



Covid-19

Part 1: What to do if your child or a member of your family is unwell

The following information explains what to do if your child or another member of your family displays symptoms of covid-19.

1.1 Sickness in school

Our usual sickness and absence reporting systems are still in operation. Therefore if your child is sick, please ring the school office by 9am.

1.2 What are the symptoms?

The main symptoms of covid-19 are:

- a high temperature
- a new, continuous cough
- a loss or change to your sense of smell or taste

Most people with coronavirus have at least 1 of these symptoms.

1.3 What you should do if your child has 1 or more of these symptoms

If your child has any of the main symptoms of coronavirus you must **contact school immediately and report the absence and the reason for absence**. You will need to keep your child at home.

1.4 Information on self-isolation

- Your child must self-isolate for at least **10 days** from when their symptoms started. **You should arrange to have your child tested to see if they have the virus**. See information about testing below.
- If your child is *not* experiencing symptoms but *has* tested positive for the virus, they must self-isolate for at least 10 days, starting from the day the test was taken. If they develop symptoms during this isolation period, restart their 10-day isolation from the day they developed symptoms.
- After 10 days, if they still have a temperature they should continue to self-isolate and seek medical advice.
- They do not need to self-isolate after 10 days if they only have a cough or loss of sense of smell or taste, as these symptoms can last for several weeks after the infection has gone.

1.5 Other members of the household

- All other members of the household who are living with someone who is symptomatic need to stay at home and not leave the house for **14 days or until a test result is returned**. Read on to understand how to respond with a positive result or a negative result. Members of the household includes all siblings, regardless of age, as well as parents.
- If the symptomatic person has a **positive test result** but no one else in the household displays symptoms, **all household members** must still isolate for the 14 day period.

- The 14-day period starts from the day when the first person in the household became ill. If anyone else in the household starts displaying symptoms, they need to stay at home for at least 10 days from when their symptoms appear, regardless of what day they are on in their original 14-day isolation period.
- Please note, even after the symptomatic person has recovered and completed their 10 day isolation, all other members of the household must continue to complete their 14 days of isolation.
- Updated guidance (NHS 10th September 2020) states that *only* those who are displaying symptoms should be tested. There is no need for their households to have a test, unless they are also symptomatic. However they must self-isolate for 14 days.
- Anyone with symptoms must try and stay as far away from other members of your household as possible. It is especially important to stay away from anyone who is clinically vulnerable or clinically extremely vulnerable with whom you share a household.
- Reduce the spread of infection in your home by washing your hands regularly for 20 seconds using soap and water, or using hand sanitiser, and covering coughs and sneezes.
- If the member of the household who was displaying symptoms has a **negative test result** and no one else in the household is displaying symptoms, there is no further need to self-isolate.

1.6 Any other sickness

- If your child feels unwell, for example with a sore throat, stomach upset or a headache. They don't need to book a covid test but may need to stay off school and seek medical advice through their GP as usual and only return to school once they feel better.



Part 2: How to get a covid test

Tests can be booked online click [here](#) or over the telephone by calling 101. The nearest drive through test centre is located at Gatwick.

If you cannot get to a centre and are unable to order a test yourself, please contact the school office immediately. We have a limited number of home test kits available. Home test kits are reserved for those who face significant barriers to accessing a test and would not otherwise get tested.

2.1 Getting your test result

You must stay at home until you get your test result. You will receive a text or email when your result is ready.

This can take between 48 – 72 hours. There are 3 types of result you can get:

- negative
- positive
- unclear, void, borderline or inconclusive

Negative test result

You do not need to self-isolate if your test is negative, as long as:

- everyone you live with who has symptoms tests negative
- you were not told to self-isolate for 14 days by NHS Test and Trace
- you feel well – if you feel unwell, stay at home until you're feeling better. If you have diarrhoea or you're being sick, stay at home until 48 hours after they've stopped.

Positive test result

If your test is positive, you must self-isolate. Anyone you live with must self-isolate for 14 days from when you start self-isolating.

- If you had a test because you had symptoms, keep self-isolating for at least 10 days from when your symptoms started.
- If you have a positive result, but have not had symptoms, self-isolate for 10 days from when you had the test.

Unclear, void or borderline or inconclusive test result

An unclear, void, borderline or inconclusive result means it's not possible to say if you had coronavirus when the test was done. You will need to be re-tested.

There is separate advice if you're contacted by NHS Test and Trace because you've been in contact with a person who has coronavirus. Click [here](#)

2.2 Awaiting test result where the whole household is self-isolating

If only one member of your household is displaying symptoms and therefore has been tested and all other members are self-isolating, a negative test result must be returned before any children can return to school.

2.3 Test and Trace

You will receive an email, text or call from the NHS Test and Trace service if you test positive after having symptoms. You'll be asked where you've been recently and who you've been in close contact with.

2.4 Sharing test results with school

We ask that you contact the school to let the office know the result of the test result as soon as possible.



Part 3: The school's response

3.1 Absence

- If your child is absent from school because they are unwell and showing symptoms of the coronavirus, we will code this as an authorised sickness absence. Since your child is unwell, we will not be sending any home learning, instead we would like your child to rest and recover.
- If your child is absent from school because they are unwell but not with symptoms of coronavirus, this will also be authorised sickness absence.

- If your child is self-isolating due to another family member showing symptoms, this will be an authorised sickness absence. In this instance, the class teacher will provide home learning.

3.2 If a member of my child's class is sent home with symptoms

The school will always seek permission to share information about children. If parental consent is given, we will inform parents of children in the same class that a child has been sent home unwell. We will also inform families whose children have previously needed to shield and who are considered vulnerable. **The class does not need to close at this stage and therefore we will expect all children to continue to attend school.**

3.4 If there is a positive case of coronavirus in my child's class

In such an instance we will follow the advice from Public Health South East and the NHS Track and Trace Team. Members of the class may be told to isolate. They will need to isolate for 14 days. If they begin to show symptoms they will also need to be tested.

The class teacher will be in touch with the members of their class within 24 hours and home learning will resume.

3.5 If there is a positive case of coronavirus in the school, but not my child's class

Only the children in the bubble where there has been a positive result need to self-isolate. The rest of the school will remain open and the expectation is for all children to continue to attend school.

If you have 1 child in the symptomatic bubble and other children in different bubbles in the school, it is only the child in the symptomatic bubble who will need to self-isolate. Your other children will only need to do so if your child at home begins to display symptoms.

3.6 If there are 2 or more positive cases in the school

The school will work quickly with South East Health Protection Team and Public Health England. We will be directed by the guidance given to us.

3.7 Risk Assessments

The school has completed a full and detailed risk assessment which is in line with guidance from West Sussex and Public Health England. This risk assessment is reviewed weekly and shared with all staff members and the governing board.

The school communicates all updates to parents via the website. If you have any questions or would like further information, please contact the school office.



Part 4: How the school will help

4.1 Q&A at Home

Your child's class teacher will be in contact with you about what would work best for you and your child in regards to home learning. This can include, ILP target work, online learning via websites, email, zoom meetings or paper packages. They will stay in regular contact during this time to ensure that your child is supported at home.

4.2 School lunch

For children who are self-isolating and who are in receipt of the Pupil Premium Grant (PPG) and receive a free school meal, please contact the school office.

4.3 Look after your wellbeing whilst at home

Staying at home for a prolonged period can be difficult, frustrating and lonely for some people and that you or other household members may feel low. It can be particularly challenging if you don't have much space or access to a garden and if you have your own work to do as well as wanting to support your child with their home learning.

It's important to remember to take care of your mind as well as your body and to get support if you need it. Stay in touch with family and friends over the phone or on social media. There are also professional sources of support and information that can help, such as the [Every Mind Matters](#) website.

Think about things you can do during your time at home. People who have stayed at home for a week or more have kept themselves busy with activities such as cooking, reading, online learning and watching films. If you feel well enough, you can take part in light exercise within your home.

Many people find it helpful to remind themselves why what they are doing is so important. Hopefully, none of your family will experience anything more than mild symptoms, but some people are badly affected by COVID-19. By staying home, you are helping to protect your friends and family, and other people in your community, as well as making sure the NHS does not get overwhelmed.

There are things that you can do to help make self-isolation easier. These include:

- planning ahead and thinking about what you will need in order to be able to stay at home for the full duration of isolation
- keeping in touch with school; we will do all we can to support your child and your family
- thinking about and planning how you can get access to food and other supplies, such as medications, that you will need during this period
- asking friends or family to drop off anything you need or ordering supplies online, but make sure these are left outside your home for you to collect
- ensuring that you keep in touch with friends and family over the phone or through social media

- thinking about things you can do during your time at home e.g. cooking, reading, online learning and watching films
- planning out the full days of your self-isolation on a calendar. You may also find it helpful to plan in advance what you will do if, for example, someone in your household were to feel much worse, such as having difficulties breathing
- remembering that physical exercise can be good for your wellbeing, when you are feeling better. Look for online classes or courses that can help you take light exercise in your home.