

Flow Chart of action to take for staff and pupils with respiratory illness symptoms or a positive Covid-19 test result.

V1.0 010422

## **Staff Positive**

Report Result to School as soon as possible.

If in work time, MOS works from home for 5 days after the date of test if possible.

If not possible - limit contact with persons in school for 5 days after the date of test and those at higher for 10 days from the date of test as far as possible. to attend school

MOS should wear a face covering if not exempt for 5 days after the date of test. Ensure the areas they work in are well ventilated as far as possible.

Ensure the MOS observes good hand hygiene and ensure enhanced cleaning, particularly of touch points / equipment MOS has contact with for 5 days after the date of test as far as possible.

## Staff / Pupil with respiratory symptoms

Pupil unwell and has a high temperature - should not attend school until they no longer have a high temperature and they are well enough to attend. \*

MOS with symptoms of a respiratory infection, such as COVID-19, and who has a high temperature or does not feel well enough to go to work should not attend school until they no longer have a high temperature (if they had one) or until they no longer feel unwell.

**MOS** should work from home if possible and they are well enough to do so.

If not possible and **MOS** well enough to be in work - limit contact with persons in school especially those at higher risk as far as possible. MOS should wear a face covering if not exempt whilst they ahve symptoms. Ensure the areas they work in are well ventilated and ensure regular cleaning, particulalry of touch points / equipment MOS has contact with. Ensure the MOS observes good hand hygiene.

## **Pupil Positive**

Report result to school as soon as possible.

If in school time, child works from home for 3 days after the date of the test if possible.

If not possible - limit contact with persons in school especially those at higher risk as far as possible for 3 days after the date of test. Ensure good ventilation in the areas they are in. Ensure the child observes good hand hygiene and ensure enhanced cleaning, particulally of touch points / equipment child has contact with for 3 days after the date of test as far as possible.

\*Note - children and young people with mild symptoms such as a runny nose, sore throat, or slight cough, who are otherwise well, can continue to attend their education setting. All children and young people and staff with respiratory symptoms should be encouraged to cover their mouth and nose with a disposable tissue when coughing and/or sneezing and to wash their hands after using or disposing of tissues.

Copyright © of Leeds City Council 2022. The reproduction or transmission of all or part of this document for commercial purposes or gain, whether by electronic means or otherwise, without the written permission of the owner, is prohibited.