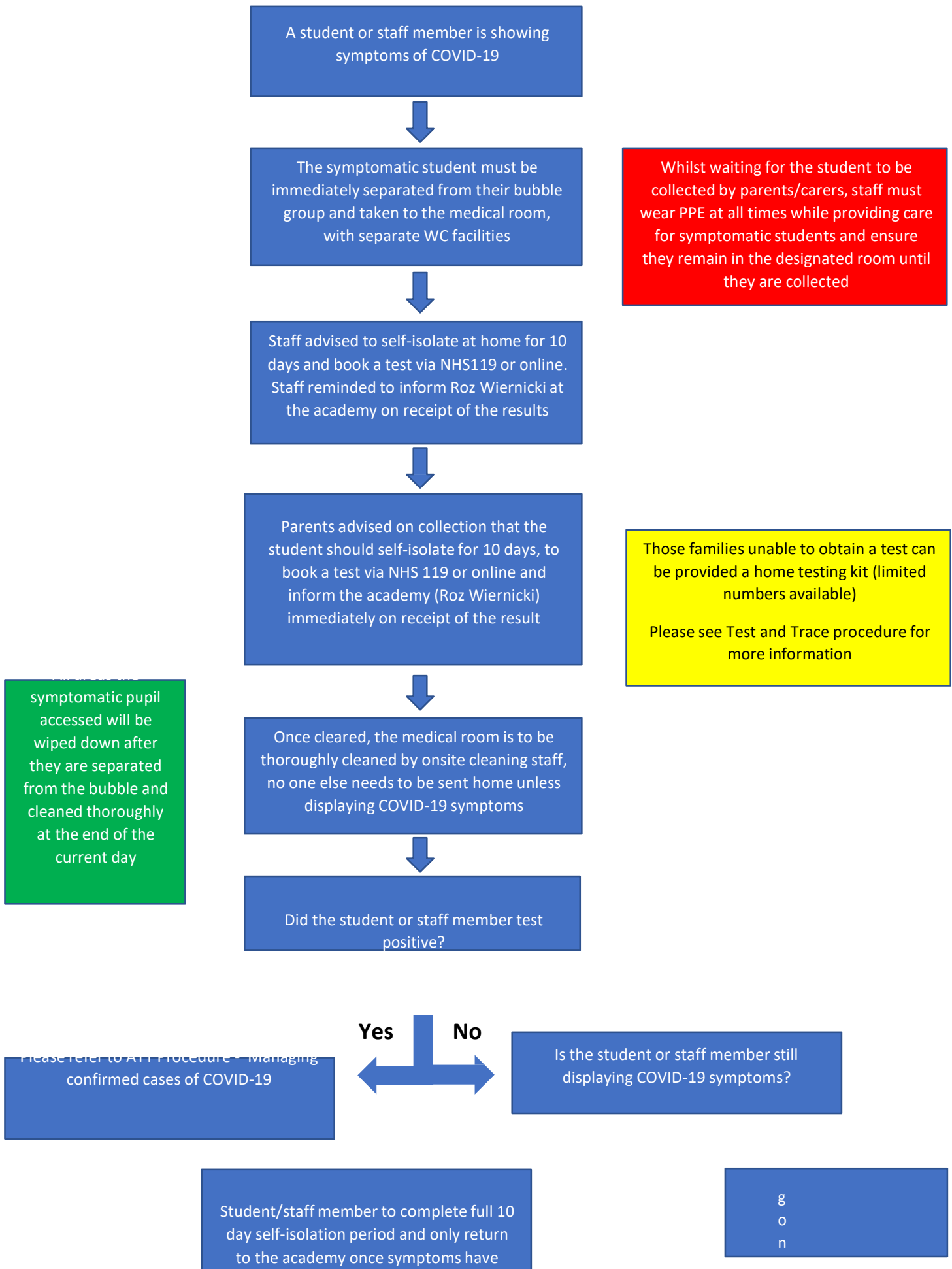


Part 9 – COVID-19 Risk Assessment - Procedure for Symptomatic Pupils and Staff –

June 2021



Yes **No**



COVID-19 Procedure – Symptomatic students and staff

If a student or member of staff shows any of the symptoms associated with COVID-19 the following steps must be followed:

- ✓ If a student/staff member shows any symptom of COVID-19, no matter how small, they must be isolated from the main group they are in, using the designated medical room at the academy
- ✓ The relevant member of staff calls for emergency assistance immediately if pupils' symptoms worsen
- ✓ The parents of unwell students are informed as soon as possible of the situation by a relevant member of staff
- ✓ Take the students' temperature to check for fever if not prevalent
- ✓ Where contact with a students' parents cannot be made, appropriate procedures are followed, in accordance with those outlined in governmental guidance
- ✓ The staff member caring for the student must wear PPE as detailed in the ATT Supply and use of PPE procedure
- ✓ While waiting to go home, unwell students, or those showing symptoms of COVID-19, must be isolated from the rest of the academy and kept within the designated medical area and use only the designated toilet facility
- ✓ Send student home and advise to self-isolate for 10 days, household members should self-isolate for 14 days, and advise that the student should be tested by booking online <https://www.gov.uk/get-coronavirus-test> or by calling NHS 119. The parents must inform the academy of the result as soon as they receive it
- ✓ In certain situations, where families cannot access a test, the academy will have a limited number of home testing kits available
- ✓ Ensure that the area they have occupied at the academy is cleaned by onsite cleaning staff and thorough disinfecting of all areas takes place
- ✓ If the student/staff member tests negative for COVID-19 and is no longer showing COVID-19 symptoms, they can return to the academy
- ✓ If the student/staff member tests negative for COVID-19 and is still showing COVID-19 symptoms, they should complete the self-isolation period of 10 days prior to returning.