



Hindhayes Infant School
Critical Incident
Management Plan – Covid 19
June 2020

At Hindhayes, we believe success is based on the partnerships between pupils, staff and the parent community. We endeavour to enrich and develop each child to be a successful individual that will become an active community citizen of the future.

Approved on: _____
Signed: _____
Role: _____

Context

This addendum to the Critical Incident plan refers to actions and procedures to be undertaken in strict adherence to government guidelines. Further information about these can be found here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

The school's risk assessment for the wider phased opening of schools with information regarding a Covid-19 critical incident can be found here:

<https://www.hindhayes.co.uk/page/?title=Hindhayes+School+Risk+Assessment&pid=267>

What happens if someone a child becomes unwell whilst at school?

Staff have been informed of the symptoms of a possible coronavirus infection and will be kept up to date with national guidance about the these symptoms. If anyone in an education or childcare setting becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), the situation will be referred to Kate Nester or Lucy Shakesby and will be sent home and parents advised to follow the

[COVID-19: guidance for households with possible coronavirus \(COVID-19\) infection guidance.](#)

If a child is awaiting collection, they will be moved to a room where they can be isolated behind a closed door (Willow room) and appropriate adult supervision will be provided by an adult from the child's safety pod. Ideally, a window should be opened for ventilation. Staff member to wear PPE as a distance of 2 metres cannot be maintained for young children. If the pupil's symptoms worsen the staff member will immediately call for help.

If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive (see 'What happens if there is a confirmed case of coronavirus (COVID-19) in a setting?') should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with agreed products that have been provided and are in line with COSHH requirements after someone with symptoms has left will reduce the risk of passing the infection on to other people.

What happens if someone a member of staff becomes unwell whilst at school?

If a member of staff displays signs of being unwell they will immediately refer themselves to Kate Nester or Lucy Shakesby and will be sent home and advised to follow

[COVID-19: guidance for households with possible coronavirus \(COVID-19\) infection guidance.](#)

What happens if there is a confirmed case of coronavirus (COVID-19) in school?

When a child, young person or staff member develops symptoms compatible with coronavirus (COVID-19), they should be sent home and advised to self-isolate for 7 days and arrange to have a test to see if they have COVID-19. They can do this by visiting [NHS.UK](#) to arrange or contact NHS 119 via telephone if they do not have internet access. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus (COVID-19), and are encouraged to get tested in this scenario.

Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting will be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

Advice will be sought from Public Health England's local health protection teams after they have conducted a rapid investigation to establish actions to be taken. In some cases, a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

Policy and procedure for dealing with the media and social media, providing support for pupils and staff, grieving and reflection remain the same as in the 'usual' Critical Incident Management Plan.



