hospitalisations
- Your school is a SEND school
- 2 or more boarders/staff in a residential school

If you need advice or support you can access **the government schools guidance online** or contact the DfE helpline on **0800 046 8687**