

Covid-19 Symptoms Flowchart

KEY



Question



Action



Information



Child or staff member begins to show symptoms of Covid-19



> High temperature – this means you feel hot to touch on your chest or back
 > New, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
 > Loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal



Are they in school at the time?

No

Yes



Child or staff member must not come to school, parent / staff member should contact school

School to inform PVAT via healthandsafety@penkvalley.co.uk



Pupil or staff member isolated in medical room or equivalent designated space.

Sign on door to ensure staff are aware.

Staff to use provided PPE within the medical room setting and where contact at less than 2 metres is needed.

School to inform PVAT via healthandsafety@penkvalley.co.uk



Pupil / staff member sent home / to remain home for 10 days (or until negative test result)

Staff to book test through HR or if at a weekend / evening direct with NHS and to make HR / line manager aware.

Pupils and parents to book direct through NHS



What is the result of the test as confirmed by NHS?

Positive - Covid-19

Negative - NOT Covid-19



Classroom and area pupil / staff member have been in contact with to receive extra clean.

Medical area cleaned straight after pupil / staff sent home, sign on door to remain until area clean.

All staff can access testing through the HR team

Any PPE used must be bagged and date marked for disposal – if negative disposal through normal waste.



Child / staff member returns to school
 School to inform PVAT via healthandsafety@penkvalley.co.uk



When they become aware that someone who has attended school has tested positive for coronavirus (COVID-19), the school will contact the local health protection team.

Schools must follow the guidance provided by the health protection team



West Midlands North Health Protection Team

Public Health England
 Stonefield House, St George's Hospital
 Corporation Street, Stafford
 ST16 3SR

Telephone 0344 225 3560 (option 2)

Out of hours advice 01384 679 031